

Aspen Hill Library Advisory Committee Minutes

Meeting of July 27,2020

Zoom Meeting Platform

Call to Order: LAC Chair Elliot Chabot called the meeting to order at 7:48 pm.

Present: LAC Members--- Elliot Chabot, Betty Bell, Aileen Chabot, Althea Grey-MacKenzie, Babs Margoilies, Eileen Smith, Chris Swan, Judy Tankersley. Also Attending: Christine Freeman, Agency Manager; Carrie Villar, Library Board Liaison; and Josephine Rios-Davis, Community Member.

Minutes of the June 8, 2020 LAC Meeting were approved, with amendments. The amended Minutes will be sent to the Committee prior to submitting them for posting on the LAC website.

Branch Manager Freeman's Report:

Since the June meeting, the Aspen Hill branch accepted Returns through the external book return slot and is distributing requested Holds. The process now allows for 4 slots per ¼ hour, which seems to be working and allowing faster overall distribution. All Holds available for a patron are being bundled in an appointment pick up, without the need for the patron to schedule two events.

MCPL Services available for AH Community. No date established for resumption of some services. Planning continues for opening buildings and includes installation of plexiglass shields moving furniture, limiting computer access to maintain spacing by only using 2 of 3 computers in linked configurations. A work group in MCPL is looking at issues involved in public access.

Staffing now at AH Library includes Christine Freeman with 1 full time staff person and 2 part time persons. They are processing the returning items and pulling items from shelves for the Hold requests. There is assistance for someone who cannot get to the branches themselves through Books at Home, which will mail items to such patrons. Chris Swan suggested the possibility of using a smartphone to scan shelves to allow a way of browsing.

Virtual Programming continues to provide sessions available County wide with children's events, adult book club, the Social Justice Book Club, and Summer Reading, as well as the Knitting and Crochet Club.

Facilities Issues - There was another downstairs flooding incident while Ms. Freeman was on leave. The event also affected an area at the back of the building.. When the old AC installation leaked onto the main electrical panel, it caused a week long Electricity outage. The County has hired an outside contractor to search for the cause of the continuing water problems.

Due to the work downstairs, the area is quite dusty. Josephine Rios-Davis raised concerns about the air quality in the downstairs, given the past mustiness created by water incursions. Ms. Freeman indicated that the AC in the Community Room is operating, and that that issue cannot be evaluated until the work in the area is completed.

Collection: Circulation currently represents the Hold requests which serve mostly Adults and Seniors. Question was raised about Spanish Language materials. New staffer Oscar is full time staff and a Spanish speaker. Christine Freeman will check with Central Library Administration re availability of materials in Spanish and other languages.

Library Budget - Library Board Liaison Carrie Villar reported that the current Budget proposal for next year reflects a 4.7% reduction for the Library system, which is less than the 6% reduction that was anticipated. It reflects a 56 Hour weekly schedule for branches (not including Noyes and Nightingale locations). Ms. Villar cautioned the group that the many fiscal unknowns this year create a lot of uncertainty for the upcoming Budget cycle.

Membership - no action yet at Library Board concerning two Membership Applications from Aspen Hill: Josephine Rios-Davis and Brian Crider. **Election** of Advisory Committee officers for next year was postponed to the September meeting.

Landscape Committee representative Eileen Smith reported that the Garden Club had eight new members, which allowed the group to contribute a lot of effort in the Library grounds. The new garden, one closest to the front entrance, was pruned and some plants moved. Thirty weather resistant labels will be installed so patrons can identify the plants.

Watering of three Crepe Myrtle saplings is difficult due to a problem with the spigot nearest to them. Water must be hauled by hand, but the rainy summer has helped overall watering needs. Christine Freeman will check about replacing the spigot. The Four H Club is interested in possible garden work. Christine Freeman will put them in touch with the Garden Club through Babs Margolies and Eileen Smith.

Library Board Liaison Carrie Villar reported that the Library Board met July 8, and it was a Budget focused event with a presentation by Library Director Anita Vassily (see above). There is no August meeting of the group, which will resume meetings in September. Other LAC's have mostly been dormant since the shut down began.

Friends of the Library- The group's Annual Meeting, required by its Bylaws, will be a virtual meeting on Saturday, August 29, announced President Christirne Swan.

Adjournment - Seeing no further business, the Chair announced that the next meeting of the Aspen Hill LAC would be on Monday, September 14, at 7:30 pm. Chair Chabot adjourned the meeting at 9:13 pm.

Judy Tankersley
Recording Secretary