

## **Potomac LAC Meeting Minutes**

Sept 11, 2020

### LAC Member Attendees:

Gael Cheek, Co-chair

Wei Lu, Co-chair

Jane Williams, MC Library Board Liaison

Don Libes, Secretary

Sylvia Diss

Jyotsna Gupta

Rosemarie Lentini

Meenu Mohan

### Absent:

Carol Leahy

Fred Olowin

### Potomac Library Staff Attendees:

Adrienne Miles Holderbaum, Potomac Branch Manager

### Other Attendees:

Sam [last name unknown]: Patron

## **Chair and Member Updates**

Meeting was held using Zoom. Gael called the meeting to order approximately 1pm, temporarily chairing for Wei who joined late. Agenda previously distributed using plac mail list:

<https://drive.google.com/file/d/1ksQjULKh4-LTx2ousB8b5p4RZodLQUQ-/view?usp=sharing>

### Current committee membership:

[https://docs.google.com/spreadsheets/d/1VUBgBNdhLbtZFC5ISQZOalQ8sZE\\_OOYG1EeU-EcmnAM/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1VUBgBNdhLbtZFC5ISQZOalQ8sZE_OOYG1EeU-EcmnAM/edit?usp=sharing)

Molly Sverdlov resigned as of 9/9/2020.

## **Minutes from Previous LAC Meeting**

Minutes from previous meeting were approved with no changes:

[https://docs.google.com/document/d/1DAP75V6TTYskIIWstGseTVkD2ao7WpEq\\_Yje5qyIE3l/edit?usp=sharing](https://docs.google.com/document/d/1DAP75V6TTYskIIWstGseTVkD2ao7WpEq_Yje5qyIE3l/edit?usp=sharing)

## **Adrienne Miles Holderbaum, Branch Manager Report**

Libraries will not physically open until Montgomery County is in Phase 3 (which is different than Maryland Phase 3).

MCPL programming is going well; near daily storytimes; adult programming is well attended.

Notable virtual events sponsored by Potomac Library:

- Sep 14, 10am, Doug Tallamy, New Approach to Conservation That Starts in Your Garden, co-sponsored by FoL and Potomac Village Garden Club
- Sep 16, 1pm, Potomac Adult Book Club discusses Kristen Hannah's The Great Alone about a struggling family's move to Alaska
- Oct 14, 1pm, Kathleen McGuiness, Experiences on the Camino de Santiago, walking across Spain
- Oct 23, 11am, author Jennifer Ryan discusses her book The Spies of Shilling Lane

Sylvia asked if virtual events could appear on the Potomac Library's calendar. It is confusing that they only appear on the MCPL-wide virtual calendar. Jyotsna suggested having the Potomac calendar redirect users from Potomac to the MCPL-wide virtual calendar. Adrienne said there are technical limitations in the calendar software.

July 6, Launched MCPL Holds To Go (Holds To Go). It is going "really well."

LAC comments:

- Jyotsna noted that Holds To Go screens are confusing and that confirmation emails were either not received or didn't include confirmation time/date. Adrienne agreed that the confirmation page is confusing.
- Sylvia said she showed up at the proper time but couldn't figure out what to do. She knocked on the door and caught a staffer's attention who was able to help.
- Don said that the time slots are officially 15 minutes but books appear to be available several slots before and after. Adrienne said that was done in response to people worrying about arriving on time. Don said it would be helpful if the Holds To Go time selection screen would explain that the time windows were much broader.
- Don said that announcements said physical Book Club books should not be checked out in the normal way to avoid ending up on a lengthy queue. Instead, call the branch as described on the Virtual Event Calendar. Adrienne said it is simpler to go directly to Holds To Go and add a comment requesting "current Adult Book Club book" in the Unique Request field.

### **Jane Williams, Report from MC Library Board**

The MC Library Board (MCLB) met on June 9. Jane reviewed the MCLB report that she previously posted to the plac mail list.

<https://drive.google.com/file/d/1T0dwZERrIVMv4JKj94d2RXPBMRQulyT0/view?usp=sharing>

The Board has vacancies and is reviewing new members for the Board.

A Board task force is considering whether fines for overdue adult materials may be eliminated. (Childrens' materials are not subject to fines.)

MCPL current ('20-21) budget has been cut by \$1.5M. It may have to return money. This money will primarily come from salaries from unfilled positions and collections that have not been purchased. The next year's budget will be painful.

MCPL Director Anita Vassallo has visited all branches. Staff are busy from Holds To Go and shelving. Staff spirit is good.

The terms of several LAC members have ended and should re-apply: Gael, Rosemarie, Meenu. Carol's term has ended and she will be dropped from the roster.

Jane said that the LAC should take the initiative to find new members. Rosemarie asked if an invitation can be posted on Nextdoor. (<https://nextdoor.com>) Jane: "Good idea." Don noted that Nextdoor is not widely used in his own neighborhood but declined to say why: "Would take too much time to explain all the problems with Nextdoor."

Jane's term as Board Liaison has ended and warned that there is likely to be a gap in replacing her. LAC members roundly thanked Jane for her service.

### **Discussion of E-media, Virtual Events, and related Publicity**

Gael asked whether Zoom talks can be recorded. She has been told: "No."

Gael said that publicity remains a problem. It is difficult to get the word out and we are restricted in how to publicize.

Adrienne: Friends of the Library MC has told Friends of the Library Potomac not to advertise MCPL events not sponsored by MCPL. We have put publicity in our Holds To Go books only to find some people discard them immediately after picking up a book.

Jyotsna: Could someone draft publicity so we can all post the same thing to Nextdoor?

Adrienne: I'll make some kind of flyer for you to promote.

Meenu: How about the Potomac Lifestyle magazine? <https://citylifestyle.com/potomac>

Don: Reminder of Edie's suggestion for Potomac Almanac to interview Adrienne.

Adrienne: The Almanac tried to reach out to me but we kept missing each other. Can someone else follow up with the Almanac? Gael agreed to do so.

There was support from several LAC members that the Potomac Almanac is a good medium for publicity. Jyotsna observed that the current Almanac edition had an article about Friends of the Library organizing events and specifically mentioned several upcoming speakers.

<http://connectionarchives.com/PDF/2020/090920/Potomac.pdf>

Don gave a status report on his document describing problems with MCPL's virtual meetings, virtual event calendar, and related issues.

[https://docs.google.com/document/d/1JAacC6vzsPEH4pjiYDqolmw6PncOXJgroX\\_xb3qjy8/edit?usp=sharing](https://docs.google.com/document/d/1JAacC6vzsPEH4pjiYDqolmw6PncOXJgroX_xb3qjy8/edit?usp=sharing)

Don had previously emailed it (as an individual patron) privately to Adrienne asking that she forward it to appropriate MCPL officials. Nothing came of that.

Latest timeline:

July 6: Don emailed it to MCPL.

Aug 11: James Donaldson, MCPL Dir of Technology replied "shared with appropriate members."

Sep 11: Status report: No followup questions received and no patron-visible changes.

### **Other Discussion**

Reminder of date for next meeting: Dec 4, 2020 at 1pm.

Meeting adjourned at 1:59pm.