

Agenda

1. Call to order
 - Approval of minutes from last meeting, April 15, 2024
2. Reports
 - Membership Report
 - Agency Manager’s Report
 1. Collection
 2. Facility
 3. Programming
 4. Services
 - Library Board Liaison Report
3. Unfinished Business-
Election of new officers
4. New Business
 - Discussion with agency manager on the following topics:
 1. Collection needs
 2. Facility issues
 3. Questions/input about programming
 4. New needs in community for services
 5. Community happenings that could have library impact

Minutes of the May 20, 2024 Wheaton LAC Meeting

Attending: Yesvy Gustasp, Eric Wallace, Carolyn Teich, Thelda McMillian, Ania Terajewicz-Waller, Farah Nageer-Kanthor, Diana Dubrawsky. Carol Bender, Grace Manubay, and Dianne Whitaker (ex-officio)

Opening Business

- Minutes for the April 15, 2024 meeting were approved.
- Yesvy Gustasp moved to approve the minutes from the April 15, 2024 meeting. and Ania seconded. Dianne shared that she amended the minutes to show that Barbara was on the list of attendees so it was approved with that edit.
- Farah was officially welcomed as a member of the LAC.
- Dianne shared that 2 members had competing demands and stepped down from the LAC.

May 20, 2024 Manager’s Report to the Wheaton LAC

Facilities:

The parking garage had flooding in April and there was an assessment that identified storm water management drains that needed to be cleaned up and repaired. These fixes were done in April and early May and hopefully have resolved the issue and won’t cause the library to lose 12 parking spaces again.

The breakroom and staff kitchen needed to have a faucet repaired.

There are still two doors in need of repair or replacement. The children's program room door and the meeting room door frame are bent and need to be repaired but will need to wait until there is a budget to allow these fixes.

There was water damage that has left some surface rust and water damage on one of the front entrance pillars that isn't pleasing to the eye so this will need to be repainted.

Some window shades are still not functioning and will be fixed once there is a budget to do so.

All computers were updated and this took a month but it is now complete.

Collection displays:

Wheaton staff have done a good job of tailoring adult and teen fiction areas and have put up Asian American Heritage, Jewish Heritage, and Historical Fiction displays for adults and children.

Program Update:

In honor of Asian American Heritage month, the library hosted a Japanese Koto music program on May 19th presented by the **Toho Koto** Japanese Music Society.

An African American Genealogy for Beginners program will be held on June 15th for Juneteenth.

Summer Reading will kick off in mid-June. There will be an adult, teen, and children's program. The theme is 'Adventures in Reading at your Library'. This will be in partnership with the MoCo Parks Department.

The Teens program is going well and a Brain Break program with jigsaw puzzles and board games, origami have been popular. This is currently ongoing in the Media Lab and it has become an after-school teen spot that is likely more attractive to teenagers since food is allowed in this room and the furniture can also be moved.

Ongoing story time programs on Tuesday and Wednesday allow 45 people per program and librarians offer a tailored program. There is also a Duplo program.

Tables from other agencies such as PEPCO, HHS, etc.

A lot is happening upstairs in the facility -with the Senior programs and xx are some of the most popular programs in the county. Some of these programs were filled up within 5 minutes of being opened for registration.

Carolyn Teich offered that many of the spaces are taken up for summer programs for the school-aged children.

Discussion: Thelda McMillian asked who started the Teen Poetry program and why it wasn't well attended. Dianne explained the origin of the idea that was generated from outside of Wheaton. It was a beautiful day and many people didn't turn up. The previous poetry slam was successful so it may be that the marketing wasn't well targeted or the weather accounted for low attendance.

Yesvy Gustasp offered that today's attendance to the Teen Program was well attended.

Staff Update:

No new staff have been hired and there is part-time library aide position that they hope to have filled sometime this summer.

Yesvy Gustasp shared that he is looking forward to an AI program that looks promising and no prior registration is required. The class will cover how to use AI safely, ethically, and responsibly. This will be from 6-7:30 pm on Wednesday, May 22. The Teen clinic upstairs can help patrons to install AI programs on your personal machine if interested.

Library Board Liaison Report from Grace Manubay

Grace Manubay was traveling last month and apologized for missing the April meeting.

The final FY 25 budget hasn't been approved as yet. Some funds to enhance the digital collection will proceed however funds for world languages and staff training areas will not move forward. Library Board met on May 8th (meets on the 2nd Wednesday of the month in Rockville). Meetings have featured Library Managers to offer a macro level view of what is happening broadly across the library system not just in local branches. Grace talked about the Freedom to Read Act that was passed by the MD General Assembly. This was pre-emptive to amend the education statutes and meant to safeguard school and public librarians' ability to offer a wide range of materials on offer for patrons.

Grace is on the search committee for the Library Director and interviews will begin in mid-June and final candidates will be interviewed in mid-July. The current director steps down on July 1st and it isn't yet known who will be named as interim director while the interview process evolves.

Summer reading for adults will feature a bingo card, app, and raffle prizes and there is a lot of excitement about the program this year.

Discussion: Yesvy Gustasp asked about the budget for digital materials and Grace confirmed that funding for this is moving forward. He also asked if Zoom participation in the board meetings would return. Grace said right now the focus is on in-person but there are no plans to return to a hybrid option.

Carolyn asked Grace how she feels about the quality and quantity of applicants. She has sought county administrative officials for guidance on what she can share and that is: it was a national search. An external search firm is managing the process (including posting the job and managing the applications that have been received.) There are a few other high level library positions that are also currently open across Maryland so there is some competition within the state. She's unable to disclose any details about the number of applicants or about the applications received to date. The job posting closed on May 12, 2024.

In anticipation of the June Board meeting, Grace is seeking guidance on what she can share and she will share with whatever she is permitted to.

Unfinished Business: Election of New Officers

Yesvy asked if Farah will serve as Secretary. Carolyn nominated and Ania seconded Farah to serve as Secretary and everyone acclimated.

The position of Chair needed to be re-voted. Yesvy was co-chair with Diana Dubroski last year and Yesvy served as Chair this year. Carolyn moved to have Yesvy serve as Chair and Ania seconded so Yesvy was approved.

New Business

On the topic of new business, Yesvy Gustasp raised a number of items as noted below:

- Yesvy says he's getting many requests for Senior Planet type of programs like what there is in Olney. We need one librarian or volunteer present.
- New imaging can now show how many minutes you have left but patrons cannot save their materials on a thumb drive on any county device/public PC. Dianne offered that this has been raised and she will talk with county IT officials about it as it is a hardship for patrons.
- Carolyn uses the Central Calendar for the book club but she commented that it isn't user friendly and that patrons can find the calendar by Googling the Montgomery County Calendar.
- Dianne offered that they are moving towards posting events 3-5 months ahead of time on the homepage so that they can be on a quarterly cycle to allow people to plan ahead.
- There is a demand for E-streaming and E-book classes that are offered to be made available via PDF so that patrons can read the materials at their leisure if they're unable to make the meetings. Dianne clarified that these are two distinct requests as one is about ready access to materials while the other is a specific program intended to offer 1-1 engagement with patrons on a topic.

Upcoming meetings

Carolyn asked if we will eliminate July and August meetings and reconvene in September. Diana seconded Carolyn's motion to eliminate these 2 meetings. The June meeting is June 17 and the LAC agreed to proceed with this meeting as missing 3 months would be too much. Dianne will miss the July 17th meeting.

Carolyn proposed that the meeting be adjourned and seconded by Yesvy. Yesvy Gustasp called the meeting to a close at 7:58 pm.