



LIBRARY BOARD MINUTES

February 8, 2017

BOARD PRESENT: Brooks, Christman, Duval, Negro, Reedy, Rippeon, Wray

STAFF PRESENT: B. Parker Hamilton, Director; Regina Holyfield-Jewett, Recording Secretary; Mary Ellen Icaza, Public Services Administrator, Community Engagement, Programming and Learning

GUESTS: Joe Zappala, Board of Trustees, Friends of the Library, Montgomery County; Nabil Makar, Wheaton Library Advisory Committee

The Library Board meeting was convened by Chair Reedy at 7:05 PM

INTRODUCTIONS: Board members, staff and guest self-introduced

APPROVAL OF BOARD MINUTES:

The minutes from the December 14, 2016 Board meeting were approved.

LAC APPLICATIONS:

All LAC applications were approved.

DIRECTOR'S REPORT:

- **Fines/Fees Pilot**
 - County Executive Leggett signed off on the decision memo to conduct a pilot.
 - An ad hoc group led by Mary Ellen Icaza will develop the implementation plan.
 - Bill Duval will be attending the first ad hoc meeting. Other Library Board members are invited to attend.
- **Poolesville Library**
 - A letter was received from a community member asking that the Poolesville Library be renamed in honor of Maggie Nightingale.
 - A packet was sent to Mr. Leggett for his consideration, and he made the decision to rename it for Ms. Nightingale.

- **Refresh/Construction Projects**
 - Davis Library - Staff will be back in the building in early March, with plans to open in early April.
 - Little Falls - Ran into two major problems on January 11, the elevator and heating system (air handling units had to be replaced). It will take six weeks to get heat in the building. Clearance has been given to bring two staff members back; the staff area has heat. The refresh is scheduled to be finished in mid-April with plans to open in mid to late May.
 - Bethesda – Permission has been received from the CAO to delay the closing due to the delay in reopening Little Falls.
 - Aspen Hill is going very well. Substantial completion is expected by end of March or early April.
 - Quince Orchard and White Oak – Plan to close both on March 18.
 - FY18 projects - Designs for Poolesville, Long Branch, and Marilyn Praisner will begin in July.
 - FY19 projects are Damascus, Chevy Chase, and Potomac.
 - Wheaton – Ready to start actual construction on the building in March. The construction contract has been awarded to Costello.
- **Comic Convention** – (see Check Us Out article)
 - MCPL’s first comic convention was held at the Silver Spring branch on January 21. It was a tremendous success.
- **Friends of the Library, Montgomery County (FOLMC)**
 - Congratulations to Ari Brooks who celebrated her 15th anniversary as the Executive Director for FOLMC on February 4.
- **Personnel** – We recently welcomed two new staff members:
 - Cindy Gil, Senior Librarian/Assistant Branch Manager, began her assignment on January 23. Cindy is assigned to the Silver Spring branch.
 - On February 6, Michael Djan began his assignment as the Data and Statistics Assistant. His office is located at Central Administration.
- **NBC Universal Grant** - NBC Universal has awarded a \$25,000 grant to Montgomery Community Media to train library staff on using digital media in programs with middle school students. MCPL staff will learn how to produce videos to offer programs centered on youth producing video book talks. Middle school students will read books, talk about the books with each other and library staff, and create brief video segments to air on Montgomery Community Media’s TV channel, website, as well as the Library’s website and social media channels. Once the grant period is over, library staff will have the skills and equipment to offer this program throughout our branches.
- **Podcast** – MCPL has begun a podcast under the name *MCPL – Library Matters*. Our first episode, *A Time of Change*, has been uploaded and can be accessed via the following link: <http://mcplmd.libsyn.com/podcast>
- **Jack and Jill, Potomac Valley Chapter** – On Saturday, February 4, at their 5th Annual Poetry Slam, Jack and Jill, Potomac Valley Chapter, presented MCPL with a donation of books. This is the 8th year they have made a donation of books to MCPL.
- **Upcoming Events:**
 - **Black History Month**
 - Check out the programs/events for Black History Month. <http://montgomerycountymd.libguides.com/blackhistorymonth>

- Black History Celebration, “An African American Musical Journey” February 16, 12 – 2 PM, at the F. Scott Fitzgerald Theater. Each year, the Montgomery County EEO Compliance and Diversity Management Division, in partnership with the Montgomery County Black History Month Planning Committee, selects individuals for recognition for their service. The award, entitled “Ordinary People Doing Extraordinary Things,” recognizes employees who have done exceptional work in the workplace or in the community. The recipient of this year’s award is Director Parker Hamilton.
- **STEM Summit** - Council Vice President Hans Riemer will convene a STEM Summit on February 26, 12:30 – 4 PM at the Silver Spring Civic Building. The Summit will showcase best practices and ask for input on an effective STEM engagement strategy for the County. Mary Ellen Icaza will be representing MCPL.
- **Contemporary Conversations @ MCPL** - On March 4, MCPL will kick off our Contemporary Conversations @ MCPL series with Kojo Nnamdi followed by David Ignatius on April 1. Contemporary Conversations @ MCPL is a forum for residents to engage in enriching conversations about cultural and current issues with contemporary writers and experienced leaders.
- **Diversity in Children’s Literature Symposium** will be held by MCPL on March 7, 9:30 AM – 12:30 PM, at the Gaithersburg branch. Keynote speakers will be author/illustrator/publisher, Christopher Myers and author and founder of We Need Diverse Books, Ellen Oh. Other speakers include:
 - Edie Ching (librarian; UMD iSchool adjunct faculty)
 - Lulu Delacre (author/illustrator)
 - Hena Khan (author)
 - Jordan & Felix Lloyd (Beanstack)
 - Juana Medina (author/illustrator)
 - Deborah Taylor (librarian; UMD iSchool adjunct faculty)
 - Kathie Weinberg (librarian; Chair, WNDB Walter Awards)
- **County Executive’s Release of the Recommended FY18 Operating Budget** March 14, 12 Noon, Executive Office Building, 101 Monroe Street, Lobby Auditorium, Rockville.
- **Library After Dark** – On April 8, FOLMC will hold their 3rd Annual Library after Dark fundraiser at the Rockville Memorial Library. During this event, they will recognize the library staff, volunteers, donors, and community leaders who make Montgomery County Public Libraries an “outstanding, nationally-recognized system.”

CHAIR’S REPORT:

- **Joint Meeting – Joint Meeting 2 at the Silver Spring Library**
 - Discussed advocacy plans and opportunities.
- **Budget Forums**
 - Mid-County – Two Library supporters were able to speak.
 - There were about forty Library supporters at the Silver Spring forum.
 - Some Library supporters did veer off message and focused on local issues.

- **Maryland Library Legislative Day**
 - February 14, 2017 in Annapolis.
 - One of the issues that might come up is whether the Department of Library Development and Services should remain under the Department of Education or move to a separate line item.
 - MCPL will remain silent until Mr. Leggett has made a decision.
- **Board Vacancies**
 - There are currently six vacancies on the Board. Six people were recommended in the memo to Mr. Leggett.

WORKGROUP REPORTS

- **Legislative and Public Affairs (Rippeon)**
 - Advocacy Toolkit designed by FOLMC
 - Joint advocacy letter (MCLB and FOLMC) – priorities for the upcoming year.
 - List of Council members and their districts.
 - Tips and notes when talking to stakeholders.
 - Sending a message to Mr. Leggett via email or on social media prior to his budget announcement (March 14).
 - Visits to Council members.
- **Library Policy and Practices**
 - **January 11 Workgroup**
 - Educate elected officials on library issues
 - Ensure IT systems are sustainable
 - Refresh projects - continue and stay on track
 - Sustaining staff and hours
 - Sustaining collections and materials
- **Board and LAC Activities**
 - Review the LAC Handbook, make updates, send to the full Board and then to the LACs for input.
 - Bill Duval, Deborah Brooks and Director Hamilton will review the LAC Handbook which has not been updated since 2011.
 - Required to have a joint LAC/Library Board meeting annually.
 - Update the LAC orientation and have it uploaded to the webpage.
 - Only one LAC has its own LAC page; that is Twinbrook.
 - Should pages be created for all LACs or wait until an LAC asked?
 - All LAC pages should be consistent – boilerplate.

LAC LIAISON REPORTS

- **Silver Spring**
 - Director Hamilton attended the last Silver Spring LAC meeting.
 - They would like to move the lion statue. This would incur a cost and is under review.
 - They would like to have “honorary” members as stated in the LAC Handbook.
- **MCPS**

- Media Specialist meeting was held. The topic was cultural responsiveness. Mary Ellen Icaza and Clotilde Puertolas came and shared about Summer Read and Learn.
- Updates on Library Links; feedback cards on library link issues.
- Waiting on the budget decision; impact of recommended budget on schools.
- Moving toward dual language schools. Have done studies that show this really works. Challenging to find materials in other languages, and difficult to evaluate materials when you cannot read the material.
- **Rockville Memorial**
 - Two potential new members.
 - Continue to work with branch manager to rejuvenate the LAC.
- **Twinbrook**
 - The Library Lovers Month kickoff was held at Twinbrook.
 - The LAC has had a change in leadership – chair resigned.
 - A chair will be selected during the March meeting.
- **Noyes**
 - LAC Liaison received a reply from the LAC chair; they are arranging a time to meet.
- **Quince Orchard**
 - No response received from the LAC chair.
 - Determine what to do about meetings when the library is closed for refresh.
 - If the LAC meets at another venue, all the same Open Meeting rules apply.
- **Germantown**
 - New branch manager will attend the next meeting.
- **Poolesville**
 - Trying to schedule a meeting soon.
 - Work to get a big turnout for the renaming.
- **Montgomery College (MC)**
 - Classes are in full swing.
 - College president spoke on radical inclusivity; there are students attending MC from 165 different countries.
 - The Rockville campus opened a new parking structure.
 - Continuing the organizational restructuring.
 - Textbooks on reserve usage went up.
 - Academic Master Plan is on the website.

OLD BUSINESS

- The Kramer letter was a great, great story.

NEW BUSINESS

- Updated member list and contact information for TAG.
- TAG would like Director Hamilton; Ari Brooks, Executive Director, Friends of the Library Montgomery County; and a Library Board representative to come to their meeting on March 1.
- Council public hearings on the Operating Budget are scheduled for April 4, 5 and 6.

- Board members are encouraged to attend the Staff Annual Leave Award Recognition. It is usually held in late spring.
- There will be a thank you event held for partners, LAC members, and Board members. Since this was done in 2012, the number of partners have expanded. This is an opportunity to get them all in the same room and network.

PUBLIC COMMENT

Joe Zappala - Extremely impressed by all the work that is done for the community and youth; thank you for your hard work.

ADJOURNMENT

Meeting was adjourned at 8:42 PM

B. Parker Hamilton, Director