

Aspen Hill Library Advisory Committee Minutes

Meeting of March 11, 2019

Community Meeting Room of Aspen Hill Library

Call to Order: LAC Chair Elliot Chabot called the meeting to order at 7:35 pm.

Present: LAC Members---Betty Bell, Aleen Chabot, Elliot Chabot, Brien Crider, Eileen Smith, and Judy Tankersley. Also present were David Payne, Aspen Hill Library Branch Manager and Kim Durcho, Library Board Representative.

Minutes of the October 15, 2018 Meeting were approved as submitted.

Branch Manager Payne's Report Glad to report that Library is back to full staff, with the return full time of Children's Librarian Fran Kaplan. Branch Manager Payne is pleased with overall interaction with the community in the Library programming, including popular story time, STEM programs, Home Schoolers events, two groups of Girls Who Code, Tax Help, Work Force Development, ereader training, and yoga classes. Statistics: February patron count of 28, 019 (usual average); December circulation of 23, 484; FY19 to December of 163, 080 (an 8% increase). Planning now underway for Summer Reading Programs.

Facilities Issues The Branch Manager provided updates to the list of remaining Facilities Issues previously identified as of concern, after consulting with Angelisa Hawes, MCPL Ass't Dir. of Facilities and ADA.. No further change on **curb cuts (Facilities Punch List #3)** due to expense and lack of ADA requirement for additional curb cuts. Community Room **soap and Towel dispenser (#6b)** placement. No change promised; possibility of placing towels on the counter to be reachable. **Staff Table (#10)** in Break Room - original table not found; hopes to ask FOL to fund replacement of chairs and tables for staff. **Window Shades (#15)** in Community Room will not be replaced, per Angelisa Hawes. LAC seeking verification of addition of 5 **tables (#18b)**. Outdoor **Spigots (#20)** all function. Noise of **HVAC (#21)** at front desk ok so far with fan turned off. Waiting to hear from Angelisa re additional **People counter (#22)** for meeting room. Confusion about use of **Towel Dispenser (#33)** in restrooms is systemwide issue, as is noise from **machine dryer (#26)**. **Doorstop** mistakenly installed on staff door, but door stop now available in Community Room. Most **plaques and awards (#12)** are now displayed, some might be moved to more appropriate spot and placements. **New Benches (#29)** will eventually be anchored in concrete pads, per Angelisa H.; manufacturer supplied anchors will be installed until the concrete work can be scheduled. David will follow up with Angelisa H. re **Audio Loop (#31)** noise. David plans to highlight the **Evacuation Sign (#35)** with stick on dots to make them easier to understand. Facilities has been notified of the **crumbling curb (#36)** needing repair. Branch Manager Payne indicated that many requests and repairs have to be handled within the limits and budget of the County Department of General Services. One new Facilities item was raised concerning the **flagpole light**, which affects walkers using that walkway in evening hours.

Collection Issues Branch Manager Payne will provide collection information at next meeting. He did report that Aspen Hill currently has the system's largest collection of Large Print volumes. He also reported that the AGH Library has 2 new collections: one for kids and one for MB3 devices.

Budget The County Executive will release the proposed Operating Budget on March 15.

Aspen Hill Vision Zero Chairman Chabot reported that the Aspen Hill Vision Zero Advisory Group meets on the third Thursday of each month, and this month's meeting will be at Harmony Hills Elementary School. A future meeting will return to the Library Community Room. An interactive map on the study's web site allows people to identify problem sites in the area.

Membership The Chair referenced the two stage application process affecting new applicants being approved by the County Library Board.

Landscape Committee Eileen Smith reported that the Gardening Club will be scheduling its work dates at the Library, and has its own meeting on Tuesday, the 19th with a speaker about curb appeal.

Library Board Liaison Library Board Liaison Durcho provided a written report, which is attached. She also reported on the return of a volume that was overdue by 73 years. The Board meets next on Wednesday, March 13th. Ms. Durcho will check on the status of the revised LAC handbook, and Chair Chabot reported that a version is on the Library Board website.

Friends of the Library Chair Chabot announced the Spring Book Sale for Saturday, May 4. Set-up preparations begin on Saturday, April 27.

Meeting Schedule for LAC The next meeting will be on Monday, April 8. Chair Chabot will send an email notification about it. Subsequent scheduled meetings include: May 13, June 10, no meetings in July or August, and September 9.

Adjournment: After asking if there was further business, and seeing none, the Chair adjourned the meeting at 8:50 pm.

Judy Tankersley
Recording Secretary

Report to Aspen Hill LAC
March 11, 2019
Kim Durcho, MCPL Library Board

Library Board Activities

- The Board created an advocacy toolkit to be distributed to LAC and FOL members to help with efforts regarding the FY2020 budget this spring.
- The posting for new Board applicants was open and is now closed. We are waiting to receive applications in order to hold interviews and fill vacant positions.

Director's Report

- February 5 was Maryland Library Legislative Day in Annapolis. Four staff members attended meetings and handed out packets to their delegates.
- A live discussion was held on February 14 by the County Executive to allow County residents to send questions or comments directly to him.
- A meeting was held on February 20 with the County Executive and library administration to discuss the budget for FY2020.
- Upcoming Refresh Projects include Long Branch (possibly June, no firm date) and Marilyn Praisner (possibly April, no firm date)
- A 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