



**Library Board Meeting
February 13, 2019**

ATTENDEES: Briskin-Limehouse, Chiu, Christman, Durcho, Duval, Negro, Rippeon, Villar, Wallace, Williams, Wray

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

GUESTS: David Shumaker

The meeting was called to order by Chair Chiu at 7:00 PM

The minutes from the **December 12, 2018** meeting were approved with one correction.

The LAC applications were approved:

- Chevy Chase – Levitt
- Rockville Memorial – Fahim, Unger, Carlisle, Shi
- Maggie Nightingale - Nightingale

DIRECTOR'S REPORT:

- **Personnel**
 - The following staff changes took place during the months of December and January:
 - Transfers
 - David Zelonka, Librarian II, from Connie Morella to Olney
 - Shirley Lim, Library Assistant I, from Quince Orchard to Gaithersburg
 - Asmeret Bekit, Library Associate, from Connie Morella to Davis
 - Promotion
 - Christopher Borawski, Senior Librarian at Connie Morella to Branch Manager at Chevy Chase
 - New hires
 - Elizabeth Bowen, Senior Librarian, Maggie Nightingale
 - Lisa Clarke, Senior Librarian, Gaithersburg
 - Myra Remigio-Leonard, Senior Librarian, Silver Spring
 - Lori Kebetz, Senior Librarian, Correctional Facility
 - Jason Turner, Program Specialist II, Digital Strategies
 - Separated from County service
 - Roxanne Doye, Library Desk Assistant, Wheaton Interim
 - Josephine Li, Librarian II, Collection Management
- The County Executive is holding a **live discussion** tomorrow, February 14, 1:30 -2:30 PM. This online forum allows County residents to send questions, or comments directly to the County Executive. Selected questions will be answered during the scheduled discussion time.

- **Refresh Projects Update:**
 - Chevy Chase – Councilmember Andrew Friedson was invited by the Chevy Chase FOL and LAC to attend a meeting to discuss the refresh.
 - Long Branch – no firm date, maybe June.
 - Marilyn Praisner – no firm date, maybe April.
- Tuesday, February 5, 2019 was **Maryland Library Legislative Day** in Annapolis. Uzo Onyemaechi (Silver Spring branch manager), Tina Deifallah (Marilyn Praisner branch manager), Eric Carzon (Twinbrook branch manager), and Maddie Hines (Digital Strategies manager) also attended. We were successful in handing out packets about MCPL and Maryland libraries to all delegates. We met with Senators Lee and Kagan and staff from the offices of Senators Feldman, King, and Waldstreicher.
- A great story has been picked up by a number of media outlets, including internationally, regarding a book returned to MCPL that was borrowed 73 years ago, *The Postman* by Charlotte Kuh. The book will be displayed along with the letter either at Silver Spring or Noyes Library.

CHAIR’S REPORT:

- Reminder to all Board members to complete the required training – Open Meetings Act and Parliamentary Procedure.
- Joint Meeting II was held in January.
- County Executive Elrich’s listening sessions have been very informative.
 - The hours at Damascus and Long Branch, which have not been restored to their pre-recession hours, were one of the issues addressed.
- A joint letter from the Library Board and the Friends of the Library, Montgomery County Inc. (FOLMC), was sent to the County Executive yesterday reiterating Libraries role in early childhood education.
- Library Lovers Month (LLM) kickoff at the Gaithersburg Library was a good event.

WORKGROUP REPORTS:

- Legislative and Public Affairs
 - Joint Meeting II – great feedback on the joint position paper and toolkit.
 - FOLMC is putting the toolkit on their website; should be very helpful.
 - This packet will be sent electronically to all Board members.
 - February 20 begins the Education Committee meetings.
 - Councilmember Jawando attended the LLM kickoff.
- Board and LAC Activities
 - Ask the LACs, especially the Chairs, to give feedback about the annual report.
 - Make the additions/revisions to the LAC Handbook in September.
 - Table further discussion about the annual report until the March meeting.
- Library Policy and Practices
 - Follow up on the three-year term policy.

LAC LIAISON REPORTS:

- Montgomery County Correctional Facilities – There is a new manager for MCCF. The last scheduled meeting did not occur. Doing some work with Gale Starkey, Department of Correction and Rehabilitation, on programming. The LAC usually meets from 11 AM – 1 PM.
- Accessibility Advisory Committee - The committee had a pre-refresh site tour of Germantown on November 3, followed by a session with Susan Cohen, who heads services to the Deaf and Hard of Hearing population and the Deaf Culture Digital Library (DCDL). The group does careful notes of its observations during a site visit. The AAC also asks the Board to help publicize the DCDL through our network and professional avenues. It is a state-wide service hosted by MCPL. Have been working on tip sheets. The AAC had its regular meeting on December 5. Most of the time was devoted to further review of members' tip sheets to help library staff provide appropriate, helpful service, information and directions to users with disabilities. The tip sheets cover working with library users who are blind, deaf, deaf-blind, mobility impaired, or with autism or mental health challenges. AAC members are working on learning outcomes for their tip sheets, to help MCPL training specialists devise appropriate ways to deliver training for library staff. The AAC's next meeting is March 6.
- Potomac - The LAC chair and one member met informally with the branch manager and Board liaison on November 13. The group agreed it would be better to recruit new members first from among current library users and program attendees, develop a viable LAC, and then recruit more generally in the community. The group identified ways that initial recruitment might happen. The LAC meeting on February 6 drew four continuing members and three new. There was lively discussion with the branch manager about branch collections, programs for adults, outlets for publicizing the branch, etc. The group agreed to meet every other month with the next session set for April 2.
- Wheaton - The LAC met October 15, with nine members present. In addition to hearing branch updates, the group continued its discussion about recruiting more members, especially teens, Hispanics and grandparents. LAC members plan to recruit in community groups January-April 2019. LAC members also continued their advice on collection needs. The December 17 Wheaton LAC session had nine attending; the January 28 meeting had nine as well. Discussion focused on the new building's progress and on current branch programs. The group is interested in advocacy efforts with local officials and heard from veteran members who have attended many forums and budget sessions. Some LAC members asked if there is a way for library supporters to be heard earlier and more forcefully in the education and budget processes.
- White Oak - The LAC met November 6. Most of the meeting dealt with updates from the branch manager. She stressed the important opportunities on which she is working to fill in gaps in the adult collection as well as to build the children's collection. LAC members gave the branch manager ideas for her blog about branch happenings. Interested in how they can be welcoming to other branch customers during refreshes and County politics and advocacy.
- Little Falls – The December meeting was cancelled. During the October meeting the chair indicated that she would be stepping down. Has talked to the branch manager who has not had very much interaction with the LAC members. The Branch manager and liaison are working to increase communication to determine what is going on and what their interests are. When they meet, they get a lot done. They are only required to have three meetings per year.
- Chevy Chase – The LAC's focus is strictly on the refresh. They want to know if the refresh is on track and when the assessment will be completed. They also want to know if they will have access to the report after the assessment. Next meeting is scheduled for March.
- Long Branch – There is nothing happening there.

- Germantown - Next meeting is February 21.
- Maggie Nightingale – There were six members at the last meeting. It was well attended; the new manager was there. They are interested in establishing a community garden and a seed library. Their focus is on programming. They would like Maggie Nightingale customers to be able to place holds on hotspots. There are many complaints about the damaged sign. There is still concern regarding mold in the building. They want MCPL to tighten up the rules regarding bringing food into the building because it has been attracting bugs.
- Quince Orchard – Has not met since October; scheduled to meet on February 19. Two possible LAC candidates.
- Noyes – Met on February 7. Acting Director Anita Vassallo attended the meeting and answered questions. The LAC has 13 members in good standing. They have an issue with parking. The Noyes Foundation is planning an event in the Kensington Barn in which councilmembers and the architect will be invited. The Foundation continues to have fundraising events in which small amounts are raised; they are looking for corporate sponsors.
- Rockville Memorial – Reconstituted the LAC; there was a kick off meeting a few weeks ago.
- Twinbrook – Has a core group of 4-5 members. Life events have inhibited meeting attendance of late. Library of Things – Music is still very popular.
- MCPS – Board of Education approved the superintendent’s budget. Adopted new curriculum for English Language Arts and math (elementary and middle school).
- Davis – The LAC is very active, very competitive and very invested in their library branch. The next meeting is February 26.
- Connie Morella – Was scheduled to meet on February 12 but the meeting was cancelled.
- Silver Spring – They were one member short of a quorum during their last meeting. Planning to get together to do advocacy postcards for elected officials. Next meeting is scheduled for March 17.
- Marilyn Praisner – Completely silent. The liaison will circle back and talk to the branch manager regarding how to move forward in reestablishing the LAC.
- Aspen Hill – Meeting canceled due to the weather. Next meeting scheduled for March 11.
- Kensington Park – Meeting in early March. They meet quarterly.
- Olney - Meet once a month. Meeting next is scheduled for February 20. Attended the Elrich listening session during which they expressed strong opinions regarding the long hiring process and staff morale. The ESOL group has had meetings for twice a week for a while now. They want the County to take a stronger stance on immigration. They also expressed interest in Long Branch and Damascus having extended hours.
- Followup:
 - Chevy Chase: The acting director can attend the LAC meeting with an invite from the branch manager.
 - Maggie Nightingale: County is going through the insurance process regarding the sign. The sign was damaged by a contractor for Home Depot delivering a refrigerator.
 - Maggie Nightingale: The Department of General Services (DGS) said that it is not mold, but discoloration from previous water leaks. Anita Vassallo will talk with Angelisa Hawes about what is being done to fix this.
 - Noyes: Parking is a problem, but there is no clear solution. Will talk to DGS and Department of Transportation, but it is located within the town of Kensington.
 - Noyes is meant to serve the entire Montgomery County population.

- Olney - Children's librarian is interested in starting a social justice book club. Need to determine if this is something the community is interested in doing.

OLD BUSINESS:

- No update on the executive search for the Library director. There is no timeframe.
- During the November Joint Meeting a video of the state of MCPL was shown. That video is on the website.
- In December shortly before closing, there was an incident at the Rockville Memorial branch in which a five-year old girl, who was briefly left unattended by her parent, was inappropriately touched by a man. The child screamed and the parent immediately responded. The police were able to identify, locate and arrest the man after viewing footage from the library's security cameras.
- How do people know what is happening in the library outside of the website?
 - MCPL is able to get placards on the inside of the Ride On buses for free. The outside of buses and bus shelters are very expensive.
 - The Outreach Team goes to many events.
 - We have information on Maryland Public Television at the end of their shows.
 - We can look for grant opportunities.
 - We have a great Social media presence.

NEW BUSINESS:

- Status of the 3D printer that was at Twinbrook.
 - Most of the 3D printers that were in the system have been removed.
 - These printers were an early generation.
 - Source of the funding for this is dwindling (21st Century technology), and we are rethinking how they fit into MCPL's mission.
 - This has been put on hiatus. Once it has been revisited and fleshed out, the assistant director in charge of technology will be invited to attend a Board meeting.

PUBLIC COMMENT:

- Would like a better understanding of the Library Board operations. [Shumaker]
 - Send the link to the County Code regarding the Library Board.
 - Bill Duval will send a copy of the Library Board Manual

ADJOURNMENT:

The meeting was adjourned 8:44 at PM.

Anita Vassallo, Acting Director