



Based on LAC agenda template from LAC Handbook

**FINAL**

## Potomac Library

### LIBRARY ADVISORY COMMITTEE (LAC) HYBRID MEETING AGENDA

- **Date: Tuesday, December 16, 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 (**October 21, 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 – ARC Contract should clean up exterior of library
  - Security camera adjustments for the entry way
  - Public content in display case – define protocol/procedures
  - Use by the Public of library meeting space
  - Soap Dispensers – replaced
  - Event Calendar – community
  - Potomac Day
- ❖ LAC New Business (Comments, suggestions...)
  - Potomac Library not open on Sunday
  - FY25 MCPL Community Report  
<https://montgomerycountymd.gov/library/resources/files/about/report-to-community-2025.pdf>
  - **Next meeting is scheduled for Tuesday, February 17, 2025**
- ❖ Adjournment

***Have a Merry Christmas and Happy New Year!!***