

Long Branch Library Advisory Committee (LAC)

Meeting Minutes - February 16, 2023 (in person)

In attendance: Kate Scaife Diaz, Elisa Ferrante, Vikram Pant, Eric Carzon

Absent: Wadad Al Salmi, Theresa Crawford, Catherine Goode, Jessica Oursler

1. Call to order

- Approval of minutes – minutes from 01/19/23 were approved

2. Reports

- Regional Manager's Report– For more details, please see report sent by Eric before this meeting.
 - LB is losing their Head of Service but is hiring a part time library assistant and has interviewed good candidates for other positions.
 - Senator Smith and Delegate Charkoudian are working together on the bond bill. As team, they increase the changes of its approval.
- Board Liaison's Report – please see report sent by Eric before this meeting.
- Chair's Report
 - Looking for ways to improve/increase the free flow of conversations with the Library leadership, the LAC and the local community:
 - Large rocks appeared on library grounds and were placed around courtyard to limit access to certain areas. There had been conversations on best strategy to solve issues but the plan with these rocks was not disclosed to relevant groups. Re-arranging and removing these will be challenging.
 - The LAC would like to know ahead of time and be able to help with strategies such as providing services and helping people instead of limiting access.

3. Old Business

- Confirm for schedule – monthly or bimonthly: the schedule is confirmed for monthly meetings.
- Plaza: the upstairs door has been unlocked for library events. We would like to help create a checklist for people renting the room, which should include a line item for requesting the door be unlocked or the renter being responsible for getting the key and locking/unlocking the door.

- On renting the plaza: Currently, Anita is the final approval for anything scheduled in the space. If anything is not approved, Kate/LAC would like to be notified of why so that we can help work out the process and facilitate the development of more transparent criteria on why or not someone is selected.

4. New Business

- Discussion of ways for patrons to engage with the library:
 - Increase circulation? – LB is a smaller branch but there are analytics for library usage. It does better in programming and computer usage rather than circulation. Analytics could focus on a combination of event #s, visits, computer usage and circulation. Will soon have laptop loaners, which will likely bump up numbers too.
- Plaza: the upstairs door has been unlocked for library events. We would like to help create a checklist for people renting the room, which should include a line item for requesting the door be unlocked or the renter being responsible for getting the key and locking/unlocking the door.
- LAC meetings: could we invite the staff to attend meetings if they can? This would be helpful so that we can hear from them on ideas, concerns and to offer a safe space for venting.
- April is library appreciation month: the LAC could organize some ideas with community involvement.
- Landscaping: some horticulturists would like to help but more volunteers are needed.

5. Comments from the Public (3 minutes per speaker)

6. Adjournment