

Germantown Library Advisory Committee

MEETING MINUTES

Monday November 27, 2023 7:15-8:15 PM

ZOOM LINK:

<https://us06web.zoom.us/j/88943072730?pwd=R1NxY003WmhPRWwrdXgrU0ZjbnliZz09>

1. Call to Order

a. Welcome

The meeting was called to order at 7:15 PM.

b. Roll Call of Members/Attendance

Janice Levine, Steve Warrick, Esther Wells, Spencer Hines, and Aditi Singh were all present.

c. Approval of Minutes from Last Meeting

Added names of missing members from roll call. Spencer made a motion to approve, Janice seconded.

2. Reports

a. Library Regional Manager - Steve Warrick

Many storytime events at GT which had over 80 attendees at one program.

Building up the Teen Advisory Board. The French Conversation Club has started back up.

Conversation Club gets 15-20 people attendees at times.

Foot traffic is more accurate and higher now.

Self-check out = 78% in October, 81.5% now.

In November, there were about 21,000 check-ins.

Staffing updates: Library associate (children's, full-time) was just accepted. They will be joining us the week of December 17th. Looking for FT-circulation desk position.

Spencer Hines asked a question regarding circulation (genres of books that may be more popular). Steve talked about collection HQ and doing more statistics on what genres are being checked out more.

Esther asked a question about teen advisory committee outreach as well as the upcoming town hall tomorrow and future FY-25 budget for teenagers. Steve discussed how the outreach team spreads the word about teen programming. Esther talked about the youth town hall meeting coming up that could be a good place to increase outreach.

Esther said she would like to increase outreach at the upcoming town hall with materials.

Janice asked a question about if check-in machines are present. Steve answered the question about how some of the machines work.

b. Library Board Liaison - Janice Levine

November 15th was the first virtual orientation of chairs and secretaries. There were 22 attendees representing 9 branches, and 1 regional manager. There was a powerpoint that was posted on the MCPL website. May be a plan to have it again in May or June (before elections next year).

Currently in the process of planning the second joint meeting of the year - 1/10 at 7 PM. Will be both in-person and virtual.

YA fiction book club → Janice brought this up at the MCPL meeting, past programming has been challenging for people from 18-25 yrs old.

At the last MCPL meeting, discussed the Maryland Open Meetings Act and potential amendments. PLAN: draft meeting minutes should be submitted within 5 days after a meeting to be reviewed. Approved minutes should be sent to LaKrista Prather within 5 days afterwards.

Esther posed a question about whether meetings need to be virtually recorded. This is not a requirement for the LAC.

MoComCon will be held in Germantown library on 1/20/24. Esther brought up passing out the Germantown LAC bookmarks at the event.

Teen programming: Tyler Chadwell English is the teen programming manager. Presented at the MCPL board.

3. Old Business - LAC Introduction to Chair/Secretary Event, Budgeting Hearings Questions

No items

4. New Business - Questions/Concerns Discussion

Aditi asked questions about collections (limited physician copies of books despite popularity). Steve suggested using the purchase suggestions feature. It can also be sent to Steve to be forwarded to collections.

Aditi said she would have to miss the January 29th meeting due to traveling. Steve said he would too. Spence made a motion to vote to reschedule the meeting to 1/30 at 7:15 PM. Janice seconded the motion.

All members present voted to reschedule the meeting. Aditi will send this updated schedule to LaKrista Prather.

5. Adjourn

Spencer made a motion to adjourn the meeting, Janice seconded the motion.