

## Wheaton Library Advisory Committee Meeting – December 21, 2020 – 8:00 PM

### Online via Microsoft Teams



**Attendees:** Jessica French (Co-chair), April Rivers (secretary), Naomi Kawin, Carol Bender, Yesvy Gustasp, Andrew Rein, and Dianne Whitaker (Ex-officio -- Wheaton Library Manager).

- I. Jessica called the meeting to order at 8:05 PM.
- II. October minutes were approved.
- III. Library Manager's Report to the Wheaton LAC – presented by Dianne Whitaker

#### Facilities:

The Wheaton Library and Community Recreation Center was successfully used as a polling place for both early voting and election day voting. We had many customers contacting us about the ballot drop box and general election information. After the election the Wheaton Library and Community Recreation Center returned as a Monday and Wednesday morning COVID-19 testing site. The library is not involved with this directly, but our telephone service refers customers to the county testing web site and hotline. We average six workers per day with a total staff of 13.

There have been several building issues over the last two months. The library book drop hinge has failed. A replacement part has been ordered and recently arrived. Installation will take place over the next week. Ice removal has been somewhat problematic due to damage to the under concrete ice melt system. A sub-contractor tasked with regrading accessible parking spaces accidentally damaged the piping system in late September. Facilities maintenance had to re-salt and remove ice from area around the book drop. Overall, the building is doing fairly well.

#### Collection:

Wheaton was the second branch to finish a complete inventory of its on shelf inventory in early November. MCPL is preparing to change its computerized catalog system (Integrated Library System) in early FY22. We've used the CERSI system for over 20 years.

#### Services:

Computer lab access for the community has been postponed until a later date due to the rising caseload of COVID-19. MCPL began lending Verizon Wi-Fi hot spots as of December 18, 2020. The hot spots are lent out (a case that is returned through the book drop) for a non-renewable two week period, Customers may place holds for these items. We hope this will provide residents who may have tablets, smart-phones and laptops, with free broad band access for two weeks at a time. Holds to Go has been quite successful and will be our primary mode of service for the near future.

#### Programs

The Wheaton branch has engaged in producing an average of six children's programs and three adult programs each month. We have had four Family times, Baby story time and Bi-lingual story time. Our recurring Adult Book discussion, at least one senior focus and one work force development program per month round out our adult programming. These are the Wheaton contributions to the county-wide MCPL virtual programming. Fifty-four children and adults attended the virtual Hanukkah storytelling. Outdoor programs with parks and recreation may be on the summer schedule. Virtual act aloud will start January 24<sup>th</sup> on three Sundays and two Saturdays.

Long Branch library will re-open in Late January for curbside service.

- IV. MCLB Report: No report, but the library board hopes to fill this vacancy by the beginning of the year.
- V. New Business: The joint meeting with the Friends of the Library is Wednesday, January 13, 7:00 PM via online. Questions: Will the library be used as a vaccination site? Not determined at this time.
- VI. Meeting was adjourned at 8:33 PM. The next meeting will be on January 25, 2021, via online.