

LAC Minutes - (Wheaton/12-16-2024)

Attendees: Yesvy Gustasp, Chair; Grace Manubay, Board Liaison; Dianne Whitaker, ex-officio; Members, Eric Wallace, Ania Waller, Barbara Freidman, Thelda McMillian, Farah Nageer-Kanthor, Diana Dubrawski, and Andrew Rein

Absent: Hoa Nyguen, Carol Bender

Opening Business:

Yesvy called the meeting to order at 7:03 pm. Yesvy moved to approve the November 18, 2024 Minutes and Eric seconded the approval of the minutes.

Membership Update:

There have been no applications over the last month so no new members to report. There have been some absentee members and Dianne will check in with them on their continued interest in the Wheaton LAC.

Wheaton Library Managers Report to the LAC

Dianne shared the Manager's Report for December 2024.

Facilities – There are no major updates on outstanding work orders. The sensor in the staff bathroom was replaced and a door hinge in the Collaboration Room was repaired. Some larger fixes are pending funding. Warranty on window shades and doors ended 3+ years ago and Dianne is working with the Asst. Director of Facilities on outstanding items. The parking garage door elevator needed repair due to electrical issues.

Collections – Wheaton is meeting all Collection Management deadlines and targets for FY25.

Displays featured in December are for the Winter Holidays and Small Business month.

Programs – There are three major events of note this month. The first is the Winter reading challenge. Wheaton is the kick-off library for the system and will hold a pep-rally type of event on December 21st in honor of active/sports theme for the event. The second is a town hall event for teens transitioning out of foster care/dealing with substance use issues on Dec. 16th that is sponsored by Identity Inc. Identity will have an Outreach table for teens at risk at the library to offer ongoing opportunity to reach the desired teen groups. The third event will be held on Dec. 21st and focus on La Musica de las Americas from 3:30-4:30 pm in the Multipurpose Meeting.

The ever-popular Family Storytime twice a week continues to attract 100+ participants and while they would like to have a 3rd similar event, there is concern about capacity. The purpose is to encourage and educate caregivers on early literacy skills and the program has to be visible and audible for active learning. The format for this event is a classroom-style that appears to be working.

Wheaton has a strong workforce development program. C2C offers resume development and interview skills for job seekers on Monday afternoons. This program is open to anyone and regularly attracts about 15 people, with 10-12 online and the rest in person. SCORE offers small business counseling and resume building.

Board Liaison's Report presented by Grace Manubay

Grace commended Yesvy for attending and giving credence to continued hybrid meetings.

The Library Board met on Dec. 11. Regional Managers typically present on their library system and Dianne presented at the December meeting. Yesvy commended Dianne on her presentation. Two staff from the County's library budget office also presented on how the budget cycle works, the timeline for developing the budget (a year's long process), and how to best forecast and take into account 'real time' needs.

The County Executive will release the FY26 budget soon and the Library Board, as an extended arm of the CE, will be supporting the budget and related priorities. The invitation for the joint meeting in January 2025 has been sent out and will be a hybrid meeting and also held in the Social Hall at Wheaton. The new Director will have the opportunity to introduce herself to the community. The meeting will be held on Wednesday, January 15th at 7 pm and all are welcome.

Yesvy asked if a PDF copy of the minutes can be shared and Grace will follow up.

Unfinished Business:

None

New Business:

Discussion

Yesvy raised that the computers downstairs are currently out of service as they are being upgraded. They are down for a week and this is a significant inconvenience, particularly for Seniors who frequent these computers while at the library for other services.

Dianne shared that a decision was made a month ago to replace all of the PCs when printers were to be replaced. This was known for 6-months to a year but there was a lot of pressure related to timing of the upgrade for the system-wide needed change and delays related to business contracts. This is a transition period and Wheaton won't have PC access for 5 days (while other branches will be out of service for 6-10 days). The change is from the Pharos to the TBS system. The library laptops are still operable, though you cannot yet print from these devices. Support for Windows 10 will end in October 2025 and an upgrade to the Windows 11 operating system will be needed for all computers. DVD and CD access on the new devices will end as this is no longer a supported technology. Dianne suggested that Senior Planet may be better placed to support with needed Senior training as the in-house library capacity to conduct the number of needed trainings is limited. There have been some hiccups related to the transition and some of the newly installed machines need related IT fixes so this has led to compounding challenges. Yesvy offered that large screens and thumb drive access on the new machines are a high priority for Seniors and reiterated that the County's population is aging and their needs should be seriously considered.

Barbara suggested that library staff might need a hands-on class to learn how to be comfortable with Windows 11 and also offer classes to patrons. Dianne suggested that Udemy and LinkedIn Learning are options for patrons to self-teach how to use the new system and other participants offered that there are many detailed resources available on YouTube. Dianne will need to check if Wheaton still has access

to LinkedIn Learning. If patrons won't be able to save material they work on, on a thumb drive with the new devices, patrons will need to be oriented on their options, how to access various tools and applications, etc. How have these anticipated needs been addressed as part of the technology and equipment update? Dianne shared that she believes the screen sizes are between 17-21 inches but needs to verify this. She will also ask the department that manages the library's technology what happens with the old devices and if there is an opportunity to offer/sell these to the public.

Grace and Eric reiterated the younger generation does not need/use/know about USB drives as they are already well versed with the Cloud and many other functionalities that may be foreign and/or challenging to older generations.

Yesvy asked if the class offered by Alan on E-books and E-streaming be moved from Tuesday to another day during the week because there are competing events and programs on Tuesday and patrons are interested in attending this program. Dianne said that this change would be difficult because it would affect the schedule for other programs but they would look at Wednesday and Thursday to see what is possible. There are also compounding staffing considerations.

Next Meeting:

The next meeting of the Wheaton LAC is on Monday, January 27 at 7 pm.

The meeting was adjourned at 8:03 pm.