

Rockville Library Advisory Committee  
Meeting Minutes

2023 Rockville Library Advisory Committee Meeting Minutes

Meeting Date: 07 November 2023 at 6:00 pm  
 Meeting Format: [Virtual](#)  
 Meeting Recording: **None**  
 Prior LAC Meeting Minutes: [LAC Agendas and Minutes](#)  
 Next Scheduled Meeting Date: 05 December 2023 at 6:00 pm (recurs on 1<sup>st</sup> Tuesdays, monthly)

**Attendees: 8**

Office	Members	I	V	P	U	Proxy	.*
LAC Committee Chair	<a href="#">Lilian Snyder</a>		v				
	<a href="#">Carolyn Goshen</a>		v				
	<a href="#">Shu Zhang</a>						
LAC Committee Secretary	<a href="#">Chuck James</a>		v				
	<a href="#">Sue Unger</a>		v				
	<a href="#">Tahlia Williams</a>		v				
	Heyjung (Charlotte) Ku		v				
	<a href="#">Tarik Shenkore</a>						

Office	Guests	I	V	P	U	Proxy	.*
Library Board Liaison	<a href="#">Candice Will</a>		v				
Regional Manager	<a href="#">Adrienne Miles Holderbaum</a>		v				

("I" is in Person, "V" is virtual, "P" is by proxy, "U" is a vacant Office)

**Notes:**

**Quorum: 6:04 pm**

**1) Approval Minutes of preceding meeting: 6:06 pm**

**Moved:** Caroline  
**Second:** Chuck  
**For: 6 Against: 0 Abstain: 0**

**2) Additions to Agenda NONE**

**3) Announcements NONE**

**4) Reports**

**A) Board Liaison Candice Will**

i) A recap of the October 12<sup>th</sup> MCPL-LAC Joint Meeting was provided. It included the reopening of Potomac branch; and that MCPL has 2<sup>nd</sup> highest Hoopla circulation in the country, having grown at an average of 9% over the last 4 quarters.



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- ii) The next MCPL Board (virtual) meeting is November 8th at 7pm.
- iii) Training for LAC chairs and secretaries will be November 15<sup>th</sup> from 7:30 - 8:30 p.m. on Zoom. All new LAC chairs and secretaries are encouraged to attend.
- iv) Review and redrafting of the LAC Handbook continues and the final version is anticipated in early 2024.
- v) Discussion was held on completing the LAC's Annual Report (Handbook Appendix C).
  - ◆ The date of LAC's last roster will be determined.
  - ◆ The posting of notice in library had been suspended due to COVID but will be reinstated. Notice had been placed on the lobby bulletin board, but may be moved to a more visible place.
  - ◆ The posting of notice on the website was confirmed and includes a copy of the virtual meeting link.

**B) Regional Manager** **NONE**

**5) Old Business** **NONE**

**6) New Business**

- A) MCPL's Maryland Stem Festival celebrations** - Adrienne is working with Rockville branch. Nothing is needed from LAC at this time.
- B) Catalogue Suggestions** - The process following submission of suggested additions to the catalogue has been updated to notify the requestor when the item has been added to collection. The added item is not automatically put on hold.
- C) LAC Members** - There is a need to recruit new members to LAC. A sign in the library was suggested.
- D) Incidents and Altercations** - A recent incident resulted in the destruction of 3 computers. They are being replaced. The branches have seen an increase in disruptive behavior. There is a PT security guard onsite in Rockville in the afternoons.
- E) Tour of 2<sup>nd</sup> Floor space** - A tour of the 2<sup>nd</sup> floor was suggested in conjunction with a future in-person LAC meeting. Arrangements will be made with Adrienne.

**7) Next Meeting** **Virtual** on 05 December 2023 at 6:00 pm

**8) Adjournment:** **6:43 pm**

**Moved:** Sue  
**Second:** Chuck  
**For: 5** **Against: 0** **Abstain: 0**