

**LAC Meeting  
Little Falls Library  
Dec 5, 2017**

Attending: Patrick Fromm, Sally Bosken, Jane Snyder, Michael Wallace, Kathy Davies, Michael Herlihy, Laura Leonhardt, Sylvia Reis, Troy Barsky and Amy Foreman

1. The meeting was started at 7:05. Introductions were made, and guests were welcomed. We have two new LAC members with us, Michael Herlihy and Kathy Davies. Welcome – we are happy to have new members.
2. Reports.

**LAC Report of Activities:** Sally Bosken welcomed everyone and reported on the joint LAC/FOL meeting she attended on Nov 15<sup>th</sup>. Great statistics on the usage and statics for MCPL for this year.

**Agency Manager's Report**

The FOL generously funded our Teen programming, and we had really engaged teens at our Teen Grand Opening, Harry Potter Party, Spooky Halloween Party, and more. Additionally, we had robust attendance at our Halloween Crafternoon (52) and Stories and STEM: Three Little Pigs (30). Finally, the Literary Salon continues to be a hit, and our Spanish Storytimes are drawing a small--but dedicated--group of attendees.

The FOL also contributed a cake, drinks, and sandwiches to Nell's retirement party, and it was a blast. Huge thanks for helping us celebrate Nell's contribution to Little Falls and MCPL!

Finally, the FOL purchased a large, lovely clock for our main public floor that is high contrast and easy for customers to read. Customers were delighted to have it available on the floor, and you would not believe how many requests our team received while we were waiting for it to come in.

**LAC Suggestions**

The LAC shared some suggestions at the last meeting, and the team here at Little Falls has worked to implement as many as possible.

The shopping baskets for the children were purchased with the input of our Children's Team and generous support from the FOL. Already, they have been migrating all around the building, which looks like success to me! Additionally, I had no sooner put them out than a boy took one,

swiped his piles of books off the table into the basket, and clomped off to the meeting room.

Tara made a sign for our teens advertising our loaning laptops. Unfortunately, they are not able to be checked out to customers under the age of 14, but we've been working to increase their viability to our older teens. I talked to the PSA in charge of technology to see if there was any potential in changing the age, but 14 seems to be tied into a lot of County and MCPL policies, so no quick resolution there. Of course, our students under 14 are still welcome to use our other PCs to work on homework or play games.

A sign was created for our meeting room advertising the times that the room would be available as a collaborative play space. It's already been helpful in orienting visitors to when they could expect to have access to the room.

We've been providing bags in the book sale area for customers to use, and it has been really successful. We've already given out over 100 bags. Huge thanks to the Department of Environmental Protection for providing us with bags to give to our customers. Additionally, we increased the font size on the price list, and we highlighted the cash box. Thanks to everyone for their feedback on that area!

Our Children's Team is super thankful to the Friends for purchasing over \$400 worth of new early literacy and development toys to use after story times and in the children's room. Great suggestion; they have already been a hit!

### **Pending LAC Suggestions**

Benches for the children downstairs are still on hold until the final furniture for the public flier area and the vending machine are installed. Once I have a good idea of what the flow of traffic looks like in that area, we'll look at providing seating for children and families to have snack, etc.

I wrote a decision memo for the American Girl dolls to circulate at Little Falls, and it has been approved by Acting Director Anita Vassallo. Now, our team will be putting the practical pieces in place to allow their circulation in our Integrated Library System. Once that is done, we will circulate them as a pilot for six months. Once that timeframe is up, we'll send our recommendation and a process outline to the administration. It's happening! I would say expect to see them start circulating in January.

A free standing sign for directing customers to the new book sale area is still in the works. We will either borrow one from a nearby branch or secure one from the surplus warehouse.

I am sure there is more, so please feel free to let me know if I forgot anything! And, of course, the Little Falls Team cannot express our gratitude for the support of our FOL and the service of our LAC. You help us better serve our community, and we could not do it without you.

### **LAC Feedback Gathering**

Suggestion to have tipsheets for library services available

Suggestion for email list promotion of library programs and services

Suggestion for a laptop or computer set-up so customers can easily contact their representatives with support for the library

Suggestion for statistics regarding the influx of Bethesda customers

Question about former piano in the meeting room

Patrick will look into answers to these suggestions and will gather and share statistics from the Bethesda closure.

### **Library Board Liaison Report** – see attachment

3. Unfinished Business: none
4. New Business: We are happy to report we have two new members.

The Meeting was adjourned at 8:00pm.

Submitted by Sally Bosken