

Wheaton Library Advisory Committee  
November 20, 2023  
Minutes

Attendees: Dianne Whitaker (ex-officio, Wheaton Library Manager), Yesvy Gustasp (chair), Diana Dubrawsky, Grace Manubay (board representative), Carol Bender, Melanie Newbrough, Andrew Rein, Carolyn Teich, Anna Waller.

The meeting was called to order at 7:00 pm.

Membership Report: There are no new members.

Dianne gave the Manager's Report:

- Facilities:
  - There are some small issues like crooked blinds. There are no new major facility issues. However, there are still longstanding issues, at least two of which have been open for a year due to the need for special materials.
    - Broken plexiglass in children's area; they are still awaiting details as to what is required for this repair.
    - The door to the library meeting still need replacement; quotes are being obtained. It has been broken since November 2022. Diane said that replacement is complicated by the width of the door and weight of the frame. The glass of the door was drilled to install a kickplate. It is thought that the drilling created micro-fractures which led to the breakage. The lack of the door has had an impact on usage of the room since there is no way to prevent sound from events in the room disturbing other library patrons. There was discussion about possible alternative replacement options (permanent and temporary). Diane said the Facilities Department would have to approve any changes.
- Programming: The usual programs are going very well.
  - Childrens programs are popular such as Read to a Dog and the various story times. A number of school visits were well attended. The hatchlings pilot program completed in October; this event was coordinated with children's librarians in the mid-county and east county areas. November 5 was Family Film Day; there was a STEM program called Lego Day.
  - Regular monthly programs also continued. There are now three conversation clubs which are well attended. Montgomery College continues to have an information table. There is a program to Green Your Holidays which is part of the monthly Green Montgomery programming. The EV charging spaces are now free for the first 2-3 hours but a charge is incurred after that time. The County is considering adding charging stations to other libraries, since Montgomery County is purchasing more electric vehicles.
  - Wheaton library has two targets for the Strategic Workplan: early literacy, which includes a number of story times, and teen programming. The new teen advisory board is in place, they have found that offering pizza brings in new teen visitors. Programs include an animation workshop last week and some film events.

- Collections:
  - The staff are meeting targets with collection maintenance and displays. There was a Veterans Day display with books by and for veterans; a Native American Heritage Month Display, a Thanksgiving display in the children's area.
- Staffing: Three library assistant positions are likely to be filled soon; applicants have been selected and offers are in the works. The part-time position in the Children's area is proving difficult to fill since many candidates are not interested in part-time positions.
- Diane mentioned that she is now a Regional Manager and that her portfolio has changed. She is entirely focused on East County branches.

#### Library Board Liaison Report:

November 8 the library board had a guest speaker who discussed how the library has increased teen services. Almost every branch now has a teen advisory board to develop what each branch will do for outreach to teens. The number of events for teens has increased. Rockville library is creating a media studio for young people. There was training for LAC chairs and secretaries – the first time this has been offered. Slides are available on the website for any interested parties. The board plans to offer this training again before or around the time of LAC elections in June. The Germantown library created a bookmark that can be given out to increase awareness of Las and recruit members. The template is available for other libraries to use.

Minutes from October meeting were approved with no changes or comments.

#### Unfinished Business

There was discussion about parking issues. Rec center patrons tend to take up the spaces on the upper level close to the library entrance and they tend to stay for extended periods. Someone asked if those spaces can be reserved for library patrons. Diane said since the space is shared, all spots are open to all patrons.

#### New Business

Yesvy asked whether the LAC meeting in September will be Zoom or hybrid. Dianne said Microsoft Teams is the county standard and may offer better connectivity than Zoom. Download may be . The larger issue is people parking along the curbs at the library entrance for dropoff or waiting to pick up people. This tends to be short-term but still causes a lot of congestion in that circle. Parking on Hermitage is marked Permit Only but library patrons still park on that street. Early Voting is anticipated to cause parking issues again in the spring.

The free computer give-away impacted library parking and access in the past but that was never a library program. It is part of a Montgomery Connect and those activities have been moved out of county libraries to more accessible locations.

Budget Forums for Silver Spring and East County were held last week. There is one more hybrid form which will be in person at Keisure WAorld and available via Microsoft Teams on December 11.

The next meeting is scheduled for December 19.

At 7:49pm Carolyn moved to adjourn. Anna seconded the motion.