

Davis Library Advisory Committee (DVLAC) Meeting Minutes February 26, 2019

Linda Pottern, DVLAC Co-Chair called the meeting to order at 7:07 P.M.

Attendees: Connie Locraft, Linda Hubbard, Steve Warrick, Davis Library Manager, and Laura Briskin-Limehouse, MCPL Board Liaison.

Davis Library Manager Report:

1. Circulation: Book circulation at Davis is very good; January numbers saw Davis Library circulation at 31,261. For that month, Davis was the 4th highest in our system.
2. Staffing: Felicia Minard, YA Librarian at Davis, is on maternity leave and will be returning in April. The vacant p/t Library Associate for children should be listed for transfer/promotion soon. The Library Desk Assistant for circulation position has been filled and the new employee will begin on March 4.
3. Programming: Current programming includes the AARP Tax-Aide preparation that occurs every Monday until April 15. We will also be hosting “the History of Chocolate” presented by Shelia Kaufman, local author of which MCPL has many of her books in the collection. We have had or will have several children’s programs including Dance Your Fanny Off and for Library Lovers Month representatives from the Davis FOL have held crafting sessions for children. Other programming is ongoing and the manager and librarians are discussing new possibilities for the Davis Community.
4. Facility Issues: HVAC work is completed at the Davis Library. The work consisted of rewiring the HVAC system so that it may be controlled remotely at the County’s Seven Locks Road facility. The work also entails regulating the temperature throughout the library to eliminate hot and cold spots. As with the last report, we are still awaiting the final decision on installing a changing table in the men’s restroom on the main level of the library. The women’s restroom on the main level is currently the only restroom with a changing table. We believe the drinking fountain/water filling station issue has been resolved and a new unit was placed in the library. As of this meeting, the new unit is functioning just fine.

MCPL Board Liaison Report:

1. There is no firm date on refreshes for the Long Branch or Marilyn Praisner branches. Long Branch’s roof and terrace are still being evaluated; the tentative date for the refresh to start is June. The date for Marilyn Praisner has been pushed back, but may start in April.
2. Acting MCPL Director, Anita Vassallo and several staff members went down to Annapolis on Feb. 5th as part of MD Library Legislative Day to advocate for budget funding. They met with delegates and several state senators.

3. The Advocacy Toolkit put together by the Library Board and Friends of the Library is now available: <https://www.folmc.org/support/advocacy-toolkit/>

4. A video on the state of the library in FY18 is also available: <https://montgomerycountymd.gov/library/about/index.html>

5. A resource the LAC may be interested in promoting is the Maryland Deaf Culture Digital Library (Maryland DCDL): A “first stop” information center for MD residents’ access to online resources on Deaf culture, a collection of electronic resources, Deaf cultural programs and history, job resources, and more. <http://montgomerycountymd.libguides.com>

6. Library Advisory Committees Handbook (last updated and approved by the MCLB: April 2018) is on-line but minor modifications are in the works.

Committee Discussion Topics:

1. Promotion Activities for Maryland DCDL: A sub-committee of DVLAC will be formed to assess ways to notify library patrons and local community members about available on-line and local resources concerning the Deaf Culture.

2. **LAC Handbook Issues:** Our Liaison reported that the LAC handbook is complete but minor modifications are still underway. ***DVLAC committee members request that any suggested changes to the on-line April guidelines should be sent to Davis Co-Chairs before the actual changes are made.*** Review of changes to previous handbooks were not conducted by DVLAC since the Board Liaison did not send drafts nor discussed or put on the meeting agenda.

The next DVLAC meeting is scheduled for **Monday, May 13.** Nominations of Officers and term extension requests will be conducted. A quorum of members is required.

The meeting was adjourned at 7:50 P.M.

Respectfully submitted,
Linda Pottern, Davis Library Advisory Committee, Co-Chair

03/05/2019