

Rockville Library Advisory Committee  
Meeting Minutes

2024 Rockville Library Advisory Committee Meeting Minutes

Meeting Date: 06 February 2024 at 6:00 pm  
 Meeting Format: [Virtual](#)  
 Meeting Location: <https://us06web.zoom.us/j/82058022923>  
 LAC Meeting Minutes Archive: [LAC Agendas and Minutes](#)  
 LAC Meeting Calendar: [MCPL Board and LAC Meeting Calendar](#)  
 Next Scheduled Meeting Date: 05 March 2024 at 6:00 pm (recurs on 1<sup>st</sup> Tuesdays, monthly)

**Attendees:** 5

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>			
	<a href="#">Heyjung (Charlotte) Ku</a>	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		
Branch Supervisor	<a href="#">Christine Freeman</a>	V		
	Ann James	V		

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

**Notes:**

**Roll Call of Attendees** 6:00 pm  
**Quorum:** 6:00 pm

**1) Approval Minutes of 05 December 2023 meeting: 6:24 pm**

**Moved:** Lillian  
**Second:** Chuck  
**For:** 5      **Against:** 0      **Abstain:** 0  
**Approved minutes to be forwarded to [MCPL Director's Office](#).**

**2) Announcements**

- A)** 08 January 2024 meeting was canceled due to lack of quorum.
- B)** Gretchen Benson (now Branch Supervisor - Twinbrook Library) was removed from our distribution list at her request on 02 January 2024.
- C)** Tahlia Williams advised in advance of her unavailability for this meeting.
- D)** LAC Membership Roster will be modified to remove Tarik Shenkore due to her unavailability for monthly meetings.

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**3) Reports**

**A) Chair**

**NONE**

**B) Board Liaison**

**Candice Will**

- i) Written report is embedded.



Board Liaison Report  
for Rockville LAC Mee

**C) Regional Manager**

**Adrienne Miles Holderbaum**

- i) Written report is embedded.



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**4) Old Business**

- A)** New furniture has arrived and is receiving compliments.
- B)** Toy cleanup efforts are pending.
- C)** Teen area renovation is on hold for design revisions. No timeline for completion has been set.

**5) New Business**

- A)** Visitors Christine Freeman and Ann James introduced themselves.
- B)** Discussion of activities at the Rockville branch included:
  - i) Ask a Librarian program - The program will be discontinued as of March 1<sup>st</sup>. Customers will still be able to get assistance by eMail or calling the branch.
  - ii) MCPL [Discovery Room](#) and CUPF's Library Meeting Rooms - Room reservation and accommodations and were discussed. Rockville does not have a Discovery Room but does have children's programming collaboration spaces. Nonprofits reserving through CUPF are required to pay a reservation fee unless use is part of a MCPL sponsored program.
  - iii) Donations of children's' materials - Donations are welcome, with the exception of stuffed animals.
  - iv) Adult Fiction Section - The end caps for the adult fiction section will be labeled soon.
  - v) Self Checkout Signage – The self checkout system is working well and inclusion of the barcode information on signs is helping to avoid confusion.
  - vi) Mice - The mouse problem persists and signs are posted in the library prohibiting food. Additional notices on monitors and computer screens were suggested.
- C)** Events and programs at other MCPL branches and the [Virtual Branch](#) were discussed.
- D)** Elections - Committee Chair proposed that elections for Chair and Vice Chair be held at the next meeting.
- E)** Future Meetings - An in person Committee meeting was suggested for April.

**6) Public Comment**

**NONE**

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7) Next Meeting [Virtual](#) on 05 March 2024 at 6 pm

8) Adjournment: 6:32 pm

Moved: Lillian

Second: Chuck

For: 5 Against: 0 Abstain: 0