

**Rockville Memorial Library**  
**Library Advisory Committee Meeting Minutes**  
**November 2, 2021 @ 6:00 PM**  
**Virtual via Zoom**

Members present: Patrick Fromm, Sue Unger, Lillian Snyder, Tanny Atchariyasuksan, Arzo Yaftali, Charlotte, Carolyn Goshen

1. Approval of Minutes
2. Branch Manager's Report

**I. Programming:**

1. Great attendance at outdoor story times (approx. 100 attendees)
  - a. Canceling tomorrows because of space issues with ice rink
  - b. Joe has expressed interest in continuing beyond November 20<sup>th</sup>
  - c. Indoor programming has not resumed for kids 12 and below
2. Fun with Fluorescence, part of STEM program run by Nalini
  - a. Basics of fluorescent lights, spectrum of colors, circuits, story about who created DayGlo paint (over 130 people registered and approx. 98 turned out)

**II. Services:**

1. Deliveries backed up due to some drivers being out
2. Circulation Team has one FT person and Information Team helping to clear out tubs and returns
3. First library newsletter emailed in November to library card holders (approx. 200+ users)
4. Koha/Aspen Updates
  - a. Went live in October
  - b. A lot of questions in Ask a Librarian
  - c. On order items not in yet, users couldn't find queue number for holds, issues with migration, items in transit between branches were lost. Most issues have been resolved or in process of being fixed. Migration Team resolving approx. 50 tickets/week. Patrick is informing customers that they can provide feedback.
  - d. System is open source, and we can gather feedback to place on wish list for developers to work on or can work on directly with ByWater. (i.e., Items that are checked out will auto renew if there are no other requests for it; however, you can't currently manually renew. Issue has been accelerated with ByWater, so users can manually renew items).

- e. Once things are running smoothly, we can start submitting enhancements.
  - f. Carolyn raised the issue that there is a limit to the number of holds that can happen. Can email Patrick if any issues like that and he will send over to team to open a ticket.
5. Express books
- a. Express books are books that we lend from Baker and Taylor, with a red label, and is in a special collection due to popularity or demand. Express books can't be renewed and must be read within three weeks.
  - b. Users may not know what express books are - could place an information icon next to it so users can hover over for more details if interface allows.

3. Library Board Liaison Report

See attached.

4. Old Business

5. New Business

I. **Meetings/Events**

- 1. Ellen Prentiss Campbell "Frieda's Song" about Rockville and Chestnut Lodge Sanitarium on December 4th in afternoon TBD (in person)
- 2. 11/17 Joint meeting between FOL and LAC

6. Adjournment

**Montgomery County Library Board**  
**MCPL Director's Report**  
**October 13, 2021**

- **Personnel** - The following staff changes took place during the months of September:
  - Transfers:
    - Erin Pike, Librarian II, Quince Orchard to Aspen Hill
    - Robbin Kemp, Library Assistant I, Rockville Memorial to Germantown
    - Rachel Rappaport, Senior Librarian, Connie Morella to Rockville Memorial
    - Abdulai Koroma, Library Associate (PT) to Library Associate (FT), Silver Spring
    - Eleanor Williams, Librarian I (PT) to Librarian I (FT), White Oak
    - Lee Shapiro, Librarian I (PT) to Librarian I (FT), Silver Spring
    - Kim, Librarian I (PT), Germantown to Librarian I (FT), Gaithersburg
    - Renee Goods-Fisher, Librarian I (PT), Marilyn Praisner to Librarian I (FT) Long Branch
  - Separated from County Service
    - Milea Pickett, Librarian I, Wheaton
  
- **Refresh/Construction Updates:**
  - Germantown Library – Division of Facility Maintenance continues ADA and repaving work at the lower lot. Staff returned to the branch on October 11. Ribbon cutting ceremony and reopening are scheduled for October 16.
  - Potomac Library - Design continues. Trying to address ADA and bathroom/possible family restroom issues. Hughes presented renderings and possible palettes.
  - Maggie Nightingale - ADA front sidewalk and back entrance sidewalk completed. Kane Construction was selected and received the P.O. on October 1. DGS is in the process of obtaining the Notice to Proceed.
  - Damascus – Facilities assessment complete.
  - Chevy Chase – DGS holding Office Hours at Chevy Chase on October 16 and October 20.
  - Noyes – Met with the Noyes Foundation in September with DGS and OMB.
  
- **Koha Aspen Discovery ILS** was launched on October 4.
  
- Senior Librarian Linda Curvey-Brown applied for and has been accepted as a participant in **Hampton University – Harvey Library's *Leading the Charge* grant** project. The focus of this project, funded by the Institute of Museum and Library Services, is advancing the recruitment and retention of people of color within the library information science field. Ms. Curvey-Brown is one of the team leaders for MCPL's Racial Equity and Social Justice Team. In that role, she is helping the organization examine the longstanding effects of racial inequity on all aspects of our work. One of these is our ability to recruit, hire and retain people of color in our organization. The inclusion of Ms. Curvey-Brown in *Leading the Charge* grant project will be of great benefit to MCPL, and with the strengths, experience, and knowledge she brings from her many years in public library work, will help to achieve the project's overall goal of creating a set of actionable initiatives that can be shared across library systems nationwide.

- **The Council Education and Culture Oversight Session** was held on Monday, October 4, providing an opportunity to receive updates on key programs on initiatives and review any relevant spending or performance data. The Department provided the *MCPL: From COVID to Recovery* presentation; *MCPL Goes Open Source*; *MCPL is Switching to Koha* presentation; MCPL's Racial Equity and Social Justice Report; and data on circulation by branch, use of eresources (databases), uses of ebook and eaudiobooks, total unique active users.
  
- **Upcoming Events:**
  - Remaining County Executive Hybrid Forums on FY23 Operating Budget
    - Wednesday, Oct. 13, 7-8:30 p.m. White Oak Community Recreation Center, 1700 April Lane, Silver Spring. To join this forum virtually, go to [Budget Forum – East County 10/13 7-8:30 PM Viewer Link](#).
    - Monday, Oct. 18, 7-8:30 p.m. BlackRock Center for the Arts, 12901 Town Commons Drive, Germantown. To join this forum virtually, go to [Budget Forum – Up County 10/18 7-8:30 PM Viewer Link](#).
    - Tuesday, Oct. 19. 7-8:30 p.m. Mid-County Regional Services Center, 2424 Reddie Drive, Park and Planning Board Room, Wheaton. To join this forum virtually, go to [Budget Forum – Mid-County 10/19 7-8:30 PM Viewer Link](#).
  - Citizens for Maryland Libraries, 2021 Annual Conference for Friends, Trustees and Library Supporters, October 16, 10 AM – 12:30 PM.
  - Reopening of Germantown Library – Ribbon Cutting, October 16, 10 AM.