



LIBRARY BOARD MINUTES

April 8, 2015

BOARD PRESENT: Amir, Brooks, Christman, Core, Cotter, Lewis, Persaud, Ram, Reedy, Rao, Sabnis, Watts

STAFF PRESENT: B. Parker Hamilton, Director; Regina Holyfield, Recording Secretary

GUESTS: Tanner Wray, Director of College Libraries and Information Services, Montgomery College Libraries

The Library Board meeting was convened by Vice Chair Brooks at 7:05 p.m.

APPROVAL OF BOARD MINUTES:

The minutes from the March 11, 2015 Board meeting were approved.

APPROVAL OF LAC APPLICATIONS:

The LAC applications were approved.

DIRECTOR'S REPORT:

- **FY16 Budget** - Mr. Leggett has made a 5% increase to Libraries' budget. Public Libraries is the only department that received an increase. This includes a part-time Librarian II to help with the collection. He also put money in the budget for staff and customer parking in the Wayne Avenue parking garage and continued with all of the add backs from last year.
- **Friends of the Library and Library Book Disposal** - On April 2, the Public Information Office was contacted by reporter Scott MacFarlane of NBC4. Mr. MacFarlane stated that he had been "tasked with checking out whether the library in Wheaton has recently been disposing of books. Recycling them." He wanted to know how many books have been recycled and the process of doing so for the county library system.

We feel this is resulting from the numerous emails and posting by a community member regarding the topic of discarded library materials and public materials donations. MCPL and Friends of the Library, Montgomery County Inc. (FOLMC) have been responding to email messages and Facebook posts from this individual who has been sending emails to

MCPL, FOLMC, the Executive, and Councilmembers Leventhal and Navarro. This person has expressed a desire to take discarded library materials and/or public donations that are not used in the library and give those books out to children in “economically disadvantaged” households via the Public School System. The individual has also asserted that FOLMC was throwing usable books away, and that arrangements FOLMC has in place with Better World Books, Inc. to sell excess books do not get value.

MCPL does not find any of these points to have any validity. We responded to the individuals email in December with a detailed description of MCPL’s policy for discarded materials and public donations, and since that time have referred this person and Council staff to FOLMC, as FOLMC is in a better position to explain what they do with materials once MCPL has turned them over.

MCPL has also summarized to the County Council staff that the arrangements in place for surplus library materials to be sold by the FOLMC per the County Code have been very successful, generating more than \$2.5 million in net funding for library services since 1999, an average of over \$150,000 per year, not including substantial funding and in-kind benefits also provided at 17 branches by Chapters of the FOLMC.

The following points about discarded library materials and public materials donations from MCPL’s perspective have been shared with the relevant parties:

1. Per County policies for surplus goods, MCPL has contracted with FOLMC to sell discarded library materials and public donations that are not fit for use in the library (which is the majority of public donations). The success of this arrangement is well proven with hundreds of thousands of dollars in funded enhancements for library materials, programs, and technologies resulting over more than ten years. It is also efficient and effective for staff, minimizing the effort MCPL has to exert to manage the surplus materials.
 2. FOLMC can articulate in detail the many steps taken to maximize the value of every item given to their organization to sell.
 3. MCPL does not agree with this individual’s original premise that providing children with random surplus materials is appropriate or would help children from any economic background with literacy. MCPL has plentiful materials and technologies such as Digital Learning Workstations* in branches that are highly appropriate, and up-to-date for children from all backgrounds for learning and literacy, and that can be used in branch or checked out, with easy ways to renew borrowed items.
*The Digital Learning Workstations were funded by the proceeds of the FOLMC book sale, and are one example among many of the value achieved from this contract.
- **System Upgrade** - MCPL’s Technology Management team has been working with the County’s Department of Technology Services (DTS) on the Network Redesign Project. At the end of March, major changes were made to the Firewall and network routing to help resolve any connectivity issues. After ensuring that everything was stabilized, the final stage of the Council Office Building portion of the network migration occurred on April 4.

This stage required a 3 hour outage of the system which began at 6 PM. MCPL began to push out information about the impact to the public on Wednesday, April 1. The outage impacted all inbound/outbound library network services (My Account, leased databases, Classic Catalog, phone renewal, etc.).

There were some glitches and some unexpected configuration changes, but overall, the migration went well. Connection speed for the branches looks much improved. There is still an issue with the Classic Catalog server which may be down for another day or so. Everything else appears to be working.

A huge thank you to the DTS and MCPL teams for their hard work on what they admitted was one of the most complicated migrations they had ever done for the County.

- **Relationship(s) with Montgomery County Public Schools (MCPS) -** MCPL is working on an initiative to ensure that all MCPS students have a library card from MCPL. Working with MCPS, Gaithersburg Elementary has been identified as a pilot school.

Working with the supervisor of MCPS' Pre-K/Head Start programs to include a library card registration form in all incoming Pre-K and Head Start students' information packets.

- **Refresh Projects -** The designs for both Twinbrook and Kensington Park refresh projects will be finalized on April 23.
- **Noyes Library for Young Children**
 - We have requested permission from the Chief Administrative Officer to close Noyes Library from April 20 to May 5 in order to paint the exterior in response to lead paint abatement requirement.
 - Jan Jablonski, the co-chair of the Noyes Foundation, has requested that some aggressive ADA work be done on the building.
 - The Noyes Foundation advocates and raises money for the Noyes Library for Young Children. About 15 years ago, a decision was made to close the Noyes Library due to duplication of service. Steven Spielberg's sister began this foundation and raised money to keep this facility open, and it has been open ever since. System-wide programming money from the FOLMC does go to this branch. They do not have an FOL chapter.
- **Upcoming Dates**
 - National Library Week - April 12-18, 2015
 - Wheaton Library/Recreation Center Community Meeting - Monday, April 13, 7-9 PM at the Wheaton Volunteer Rescue Squad ballroom
 - Advocacy Potluck with the County Council – April 15, 6 PM, COB, 5th Floor Conference Room
 - FOLMC Gala – April 18
 - Joint HHS/PHED Work Session on Wheaton Community Recreation Center and Library and Libraries' FY16 Operating Budget – April 21 2 PM at the COB, 3CHR
 - National Legislative Day – May 4 and 5, 2015
 - MLA Conference - May 6 - 8, 2015
 - Summer Reading – beginning July 1
 - National Library Card Signup Month - September
 - Library Summit – September 24

- Staff Development and Training Day - October 12, 2015
- Maryland Library Trustees and Citizens for Maryland Libraries Annual Conference – November
- **Library of the Future Summit** – Is scheduled for September 24, 2015. The Silver Spring Civic Building will be the nerve center. We want an opportunity for all voices to be heard via Twitter, Facebook, online chat, man on the street. We want to involve Montgomery College and Montgomery County Public Schools.
- **Silver Spring Library** - Director and staff will tour the new Silver Spring Library building next week.
- **Timelines for Refresh Projects**
 - FY15 – Kensington Park and Twinbrook
 - FY16 – Aspen Hill, Davis and Little Falls
 - FY17 – Quince Orchard, White Oak and Bethesda
- **Personnel**
 - Barbara McClayton is now managing the Olney branch.
 - Uzo Onyemaechi is the new manager for the Chevy Chase branch.
- **LAC Meetings**
 - The Director will be attending upcoming LAC meetings (has already attended LAC meetings at Davis and Gaithersburg). The schedule will be sent to all Board members.

CHAIR'S REPORT:

- **Meetings with Council Members and Council Hearings**
 - Board and LAC members are needed to sign up for meetings with Council members.
 - Thanks to Kim Persaud for scheduling the meetings.
 - Maybe reach out to LAC chairs such as Otto Lewis, Linda Pottern, Steve Schmal, Chris Dentel, Major Giese, Linda Hubbard and Aileen Klein to prepare to train for meetings with the Council members.
 - Kim Persaud will send the date and time for meeting with Councilmember Berliner. Anne Core and Kathleen Reedy would like to attend this meeting, schedules permitting.
 - Written testimonies may be submitted for hearings. Someone else can read the testimony.
- **LACs**
 - The generic brochure was sent out for review and edits.
 - LAC meetings are open meetings and the dates for all must be published in a timely manner, and any cancellations as well.
 - LAC membership should reflect the communities they serve.
 - Younger people are needed.
 - Anne Core will draft a list of ideas to share with the Board for recruitment of LAC members.
 - Ask an LAC member who is good at messaging to help create a message for LAC recruitment.
 - Every branch has access to an Outreach person who can help spread the word regarding joining the LACs.
 - The Board will work to coordinate with the Outreach Team.
 - Determine how many branches have LACS with less than three members.

- LAC award nominations will be due in May. A specific date will be determined.
- It is important that all LACs submit their meeting minutes/summaries to the Board. Branch Managers are staff to the LACs and should have copies of the minutes/summaries.

NEW/OLD BUSINESS:

- The first meeting of the Board's Accessibility Advisory Committee was held. Jill Lewis will send the minutes to the Board via email.
- Amishi Sabnis is now the liaison for the Twinbrook LAC who has a great new chairperson.

PUBLIC COMMENT:

None.

ADJOURNMENT:

The meeting was adjourned at 8:52 p.m.


B. Parker Hamilton, Director