

Minutes (revised) of the Library Advisory Committee (LAC)
For the Montgomery County Correctional Facility (MCCF)
For March 11, 2019

The meeting, held at the MCCF Library, was called to order by LAC Chair, Kathy Lorr. Attendees included LAC members Pat Hulsebosch, Richard Lorr, and Mier Wolf; Lori Kebetz, Library Manager; Denise Habib, Librarian; and Tanner Wray, MCPL Board Liaison to the LAC. The minutes of the December 10, 2018 meeting were approved. The Chair reminded everyone that our next meeting is on April 5 at the MCCF, following the Poetry Program: elections will be held. The LAC was introduced to the new Library Manager, Lori Kebetz, and all welcomed her.

1. **Membership Report.** Kathy emphasized the need to broaden membership on the LAC and noted that one prospect who surfaced, Dean Carrigan, was not at this meeting. The Clarksburg Chamber of Commerce has invited the LAC to make a presentation and Pat, Mier, and Richard offered to go to the Chamber's early morning meeting and make such a presentation. They hope to be able to make a report on this at our next meeting. Mier offered to double back to County Council member Rice's office for some suggested names for LAC membership.
2. **Interim Library Manager's Report.** Lori provided an overview of her background and experience, and observed that the opportunities for freely selected recreational reading choices are important to an incarcerated population. She reviewed the process for legal research per the Library's Westlaw subscription and noted that parts of the current collection are out of date. The LAC has been concerned for some time about the adequacy of the Library's legal research capacity. After discussion, the LAC agreed MCPL should be able to provide funds for updated law books, but this will be costly. If the MCPL cannot provide the funds, the Friends of the Library (FOL) might be a source of funding for law books and other projects as well. The LAC considered whether to seek funds to improve acoustics in the large room where the Poetry Program is held; program presenters often cannot be heard by the inmates and others. The LAC has also considered whether to seek funds to provide security for poetry and reading-related events which cannot be held, or attended by the LAC, unless security is adequate. However, Lori noted and the LAC agreed that improving jail spaces outside of the Library is not likely to be funded by anyone other than MCCF; facility matters reside within MCCF facility management. Lori will propose to MCPL what we need in terms of new law books or legal research materials. Lori also discussed the nature and needs of the Library's collection.
3. **Library Board Liaison Report:** Tanner provided an overview of how the Library Board which he represents might advise the MCPL Director. He suggested that in approaching the Board or FOL for legal materials or any other proposed project, needs should be data driven to be successful. He also suggested that the LAC make use of the Advocacy Skills kit he has circulated for our information,
4. **Report on Book Donations.** Pat reported that we need new ways to get books collected from her house to the jail. Re LAC's **Goal: Continue to cultivate sources for book donations:**
 - a. Kathy will send Lori email to James re his idea of MCPL libraries taking turns sending books to the MCCF library before they send them to FOL.

- b. Did Frank contact Bethesda FOL and see if we could get remaining books after their book sales?

New Business:

1. The April 5 meeting at MCCF will include elections and we can decide then on a May meeting. The meeting will be short because our poets will need to attend.
 - c. The LAC discussed ideas that surfaced in our meeting in November with FOL Executive Director Ari Brooks and Deputy Director Lysette House, pursuant to our **Goal to Increase awareness of MCCF Library, for example, through liaison with the Friends of the Library**. We all agreed the meeting was very productive. Ari Brooks informed us that we could obtain funding for projects through the central FOL and not need to form a chapter ourselves--certainly for the time being. Since we are a unique library, we could have a unique approach to an FOL. Ari's Development Director is available to work with us to pursue donors and special projects. Ari also indicated that Better World of Books might be a funding source for us. We will continue to discuss projects that may be suitable for FOL funding. Minimally, we need to begin to reimburse Pat for the purchase of books at book fairs. The LAC decided to ask Frank to get a list from Ari Brooks of library projects that have been funded by her central FOL. We still need to thank Ari for her ideas and help at the meeting she attended. Frank needs to report back on what projects Better World of Books might be interested in funding, and any further conversations with Ari Brooks on MCCF library fundable projects.
2. Regarding our **Goal to Increase awareness of and advocacy to address MCCF PL staffing shortages**, Kathy agreed to forward to Lori the staffing letter drafted by Frank and deferred until our new County Executive has appointed the Director of MCPL; Robert Green is staying on as Director MCCF. At that point, Tanner can carry it forward to the Board for their discussion and ratification.
3. Regarding our Goal to **Deepen our understanding of library needs**:
 - a. Kathy agreed to forward to Lori the survey drafted by Richard but deferred pending discussions with Lori and discussions of what we learn from his and Pat's observations of inmate library use, etc.
4. Regarding our **Goal to Regularize and expand the Poetry Program, and bring more poets and writers to MCCF**: Lori is publicizing the Poetry Program and the deadline for submissions is March 22. Prizes are all set. Mier will introduce Ethelbert and Naomi at the Program.
 - Next meeting is April 5 at MCCF in Clarksburg at 11:00 a.m.
 - Submitted by Mier Wolf, Secretary Pro Tem; with notes added by Kathy Lorr