



## **LIBRARY BOARD MINUTES**

**December 9, 2015**

**BOARD PRESENT:** Amir, Brooks, Christman, Core, Duval, Persaud, Ram, Reedy, Rippeon, Watts, Weedon

**STAFF PRESENT:** B. Parker Hamilton, Director; Regina Holyfield, Recording Secretary; Rita Gale, Public Services Administrator, Facilities and Strategic Planning

**GUESTS:** Jill Lewis, Accessibility Advisory Committee; Amishi Sabnis, former Board member; Tanner Wray, Director of College Libraries and Information Services, Montgomery College Libraries

The Library Board meeting was convened by Chair Watts at 7:05 p.m.

### **INTRODUCTIONS:**

The Library Board members and guests self-introduced. New member, Tim Weedon, was officially welcomed.

### **APPROVAL OF BOARD MINUTES:**

The minutes from the October 14, 2015 Board meeting were approved.

### **APPROVAL OF LAC APPLICATIONS:**

The LAC applications were approved.

LAC applications will be sent via email to the Board for review prior to each meeting.

### **PRESENTATIONS: Jill Lewis and Rita Gale**

- Accessibility Advisory Committee (AAC)
  - AAC's Mission: To advise the MCPL Director and Library Board on how to increase the value of library services and programming for people with disabilities.
  - The AAC was formed approximately one year ago.
  - The Committee was contacted by Sheila Dinn, Noyes Foundation, to take a tour of the Noyes Library.
    - The library is not accessible to people with physical disabilities.

- The Foundation has a plan to add a tower to the building that would house an elevator.
  - The Foundation is encouraging the AAC to partner with them to promote the renovation.
    - The AAC is a part of the Library Board, and as such, cannot partner with the Foundation.
    - The question posed to the Board is if the AAC can support the campaign to renovate the building.
  - After discussion regarding renovation plans and cost, the Board voted that Jill Lewis would draft a letter to the Noyes Foundation that restates the Library Board's commitment to addressing accessibility issues at all MCPL branches. Included in the letter would be projects that have already been completed.
    - The Board will continue to monitor the activities of the Department of General Services. In order to make an informed decision regarding Noyes, the Board will wait for advice from the MCPL Director once the County Executive has made and communicated his decision to her.
    - Jill Lewis will send a copy of the letter to the Board.

## **DIRECTOR'S REPORT:**

- **TAG @ LAC Meetings**
  - Teen Advisory Group (TAG) members are scheduled to begin attending LAC meetings in January 2016.
  - Branch Managers will be briefed on this as a group at the December 10 All Managers Meeting.
- **Payments by Credit Card Pilot**
  - MCPL has begun accepting payment by credit card at three library branches: Rockville Memorial, Gaithersburg, and Silver Spring. MCPL is operating this project in consultation with the Department of Finance. Credit card payment equipment installation and staff training was completed on November 24<sup>th</sup>, and the three branches have begun to accept credit cards for payment.
  - MCPL will evaluate the new payment method and technology after three months of operation, and make a decision regarding system-wide implementation during the remainder of FY16. The addition of credit card payment is part of MCPL's Technology Strategic Plan, to provide customers and staff with a 21<sup>st</sup> Century services infrastructure. (MCPL is accepting MasterCard, Visa, American Express, and Discover cards at these three branches).
- **Personnel**
  - Effective January 1, 2016, Mary Louise Daneri, Manager of Collection Management, will be retiring. To effect a smooth transition, we have already begun the training and transfer of knowledge to Dianne Whitaker who will be moving into that position.
  - Dianne Whitaker is the current manager for the Wheaton branch. In order to provide Dianne with the time needed to train, Linda Curvey-Brown, Senior Librarian, will be transferred from the Silver Spring branch to the Wheaton branch effective December 14, 2015. Linda will be the acting manager at Wheaton Library from January 1, 2016, until its closure for renovation in late February/early March.
- **Technology Update**
  - Most of the major issues have been addressed.

- The public computers will occasionally lose the print default (bw/color). While not certain about the cause, the Technology Management staff has developed a better way to fix such issues.
- There are still some Wi-Fi issues at Long Branch which should be resolved when it has been cut over to the new Wi-Fi system.
- Long Branch, as well Aspen Hill, Noyes, Kensington Park and Littles Falls still need to be switched over to the new system.
- **ConnectED – Library Challenge**
  - In June, MCPL signed up the County for the White House’s ConnectED. The ConnectED Library Challenge is a way for communities throughout the country to create or strengthen partnerships so that every child enrolled in school can receive a library card. The initiative calls upon library directors to work with their mayors, school leaders, and school librarians, to provide wider access to the learning resources and books of America’s libraries.
  - On January 13, 2016, at Harmony Hills Elementary School, the County Executive and Montgomery County Public Schools’ Interim Superintendent, Larry Bowers, will launch the County’s initiative, “Library Link.”
  - On January 19, 2016, the "ConnectED Library Challenge: Answering the Call" convening will be hosted by the White House with the support of the Institute of Museum and Library Services; Urban Libraries Council; and American Library Association. County Executive Leggett will be a guest panelist with mayors from Chicago and Denver.
- **Strategic Plan**
  - Work on the FY17-20 Strategic Plan will begin in January 2016.
  - The Strategic Planning Committee will work over the winter to draft a plan that will be submitted to the County Executive in the spring of 2016.
  - The Strategic Planning Committee:
    - Traci Anderson, MCPS
    - Tina Benjamin, Economic Development (consultant as needed)
    - Ellen Berman, Friends of the Library, Montgomery County (Consultant)
    - Navette Blades-May, MCPL
    - Ari Brooks, Friends of the Library, Montgomery County
    - Eric Carzon, MCPL
    - Lori Casamento, MCPL
    - Andrea Christman, MCPS
    - Dr. DeVance Walker, Economic Development
    - James Donaldson, MCPL
    - Chris Freeman, MCPL
    - Adrienne Miles, MCPL
    - Uzo Onyemaechi, MCPL
    - Brandon Rippeon, Library Board (Consultant)
    - Dr. Tamar Sarnoff, MCPL (Staff to Committee)
    - Tony Spearman-Leach, Montgomery Community Media (asked)
    - Tom Thomson, Friends of the Library, Montgomery County
    - Robyn Watts, Library Board
    - Tanner Wray, Montgomery College
- **Library Lovers Month**
  - Kickoff scheduled for February 6, 11 AM at the Silver Spring branch.
  - The Friends of the Library will be doing pencils, postcards and bookmarks.
- **County Executive’s Public Forums on the FY17 Operating Budget**
  - The meetings, which all begin at 7 PM, are:

- Wednesday, January 6 – Eastern Montgomery Regional Services Center, 3300 Briggs Chaney Road, Silver Spring
- Monday, January 11 – Bethesda-Chevy Chase Regional Services Center, 4805 Edgemoor Lane, Bethesda
- Wednesday, January 20 – Silver Spring Civic Center, One Veterans Plaza, Silver Spring
- Thursday, January 21 – Mid-County Community Recreation Center, 2004 Queensguard Road, Silver Spring
- Monday, January 25 – BlackRock Center for the Arts, 12901 Town Commons Drive, Germantown
- An MCPL senior manager is scheduled to attend each forum.

**CHAIR’S REPORT:**

- LAC Awards were presented at the annual Joint Meeting in November.
- The second session of the Joint Meeting will be held at Olney Branch on January 13, 2016, 7 PM.
  - Prepare talking points for meetings with Council members and plan advocacy strategies.
- Attended the Annual Friends of the Library, Montgomery County, Inc. (FOLMC) Board meeting to give an overview of the Library Board.
- With FOLMC representatives, Ari Brooks and Tom Thomson, met with Councilmember Tom Hucker.
- Thank you to Director Hamilton for stepping in to conduct the orientation for new Board members.
- It was moved, seconded and voted that the Board accept the Manual as is.
- The LAC Report form has been very helpful. It will be sent out again in April.
- Tim Weedon has been assigned to liaise with Marilyn J. Praisner and Noyes LACs.
  - Chair Watts will attend the next Noyes LAC meeting with Tim Weedon.
- The Board will again join FOLMC and MCPL in hosting the Library Lovers Month Kickoff scheduled for February 6.
- There was an amazing response to MCPL from the crowd during the Thanksgiving Parade. Residents are excited about libraries.
- Chair Watts thanked everyone for their care and concern during her family’s loss.
- Maryland Library Legislative Day in Annapolis is February 3; National Library Legislative Day in Washington, D.C. is May 2 and 3.

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

The meeting was adjourned at 8:48 PM.

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B. Parker Hamilton