

Aspen Hill Library Advisory Committee Minutes

02/10/2020 Meeting

Community Room, Aspen Hill Library

Call to Order: LAC Chair Elliot Chabot called the meeting to order at 7:43 pm.

LAC Members Present: Aileen Chabot, Elliot Chabot, Babette Margollies, Carol Petzold, Eileen Smith, Chris Swan, and Judy Tankersley. Also Present: Christine Freeman- Branch Manager, Carrie Villar - Library Board, Brian Crider - community member, and Josephine Rios-Davis - community member.

Minutes of the September 9, 2018 Meeting were accepted with correction to open staff positions and spelling.

Aspen Hill Library Branch Manager Report - Christine Freeman provided a foot traffic report for January that showed a total of 26,216 over the 244 hours the Library was open to the public. Ms. Freeman also provided January attendance numbers for program offerings in January. Both reports are attached. Ms. Freeman does not have January, 2019 numbers for comparison, but those may be available in the LAC's minutes. Ms. Freeman expects a full time staff person to start March 1, and reports that the Library Administration will be interviewing persons for Aspen Hill Library Head of Services for Children next week.

Facilities - Department of General Services staff (DGS) staff have stayed overnight to monitor water issues during recent heavy rain and were able to clear up any water as it entered the room after the January **water intrusion** event. Library staff will maintain soap/paper towels on the Community Room counter, given the placement of the existing dispensers. Ms. Freeman reported that Angelisa Hawes, MCPL Ass't Director Facilities and ADA, does have a **Baby Changer Table** in inventory to install in the men's restroom, as soon as feasible. Ms. Hawes indicated that MCPL would not add **toilet paper stand**, but Ms. Freeman indicated she would follow up with photo showing the problem with the existing dispenser. Replacement of the noisy **hand drier** is not yet authorized. Ms. Freeman intends to obtain a work order for installation of a holder device for the **gardening hose**, once the Garden Club has the material ready to install. Continuing **issues in rest rooms**: door slide in women's restroom stall, faucets in both restrooms need repair to work properly. Ms. Freeman reported that Ms. Hawes would have the **Audio Loop** installation checked. No word yet on James Donaldson's (MCPL Assistant Director for Collections and Technology) systemwide review of **People Counters**. No word yet on the question of the **Flag Pole Lighting** question to Ms. Hawes.

Ms. Freeman is also checking into problems with the queue system to access the two **children's computers**, and is working on a fix to streamline the process. Josephine Rios-Davis raised a question about the apparent change in lap top check-out rules since last year raising

the age for check-out to 14. **Vox Books** have been moved to a more visible place in the Library and are seeing high circulation as a result.

LAC Membership - Josephine Rios-Davis indicated she would apply to membership on the LAC. Chairman Chabot encouraged Brian Crider to do so also.

Landscape Committee - Babette Margoilis reported that the February meeting of the Garden Club included a documentary movie, "A Man Named Pearl," the March meeting will have a guest Master Gardener speaking about curb appeal. The club will create its clean up and watering schedule for the Library gardens in March; they will also try to meet with appropriate Library staff about the Library Garden project.

Library Board Liaison - Carrie Villar reported that the Library Board had not met since the last AH LAC meeting, and could not provide any updates as a result.

Friends of the Library Liaison - Chris Swan, FOL President, announced the group's annual Membership Enrollment would be in February, as part of Library Lover's Month. Garden Club Members volunteered to staff an information/enrollment table three mornings in February. The annual Luncheon Meeting will be May 30. The Friends of the Library, along with the AH LAC and the AH Civic Association, are co-sponsoring three Candidate Forums: March 5, BOE At Large; March 12, BOE, District 4; and March 26, Circuit Court Judges.

4H Reading Buddies - has seen a drop in participation, and wants to post flyers as publicity. Since this is a Library sponsored activity, Ms. Freeman indicated that she would work with the group to ensure that the flyer meets required graphic standards of content and styles. Josephine Rios Davis will check with the 4H leaders at their February meeting about possible interest in participating in the Library Garden Project

Upcoming Events -

Mid County Citizens Advisory Board meets Tuesday, Feb. 18, at 7:00 pm at Wheaton Library
Homeowners Tax Workshop will be Sunday, March 8, at 2 pm in the Community Room

Adjournment - Seeing no further business, the Chair announced that the next meeting of the Aspen Hill LAC would be on Monday, March 9, 2020 at 7:00 pm in the Library Community Room, and adjourned the meeting at 9:05 pm.

Judy Tankersley
Recording Secretary

DATE	START TIME (ISO8601)	LOCATION	STATUS	CHANGED	TITLE	TYPE	TOTAL ATTENDANCE	ATTENDANCE (ADULT)	ATTENDANCE (BABIES AND TODDLERS)	ATTENDANCE (ELEMENTARY SCHOOL AGE)	ATTENDANCE (PRESCHOOL AND KINDERGARTEN)	ATTENDANCE (SENIORS)	ATTENDANCE (TEEN)	ATTENDANCE (ADULT)
Thursday, January 02 2020	2020-01-02T13:00:00	Aspen Hill Library	Published	No	Census Jobs Information Session	Workforce and Job Seekers	12	12	0	0	0	0	0	0
Thursday, January 02 2020	2020-01-02T13:30:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	19	3	4	0	9	3	0	0
Friday, January 03 2020	2020-01-03T10:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	10	10	0	0	0	0	0	0
Friday, January 03 2020	2020-01-03T15:00:00	Aspen Hill Library	Published	No	Aspen Hill Knitting and Crocheting Club	Arts, Crafts and Hobbies	10	10	0	0	0	0	0	0
Saturday, January 04 2020	2020-01-04T11:00:00	Aspen Hill Library	Published	No	Read to a Dog	Reading Programs								
Saturday, January 04 2020	2020-01-04T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	31	8	0	9	10	4	0	0
Sunday, January 05 2020	2020-01-05T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	18	3	2	0	9	4	0	0
Monday, January 06 2020	2020-01-06T18:00:00	Aspen Hill Library	Published	No	One on One Computer Tutoring	Computer and Technology Skills	2	2	0	0	0	0	0	0
Monday, January 06 2020	2020-01-06T18:00:00	Aspen Hill Library	Published	No	Family Night	Storytime Makerspace	10	4	1	0	5	0	0	0
Tuesday, January 07 2020	2020-01-07T11:00:00	Aspen Hill Library	Published	No	Preschool Storytime	Storytime	65	20	6	0	29	10	0	0
Wednesday, January 08 2020	2020-01-08T13:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	10	10	0	0	0	0	0	0
Wednesday, January 08 2020	2020-01-08T17:00:00	Aspen Hill Library	Published	No	Homework Help	Homework Help Bilingual	17	0	0	5	5	0	7	0
Thursday, January 09 2020	2020-01-09T13:30:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	14	4	2	0	6	2	0	0
Friday, January 10 2020	2020-01-10T13:00:00	Aspen Hill Library	Published	No	Census Jobs Information Session	Workforce and Job Seekers	16	16	0	0	0	0	0	0
Friday, January 10 2020	2020-01-10T10:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	10	10	0	0	0	0	0	0
Saturday, January 11 2020	2020-01-11T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	5	2	0	0	3	0	0	0
Saturday, January 11 2020	2020-01-11T13:00:00	Aspen Hill Library	Published	No	A Community Conversation with Councilmember Will Jawando	Citizenship and Civics	46	45	0	0	0	0	1	0
Saturday, January 11 2020	2020-01-11T11:00:00	Aspen Hill Library	Published	No	Read to a Dog	Reading Programs	25	4	0	7	10	4	0	0
Saturday, January 11 2020	2020-01-11T11:00:00	Aspen Hill Library	Published	No	Baby Storytime	Storytime	33	18	12	2	0	1	0	0
Saturday, January 11 2020	2020-01-11T13:00:00	Aspen Hill Library	Published	No	Reading Buddies	Reading Programs	14	4	0	1	5	1	3	0
Sunday, January 12 2020	2020-01-12T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	8	2	1	0	4	1	0	0
Monday, January 13 2020	2020-01-13T13:00:00	Aspen Hill Library	Published	No	Aspen Hill Book Discussion Group - Hero of the Empire	Lectures and Discussions	15	15	0	0	0	0	0	0
Monday, January 13 2020	2020-01-13T18:00:00	Aspen Hill Library	Published	No	Family Night	Storytime Makerspace	9	3	0	5	1	0	0	0
Monday, January 13 2020	2020-01-13T18:00:00	Aspen Hill Library	Published	No	One on One Computer Tutoring	Computer and Technology Skills	1	1	0	0	0	0	0	0
Tuesday, January 14 2020	2020-01-14T11:00:00	Aspen Hill Library	Published	No	Preschool Storytime	Storytime	53	18	2	0	27	6	0	0
Wednesday, January 15 2020	2020-01-15T18:30:00	Aspen Hill Library	Published	No	Yoga Class	Health and Wellness	7	7	0	0	0	0	0	0
Wednesday, January 15 2020	2020-01-15T17:00:00	Aspen Hill Library	Published	No	Homework Help	Homework Help Bilingual	15	0	0	4	4	0	7	0
Wednesday, January 15 2020	2020-01-15T13:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	9	9	0	0	0	0	0	0
Thursday, January 16 2020	2020-01-16T13:30:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	30	7	4	0	12	7	0	0
Friday, January 17 2020	2020-01-17T10:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	13	13	0	0	0	0	0	0
Friday, January 17 2020	2020-01-17T15:00:00	Aspen Hill Library	Published	No	Aspen Hill Knitting and Crocheting Club	Arts, Crafts and Hobbies	16	4	0	0	0	12	0	0
Saturday, January 18 2020	2020-01-18T11:00:00	Aspen Hill Library	Published	No	Baby Storytime	Storytime	14	8	4	0	2	0	0	0
Saturday, January 18 2020	2020-01-18T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	26	8	4	0	10	4	0	0
Saturday, January 18 2020	2020-01-18T11:00:00	Aspen Hill Library	Published	No	Read to a Dog	Reading Programs	26	7	0	5	10	4	0	0

2020	21111:00:00	Library			Storytime									
Tuesday, January 21 2020	2020-01-21T12:30:00	Aspen Hill Library	Published	No	Census Jobs Information Session	Workforce and Job Seekers	14	14	0	0	0	0	0	0
Wednesday, January 22 2020	2020-01-22T13:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	10	10	0	0	0	0	0	0
Wednesday, January 22 2020	2020-01-22T17:00:00	Aspen Hill Library	Published	No	Homework Help	Homework Help[Bilingual]	18	0	0	5	5	0	8	0
Thursday, January 23 2020	2020-01-23T13:30:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	27	6	7	0	12	2	0	0
Friday, January 24 2020	2020-01-24T10:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	9	9	0	0	0	0	0	0
Saturday, January 25 2020	2020-01-25T11:00:00	Aspen Hill Library	Published	No	Baby Storytime	Storytime	19	10	7	0	0	2	0	0
Saturday, January 25 2020	2020-01-25T11:00:00	Aspen Hill Library	Published	No	Read to a Dog	Reading Programs	12	6	0	0	6	0	0	0
Saturday, January 25 2020	2020-01-25T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	15	3	4	0	5	3	0	0
Sunday, January 26 2020	2020-01-26T14:00:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	2	0	0	0	1	1	0	0
Monday, January 27 2020	2020-01-27T18:00:00	Aspen Hill Library	Published	No	Family Night	Storytime Makerspace	13	6	2	4	1	0	0	0
Monday, January 27 2020	2020-01-27T18:00:00	Aspen Hill Library	Published	No	One on One Computer Tutoring	Computer and Technology Skills	3	3	0	0	0	0	0	0
Tuesday, January 28 2020	2020-01-28T15:30:00	Aspen Hill Library	Published	No	Video Production Classes for High School Students	Makerspace Films	6	2	0	0	0	0	4	0
Tuesday, January 28 2020	2020-01-28T11:00:00	Aspen Hill Library	Published	No	Preschool Storytime	Storytime	67	22	5	0	32	8	0	0
Tuesday, January 28 2020	2020-01-28T12:30:00	Aspen Hill Library	Published	No	Census Jobs Information Session	Workforce and Job Seekers								
Wednesday, January 29 2020	2020-01-29T13:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	8	7	1	0	0	0	0	0
Wednesday, January 29 2020	2020-01-29T17:00:00	Aspen Hill Library	Published	No	Homework Help	Homework Help[Bilingual]	15	0	0	4	4	0	7	0
Wednesday, January 29 2020	2020-01-29T18:30:00	Aspen Hill Library	Published	No	Yoga Class	Health and Wellness	8	4	0	0	0	4	0	0
Thursday, January 30 2020	2020-01-30T13:30:00	Aspen Hill Library	Published	No	Play Date at the Library	Games and Play	22	6	2	0	12	2	0	0
Friday, January 31 2020	2020-01-31T10:00:00	Aspen Hill Library	Published	No	English Conversation Club	Language Learning	10	10	0	0	0	0	0	0

JT's

ASPEN HILL	FOOT TRAFFIC					HOURS	
January 2020							
Day	People Counter Number 1	Lower Level Door Number 2	People Counter Number 3	GRAND TOTAL	.	Number of Hours Open to the Public	
Wednesday, January 1, 2020	0	0	0	0	.	0	
Thursday, January 2, 2020	1067			1,067	.	10	
Friday, January 3, 2020	898			898	.	8	
Saturday, January 4, 2020	1011			1,011	.	8	
Sunday, January 5, 2020	511			511	.	4	
Monday, January 6, 2020	940			940	.	10	
Tuesday, January 7, 2020	774			774	.	10	
Wednesday, January 8, 2020	1028			1,028	.	10	
Thursday, January 9, 2020	947			947	.	10	
Friday, January 10, 2020	898			898	.	8	
Saturday, January 11, 2020	1088			1,088	.	8	
Sunday, January 12, 2020	501			501	.	4	
Monday, January 13, 2020	1021			1,021	.	10	
Tuesday, January 14, 2020	923			923	.	10	
Wednesday, January 15, 2020	1000			1,000	.	10	
Thursday, January 16, 2020	946			946	.	10	
Friday, January 17, 2020	929			929	.	8	
Saturday, January 18, 2020	802			802	.	8	
Sunday, January 19, 2020	0			0	.	0	
Monday, January 20, 2020	0			0	.	0	
Tuesday, January 21, 2020	1294			1,294	.	10	
Wednesday, January 22, 2020	1020			1,020	.	10	
Thursday, January 23, 2020	999			999	.	10	
Friday, January 24, 2020	924			924	.	8	
Saturday, January 25, 2020	981			981	.	8	
Sunday, January 26, 2020	569			569	.	4	
Monday, January 27, 2020	1154			1,154	.	10	
Tuesday, January 28, 2020	1153			1,153	.	10	
Wednesday, January 29, 2020	1049			1,049	.	10	
Thursday, January 30, 2020	983			983	.	10	
Friday, January 31, 2020	806			806	.	8	
FY 20 TOTAL	26,216	0	0	26,216		244	