

## **Potomac LAC Meeting Minutes**

Dec 4, 2020

### LAC Member Attendees:

Gael Cheek, Co-chair

Wei Lu, Co-chair

Don Libes, Secretary

Sylvia Diss

### Absent:

Jyotsna Gupta

Rosemarie Lentini

Meenu Mohan

Fred Olowin

MC Library Board Liaison

### Other Attendees:

Adrienne Miles Holderbaum, Potomac Branch Manager

## **Chair and Member Updates**

Meeting was held using Zoom. Gael called the meeting to order approximately 1pm. Agenda previously distributed using plac mail list:

<https://drive.google.com/file/d/12PHDNAKK5XBgijVveueJKa9mRtT6y2dR/view?usp=sharing>

Current committee membership:

[https://docs.google.com/spreadsheets/d/1VUBgBNdhLbtZFC5ISQZOaIQ8sZE\\_OOYG1EeU-Ec\\_mnAM/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1VUBgBNdhLbtZFC5ISQZOaIQ8sZE_OOYG1EeU-Ec_mnAM/edit?usp=sharing)

## **Minutes from Previous LAC Meeting**

Minutes from previous meeting were approved with no changes:

<https://docs.google.com/document/d/1vYxXXNzMFd5113AOuVU8xz9yXL5RyQF9mUzNauFoLB8/edit?usp=sharing>

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

Two staff members have been detailed or are no longer detailed to Potomac: Amy, Andrea

Holds To Go (HTG): Lots of use and continues to climb.

7678 HTG appointments from July to November.

Less programming than normal due to the loss of staff. Staff are required to schedule, act as Zoom hosts, etc.

Gael described 3 past programs:

- Jennifer Ryan, author of Spies of Shilling Lane, about 20 attendees
- Doug Tallamy, Natures Best Hope, almost 100 attendees
- Michael Dobbs, The Unwanted, about 35 attendees

Adrienne thanked Gael for working MCPL marketing.

Gail: But I'm disappointed with the attendance figures.

Don: Those numbers are good. Consider the competition. There are so many great Zoom talks that are easy to attend - free and we can see no matter where the speaker is. So those numbers are good.

Sylvia: Lower numbers aren't inherently bad. Lower numbers allow more audience interaction; Large audiences limit audience questions and inhibit discussions.

Adrienne welcomes more speakers and can handle larger audiences. MCPL has 500-person Zoom license.

Gael: We must avoid political topics. [Ed: Perhaps "partisan" was meant?]

Sylvia suggested some speakers and promised to provide details later.

Adrienne demoed Create Brochure feature found in lower-left on MCPL Virtual Calendar.

Pretty but has drawbacks: no links, no hyperlinks, no way to do per-branch.

Don: Inconsistent use of tags means there's no direct way to do a brochure just for lectures, etc.

Gael: FOL tried to provide hyperlinks in a recent publicity and people had problems such as not realizing pre-registration is necessary and waiting too late so we're happy with no hyperlinks.

Don: I doubt most people are happy. Consider at least providing hyperlinks back to the calendar event rather than Zoom link.

Don: FOL has recently started publicizing other groups. Would prefer that FOL not publicize other events because it means I'll get duplicate invitations for the same events repeatedly and each time I have to look at it to see if it's really the same thing or if something has changed, both requiring me to compare to my calendar.

Gael: Other people may not have learned of these events but we won't do that again.

## **New business**

Don presented a proposal for addressing a number of complaints and long-standing inabilities for communication with and within Potomac Library group including: LAC, Friends, and patrons.

Proposal details:

[https://docs.google.com/document/d/1fZ4xLUmfU1TbC--GI-p8Z3dg3\\_THC\\_56USxBInD-Fkg/edit?usp=sharing](https://docs.google.com/document/d/1fZ4xLUmfU1TbC--GI-p8Z3dg3_THC_56USxBInD-Fkg/edit?usp=sharing)

Gael: How can we get patron email addresses? Don: We don't. We publicize it in the "usual" way - example: neighborhood mail lists, program contacts, Potomac Almanac - and let participants subscribe themselves.

Adrienne: Cannot publicize in foyer (due to COVID, don't want patrons loitering in lobby) and cannot mention it using HTG receipts.

All attendees supported moving forward with proposal.

Wei: Video to the Nov 18, 2020 Joint MCLB, LAC, FOL Mtg is online. There is no link for it on the MCPL website so the link is provided here:

[https://marylandlibraries.zoom.us/rec/share/ZULYwN5JfVqDRvhRonDAG2MkA1BZ8jnZ0NjyEwDEhcWYbBiRX0KIPPDKvncS8zNx.Npb\\_X-CRKSLOKUm4](https://marylandlibraries.zoom.us/rec/share/ZULYwN5JfVqDRvhRonDAG2MkA1BZ8jnZ0NjyEwDEhcWYbBiRX0KIPPDKvncS8zNx.Npb_X-CRKSLOKUm4)

Don: Do we have a new MCLB liaison so we know what the Board is up to?

Gael: Regina Holyfield might be able to answer that.

Adrienne: Recent MCLB minutes are not online but old minutes are:

MCPL > About Us > MCLB > Agenda & Minutes

### **Other Discussion**

Gael re-applied for continuing LAC membership.

Discussion of FOL book collection taking place in the Potomac Library parking lot during the LAC meeting.

Don: FOL are giving receipts for tax deduction. We are permitted \$300 deduction this year even with the standard deduction.

Next meeting: Following our customary practice of meeting at 1pm on the 1st Friday of every quarter, the next LAC meeting will be March 5, 2021, 1pm.

Meeting adjourned: 1:51pm