

Aspen Hill Library Advisory Committee Minutes

Meeting of March 9, 2020

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--- Elliot Chabot, Eileen Smith, Judy Tankersley, Betty Bell, and Carol Petzold. Also present were Christine Freeman, Aspen Hill Library Branch Manager. Brian Crider, community resident, and Josephine Rios-Davis, community resident.

Minutes of the February 10, LAC Meeting were approved as presented.

Branch Manager Freeman's Report:

Foot traffic numbers were down in comparison with last year for February. **Self Check Out** is at 55%. **Staffing** -The Branch is now cross training front desk staff to allow both circulation and Information staff to provide one step services for patrons, to allow better coverage at desk. **Children's Room** - Ms. Freeman used FOL allocated funds to purchase carpet tiles to replace the rug in the Children's Room, as well as a new toy kitchenette.

Facilities Issues - Branch Manager Freeman reported that no additional flooding incidents had occurred since the repair services in November. Ms. Freeman is following up with the General Services Manager regarding re-cleaning floors in the community room. The Faucet in the Ladies Room has been fixed. The Baby Changer table is on site and ready to be installed by the Department of General Services.

Ms. Freeman is waiting to hear about the requested manufacturer's check on the Audio Loop installation. Also waiting on the Garden Club re the Garden Hose cover. The Library Administration still declines the request for a free standing toilet paper holder. She will check about language for signage on the paper towel dispenser.

No word yet on People Counter, but hopes to hear at next Thursday's meeting with Angelisa Hawes. Changes to Flag Pole lighting which affects pedestrians entering and leaving the Community Room may be too costly to implement. Also waiting to hear Library Board feedback concerning the policy re ChromeBook Laptop circulation rules. Ms. Freeman plans to integrate children's queue for computer access with adult queue, rather than try to maintain two different lists.

Collections - The Branch continues to receive new books. It is moving displays of books and materials around to increase interaction with patrons. Ms. Freeman is also moving some Children's toys/materials into the main Children's area. Carol Petzold raised a question about

the Newspaper article about Matthew Henson on display in the newspaper alcove and damage to it from daylight. The AH Friends will consider funding the cost of reproducing the AH LAC article and re-framing the copy. Ms. Petzold proposed to archive the original. Ms. Freeman offered to help with the copy.

LAC Membership - The Library Board Meets on Wednesday, and will have the application of Josephine Rios-Davis on its agenda. Brian Crider's application will be forwarded as well.

Landscape Committee representative Eileen Smith announced that the Garden Club would be meeting tomorrow night with a program from a Master Gardener about Curb Appeal. March Clean up of the Library gardens will be scheduled, as will the seasonal weeding/watering plan. Questions about a possible Children's Garden/Family Gardening project still are unsettled. Ms. Rios-Davis offered to raise the project with the 4H group, and put them in touch with the Garden Club, if they wanted to discuss it.

Library Board Liaison Carrie Villar was unable to attend tonight's meeting, and sent her regrets.

Friends of the Library- The group is sponsoring a District 4 Board of Education candidate forum on Thursday for three candidates, a forum for the at-large BOE candidates on the 26th, and a Tax Workshop on the 22th.

Upcoming Meetings/Events - Judy Tankersley announced that The Mid County Citizens Advisory Board (MCCAB) will be meeting on Tuesday, March 17.

Adjournment - Seeing no further business, the Chair announced that the next meeting of the Aspen Hill LAC would be on Monday, April 6 at 7:30 pm. Chair Chabor adjourned the meeting at 8:58 pm.

Judy Tankersley
Recording Secretary