

Aspen Hill Library Advisory Committee Minutes

Meeting of March 8, 2021

Zoom Meeting Platform

Call to Order: LAC Chair Josephine Rios-Davis called the meeting to order at 7:35 pm.

Present: LAC Members---Betty Bell, Elliot Chabot, Babette Margolies, Josephine Rios-Davis, Eileen Smith, Chris Swan, and Judy Tankersley. Also attending: Christine Freeman, Agency Manager; and Carrie Villar, Library Board Liaison.

Introductions: the Chair acknowledged that everyone in the group was known to each other.

Minutes of the February 8, 2021 LAC Meeting were approved with corrections. Moved by Judy Tankersley, seconded by Chris Sway. Secretary Judy Tankersley will send the corrected version to the Committee members.

What Has Happened since February 8, 2021 Meeting - Branch Manager's Report

Ongoing Services

Branch Manager Freeman reported that Aspen Hill continues to provide the services outlined previously including telephone information, Holds to Go, virtual programming and some sorting assistance to four high volume branches. This reduces the volume routed through the main Collection Management hub to avoid delays in processing. Ms. Freeman provided program data for December, January, and February and circulation data for December (see Attached). Ms. Rios-Davis thanked her for the information and requested that she continue to provide such information.

Plans to Get Back to Normal

Ms. Freeman indicated that while no plans for re-opening buildings are available, we should expect some sort of hybrid format, with a slow expansion of services. Hiring freeze prevents any new replacement staff for those who have left or retired. AH is short one Full Time Information staff person and one part-time Circulation person. Plans still in place to move chairs and most computers to the Community Room. Unknown if space will remain for any public use of the room in those circumstances. Summer Reading will be all virtual again this year.

Moving Forward 2021 - Matters of Accountability/Compliance/Community Transparency

Ms. Freeman confirmed that the State Audit is a normal process that will apply to all the County's Agencies and just started with the Library system.

Facilities Issues

Mr. James Donaldson, Collections and Technology Assistant Director, indicated to Ms. Freeman that MCPL could not underwrite any costs associated with installation of a replacement plaque in the front garden area, should the space need patching/painting. No plaque has been

purchased yet and the Landscape committee is gathering information. Repair of the outdoor faucet is authorized, and Ms. Freeman will check on its status, since the faucet would be needed in April by the Landscape Committee and pass on the information.. The Landscape Committee is coordinating with the Four H Lucky Clovers group for possible participation in Spring clean-up on April 3, and weekly watering/weeding schedules. Carrie Villar reported that the slot for returns in the Book Drop Off seemed stiff recently; Ms. Freeman said she would check it Tuesday.

Collection Issues

Ms. Freeman discussed some of the details in the program data she provided to the Committee. Some programs, such as the Take & Make, are aimed for small groups and seem to be reaching an age group that were not otherwise engaged (1st -3rd). Some programs seem to require more in person participation to work. For that reason, Ms. Freeman is considering holding the Social Justice Book Club for after re-opening. The B&T rental program is continuing. Expect to have the inventory project completed in April. When asked about Books not in the system, Ms. Freeman suggested that we check for the on order list of new publications, make a Purchase Suggestion online, and make use of Marina, for interLibrary loans.

Library Budget

At this point, the guidance suggests a 2% overall reduction. The MCLibrary Board will be meeting on March 10, so additional information may be coming shortly.

Membership

Chair Rios-Davis urged current members to try to recruit additional people for the Committee. Ms. Villar commented that lengthy statements are not required for either new members, or for renewal applications. An online application form exists. Tips on Recruitment are in the Handbook.

Landscape Committee Liaison

Garden Club Co-President Babette Margolies reported that the group meeting Tuesday, March 9 at 3:30 pm, will have Christine Freeman to present information about Library services and they will share information about the LAC and its time commitment. Co-President Eileen Smith referenced the planning for Spring Gardening/Watering schedules with their own group and the Four H group.

Library Board Liaison

Carrie Villar reported that the Board had not met since December, but had been participating in the Joint Meetings with MoCo FOL. The Advocacy Tool Book and Position Paper from the MCPL Board and County Friends of the Library are available on line for use by LAC's Ms. Villar

will bring up the question of public input on the re-opening strategy at this week's meeting..
Judy Tankersley asked why the Library Board is not advocating for Library re-openings.

AH Friends of the Library Liaison

AH FOL President Chris Swan reported that the group meets later in March, and that she would have more to report at the next meeting.

Ms. Freeman asked that the calendar of events drop the listed, but undated, Property Tax Workshop and the Knitting and Crochet schedule dates. Mr. Chabot pointed out that such items have been used as place holders and announcements for 30 years or more. Such listings were in error, per the position expressed by Mr. James Donaldson to the Branch Manager. Mr. Chabot indicated that questions about the FOL should be addressed through its meeting, and not at the LAC. In further discussion about the calendar listings, Ms. Freeman pointed out that MCPL policy requires that FOL programming must go through its process and be approved by the Branch Manager and the overall Library Director's office, regardless of the sponsors or venue. Such process requires at least two weeks to obtain approval, so the upcoming event on March 24, had to be modified. Ms. Rios-Davis indicated that she would remove the two offending listings from the Calendar.

Next Meeting of Aspen Hill LAC

Monday, April 12, 7:30-9:30 pm

Zoom Meeting Info: <https://zoom.us/j/96355797698>

Call in Number 301 715 8592, Meeting ID 963 5579 7698

Upcoming Meetings events

March 10, 7-9 pm, Aspen Hill Civic Ass'n Board Mtg

GoToMeeting Platform

March 24, 7-8 pm, Your Key to the Aspen Hill Library in the COVID Era

GoToMeeting Platform

Adjournment

Seeing no further business, the Chair adjourned the meeting at 9:47 pm.