**ATTENDING:** Nina Uzick (Co-Chair), Maria Caswell (Co-chair), Mary Allman, Max Handelsman, Walter Lee, Madeline Lyon, Jensen Chiu, Alessandro Russo (Olney Acting Senior Services Manager/Assistant Manager)

**ABSENT:** Elfrieda O’Rielly, Audrey Partington (Secretary)

**CALL TO ORDER AND APPROVAL OF MINUTES:** The meeting was called to order at 7:30 p.m. The Minutes from May 16, 2018 were approved.

1. **Acting Manager’s Report:** Presented by Alessandro Russo for Carolyn Bogardus who became the Acting Manager of the Little Falls Branch effective September 16, 2018.

* **Facility:** Still waiting for lockers in Teen Area to be moved to Silver Spring Branch. Need rolling library carts assembled. Future Wish List Item – Sink for Water Bottle Refills.

* **Personnel:**
  - Alessandro Russo, Senior Librarian will oversee day-to-day operations.
  - Jan Baird Adams, is the new Acting Olney Manager, coming from Germantown.
  - Marilyn Smith, head of adult services, is still on loan to Silver Spring until they fill more positions.
  - Angelisa Hawes is new Acting Facilities Director, taking Rita Gale’s place.
  - Steve Warwick from Nightingale to Acting Manager at Davis.

  - Olney’s great staff is challenged by position shortages: (2) Full Time positions and (1) Part Time Circulation Desk.
  - Weeding out library books after 8 month shelf-life as new arrivals delivered quicker to branches.

2. **Programming:** Children’s Summer Reading:

   **TOTAL Registration:** Olney ranks # 4 with 788
   (#1-Germantown 1642  #2-Gaithersburg @ 1350  #3 Silver Spring @1007)

   **TOTAL Completion:** Olney ranks # 5 with 207
   (#1-Germantown 508 / #2-Gaithersburg 312 / #3-Damascus 268 / #4-Kensington Park 268)

   **1,000 Books Before Kindergarten:** Olney ranks #4 with 258

   - Olney competing well with Tier I, larger libraries.
   - Staff changes and shortages may affect programming. – New staff training – Keep popular programs like Reading to a Dog, and enhance programming when more staff available. – Need to plan for Holiday Leave requests.

**OTHER STATISTICS:**

- Total Foot Traffic for July + August, 2018 = 32,747
- Total number of Library Programs = 168
- Total attendance at Library Programs = 4,321

3. **MCPL Board Liaison Report:** Given by Jensen Chiu

   - Reminder to send LAC Meeting Dates and Minutes to County.
   - Discuss changes at MCPL Leadership Team
     - Comment that Olney Branch has had 4 new Acting Managers in 5 months.
   - Joint Meetings of MCPL Board + LACs + FOL possible dates.
     - November 7, 2018 and January 9, 2019 @ Rockville Library.
   - Jensen now Chair of MCPL Board with Kimberly Durcho as Vice Chair, focusing on advocacy.
   - Library refresh may extend to 10-15 years instead of current 7 years.

3. **NEW BUSINESS:**

   - All new LAC members’ information will be sent to LaKrista Prather.
   - Columbus Day, October 8 = Olney Community Night at Good Counsel HS – Nina, Walter, Joyce will attend Olney Library Table with handouts of Monthly Schedule of Events, etc.
   - Reminder Community Events in 2019 = 1) Olney Days in April, 2) Olney Night Out in August
   - Early Maryland Voting: October 25 through November 1 -10 a.m. to 8 p.m.

**ADJOURNMENT:** 8:45 p.m. with next LAC scheduled for Wednesday, October 17, 2018 at 7:30 p.m.

Minutes recorded by Mary Allman for Audrey Partington, Secretary