



## **LIBRARY BOARD MINUTES**

**April 13, 2016**

**BOARD PRESENT:** Amir, Brooks, Christman, Core, Duval, Persaud, Ram, Reedy, Rippeon, Watts, Weedon

**STAFF PRESENT:** Parker Hamilton, Director, Montgomery County Public Libraries; Regina Holyfield-Jewett, Recording Secretary

**GUESTS:** Mike Subin, Specialist Assistant to the County Executive, Offices of the County Executive

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

### **APPROVAL OF BOARD MINUTES:**

The minutes from the March 9, 2016 meeting were approved.

### **APPROVAL OF LAC APPLICATIONS:**

The LAC applications were approved.

### **INTRODUCTIONS:**

The Library Board members and guest self-introduced.

### **PRESENTATION: Wheaton Interim – Mike Subin**

- The grand ballroom of the Wheaton Volunteer Fire and Rescue Services building across the street from the current Wheaton Library has been identified as the site for the interim library.
- The Board of Elections had booked the ballroom for early voting (late October, early November).
- An alternate site for the November voting was proposed – the old Fire and Rescue facility.
  - The site is 2 ½ blocks from the original site (ballroom). Concern was expressed that the community would be confused by the change.

- The option of Libraries closing the interim facility so that early voting could be held at the ballroom was reviewed.
  - Closing the interim facility would take approximately six weeks in order to move in and out. This would also incur a considerable cost and have a great toll on staff.
- The Board of Elections has a meeting on Monday, April 18 at 2 PM if anyone is interested in attending.
- County representatives will be visiting the ballroom site on Friday.
- The Board of Elections is a state agency.
- The interim library could not be placed in the old Fire and Rescue building because it is scheduled to be demolished in the near future.
- *Board Discussion: It is in the best interest of the Wheaton community to have the interim library open as soon as possible and remain open. Ways to convey this message were discussed. The Board will contact Councilmembers and draft a letter.*

## **DIRECTOR'S REPORT:**

- **Vacancies**
  - Recruiting for three classifications, nine total positions: Librarian I, Library Associate and Library Assistant I.
  - Approvals for, but no recruitments yet, two Library Assistants II and one manager III.
  - Waiting for exemption approvals for others from the Office of Management and Budget.
  - Sue Koronowski, former Potomac branch manager, is now at Aspen Hill as a Librarian II.
  - Eric Carzon, Business Manager, will be transferring to the branch manager position at Twinbrook.
  - Chris Freeman is no longer with MCPL. Chris was the Public Services Administrator for Branch Operations and Customer Service.
  - Carol Legarreta is now the Public Services Administrator for Branch Operations and Human Resources. We will recruit for the Public Services Administrator for Customer Service and Community Engagement.
  - A former staff person with the Department of Economic Development has accepted a position with MCPL. She will be responsible for workforce and business development.
  - We will soon begin recruitment for the Program Manager II position. This position will assist the Public Services Administrator (PSA) for Facilities and Strategic Planning in completing department work on capital projects and services for persons with disabilities.
- **Refresh Projects**
  - Kensington Park had a soft opening on March 28. The grand reopening ceremony was held on April 2. In attendance at the grand reopening was the Mayor of Kensington, Councilmember George Leventhal, Senator Rich Madaleno and Delegate Jeff Waldstreicher. Mr. Leggett was unable to attend.
- **Technology**
  - Digital signage has been installed at all branches except Davis and Little Falls (will be installed during the refresh). Nine are waiting for programming and then they will be up and running. There will be no digital signage at Noyes due to space limitations.

- All the branches except Aspen Hill, Little Falls and Noyes have been cut over to the new Wi-Fi. The Department of Technology Services does not currently have equipment to cut over these sites, but recently said they are almost ready.
- **Partnership**
  - In partnership with Friends of the Library, Montgomery County, Inc., Montgomery Village Middle School, Montgomery Community Media, and Docs in Progress, a proposal has been submitted for a Trawick Grant which will fund the development of digital programs for middle school students.
- **Celebrations**
  - Poolesville Library has been celebrating its 25<sup>th</sup> anniversary all this week. The celebration will culminate with a formal program on Saturday, April 16 at 2 PM.
- **Library Board**
  - Bill 4-16, submitted by the Committee Evaluation and Review Board (CERB), was passed by the Council in April 12. This bill included requiring a representative from Montgomery College to be on the Library Board. The bill has to be signed by the County Executive; it will become effective 90 days after being signed.
- **Barbershop Collection** – There are currently seven locations, and MCPL is open to establishing more.

## **CHAIR'S REPORT**

- Meetings with the County Council are coming up very soon. As they are scheduled, Chair Watts will send the dates to the full Board. The meeting with Councilmember Navarro is scheduled for April 25, 3 PM.
- The potluck dinner with the County Council was well attended this year.
- Library Legislative Day is May 3, 2016. A group usually attends the Capitol Hill visits. Chair Watts will send out more details.
- LAC Awards – Board members were asked to begin thinking about members/committees to nominate.
- Fine Structure Update
  - The workgroup has received a great deal of feedback.
  - Removing barriers versus responsibility.
  - Sentiment tends to be towards eliminating fines for children.
  - This has been discussed at length during many of the LAC meetings.
  - Political message – we need more money, but we are eliminating fines.
  - Perhaps think about having an amnesty day.
  - Food for Fines
  - Currently, children can read their fines down.
- Chair Watts commended Tim Weedon and Jim Stewart (branch manager) for a great LAC meeting at Marilyn J. Praisner Library.
- Financial Report line item on the LAC agenda is specifically for those branches that do not have an FOL chapter.
- LACs should be getting in gear for their elections.
- Official reporting mechanism will be sent out again by Anne Core.
- Monday, May 16, 7:30 – 9, there is a Silver Spring LAC meeting that Anne Core cannot attend. Please contact Chair Watts if you are able to attend this meeting in Anne's stead.
- A member from the Library Board should be at the County Executive's Board, Committees, and Commissions annual meeting.

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

The meeting was adjourned at 8:45 PM.

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B. Parker Hamilton