

# Aspen Hill Library Advisory Committee Minutes

Meeting of November 9, 2020

Zoom Meeting Platform

**Call to Order:** LAC Chair Josphine Rios-Davis called the meeting to order at 7:37 pm. The Chair expressed thanks and appreciation to past Chair Elliot Chabot.

**Present:** LAC Members--- Betty Bell, Aleen Chabot, Elliot Chabot, Althea Grey-MacKenzie, Babs Margolies, Eileen Smith, Chris Swan, Judy Tankersley. Also Attending: Christine Freeman, Agency Manager, and Carrie Villar, Library Board Liaison.

**Minutes** of the September 14, 2020 LAC Meeting were approved, as presented.

## **Branch Manager Freeman's Report:**

Since the September meeting of the LAC, the Aspen Hill branch continues to accept Returns through the external book return slot and is distributing requested Holds through the vestibule pick up, and now keeps the external door open to avoid patrons having to touch the doors.

Aspen Hill is one of the branches piloting Librarian selected Bundles of Books at patron's request for check out, in a selected genre or subject, or even miscellaneous. The Library System has several committees formed to plan for when and how to re-open Library buildings to the public. Staff in the building are working on a comprehensive inventory and sorting project to return books and materials to the proper shelf or library as appropriate. Other staff are preparing on-line programs, along with "take and make" materials for projects to do at home in conjunction with the virtual programming.

## **Facilities Issues:**

The external faucet used for watering the gardens cannot be repaired, and Ms. Freeman is waiting to hear back from Angelisa Hawes, MCPL Assistant Director of Facilities and ADA, about replacement. No additional flooding has occurred, but heavy rain is forecast, so that may be a test. New signs have been attached to the hand towel dispensers in the rest rooms. In response to question about Item #27 on punch list seeking electrical capacity of outlet in Community Room to support both coffee pot and hot plate, MS Freeman indicated that she would see that it was determined. Additional curb cut remains rejected from MCPL.

## **Collection:**

New books are being added to the collection, as normally done. The AH inventory is also doing a damage assessment and repairable items are being put aside to repair when possible. Some collections are being moved to more prominent locations for when the building is open to the public. More Spanish language and Seasonal items are also being added. Problems with a System level delay in distributing the Hold requests is being addressed with additional staff support. Interlibrary loans through Marina have just been activated again.

**Library Budget:**

No information or update available from the October Library Board meeting.

**Membership;**

Ms. Rios-Davis indicated that she hoped that current Committee members would each try to recruit additional members, and could make use of the Handbook and Application available on-line. The application of Brian Crider remains in question, as Ms. Freeman indicated that she had sent two emails to Mr. Crider requesting return contact with some additional information.

**Landscape Committee:**

Ms. Freeman reported that the Story Walk markers leading from the Sidewalk area on Aspen Hill Road toward the Library building had been vandalized, which was a great disappointment. Some pieces have been retrieved and will be re-used in the garden areas. Aspen Hill Garden Club Co-President Babette Margolies reported on the burst of new ideas arising from the Garden Club's new membership interacting with the existing members. Fall Clean-up was completed and bulbs have been planted for Spring bloom. The Club is looking into incorporating the quotation "if you have a garden and a library, you will want for nothing." into a plaque, perhaps for above the entrance doors. The AH Garden Club has donated and maintained gardens at the Library since 1991.

An out of area donor has offered an additional bench or picnic table as a donation, but additional information and confirmation needs to be established. The Garden Club will meet at 3:30 pm on November 10, with a program about Japanese Pruning, using the Capital Area Garden Club online site.

**Library Board Liaison** Carrie Villar reported that the Library Board met in October and discussed ending adult fines, as a means to encourage returns and usage. A joint Friends of the Library, LAC, and Library Board meeting is set for November 18, at 6 pm, on Zoom.

**Friends of the Library Liaison** Chris Swan would bring the Take & Make Project to the FOL Board to see about support. The group's budget for the year had been adopted, but this project may fall into existing allocations. Ms. Freeman indicated that much of the material would be simply gathering existing craft materials such as corks, felt, or scrap cloth.

**Upcoming Meetings:** The FOL December meeting has been cancelled. Mid County Citizen Advisory Board Meets November 17.

**New Business:** Betty Bell moved that the December meeting of the AH LAC be cancelled. Elliot Chabor seconded the motion. The motion passed unanimously. Ms. Rios-Davis thanked

everyone for their contribution and announced the next meeting of the group as January 11, 2021 at 7:30 pm.

**Adjournment** - Seeing no further business, the Chair adjourned the meeting at 9:05 pm.

**Judy Tankersley**  
**Recording Secretary**