

Gaithersburg  
LAC Minutes  
3 October 2017

1. Call to order
  - a. Established that we have a quorum
  - b. Approved minutes from last meeting
2. Reports
  - a. Financial Report
  - b. Membership Report:
  - c. Agency Manager's Report:
    - (1) Collection:
    - (2) Facility:
    - (3) Programming:
    - (4) Services
  - d. Library Board Liaison Report:
3. Unfinished Business:
  - a. Need to add a "youth" representative discussed without resolution
4. New Business: Discussion/resolution on topics raised by the membership and:
  - a. Need to advertise meetings
  - b. Need to more promptly file a record of our meeting
  - c. Any other administrative need or want of the Library Administration
  - d. Need to reach out more to local papers to advertise library events and services,