



LIBRARY BOARD MINUTES

February 10, 2016

BOARD PRESENT: Amir, Brooks, Christman, Core, Duval, Persaud, Ram, Rao, Rippeon, Watts, Weedon

STAFF PRESENT: B. Parker Hamilton, Director; Regina Holyfield, Recording Secretary

GUESTS: Tanner Wray, Director of College Libraries and Information Services, Montgomery College Libraries

The Library Board meeting was convened by Chair Watts at 7:05 p.m.

INTRODUCTIONS:

All Board members gave brief background information about themselves.

APPROVAL OF BOARD MINUTES:

The minutes from the December 9, 2015 Board meeting were approved.

APPROVAL OF LAC APPLICATIONS:

The LAC applications were approved.

PRESENTATION:

Maryland School Library Media Online Report – School Year 2014-2015

Maryland State Department of Education (MSDE) – Andrea Christman

- 2014-2015 report released December 15, 2015.
- 1,310 library media centers reported.
- No real anomalies this year.
- Collection sizes for middle and high school.
- Staffing
 - 874,514 students in Maryland's 1,447 schools.
 - Maryland has 1,310 school libraries.
 - 1,139 of the 1,310 have certified library media specialists (full and part-time).
 - Total number of certified media specialists decreased statewide from 1,153 (2013-2014) to 1,139 (2014-2015).

- Maryland Teacher Staffing Report continues to reflect a shortage of library media specialists hired in the state.
- Collections
 - A total of 456 (34%) school libraries reporting meet the MSDE standards.
 - Middle and high school have shifted significant resources to the purchase of electronic resources including databases, e-books and streaming video.
 - The emphasis for 2014-2015 was on the non-fiction Technology (Applied Sciences) collections (600s).
 - Across the state, schools report that over 58% of books in that STEM area are over 10 years old. In MCPS, the books in that STEM area are over 13 years old.
- Technology Use
 - In the state of Maryland, almost 99 % of the libraries have an online catalog.
 - 82% of students have access to the catalog from home.
 - 70% of libraries have a website – 100% in Montgomery County.
 - All 24 school districts and some nonpublic schools are a part of the MDK12 Digital Library consortium.
- Instruction
 - 56% of library media specialists deliver instruction in regularly scheduled classes.
 - 28% of the media specialists have flexible schedules.
 - 16% of the media specialist have fixed/flex schedules.
 - On average, media specialists spend 1.69 hours meeting with teachers to plan instructions.
- Role and Professional Development
 - The national school library media guidelines define the five roles of the library media specialist as: Leader, Teacher, Instructional Partner, Information Specialist and Program Administrator.
 - The state’s library media specialists indicate that they spend the following percentage of their time in each role:
 - Leader – 7%
 - Teacher – 42%
 - Instructional Partner – 9%
 - Information Specialist – 12%
 - Program Administrator – 11%
- To learn more about MCPS media specialist, guiding principles, and the Destiny Library Manager (catalog) go online to Montgomery County Public Schools enter “school libraries” into search box; click on “School Library Media Programs.”
 - Guiding principles for library school media programs.
 - Learning environment
 - Innovative spaces and practices
 - Every program staffed by high quality leaders

DIRECTOR’S REPORT:

- **Marketing MCPL Services in February**
Did You Know that February is Black History Month and MCPL has free [events](#), [books](#), and [online resources](#) to help you learn and celebrate? Be sure to explore the [Oxford African American Studies Center online](#) where you can read articles, primary sources, maps, timelines, and more. Looking for biographical information online? Try [Biography](#)

[in Context](#) for information on the lives of notable African Americans. Listen online to jazz, blues, gospel, ragtime, folk songs, and more through [American Song](#) and [Jazz Music Library](#). Learn about the [Lincoln Park History Project](#), a partnership to preserve the cultural heritage of one of Rockville's oldest African American communities. Start your journey exploring Black History today at MCPL!

- **New Position – Program Manager II (Grade 25)**

I am pleased to announce that my request to create a new position within MCPL, Program Manager II (Grade 25), has been approved by the Office of Management and Budget. This will establish a position to assist the Public Services Administrator (PSA) for Facilities and Strategic Planning in completing department work on capital projects and services for persons with disabilities. The addition of this position, with the required skill set, will play a pivotal role in our succession planning goals and objectives. This Program Manager II position is needed to ensure that all of the appropriate documents are prepared and executed for the planned work and design of the Department's refresh projects, and to assist in strategically planning for, coordinating implementation of, and evaluating and monitoring new and existing library services that provide accessibility for persons with disabilities.

- **Design Award for Olney Library**

The WoodWorks Wood Products Council has designated the Olney Library as recipient of the 2016 mid-Atlantic Regional Excellence Award. The Council issued a press release in late January announcing award winners in various categories and the Olney Library is now included in the Council's website gallery (<http://www.woodworks.org/project-gallery/>). The project will also be featured in a Wood Design Award video that will be presented at six Wood Solutions Fairs across the country in 2016, and in the hard cover book, "Celebrating Excellence in Wood Architecture 2015-2016," to be published next fall.

- **Refresh/Construction Projects**

- Twinbrook: Grand reopening was rescheduled (due to blizzard) from Saturday, January 23 to Saturday, January 30. The branch was open after blizzard and provided service January 27-29.
- Kensington Park: Substantial completion is still on target for February 27. Shelving has arrived and is being stored by vendor pending approval to install. Request for update on furniture and desk has been made. Tentative timeline for setup and inventory would have branch reopening on March 19, however, we may need to push to March 26 because of need to reshelve the entire children's collection. We still need status of outside ADA work and elevator.
- Aspen Hill, Davis, Little Falls: Currently finishing design and creating construction documents. Expect to issue construction bid in March.
- FY18 Refresh Projects – So far, Libraries has named Long Branch and Marilyn Praisner. DGS has asked us to set up visits for cost estimates for grant proposals.
- Wheaton: March 13 is the closing date. New date for MCPL to vacate the building is April 10. Construction to start July 1.

- **Solar projects**

Work completed on Rockville Memorial and Gaithersburg library buildings. Conversion from electric to solar made on January 15, 2016 for Gaithersburg and on January 21, 2016 for Rockville Memorial.

- **ConnectED – Library Link**

- On January 13, 2016, County Executive Leggett; MCPS Interim Superintendent Larry Bowers; Councilmember George Leventhal; and Board of Education

members Patricia O'Neill, Christopher S. Barclay, Philip Kauffman, Jill Ortman-Fouse, and Rebecca Smondrowski launched the ConnectED Library Challenge with a kick-off event at MCPS' Harmony Hills Elementary School.

- On January 19, 2016, County Executive Leggett; Timothy Warner, Chief Engagement and Partnership Officer for MCPS (representing Mr. Bowers); and I attended the ConnectED White House Conference where the County Executive was one of the featured speakers.
- **Levine Music** will be moving into the 2nd floor of the new Silver Spring Library. Council passed the resolution on February 2. Levine Music is waiting for the signed contract from the county.
- There are **3D printers** at Long Branch, Silver Spring and Twinbrook. There will be one at Kensington Park when it reopens.
- All branches have **charging stations**, and all will have digital signage within the next few months.
- A brochure on *Career Online High School* by Gale was shared with the Board. This is a high school diploma program that MCPL wants to introduce to the system. This is a new role for public libraries. Invite a Gale representative to the March Board meeting. This would help with workforce development.
- Mary Ellen Icaza will come to the April Board meeting to give an update on the County's website.
- Working with Dan Hoffman to create a space at Rockville Memorial Library with the Science Center.

CHAIR'S REPORT

- LAC liaisons who are unable to attend meetings on a regular basis should inform the Chair so that someone else can cover the meetings.
- A discussion regarding TAG members applying to be LAC members or participating as public attendees will be discussed at the March meeting.
- The County Executive's budget forums were well attended by library supporters. Mr. Leggett made no commitments.
- Library Lovers Month Kickoff was very well attended. Director Hamilton was recognized by the County Executive.
- Maryland Library Legislative Day in Annapolis was held on February 3, 2016. Senator Nancy King and Delegate Sheila Hixson are co-sponsoring two bills (HB138 and HB144) involving public libraries, but that have no immediate impact on funding. One involves shortening the time to receive funding, and the other, moving libraries from "other" to their own line in the education budget.
- During the January Joint Meeting, Tom Thomson presented advocacy strategies.
- Council's public hearings regarding the budget are tentatively scheduled for April 4, 5, and 6.
- The Board will schedule a meeting with Dr. Jack Smith, incoming MCPS superintendent.
- Consider eliminating fines for children's materials in support of Library Link.
 - Get data such as the revenue involved and how many users would be affected.
 - What effect would this have on circulation?
 - Recommend looking at the fine structure as a whole.
 - Look at benchmarking.
 - A work group was formed to compile the information: Anne Core, Kim Persaud, Bill Duval (lead) and Tanner Wray.

PUBLIC COMMENT:

None

ADJOURNMENT:

The meeting was adjourned at 9:00 PM.

B. Parker Hamilton