

Gaithersburg  
LAC Minutes  
6 Dec 16

1. Call to order
  - a. Establish that we have a quorum – we did
  - b. Approval of minutes from last meeting – we did
2. Reports
  - a. Financial Report – discussion of book sales by FoL
  - b. Membership Report – recruiting efforts have been fruitless – no luck with school librarian, “new” member did not attend meeting, and still have not added “mandatory” child
  - c. Agency Manager’s Report
    - (1) Collection
    - (2) Facility – issue with DVD Dispensing Machine
    - (3) Programming: ACA, Jazz Concert, Gilchrist Center increased programming
    - (4) Services
    - (5) Staffing – short a senior librarian and a children’s librarian
  - d. Library Board Liaison Report
3. Unfinished Business:
  - a. Need to add a “youth” representative – they are “rethinking” we still don’t have one
  - b. Need to add a “secretary” – no volunteers
  - c. FoL Sales Space – ongoing discussion without resolution
4. New Business: Discussion with agency manager on the following topics:
  - a. Collection needs
  - b. Facility issues
  - c. Questions/input about programming
  - d. New needs in community for services
  - e. Community happenings that could have library impact
  - f. Timeliness of Doing a customer survey

(All discussed without meaningful resolution or disagreement.)