

Wheaton Library Advisory Committee Meeting – May 14, 2018 – 7:30 PM



Attendees: Carolyn Teich (Chair), April Rivers (secretary), Jane Williams (MCLB), Kassahun Teffera, Yesvy Gustaap, Carol Bender, Diana Dubrawsky, and Dianne Whitaker (Ex-officio -- Wheaton Interim Library Manager).

- I. Carolyn called the meeting to order at 7:30. The April minutes were approved.**
- II. Library Advisory Committees for Wheaton and White Oak Report presented by Jane Williams.**

The board met May 9. It approved one application for membership on the Davis LAC and two for the Silver Spring LAC.

Highlights from Interim Library Director's Report

Director Vassallo began with a presentation about collections, purchases and customer needs. The MCPL Collection Management Unit will have a new manager May 13. The unit's librarians select materials in various categories, with a total budget of \$6,687,170 for FY 2018. The largest category, money-wise, this FY is for adult non-fiction (\$840,000); next, adult fiction (\$700,000); third, children's picture books. The selectors have a grid on which to allocate numbers of copies of titles for each branch. The library system uses vendors Baker & Taylor and Ingram, plus specialty vendors, for purchasing new materials, which are shipped to the unit's location in Gaithersburg for cataloging and processing. In-demand, leased titles are drop-shipped directly to branches.

Ms. Vassallo explained how the library system uses a product called "HQ" to guide de-accessioning (or weeding), using factors for each title/volume such as condition, currency and circulation. A fourth factor, "transfer," may begin to be used if a title would be useful at another branch.

Kanopy, the on-demand film-streaming service, has started. A library card-holder can access ten films per month. Kanopy also offers Kanopy Kids.

In personnel news, Ms Vssallo reported the promotion of Angelisa Hawes, formerly White Oak manager, to Assistant Director for Facilities and ADA. She noted the Libraries' FY 19 budget went before the County Council May 9. A recommendation for the reconciliation list was to add hours back to the Long Branch and Damascus schedules. The outcome will be known when the Council submits its final budget.

Library Board Actions

Visits and other contact continue with County Council and County Executive officials and candidates, as coordinated by the Advocacy Group of the Friends of Libraries and the Legislative and Public Affairs Work Group of the MCLB.

Mike Wallace, chair of the board's LAC Work Group, said the new LAC brochures are ready to be printed. LAC liaisons will introduce them to their LACs. The LAC handbook is still in the County Attorney's office for review.

The next MCLB meeting will be June 13.

III. Library Manager's Report to the Wheaton LAC – presented by Dianne Whitaker

Facilities – The Wheaton Library Community Recreation Center project is continuing to progress. The exterior walls are being constructed and the roofing is being installed. This phase of the project will last into the summer. Electrical and mechanical systems are being installed. The plumbing rough-ins are in place and boilers installed.

The Wheaton Interim reflects steady or slightly increased usage from this time last year. Our circulation and foot-traffic are comparable to other Tier 3 branches in Montgomery County Public Libraries. Circulation is higher than Long Branch. The recent demographics show a 38% Hispanic population increasing along with Filipino, but Asian is dropping. Eight percent of library patrons are children 0-5 years old, and the average age of a library patron is 34-35.

The elevator malfunctioned over the weekend but has since been repaired.

Collection- The staff recently met with the Adult Non-Fiction selectors to discuss needs of the Wheaton community both now and going forward into the new building. Popular non-fiction areas include business management and marketing, self-help psychology, test preparation, travel particularly to Asia and Europe, landscaping and gardening.

Programs- The Big Read is the major adult program for May and June. The Summer Read and Learn program begins June 9 and ends September 9. The theme this year is "Libraries Rock." All registration will be done online through the "Beanstack" program. There will be three levels of rewards (3 books or learning activities, 6 books or learning activities, and 9 books or learning activities). Nine activities or books read is considered completion. There will be an additional bonus for completing 12 books or learning activities. There will be two special programs at the Wheaton Interim branch including a two -day Science mini-camp for elementary age children in June and Scales and Tales in July.

Services- The Mid-County Express is being visited weekly. School visits are planned for three area elementary schools.

IV. New Business

a) The Wheaton LAC will need a new chairperson after June 2018. April agreed to continue as secretary.

V. Adjournment and next meeting

The meeting adjourned at 8:45. **The next meeting is TBD** at 7:30 PM, at the Wheaton Interim Library.