

Gaithersburg
LAC Minutes
2 May 17

1. Call to order
 - a. Establish that we have a quorum
 - b. Approval of minutes from last meeting
2. Reports
 - a. Financial Report – FoL is doing well with the book sales
 - b. Membership Report – recruiting efforts have continued to be fruitless, but have one potential member who could not be here tonight.
 - c. Agency Manager’s Report
 - (1) Collection
 - (2) Facility
 - (3) Programming
 - (4) Services
 - d. Library Board Liaison Report – we have a new one
3. Unfinished Business:
 - a. Need to add a “youth” representative – discussion of tasking a summer HS volunteer
 - b. Need to add a “secretary” – all agree, none volunteer
4. New Business: Discussion with agency manager on the following topics:
 - a. Collection needs: needs of j and a sections discussed; world language, Fr collection, test books, seasonal needs re: elections
 - b. Facility issues: parking, bathroom complaints, no wait list on computers, front door difficulties – note DVD machines continue to work poorly or not at all. All issues apt to be compounded by closing of Quince Orchard.
 - c. Questions/input about programming
 - d. New needs in community for services: none noted
 - e. Community happenings that could have library impact: June 17th, FoL Book Sale
 - f. Timeliness of Doing a customer survey