



Montgomery County Library Board

October 12, 2022

ATTENDEES: Christman, Fiery, Levine, Lighter, Montgomery, Pant, Schiff, Spencer

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

GUESTS: Martha Kyrillidou, LAC Chair, Brigadier General Charles E. McGee Library; Claudia Deane, Connie Morella LAC

The meeting was called to order by Chair Lighter at 7:03 PM

INTRODUCTIONS:

- Roll call of Board members

MINUTES AND LAC APPLICATION APPROVALS:

- The minutes from the September 14, 2022, meeting were approved.
- The following LAC applications were approved:
 - Accessibility Advisory Committee – Abouraya, Reyazuddin
 - Aspen Hill LAC – Srinivasan
 - Little Falls LAC – DeMirkan, Gubin
 - Quince Orchard - Anyomi

DIRECTOR'S REPORT:

- Director Vassallo thanked the Library Board members for their work on behalf of MCPL.
- Personnel: The following staff changes took place during the months of September:
 - New Hires:
 - Adrien Abijomaa, Library Assistant I, Potomac
 - Jaime Flores, Assistant Director (MIII) for Outreach and Programs, Administrative Offices
 - Laila Asi, Librarian I/Part-time, White Oak
 - Leide Barros, Library Assistant I, Connie Morella
 - Eric Hepp, Library Assistant I, Long Branch
 - Daniel Dunlavey, Library Assistant I, Aspen Hill
 - Promotions:
 - Oscar Reyes, Library Assistant I (Aspen Hill) to Library Assistant II (Little Falls)
 - Jefferson Apolonio, Library Assistant I (Gaithersburg) to Library Assistant II (Kensington Park)

- George Shaw, Library Assistant I (Brigadier General Charles E. McGee) to Library Assistant II (Long Branch)
 - Separated from County Service:
 - Chelsea Shapiro, Librarian I, Twinbrook
 - Su-Huey Tsai, Library Desk Assistant, Chevy Chase
 - Other Changes:
 - Yerwen Sha, Library Assistant I/Full-time to Library Assistant I/Part-time, Quince Orchard
 - Matthew Fowler, Library Assistant I/Part-time to Library Assistant I/Full-time, Marilyn Praisner
- **Refresh/Construction Updates**
 - FY23-28 CIP Library Refurbishment – Under Review with the Office of Management and Budget, the Department of General Services and the County Executive.
 - Damascus – Task Order Contract was sent to Sheladia Associates with the scopes of work for both Damascus Library and Senior Center refurbishments. Sheladia began preparing their proposal to do the design work.
 - Silver Spring – Facility Assessment scheduled for January 2023.
 - Potomac Library - Construction progress continues. Blog with updates and pictures are on MCPL website/Potomac. Work status:
 - Plumbing, electrical, and lighting rough-in are complete.
 - Painting of interior has commenced.
 - Exterior brick repair, railings, bollard, soffit, and window sealing are all underway.
 - Added Add Alt #1, Monument Sign (2-sided), was added to the scope of work based on MCPL’s commitment to pay for it using 21st Century funds.
 - Division of Building Design and Construction preparing a budget justification for replacing the millwork in the staff area to Hamid in next week for approval of use of contingency funds.
 - CDCI subcontractor replaced segmental block retaining walls without disturbing any flower garden club plants.
 - Noyes - Planning for a spring closure. Request for Proposals (RFP) will be submitted soon.
 - Clarksburg – Program of Requirements has been under review.
- MCPL’s [FY23 – FY26 Strategic Plan](#) was [released](#) on September 20.

DISCUSSION: [FY23 – FY26 Strategic Plan](#)

- The development of the Strategic Plan was overseen by Kate Frades from the County’s Innovation Office.
 - Engaged the community
 - Overview of the process
- Reevaluated the mission, vision and value statements
 - Mission statement – We provide equitable access to information, ideas, and experiences that spark imagination and expand possibilities for all.
- Solid map for what MCPL will be focusing on over the next three years.
- **Goals:**
 - Children 5 and under are ready for kindergarten.
 - Teens are ready for college and/or the workforce, and to be lifelong users of the library.

- Speakers of languages other than English can participate fully in American society.
- Residents with limited access to technology and/or the internet can navigate a digital world to get what they need.
- The County’s Commission for Aging is not pleased that seniors are not specifically mentioned. The plan does state that, “MCPL will continue to provide its core services for all, while working to achieve the goals.”
- Equity Focus Areas: These are parts of the County that are characterized by high concentrations of lower-income people of color, who may also speak English less than very well. Residents in these areas are susceptible to systemic racial and social inequities.
- Comments/Questions:
 - Excellent plan, which can be used to talk to leaders. The four goals play into each other.
 - Does the director receive invitations from organizations in the County?
 - Does not get invitations, but will reach out to the directors of the Regional Services Centers RSC to speak to their advisory groups.
 - An op-ed can be drafted.
 - Determine needs from County Council to meet these goals over the next three years.
 - Rely on FOLMC to help fund programming.
 - There are many competing budgets the County Executive has to balance.
 - Have to look for grant opportunities that support the work we need to do without getting in over our heads in many partnerships.
 - The LAC and Board Activities Workgroup has a meeting scheduled to begin working on the Joint Meeting and will have material ready for the first budget forum.

CHAIR’ S REPORT:

- Branches that still need Board liaisons: Gaithersburg, Brigadier General Charles E. McGee, Long Branch, Marilyn Praisner, and Twinbrook.
- Joint Meeting - Library Board, LACs, and FOLMC get together to discuss advocacy efforts.
 - Janice Levine is the only member on the LAC and Board Activities Workgroup.
 - Jim Montgomery and Marilyn Schiff will join her to help plan the meeting.
 - Follow up with FOLMC regarding if the meeting will be in person or virtual.

WORKGROUP REPORTS:

- Library Policy and Practices (Lighter, Manubay, Fiery)
 - Survey the LAC on policies.
- Legislative and Public Affairs Workgroup (Montgomery, Schiff)
 - Upcoming Joint Meeting – joining the LAC and Board Activities Workgroup
- LAC and Board Activities (Levine)
 - AAC – developing their own handbook which they will submit to the library board for review.

LIAISON REPORTS:

- Montgomery County Publics – Schools have been in full session. There seem to have been a lot of days off this month - teacher professional days and parent visits. Things have been very busy.
- Damascus – The LAC did not meet. There are no updates. They are definitely interested in the Joint Meeting. They will be apprised of the date.

- Maggie Nightingale – Met the LAC Chair and the Regional Manager, Steve Warrick. First meeting of the year scheduled. Collecting ideas to generate some ideas and excitement around the LAC.
- Quince Orchard – Met September 20 in person at the Library. The meeting was hybrid; it did not go well for the one person online. Reviewed the Strategic Plan. Talked about how to get more people to join the LAC. The next meeting is November 15.
- Germantown – Adrienne Miles Holderbaum set up meeting with 4 – 5 members for October 24. It was very exciting because during the last conversation, she mentioned having no members and no one interested.
- Noyes – Meets October 13. Director Vassallo, Regional Manager Dianne Whitaker, and Noyes Foundation representatives will be there.
- Accessibility Advisory – Met on September 15; it was their quarterly meeting. The entire two hours was spent on their handbook.
- Olney – Met September 20. Regional Manager Dianne Whitaker was there. Election of officers was held. Next meeting is October 18.
- Wheaton -Meeting held on September 19, but there was not a quorum, so could not finalize leadership positions for this year. The group meets again on October 24.
- Little Falls - Did not meet in September. Holding a meeting on October 12 (concurrently with this board meeting). The group is brainstorming how to move forward with outdoor space renovation idea. No update at this time.
- Kensington - Has enough members to form an LAC with one of the former members and two new members. The first meeting will be virtual on October 25.
- Potomac – Met last week. Concerned about staffing and reorganization of FOLMC and the Joint Meeting without chapters.
- Connie Morella – Concerned about staffing; long standing vacancies; illnesses and absences; not a lot of programming. LAC asked about some resources so there can be at least some symbolic level of programming – particularly children’s programs, which apparently hasn’t happened for quite a while at the branch.
 - Connie Morella only has four vacant positions, which will be filled in the next few weeks.
 - Was not aware of the lack of children’s programming.
 - Director Vassallo will speak with Cassandra Malik, Program Manager, Early Literacy and Children.
- Rockville Memorial – Concerned about staffing; reorganization of FOLMC and the effect on library supporters.
- White Oak- Has not met since the last Library Board meeting. The next meeting is November 1.
- Aspen Hill – Will be meeting on October 17. They are hosting a Latin Festival this weekend. LAC will have a table. Would like to know what is happening with the LAC Handbook.
- Brigadier General – Vikram Pant will be the temporary Board liaison.
- Chevy Chase – Has not had a meeting.
- Davis – Has a meeting scheduled in two weeks. Both members interested in the Joint Meeting.
- Montgomery College – Pre-inauguration celebration at each campus. Partnering with MCPL Outreach Team to host information tables – Takoma Park, Germantown and Rockville. A lot of MC students are already signed up for library cards. It was nice to meet some of the Outreach Team members. Takoma Park Library will close on December 17 for renovations; it will be closed for a year. Still working with the facilities team for a temporary space that

have limited services for students, faculty and staff. Will point the community members to their local public library branches.

OLD BUSINESS:

- Technical assistance at the branches.
- How to increase LAC membership.

NEW BUSINESS:

- None

PUBLIC COMMENT:

- Really pleased to see the new Strategic Plan. Look forward to having a fuller discussion on the strategic plan at the next LAC meeting. It looks excellent. [Martha Kyrillidou, LAC Chair, Brigadier General Charles E. McGee Library]

ADJOURNMENT:

- The meeting adjourned at 8:28 p.m.