

**MARILYN J. PRAISNER LIBRARY**  
**LIBRARY ADVISORY COMMITTEE MEETING MINUTES**

Thursday, January 21, 2021, 6:30 p.m.

Members present: Aliya Abbas, Collis Crews, Arathi , Laura Briskin-Limehouse (Board Rep), Vicky Taheri, Tina Deifallah (Branch Manager). Two guests attended for all or part of the meeting.

1. Call to order 6:31pm
  - No review or approval of minutes from last meeting—this is the group’s first meeting
2. Introductions and Review of LAC Handbook
  - Each member introduced themselves and shared why they joined the LAC
  - Brief review of points from the LAC Handbook  
<https://www.montgomerycountymd.gov/Library/Resources/Files/board/lac-handbook.pdf>
    - i. LAC members are advocates for the library within the community, should share information about library resources and programs. Also act as “eyes and ears” of the community for the branch manager so our programs and collection can be adapted to meet community needs.
  - Meeting norms
    - i. LAC members should keep camera on during meeting, can mute/unmute as needed during meeting
3. Reports
  - Library Board Liaison Report
    - i. county departments being audited, library included. seems to be a routine thing, no reason to be worried that anything is wrong.
    - ii. fine-free for adults has been proposed; report submitted to Library Director, who supports. this has been passed to the county. *[note added 2/8/2021: this proposal was approved by the county and announced last week publicly.]*
    - iii. Joint FOL/LAC meeting postponed; no new information about new date.
    - iv. Hours change: branch operational hours are now
      1. Mon, Wed, Fri, Sat- 10 a.m. to 6 p.m.
      2. Tue, Thu- 12 p.m. to 8 p.m.
      3. Sun- closed
  - Agency Manager’s Report
    1. Collection: branch recently completed full inventory of all materials to prepare for conversion to new ILS (inventory and customer management system) later this year.
    2. Facility: no major issues
    3. Programming: branch staff are hosting virtual programs several times each month.
    4. Services: All branches are now lending hotspots; the pilot program of lending laptops with hotspots has ended. Branches will still have laptops to lend for in-house use but not for checkout. Holds-to-Go service going well.
4. Unfinished Business (n/a for this meeting)
5. New Business
  - Nomination and election of chairperson and secretary
    - i. Aliya Abbas- Chair
    - ii. Collis Crews- Secretary
  - Establish ongoing meeting schedule

- i. Quarterly on third Thursdays while library is closed to the public due to Covid-19.  
Next meeting is April 15, 2021
  - ii. Future meetings will begin at 7:00.
  - iii. Meetings will remain virtual through the pandemic.
6. Other
  - Vicky shared that the Friends of the Library (FOL) invite LAC members to join the FOL. FOL is also looking for a new treasurer; if interested, let Vicky know.
7. Meeting adjourned at 7:42 p.m.