



**Library Board Meeting
October 23, 2019**

ATTENDEES: Angerman, Briskin-Limehouse, Chiu, Melnick, Negro, Rippeon, Roberts, Villar, Wallace, Williams

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

GUESTS: Jim Montgomery, Friends of the Library, Montgomery County; Sheila Dinn, Co-chair, Noyes Foundation; Diana Ditto, Co-chair, Noyes Foundation; Jessame Ferguson, Montgomery College

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

The minutes from the **September 11, 2019** meeting were approved

The following LAC applications were approved:

- Little Falls – Scott, H. November, R. November
- Germantown – Hines
- Kensington Park – Miles, Reiter
- Olney – Lee
- Quince Orchard – Holloway
- Rockville Memorial - Goshen

PRESENTATION: Noyes Foundation

- In 1990, Montgomery County Council planned to close the Noyes Library during a major budget shortfall.
- Community concern, along with the Council's regard for the unique library, led to an outside the box solution.
- Supporters of the library established the Noyes Foundation as a 501(c)(3) organization the following year and agreed to fund a major part of the library's operating costs.
- The Foundation began to look at improving the building and services.
 - Making the small building ADA compliant would eat up too much space.
 - There is no basement.
 - There is storage space upstairs, but it is only accessible by ladder.
 - Working with the County, a renovation plan was drafted to include raising the building to add a basement and creating an outside elevator.
 - Historic Preservation of Montgomery County supported a glass elevator.
 - The upstairs would be renovated to include a staff area.
 - The basement would have restrooms and a program space.
 - The County funded the design.

- Creating an early literacy flagship for the County.
 - In 2017 the Jan Jablonski Early Literacy Training Center was established at the Noyes Library.
- The Noyes Library is across from the Warner Mansion which is now owned by the County.
- Former County Executive Leggett allocated \$1.5M towards the construction. The Foundation was to raise \$1.6 M; they are halfway there with a little over \$800K.
 - Created the Make More Noyes campaign to raise funds.
 - The Foundation put out a request for proposal to find a professional fundraiser.
 - They are now working with a local fundraiser, Anthony Lynch of Lynch Pinnacle Group. He has done fundraisers for many projects including the Naval Memorial and the Martin Luther King, Jr. Memorial. He is currently working pro bono.
 - Kensington community has made contributions to the effort.
- The Noyes Board is comprised of twelve volunteers. They have a great [website](#).
- The Foundation would love for the Board members to share this information with their respective LACs.
- Questions, Feedback, Comments:
 - The Noyes Library was designated as a children's library in 1972.
 - The library is geared towards children 0-5 years of age.
 - It has a capacity of approximately 90 small children.
 - It has great appeal to children. The community feels that it deserves to remain a children's library, especially with the addition of the early literacy center.
 - It was deeded to the County as long as it remains a library.
 - Once it has been renovated, the Department hopes to increase the staffing in the building. Also, plans to increase the number of storytimes held per day.
 - Board member Carrie Villar suggested that the Foundation connect with her for possible grant funding sources.
 - There is usable hardscape outside the building.
 - Not sure of the timeline; it is contingent on raising the rest of the needed funding.
 - There is no talk regarding shrinking the budget for the project.
 - Director Vassallo thanked Ms. Dinn and Ms. Ditto for their work in keeping Noyes vital.

DIRECTOR'S REPORT:

- **Personnel** -Staff changes:
 - New hires:
 - Gray Dickerson, Librarian I, Silver Spring
 - Briana Brockett-Richmond, Librarian I, Potomac
 - Steve Kapani, Business Manager, Central
 - Susan Smith, Librarian I, Wheaton
 - Kathryn Spencer-Kociol, Librarian I, Silver Spring
 - Chelsea Shapiro, Librarian I, Twinbrook
 - Transfers:
 - Sergut Demisse, Library Aide, from Maggie Nightingale to Potomac
 - David Payne, Branch Manager, from Aspen Hill to Germantown
 - Sevastita Turcu, Library Aide, from Gaithersburg to Maggie Nightingale
 - Yasmin Fuller, Library Assistant I, from Twinbrook to Long Branch
 - Laurie Crunk, Librarian I, from White Oak to Olney

- Promotions
 - Levertes Ragland, Librarian I to Librarian II, from Silver Spring to Chevy Chase
 - Catherine Cobblah, Library Aide to Library Associate, from Silver Spring to Kensington Park
 - Danielle Deaver, Librarian I to Librarian II, from Germantown to Potomac
- MCPL is continuing to robustly hire.
- Steve Kapani will be invited to attend an upcoming Library Board meeting.
- Managers have been hired for Potomac (Adrienne Miles Holderbaum) and Aspen Hill (Christine Freeman); Very close to hiring a manager for Chevy Chase.
- **Refresh/Construction Projects Update:**
 - The grand reopening for the **Marilyn J. Praisner Library** is scheduled for Saturday, November 16, 10:30 AM.
 - **Long Branch** - Minor construction will begin early November to the outside of the facility. Refresh expected to begin spring 2020.
 - **Germantown** - Refresh expected to begin in spring 2020.
 - **Chevy Chase** -Building assessment is complete.
 - **Noyes** - Architects finishing drawings and are beginning assessments with structural engineers.
 - **Maggie Nightingale** will be closed for one day on November 4 in order to install new furniture.
- County Executive Elrich and Councilmember Jawando attended our **2019 Staff Development and Training Day** which was held on October 14. They both spoke to the staff and then answered questions from staff. Mr. Jawando stayed through lunch to answer additional questions.
- Councilmember Jawando continues his **Community Conversations**. On October 9, he visited the Correctional Facility Library and on October 21 he was at Gaithersburg Library.
 - Talked with staff and approximately 15 inmates. The inmates main concern was finding employment after they transition out.
 - Encourage the Library Board to promote the library visits that are being conducted by Councilmember Jawando.
- Two MCPL staff persons, Adrienne Miles Holderbaum (Senior Librarian) and Candice Hixon (Library Assistant Supervisor) graduated from the Nettie B. Taylor **Maryland Library Leadership Institute** on October 11.
 - Funded by the state. Takes place over several months. It is a competitive process.
- In late September, MCPL received notification that the LinkedIn Learning, formerly **Lynda.com**, transition to the updated platform has been paused for an indeterminate amount of time. As you know, MCPL was poised to discontinue this service due to privacy and security reasons. We will keep you updated when we know more about the direction the company decides to take in the future.
- A complete report on the **2019 Summer Read and Learn Program** is attached.
- The Urban Libraries Council (ULC) is working to address the e-book issue that is facing all public libraries. Major publishers have introduced severe restrictions to e-book and audiobook lending for public libraries, including restrictions on the sales on new titles and unreasonably high prices. ULC has drafted a statement which they are asking elected officials across the country to sign in support of public libraries. MCPL has requested that the County Executive and County Council sign the statement.
 - Work on publicity from the library system to our customers.

- November 1, McMillan will enact this embargo on public libraries. Each library system will receive only one copy of newly published books.
- Libraries would pay a huge markup. We do not own the book. Have to purchase again after a certain number of checkouts.
- **Save the date:**
 - November 2, 7 PM at the Wheaton Library, MCPL will host **Contemporary Conversations** with journalist Joshua Johnson, who will provide an insight into hosting 1A, one of the most important daily conversations in America. The program is a production of WAMU in Washington DC and distributed by NPR.
 - Citizens for Maryland Libraries is partnering with Maryland State Library to present the **2019 Annual Conference for Trustees, Friends, and Library Supporters**. The conference is scheduled for Saturday, October 26, 2019, at Enoch Pratt Free Library Central/State Library Resource Center. Registration is free and lunch is included. Coffee and registration begins at 9:15 a.m.; program from 10:00 a.m. – 3:00 p.m.
Register: <https://www.citizensformarylandlibraries.org/event-3410840>
 - Mark your calendars. **National Library Legislative Day (NLLD) 2020** will be held at Georgetown University Conference Center in Washington, D.C., on May 4-5. NLLD is a two-day educational event designed to provide attendees with the opportunity to learn from policy experts, caucus with other advocates from their state, and meet with decision makers on Capitol Hill to raise awareness about the importance of libraries to communities across the country.

WORKGROUP REPORTS:

- **Legislative and Public Affairs**
 - A telephone meeting was held today regarding advocacy issues for this year.
- **Board and LAC Activities**
 - LAC annual report
 - To date, annual reports have been received from only four LACs.
 - LAC Awards
 - Two nominations were submitted for the Eleanor Ablard Award.
 - Quince Orchard idea box - A library display and installation to inform library customers about the LAC and enable customers to submit suggestions and comments regarding library services and programming.
 - ❖ It has not been in place long enough to have made a difference.
 - Noyes signage - Advocated for improved directional signage for the Noyes Library for Young Children on nearby streets to give the library more exposure.
 - ❖ The signage reaches people who may have not realized the library was in existence.
 - ❖ The bulk of the work was done by the Board liaison.
 - After questions, the vote was called. It was voted not to award the Eleanor Ablard Award this year.
- **Library Policy and Practices**
 - Wait until December to make changes and updates to the manual.

- A new cleaning contract was put into place this year, and it was to be reviewed after six months. Should LACs be asked to provide feedback to the Board on any maintenance issues they have noticed at their respective branches.?
 - Director Vassallo stated that any facility issues recognized by the LAC members should be discussed with the branch managers. Director Vassallo will ask Angelisa Hawes, Assistant Director for Facilities and ADA, what information she has gathered regarding maintenance of the facilities.

CONTINUING ORIENTATION TO LIBRARY BOARD WORKGROUPS:

- Composition of Workgroups:
 - Board and LAC Activities – Jane Williams (Lead), Jensen Chiu, Carrie Villar, Sonja Roberts
 - Legislative and Public Affairs – Brandon Rippeon (Lead), Daniel Melnick, Toni Negro
 - Most of the meetings are held during the day which requires some level of flexibility.
 - Library Policy and Practices – Bill Duval (Lead), Laura Briskin-Limehouse, Mike Wallace, Elizabeth Angerman
- Tips for Working with LACs:
 - Redirection is needed for some LAC members who are very passionate. They may fit in better with an FOL chapter or on the Library Board.
 - When issues arise, work with the branch managers or the Board chair.
 - Always say, “thank you” for their passion. They don’t have to do what they do. We are grateful for their commitment.
 - Try to stay out of the way. Community engagement in action – democracy.
 - Use LAC Handbook as a guide. Always refer to it as a point of reference.
 - Hear what they have to say and bring it to the Board to share. They are the eyes and ears of their communities.
 - Assume good intent.
 - Get to know the members.
 - Use resources from other Board members.
 - Reach out to branch managers prior to meetings to find out if there is anything they want addressed.
 - Share the Director’s report.
 - Bring ideas shared at the Board meetings to the LACs.
 - Thank them for coming to the meetings.
 - Be sure to get the next meeting on the calendar.
 - Make sure you are on the LAC distribution list.
 - Constructive intervention when needed.
 - Focus on what the LAC is supposed to be doing – their roles.

LAC LIAISON ASSIGNMENTS AND REPORTS:

- Accessibility Advisory Committee – Jane Williams
- Aspen Hill – Carrie Villar
- Chevy Chase – Mike Wallace
 - No date for the refresh.
- Connie Morella – Beth Angerman
 - Has attended one meeting
- Damascus – Sonja Roberts

- Work with Brandon Rippeon during the transition.
- Davis – Dan Melnick
 - Make the formal transition on October 29; let them know in advance that he will be gone for two months.
- Gaithersburg – Brandon Rippeon
- Germantown – Sonja Roberts
- Kensington Park – Robyn Watts
- Little Falls – Mike Wallace
 - Reconstituted themselves.
 - Three vacancies
- Long Branch – Robyn Watts
- Maggie Nightingale – Brandon Rippeon
- Marilyn Praisner – Laura Briskin-Limehouse
- Montgomery County Correctional Facility – Dan Melnick
- Noyes – Toni Negro
- Olney – Jensen Chiu
- Potomac – Jane Williams
- Quince Orchard – Toni Negro
- Rockville Memorial – Bill Duval
- Silver Spring – Laura Briskin-Limehouse
- Twinbrook – Bill Duval
- Wheaton – Beth Angerman
- White Oak – Carrie Villar

OLD BUSINESS:

None

NEW BUSINESS:

- Volunteer Forms
 - All Library Board members and LAC members are required to complete a volunteer form.
 - The forms are provided in the orientation folders.
 - If not completed and submitted by a Board member, the Director’s team submits the information to Risk Management.

PUBLIC COMMENT:

- A draft joint paper was circulated to fellow advocates. The paper needs to be reviewed ASAP due to Mr. Elrich’s change in the budget procedure. [Jim Montgomery]

ADJOURNMENT:

The meeting was adjourned at 9:00 PM.

Anita Vassallo, Director

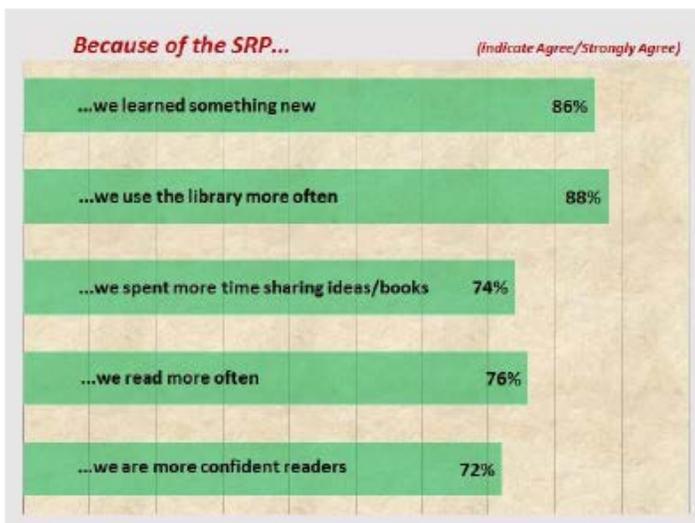
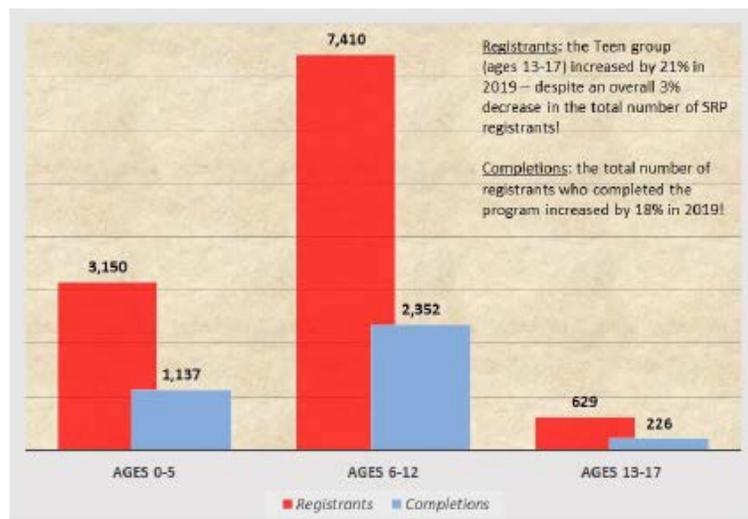


According to the Pew Research Center, most Americans believe local libraries fulfill the educational needs of their communities. MCPL's *Summer Read and Learn (SRP)* assists students in maintaining or improving reading proficiency when school is not in session. This "facts sheet" highlights findings from the customer survey.

Making a Difference

As a stay-at-home mom, I use the library programs often -- they've got great quality and [are] free of charge. I love my library (and all the branches) and are (sic) grateful for all of the programs they offer.

~ Customer

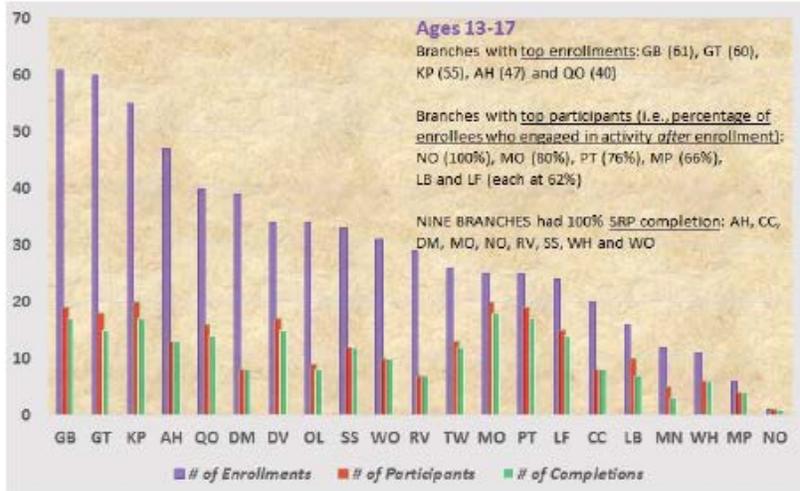
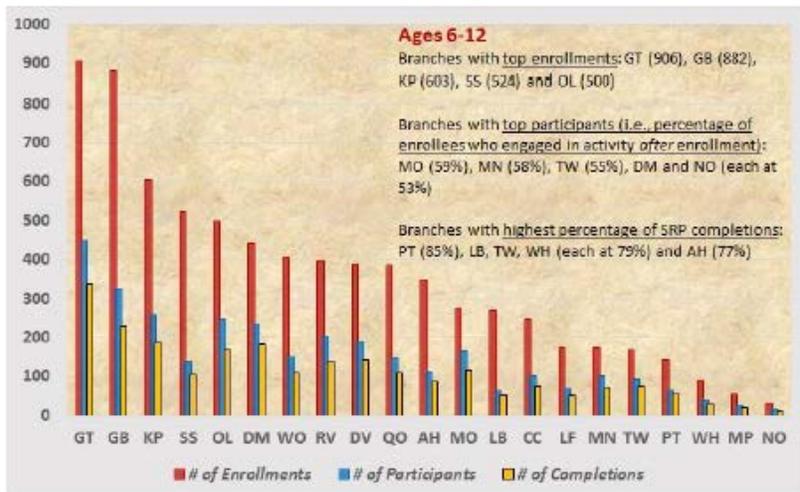
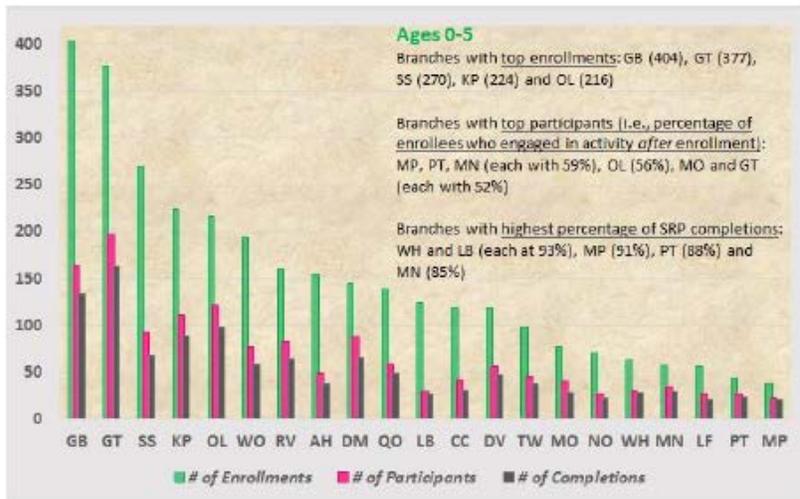


Making a Difference

The kids love it and as a low-income family not having the funds to be able to take the kids many places this summer it's been a great get-away for them to meet new friends and connect with old ones. Thank you for offering such a wonderful program and more.

~ Customer

Over for more! →



Making a Difference

One dad told us that last year his daughter (age 8) didn't finish the program, so this year she was determined to work hard and finish the program to get all the prizes, and she did finally finish in the last week of the program. She was so proud and went around the library telling everyone how hard she worked, and all the other customers congratulated her.

~ Branch Staff

About the 2019 SRP Customer Survey

The goal of the survey was to better understand the SRP's impact and perceived customer benefit.

The questionnaire comprised statements gauging change in knowledge, behavior, application and awareness. These were presented as Likert scales in a matrix to indicate levels of customer agreement. Open-ended questions allowed for elaboration. A non-probability sampling method was used to target the respondent pool (i.e., participants are selected as they become available). Enrollment, participation and completion data were compiled using a commercial web application.

Planning & Evaluation Unit, MCPL
October 2019