

LAC Meeting Notes

1/22/2024

January 22, 2024 Held via Zoom

Attendees: Yesvy Gustasp, Andrew Rein, Carol Teich, Carol Bender, Thelda McMillian, Hoa "Helen" Nguyen, Diana Dubrawsky, Eric Wallace, Anna Waller, Sarah, Grace Manubary, Board Liaison, Dianne Whitaker, (Ex officio)

Secretary resigned. Notetaker needed. Eric Wallace agreed to take notes.

Dianne- manager's report for December should be submitted as the minutes for December.

Manager's Report:

Continuing facilities issues:

Plexiglass end panel in adult nonfiction was fixed 1/17. They fixed plexiglass protectors in children's area is fixed. Issues persist with meeting room door, which has needed repairs for a year.

Crestron panel is having Bluetooth issues and needs to be fixed- waiting on repair person? Do they not have a contracted vendor for that type of equipment? Need to follow up.

Continuing issues with blinds. Follow up continues.

Security camera at library entrance doesn't work. County security has been contacted several times.

It's too warm in the children's area. There's a lot of uneven-ness with the heating. Heated floor in children's room may be the issue.

Plastic stripping in collaboration room 8 has a work order for repairs.

Collections:

New collection maintenance tool.

Several new displays. Black History Month display is coming soon.

Programming:

Wed morning story time is very popular- 100-140 people attend. Dianne will discuss with children's librarian the possibility of doing back-to-back story times on Wednesday and more programming for families on weekends. Back-to-back story times would solve two problems: the crowding problem and it would let people who are attending rec center toddler time to come in at 11. The children's librarians like things a certain way.

Baby story time is also very popular with 70 participants each week.

68 attendees for drag story time on 1/21/2024.

Spanish/English story time on Thursday gets about 30 participants.

Read to a Dog needs more volunteers from support organization. May have to discontinue this activity as there are not enough participants with trained therapy dogs. There is a need for two dogs- children go home disappointed because there's only one dog against ~12 children who want to participate. The providing organization needs to work with registered and insured therapy dogs. Other branches with Read to a Dog programs are also having issues sustaining things with their dog owner participants.

Special adult programs:

-Flashing warning lights on democracy 2/11

-Lunar new year celebration 2/24

-Black History Month Songs of Freedom 2/25

-VITA/ Community Tax Aide starts 2/4. AARP tax assistance in Senior Center Art Room at WorkSource Community Center. AARP program will be by appointment. VITA program will be same day appointments.

-Yoga program with 20 participants

-3 English conversation clubs with 10-12 participants. Friday morn, Thursday morn, Friday afternoon.

-Adult book discussion group continues.

-Fiber art program continues.

-Create your own winter arts and crafts program 1/28.

-Matilda movie showing on 1/29 for School's Out Program.

-Winter Reading Challenge ends 3/20.

COVID test kits and masks will resume soon. They placed the order today for text kits.

3 new circulation staff members: Andrea, Nasim Sultan, Sergut

There is still a vacancy for a children's librarian.

Questions?

Grace Manubay - there are newspapers back in the library. Before we'd talked about not renewing subscriptions. Has that changed?

Dianne- there was a lot of pressure for print newspapers. The NY Times, WSJ, Washington Post. No Magazines though.

Grace Manubay- will the children's manipulative toys (Legos etc.) be coming back?

Dianne- that's a discussion point with the children's librarian. People were making a big mess and children were throwing them at each other. If they bring them back, then there will be time when they're available, probably an hour or two on the weekends. Dianne will let us know when decision is made.

Grace Manubay- why can't the Social Hall be used more frequently for story time?

Dianne- the Senior Center has priority over the Social Hall. When the Senior Center opened, it started at 3 days/week and expanded to 5 days/week. The Senior Center has priority because they control the schedule of the Social Hall. The rec department makes money from renting the Social Hall. The Senior Center nearly always has programs at 10:30 AM on Wednesdays.

For library programs to get access to the Social Hall, they need to plan events in the evenings 4-6 months in advance. Right now, Dianne has a request in to book a program to use the Social Hall for a Saturday evening Hispanic Heritage Month event. It'll have to be after the regular staff are working. We can get it for 2 PM on Saturdays sometimes.

Sarah- what's the status of the play kitchen? There don't seem to be a lot of activities for kids. Other branches have a coloring table etc.

Dianne- a child pulled part of the play kitchen over onto herself. There's only two people at info desk, who are usually busy managing the whole floor. The parent was very concerned that the play kitchen wasn't attached to the wall. There's a lot of wiring in the wall, so securing the play kitchen to that wall is possible but difficult. It's not mandated that the play kitchen be attached to the wall, but the fact that we had an accident is an issue. People aren't always paying attention to what their kids are doing. Short answer- the play kitchen has been removed for safety reasons. The previous children's librarian was much more activating in programming. They used to have free play with the manipulatives. There's a lot of resistance here...

Dianne- We're down half a person on the children's team. Senior Center runs a program 3-6 in the evenings with one-on-one time in computer lab. We have 1-2 computer classes every month. It'd be a good idea to have one every week.

Yesvy Gutasp- free computer help for people 55 and up.

Dianne- Library staff prefer to advertise library programs, rather than rec programs. It'd be nice to have all rec and library program info in the same place.

Grace Manubay's report on joint meeting from a couple of weeks ago:

Data analyst gave presentation on what types of reports he can run.



MONTGOMERY COUNTY LIBRARY BOARD

**Wheaton
Library**

Five most circulated print materials		Five most popular programs	
Item name	Counts	Event Title	Total attendance
Diary of a wimpy kid : the deep end	201	School Visit - in person	472
Laptops : Lenovo Loaner. [In branch only]	193	School Visit - in person	375
Big Nate blasts off	191	School Visit - in person - Community Fair Day	297
Cat kid comic club : on purpose	189	Family Storytime at Wheaton Library - In-person	208
Diary of a wimpy kid : big shot	181	Family Storytime at Wheaton Library - In-person	165

MCPL System-Wide

Five most circulated materials (books)

Print		Electronic	
Item name	Counts	Item name	Counts
Demon Copperhead : a novel	3,304	Demon Copperhead: A Pulitzer Prize Winner	5430
Lessons in chemistry : [a novel]	3,135	Lessons in Chemistry: A Novel	4645
Dog Man : fetch-22	2,579	Spare (unabridged)	3939
Diary of a wimpy kid : the deep end	2,567	Happy Place	3725
Dog Man : grime and punishment	2,337	Lessons in Chemistry: A Novel (unabridged)	3378

Most popular programs

In-Person		Virtual	
Event Title	Total attendance	Event Title	Total attendance
Damascus Parade	10000	School Visit - virtual	889
Trick or Treat in Rockville Town Square	1332	School Visit - virtual	775
School Visit - in person - Farmland ES	835	School Visit - virtual	660
		School Visit - virtual	350
		Nadim Khan Homeless Resource Fair	261
		Contemporary Conversations with Michael W. Twitty - Virtual	216

Data collected between Dec. 1, 2022-Nov. 30, 2023

www.montgomerycountymd.gov/library

Popular times to visit: Wheaton

Weekday	Morning	Noon	Afternoon	Evening	Morning	10am-11:59am	Color
Sun	103.9	134.4	144.8				
Index	135.8	144.5	144.4	124.9			Busy
Mon	159.6	167.3	163.1	119.7	Noon	12pm-12:59pm	Normal
Tue	215.8	170.8	168.9	137.0	Afternoon	1pm-5:59pm	Not Busy
Wed	146.8	157.1	160.6	129.2	Evening	6pm-8pm	
Thu	177.8	159.3	161.8				
Fri	159.6	176.0	159.2				
Sat							

Number of active users by demographic

Client Registered City	Wheaton	System-Wide
Silver Spring	12,360	46,684
Rockville	1,071	26,065
Bethesda	311	24,724
Gaithersburg	202	19,656
Potomac	138	11,644
Germantown	109	10,301
Chevy Chase	167	7,786
Kensington	690	5,808
Olney	156	4,811
Clarksburg	22	3,859
Montgomery Village	47	3,839
Takoma Park	294	3,348
Derwood	63	2,818
Damascus	12	2,057
Burtonsville	55	1,675
Poolesville	4	1,483
Brookeville	34	1,249
Boyd's	11	1,241
Cabin John	8	649
Ashton	15	373

Garrett Park	21	330
Sandy Spring	9	274
Dickerson	1	209
Washington Grove	2	117
Glen Echo	3	96
Spencerville	4	85
Brinklow	2	59
Barnesville		51
Beallsville		34
Suburb Maryland Fac		3
Total	15,811	181,328

(Note the numbers of visitors whose zip codes are not in Montgomery County/unable to read are not included)

Wheaton most circulated print materials: Wimpy Kid, Big Nate, loaner laptops, Cat Kid

More circulation for electronic resources.

Wed morning is the busiest time at Wheaton, probably because that's when family story time is. Friday morning is also busy, probably because of baby story time.

Hoa Nguyen- please explain in-person and virtual school visits?

Dianne- schools make field trips to library and bring several classes and grades at the same time. Visit in- people come to library. Visit out- librarians go to an outside event like Back to School Night. Virtual visit is librarians presenting summer reading program to whole school.

Yesvy Gutasp: How do they count people entering the library. How can we count people reading the paper newspaper?

Dianne- there's a counter that counts people entering the library. Number of active users counts number of people who got their library card at Wheaton by zip code of the address on their application. The people counter is the number of people who walk through the door.

Carolyn Teich- Looking at number of books vs number of audio, it's difficult to compare print to audio. Sometimes the wait list for a title in one medium is longer than the wait list for the title in another. Hoopla and Libby have wait lists of various lengths. It's hard to make conclusions based on this data.

Grace Manubay - the data start to tell a story. There are lots of ways to generate these reports, and we haven't had the opportunity to make this data widely available until recently. Maybe we could run this report once or twice per year, and it would inform what we do.

Carolyn Teich- I'm happy to see any kind of data. Thank you!

Dianne- It confirms that family story time is the most popular program we have. School visits are also important and popular.

Hoa Nguyen: Can we offer back-to-back story time? That's a great idea. I work at a school and how can we partner up to get more attendance. School retention has been low and I'm thinking about this.

Dianne- We have a table with Montgomery College. Pre-pandemic we had ESL classes that offered a tour of the library and a library card through CASA and Montgomery College.

Hoa Nguyen- This is people in ESL classes at Montgomery College?

Dianne- Yes. We haven't done this in a while.

Hoa Nguyen- This is a great idea. Would it be possible to have a library representative go into ESL classrooms as a guest? Do membership right there?

Dianne- Staffing is an issue. It would be great to have additional outreach staff. Possible advocacy topic.

Hoa Nguyen- What kind of training does this outreach person need to enter classrooms and register new members?

Dianne- They need to be a library associate with a bachelor's degree and some library experience. Position has to be available and open. They need to take 2 years of library associate training, where they learn to be an information person. Sometimes Librarian 1 and Librarian 2's do outreach as well.

Hoa Nguyen- So it's not a volunteer position? Can I collect this information in my classrooms?

Dianne- People need to appear in person to get physical library cards so we can verify their identity. People can get digital library cards online. Anyone who lives or works in our area can get a digital card, which lets you borrow digital resources.

Yesvy Gutasp: Recruitment of new member and a secretary. Eric, can you do it?

Eric Wallace: Not full time, will look into automated note taking.

FY26 budget? Joint meeting?

Grace Manubay: There's usually one joint meeting in October and one in January.

Dianne- re: FY25 budget, they'll probably request money again for world languages.

Grace Manubay: The board has been drafting a joint letter with FOLMC re: priorities. Outreach, early literacy, world languages collection. This letter will be posted to library web site in board section. You can use this joint letter for advocacy with your council member. More repairs, more children's programs, more dogs! Praise is always helpful to justify budget allocations. Budget process begins in March?

New Business:

Advocacy for world language collection- already covered

Community happenings that could have library impact.

Dianne- we already covered these topics satisfactorily.

Carolyn: move to adjourn until 2/26.

Ania: Why was library closed on Sunday?

Dianne: We chose a few days to be closed last year. We'll also be closed on the Sunday before President's Day, Memorial Day, Labor Day. A lot of library employees take those holiday weekends as leave.

Meeting adjourned at 8:13 PM.