



Based on LAC agenda template from LAC Handbook

FINAL
Potomac Library
LIBRARY ADVISORY COMMITTEE (LAC) HYBRID MEETING AGENDA

- **Date: Tuesday, October 21, 2025**
 - Location: Potomac Library 10101 Glenolden Drive Potomac, MD 20854
 - Time: 7:00 p.m. – 8:00 p.m.
 - Virtual: **Join our event here:** <https://us06web.zoom.us/j/82664558496>
 - Or Dial In: 301 715 8592; Meeting ID: 826 6455 8496
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- ❖ Call to Order, Potomac LAC Chair (Sheila Graves)
- ❖ Review and vote to approve the LAC meeting minutes (**Aug. 19, 2025**) from Don Libes
- ❖ Report from Nancy Sampson, Branch Manager Potomac Library
- ❖ Report from James Montgomery, MC Library Board Liaison
- ❖ LAC Old Business
 - status of comfortable furniture in library
 - Follow-up on exterior trash pickup
 - Security camera adjustments for the entry way
 - Public content in display case – define protocol/procedures
 - Use by the Public of library meeting space
 - How to get more feedback from the patrons on the furniture and other aspects of the Library Refresh
- ❖ LAC New Business (Comments, suggestions...)
 - Soap Dispensers need to be cleaned or replaced
 - **Next meeting is scheduled for Tuesday, December 16, 2025**
- ❖ Adjournment



