



**Library Board Meeting
March 14, 2018**

ATTENDEES: Chiu, Christman, Durcho, Duval, Makar, Negro, Rippeon, Reedy, Wallace, Williams, Wray

STAFF: Anita Vassallo, Acting Director, Montgomery County Public Libraries; Regina Holyfield-Jewett, Recording Secretary

The meeting was called to order by Chair Reedy at 7:06 PM

The minutes from the **February 14, 2018** meeting were approved.

LAC application was approved.

DIRECTOR'S REPORT:

- There is a concern regarding pornography being viewed on the public computers in the branches.
 - MCPL's freedom to view policy is the same as our freedom to read policy.
 - Montgomery County filters for illegal content and peer to peer file sharing.
 - MCPL filters for pornography on all children's computers.
 - The Child Internet Protection Act requires MCPL and the state of Maryland to prevent minors from accessing sexually explicit and obscene material.
 - Staff members intervene when someone complains that a customer is viewing pornography. That customer is offered a privacy screen, asked to move to another computer, or asked to access a different site. If none of these are complied with, then that customer is told to get off the computer and leave the library.
 - Staff at Silver Spring Library told a customer who addressed concerns about someone viewing pornography on a public PC, that there was nothing staff could do about it, that it is very disturbing to staff, and encouraged the customer to complain to library administration, stating that maybe this would help staff.
 - This customer sent a concern via the online comments and suggestions and encouraged others to do so as well.
 - A response was drafted which included information about filters. Filters operate by keywords. Customers looking for certain medical information could be blocked from accessing it if MCPL used filters on all public PCs.
 - Responses back have been good. Most noted what is true, that is a training issue for MCPL staff.
 - Free and open access to information is one of MCPL's core missions.
 - The Supreme Court has deemed obscene material as not protected by the 1st amendment. However, the definition of obscene is based on a particular community's standards.

CHAIR'S REPORT:

- The Recommendation Committee (Chiu, Reedy and Vassallo) interviewed six candidates and forwarded these recommendations to the County Executive.
- Thank you to Tanner Wray, Josephine Trawick, Michael Wallace, and Jensen Chiu for completing the editing of the LAC Handbook.
 - After all edits have been incorporated and the Handbook has been reviewed by the Policy and Practices Workgroup, it will be brought back to the full Board for acceptance.

WORK GROUPS:

- Legislative and Public Affairs (Rippeon, Durcho)
 - Filing deadline has passed for the candidates.
 - The County Executive's final FY19 Operating Budget is being announced on March 15.
- Policy and Practices (Duval, Williams, Negro)
 - Waiting to review the LAC Handbook.
- LAC and Board Activities (Wallace, Wray, Chiu)
 - Sent the edited LAC Handbook and a "Library Theme" document to all Board members via email.
 - Themes:
 - FOL and LAC relationships
 - FOL can fundraise, LACs cannot.
 - Find out if the FOL handbook references the relationship between the FOL chapters and the LACs.
 - LAC ex-officio refers to the Board liaison. This can be stripped from the Handbook language.
 - If any elected officials joined the LAC, they would be ex-officio members.
 - Process for new applicants
 - Do the branch managers or the LAC chairs approve the applications and send to the Board? Branch managers do approve with input from the LAC chairs.
 - Director's Office staff forward the Board's approval of LAC applications to the respective branch managers and LAC chairs.
 - What is "good standing" for LAC members?
 - Ethical and supports the value, mission, and vision of the library system.
 - Attending the number of required meetings.
 - These are volunteers who are giving of their time, but there has to be some accountability.
 - If someone is missing many meetings, there is a great deal of time spent keeping that person up to speed.
 - What are the next steps after a person does not meet the set threshold?

- Set the standard this year, and spend some time determining the consequences of not meeting the standards.
- Percentage of meetings that must be attended should be 50% and included on the application.
- Michael Wallace and Jensen Chiu will draft scenarios regarding attendance to share with the full Board.
- LAC meetings
 - The chair is required to be present.
 - Contact information
 - ❖ Chair/vice chair under communication section.
 - ❖ Should be the liaison, the manager, then chair, but how does one get in touch with the chair?
 - ❖ Director's Office under communication section. Letters, emails, a specific general address or number to be noted here?
- Review by County Attorney
 - The 2011 edition of the Handbook was reviewed by the County Attorney. Should this edition be reviewed as well?
- LAC review and input
 - Upload to the webpage and have a period for LAC members to comment.
- Approval of minutes
 - ❖ Due ten business days after approval.
 - Appendices – Tabled for a subsequent meeting.
 - What happens if there is unethical activity going on?
 - Term limits
 - ❖ Keep the three-year term limit for LAC members.
 - ❖ When a member reapplies, feedback from the LAC chair and branch manager will be solicited.
 - ❖ Michael Wallace and Jensen Chiu will review the County Code that is referenced in this section of the Handbook.
- Page 5: Diversity of the LAC must reflect that of the community represented. This is not possible for the Correctional Facility.

LIAISON REPORTS

- Correctional Facility – Has met several times. Looking at book donations to the library. Even though there is a collection at the facility, there are some books that may not come back. Discussion of role clarification – LACs, FOL, etc.
- Wheaton - The Wheaton LAC met February 26, with four members and one prospective member present. Branch manager Dianne Whitaker reported there will be a February 27 session to set up accounts to build Wheaton's opening-day collection. She encouraged suggestions for materials for the collection, including periodicals. She said she will talk with recreation center staff and library personnel regarding spaces in the new facility for displays and artwork. Very well attended programs. Collections are moving.
- White Oak - The White Oak LAC met March 6. The liaison was not able to attend.
- Long Branch – Working to get the LAC up and running. Distributing applications with no results.

- Little Falls – The LAC meeting that was scheduled for March 6 was changed to March 20. The liaison is not available on that date, but will send a report.
- Chevy Chase – New liaison reached out via email. A meeting has not yet been scheduled.
- Maggie Nightingale – No meeting this month.
- Germantown – Have a meeting tomorrow night. Will report to the group that the parking lot will be restriped.
- Noyes – Met February 1. Finalized what they want in terms of signage. Parking in the area; what is zoned and what is not zoned. Going to study the parking issue and get information from the town of Kensington. On March 29, the County Executive will attend to kick off the 1,000 Books before Kindergarten initiative. Noyes Foundation Gala, a major fundraising for renovation, is on April 14.
- Quince Orchard – Met February 20. There are five members on roster, and no one showed up for the meeting. The manager and LAC chair were there. A young man attended and wanted to see what the LAC was about. He was given information about the refresh and took a tour of the branch. Next meeting is in April.
- Bethesda – Liaison reached out; they are not meeting during the refresh.
- Twinbrook – Did not meet due to an unexpected cancellation.
- Rockville Memorial – Sent emails to two people who were identified last year as being interested in becoming members; they have not replied.
- Silver Spring – Met on February 25. Discussed the Purple Line, signage, the lion statue, and reinvigorating their art committee. The dynamics of the group is changing.
- Aspen Hill – Going through checklist of items that they feel need repairs. Formed a small committee to provide feedback on the collection policy. Next meeting is April 21.
- MCPS – Spring break starts Monday, March 25. The Friday before and Monday after Easter are mandated days off by the State. Statewide assessments will be going on during April and May. Next year MCPS will open Richard Montgomery Elementary School #5; (this is the name until an official name is selected). The school will open with the Chinese Immersion Program. It is a two-way immersion program leveraging the native language that is spoken in the community. There are already two-way immersion programs at Brown Station, Kemp Mill, and Washington Grove. Next year, they will add Oakland Terrace. All of these two-ways are Spanish. Opening a Spanish immersion at Page Elementary. Will have world language classes. Will meet with MCPL director to determine how to support the library collection in other languages.
- Olney – Met on February 21. There were two new members. Meets monthly.
- Kensington Park – Meets quarterly. Met last on February 6. They are looking for new members. It is currently a very small group.
- Davis – Did not meet in February.
- Accessibility Advisory Committee – Committee is always very busy. Discussed the autism program; the tours, films, and programs for autistic children that are held before the libraries open. Books@Home pilot program – each branch has a client to serve. Working on tip sheets in different formats (videos, flyers, etc.) regarding how to deal with people with various disabilities and the misconceptions. These are for staff training and may be made available to the public. Independence Now, a nonprofit group, is working on housing. The Committee has one more library to visit for the FY19 refresh cycle.
- Follow-up questions; comments; discussion:
 - Working with the County on funding the signage for Silver Spring.

- The lion statue is part of art in public places. Slated to have a professional cleaning soon. The placement and base attachment will be assessed at that time.

OLD BUSINESS:

- LAC flyer is ready to pass on with changes. Two recommendations: 1) add list of branches to the currently blank area, 2) make the flyer generic, not branch specific. Cover image – should be more like the “Libraries Matter” button design.

NEW BUSINESS:

None

PUBLIC COMMENT:

None

ADJOURNMENT:

Adjourned at 9:07 PM