



LIBRARY ADVISORY COMMITTEE  
WHITE OAK BRANCH

September 12, 2022, Meeting Minutes

Chair Ellen Melle called the meeting to order at 7:00 PM. The meeting was held in-person at the White Oak Library branch.

Members present: Ellen Melle, Jan Bloom, Muriel Hairston-Cooper, Barbara Shansby, Cathy Stewart, and Paulette Wright.

Other attendees: Vikram Pant, Montgomery County Public Library (MCPL), Board Liaison, and Dianne Whitaker, MCPL Mid-County Regional Manager.

The minutes from the June 7, 2022, meeting were approved.

#### **Introduction of Mid-County Regional Manager**

Dianne Whitaker introduced herself and described the MCPL's new Regional Management structure. Dianne was most recently the Branch Manager for the Wheaton Branch, where she spent twelve years. She is now one of six Regional Managers with responsibility for several branches. Dianne's responsibilities currently include the branches at White Oak, Wheaton, Olney, and Kensington. (NOTE: Subsequent to the September 12<sup>th</sup> meeting, the White Oak Branch was moved to the Silver Spring Region which also includes the Brigadier General Charles E. McGee, Marilyn J. Praisner, and Long Branch Libraries.)

#### **Montgomery County Board Liaison's Report**

Vikram Pant, Library Board Liaison, reported on the June 8<sup>th</sup> and the July 13<sup>th</sup> Library Board meetings. The reports are available on the MCPL Board website <https://www.montgomerycountymd.gov/library/board/index.html> and were not discussed in detail in the LAC meeting. However, Vikram provided the highlights.

- FOLMC Restructure:  
Pamela Saussy, President, FOLMC Board of Trustees, and Ari Brooks, Executive Director, FOLMC, made a presentation on the restructuring of the Friends of the Library, Montgomery County Restructure which was announced in March.

A job announcement for a Volunteer Manager is currently being circulated. A centralized One FOLMC Volunteer group for handling branch Book Sales is being instituted. There is a formal application and approval process. The concerns raised by the LAC White Oak were submitted by Pant to the Board, along with similar concerns from other branches which were submitted by their liaisons.

- Construction updates: The Potomac Refresh is underway. Noyes is back in the plan and should be closed for the work in Spring 2023.
- The Revision and update of the LAC Handbook was discussed and all it was recommended that the proposed edits were to be reviewed for the approval of the full Board.
- Strategic Framework 2022-2025: Kate Frades discussed the strategic planning process which will result in a Strategic Framework for 2022-2025. The details, while discussed by the Board, are not ready for release, yet. It still is undergoing review and updated input by the MCPL Board and the MCPL staff.
- Dr. Lolita Smith joined the MCPL as the new Human Resources Manager.

## Membership Report

The White Oak LAC has eight members. Four of the current members have terms that expire in early 2023 and will have to reapply. The **Application for Nomination** form to become a LAC member is posted at <https://www.montgomerycountymd.gov/Library/resources/files/board/lac-application.pdf> .

## Regional Manager's Report

### Facility:

- Landscape Project: Volunteers are still working on the landscaping improvements. The spigot problem, however, still has not been resolved.
- The small meeting room will have ceiling tiles replaced once the space is vacated. Currently the space is still being used for finishing the Summer Reading book giveaways project (11,000+ books).
- A new cleaning contract for MCPL began September 1, 2022.

### Collections:

White Oak is one of the pilot branches for a new themed electronic learning product called Launchpads. These will replace the "go-Kits" and are now available for checkout. They are specifically designed for children and offer topics in math and literacy areas. They are NOT internet connected and can be checked out just like other materials. (Samples were brought to the meeting and were praised by LAC members.)

Additional Launchpad information is posted on the MCPL website at available at <https://mcpl.blog/2022/08/24/playaway-launchpads-mcpl/>

### Programs:

- White Oak will be returning to in-person Family Story times beginning September 27, 2022.
- All adult programs, with the exception of the White Oak Evening Book Discussion, continue to be virtual. Adult programs include a recurring workforce development program, "How to apply for a job with Montgomery County Government," two additional book clubs that meet monthly (the African American book club and /the Mystery book Club), an author talk with Kerry Malawista (Details available at <https://mcpl.libnet.info/event/7019666> ) and a meditation workshop.
- White Oak is also continuing to offer a virtual Dungeons and Dragons program and an in-person board games program for teens.

### Services:

MCPL is continuing to distribute masks and test kits. White Oak is handing out about 250 test kits per day

**Staffing:**

White Oak has one new part-time L1 position.

**UNFINISHED BUSINESS**

The main outstanding item was to get a better understanding of how funds will be accessed that were available for use by the White Oak Branch when there was an active White Oak Friends of the Library Chapter. We were informed that a process is in place where the Branch Supervisor can initiate a request that will go through the MCPL process before being authorized by One FOLMC. The LAC has asked to be updated quarterly on the status of funds available for branch use.

**NEW BUSINESS**

**Revision of the Meeting Calendar:**

The committee coordinated the dates of our current schedule with the Regional Manager's schedule. We also took the opportunity to change the date of the last meeting of the year to May instead of June. This will permit us to meet the June 1 election deadline date.

**Mark Your Calendar:** The remaining FY 2023 meetings of the White Oak LAC will be held in-person, on the following first Tuesdays at 7:00 PM, in the lower-level meeting room at the White Oak Library:

Nov 1, 2022

Jan 3, 2023

Mar 7, 2023

May 3, 2023

The meeting adjourned at 7:43 PM

Respectfully submitted,  
Paulette Wright, Secretary  
White Oak LAC