

Rockville Library Advisory Committee  
Meeting Minutes

2023 Rockville Library Advisory Committee Meeting Minutes

Meeting Date: 03 October 2023 at 6:00 pm  
 Meeting Format: Virtual  
 Meeting Location: Virtual  
 Meeting Recording: **None**  
 Next Scheduled Meeting Date: 07 November 2023 at 6:00 pm (recurs on 1<sup>st</sup> Tuesdays, monthly)

**Attendees: 8**

Office	Members	I	V	P	U	Proxy	*.*
LAC Committee Chair	<a href="#">Lilian Snyder</a>		V				
	<a href="#">Carolyn Goshen</a>		V				
	<a href="#">Shu Zhang</a>						
LAC Committee Secretary	<a href="#">Chuck James</a>		V				
	<a href="#">Sue Unger</a>		V				
	<a href="#">Tahlia Williams</a>						
	Heyjung (Charlotte) Ku		V				
	<a href="#">Tarik Shenkore</a>		V				

Office	Guests	I	V	P	U	Proxy	*.*
Library Board Liaison	<a href="#">Candice Will</a>		V				
Regional Manager	<a href="#">Adrienne Miles Holderbaum</a>		V				

("I" is in Person, "V" is virtual, "P" is by proxy, "U" is a vacant Office)

**Notes:**

**Quorum: 6:05 pm**

**1) Approval Minutes of preceding meeting: 6:07 pm**

**Moved: Lilian**  
**Second: Charlotte**  
**For: 6 Against: 0 Abstain: 0**

**2) Announcements**

**A)** Regional Managers changed on 01 October with Adrienne Miles Holderbaum replacing Patrick Fromm.

**3) Reports**

**A) Board Liaison [Candice Will]**

- i) Minutes from the most recent LAC meeting were not available.
- ii) A Fall Joint Meeting with MCPL LAC, FOLMC, and Library Board is scheduled for 12 October. The registration link is < [www.folmc.org/support/advocacy](http://www.folmc.org/support/advocacy) >. Attendance can be in person at the Rockville Branch, by video < [zoom](#) > or by audio < +13017158592,99207018701# >.
- iii) Comments are encouraged concerning LAC Handbook revision and the final version is expected to be issued at the beginning of next year. Comments should be forwarded to or shared with our Library Board liaison, Candice Will, at any time over the next couple of months to ensure they can be

Rockville Library Advisory Committee  
Meeting Minutes

properly considered by the assigned Library Board members prior to issuance of the new Handbook in early 2024.

**B) Regional Manager** **[Adrienne Miles Holderbaum]**

- i) Adrienne Miles Holderbaum was introduced as the new Regional Manager.
- ii) Regional Manager's report:



- iii) Discussion was held on the type of booths to be installed in the Teen Area. These are similar to those in the Potomac branch and an example was shared.
- iv) Discussion was held concerning visibility of the Teen Room to enable monitoring by branch staff. A suggestion was made to have 2 staff members on the second floor able to monitor when possible.

**4) Old Business** **None**

- A) Discussion continued on facilitating the self-checkout process with color barcode stickers and a suggestion that the solution could be implemented system wide.

**5) New Business** **None**

- A) The service contract has ended for the branch's Cell Charging Machines.
- B) Discussion was held concerning toys in the Kids Area. Children may receive stickers from the Librarian for cleaning up the area after use. Concern was expressed about use and cleaning of the toys.
- C) FOLMC has restarted book sales and book donations < <https://montgomerycountymd.gov/library/about/bookdonations.html> > are accepted at the branch.
- D) Attendance of branch Supervisor and staff at LAC meetings on a rotating basis was encouraged.

**6) Next Meeting** **Virtual on 07 November 2023 at 6:00 pm**

**7) Adjournment:** **6:47 pm**

**Moved:** Sue  
**Second:** Chuck  
**For: 6** **Against: 0** **Abstain: 0**