

**FREDERICK COUNTY PUBLIC LIBRARIES BOARD OF TRUSTEES  
MINUTES OF MEETING  
MARCH 1, 2017**

The Frederick County Public Libraries Board of Trustees Meeting convened at 7:00 p.m. on March 1, 2017 at the C. Burr Artz Library, Frederick, Maryland.

**BOARD MEMBERS PRESENT:** C. Greenway, D. Kiser, K. Kane, G. Laugelli, C. Smith and B. Poteat.

**BOARD MEMBERS ABSENT:** S. Manny and Council Member Liaison, T. Chmelik.

**STAFF PRESENT:** D. Batson, Director; J. Kelly, Associate Director; S. McDuff, Associate Director; S. Lauchner, Coordinator/Library Collections; J. Vogel, Youth Services Coordinator; J. El-Zeftawy, Development Officer; B. Hissong, Community Services Coordinator; N. Levesque, Public Relations Manager; A. Sherwood, Finance/Office Manager; T. Lebherz, Branch Administrator – Brunswick Library; R. Bowers, Branch Administrator – Middletown/Walkersville Libraries; A. Whitney, Branch Administrator – Urbana Regional Library; E. Dingle, Branch Administrator – Thurmont/Emmitsburg Libraries; D. Buker, Virtual Branch Administrator; C. Brohawn, Project Coordinator; R. Monaco, Children’s Librarian – Urbana Library; S. Showe, Children’s Librarian – Brunswick Library; G. Bender, Library Technician/Substitute; and L. Tibbs, Recording Secretary.

**CITIZEN REMARKS:** None.

**APPROVAL OF MINUTES:** Ms. Smith commented that these are the most comprehensive minutes in the World and we, as members of the FCPL Board of Trustees, couldn’t ask for anything better and she noted her appreciation to L. Tibbs. Thereafter, C. Smith made a motion to approve the minutes of the February 1, 2017 FCPL Board of Trustees meeting; seconded by D. Kiser. No discussion. VOTE: Unanimous.

**CHAIR’S REPORT:** Mr. Laugelli noted that he attended a presentation to FINRA last week at the C. Burr Artz Library. FINRA is responsible for the display in the front of the library. Janet Vogel and David Payne were the tour guides. It was a very successful presentation. He added that he has been working on the history of the library with Mary Mannix and it has been quite interesting. He noted that he has learned a lot. He also noted a quote from Lady Bird Johnson that in essence said “There is nothing so democratic as a public library where the only entrance requirement is interest.” He stated that is a wonderful way to express these unique facilities (libraries) in public government.

**DIRECTOR’S REPORT:**

**a. FCPL – Update:** Mr. Batson noted that things are proceeding along. He thereafter reviewed statistics and noted that the statistics are showing an interesting change and how FCPL is

changing its operation. The year-to-date circulation reflects a downward turn of 3%. This is the first time in a long, long time that this far into the year circulation has been down. He also noted that the downward turn has been over a series of months. However, when looking at other statistics, there are the following increases: 1) patron visits are up by 4%; 2) patron registrations are up 8%; 3) wi-fi usage has gone up 49%; 4) children's programming has gone up 18%; 5) attendance at children's programs has increased by 31%; 6) adult programming has increased 107%; and 7) attendance at adult programs is up 213%.

Mr. Batson stated that what FCPL is seeing by these statistics is that more people are coming to the library and more people are registering to receive remote access to the collections/products that FCPL has. FCPL is offering more programs and with all the verbiage that has been used in the past about libraries becoming a destination, the numbers are starting to show that. However, as far as patrons checking out specific items this is slowly dipping. With that being said, Mr. Batson noted that most libraries in the United States are seeing a decrease in circulation. He further added that while there is nothing to panic about, we are seeing the transition that we knew would occur. Libraries are simply more than a place to come in and pick up materials and walk out. Libraries are now places where people are coming to for activities. Programming is something that brings families into the library locations. Mr. Batson noted that while he is concerned in the non-increase in circulation, the other numbers are holding their own. As long as people are still coming to the library and we are seeing increases in programming, then that is going to affect how FCPL allocates its resources and staffing, how buildings are developed, and how our marketing goes out into the community.

Thereafter, Mr. Batson advised that he met with division heads from Parks and Recreation and Citizens Services and they have expressed an interest with working more closely with FCPL and partnering/sponsoring joint programs. They have marketing tools and FCPL has marketing tools. They have their databases and FCPL has its databases so we are looking at blending us altogether to create an interwoven fabric of programs and activities for the community as a whole with FCPL playing an important part of that weave.

Mr. Batson reminded everyone that March 13, 2017 at 4:30 p.m. is the groundbreaking for the Walkersville Library. He noted that the first pre-construction meeting has already taken place and the construction company is eager to get started. Mr. Batson added that FCPL has already received some money as a result of the \$1,000,000 grant from the State of Maryland for some of the services that have been rendered.

Mr. Batson noted that the Town of Myersville is very eager to get started on the Myersville Library but we need to wait until July 1, 2017 because that is going to be part of the budget and must be approved before we can go forward. Staff from the Town of Myersville have been in contact with Don Easterday's widow regarding the trolley so things are progressing.

J. Kelly reviewed Senate Bill 587, which is the reorganization of government structure that is being considered by the Maryland Legislature. There is a similar Bill (1094) on the House side. Currently public libraries are under the Education Article, Maryland State Department of

Education. In the current structure, there are three “buckets”: 1) K – 12; 2) Community Colleges and 3) Other. Libraries are currently under “Other” along with many other agencies. Under the current Bills, it would pull public libraries out of “Other” and put libraries on equal footing with K – 12 and higher education. This would mean that libraries would have a more prominent spot. This would also give our State Librarian, Irene Padilla, better access to lawmakers and she would be able to advocate for libraries on our behalf and it would give libraries at the local levels greater visibility within the education article and, in addition, it would make things easier for FCPL to advocate for ourselves and meet community needs more effectively. Mr. Kelly noted that he and Sheila McDuff met with legislators on Library Legislative Day on February 14, 2017 and spoke with them about this very law. He added that this is a revenue-neutral bill and is getting bi-partisan support. At this time, we are confident that these Bills will go through and will only mean good things for FCPL. He noted that he believes it will get support from both sides of the aisle because it won’t cost any more money. Mr. Kelly added that the Senate had a committee hearing today about their Bill and the House has their committee hearing on March 7, 2017 so we should be hearing something shortly.

Mr. Batson noted that libraries have lost hundreds of thousands of dollars and many positions under the current structure. These Bills are receiving a positive response because of them being revenue-neutral.

Ms. Poteat inquired whether libraries would be called something other than “Other”. Mr. Kelly stated that while we all think of Irene Padilla as the State Librarian, her department is called Division of Library Development Services. Once the Bills are approved, she would become the State Librarian. If these Bills succeed, the library offices would be moved to Enoch Pratt. Mr. Batson added that as of right now Irene Padilla is a department head under many other department heads and departments. Once this is approved, Irene Padilla will not be reporting to the Education Superintendent for the State of Maryland but to the State Library Council that is appointed by the Governor and already exists. There will be a totally different governance in that area and that will provide a lot of autonomy in that area.

Mr. Kelly then noted that some members of the FCPL Board of Trustees indicated they may have some questions about the Display Policy and the Meeting Room Policy. He inquired of the members of the FCPL Board of Trustees if there were some specific questions that he would be able to answer. Mr. Kelly stated that he forwarded copies the policies to members of the FCPL Board of Trustees as a result of the inquiry and advised that recent changes to both of these policies were approved in November, 2015.

Ms. Poteat stated that the question arose because she had heard from some community members that there may be a perception that there may be some inequality approving usage of meeting rooms. Mr. Batson asked if she had an example. Ms. Poteat stated she did not. Ms. Poteat stated that she didn’t bring the matter up because she wanted to criticize anyone but that she wanted to share that three or four different people had mentioned the inequality of approving meeting room usage. She further noted that it is just a reminder that all of us need to be sensitive to it. In addition, she added that the policies that are out there are fine. She stated that she is not

sure that citizens necessarily refer to the policies for the wording. I think the citizens are just trying to reserve rooms and come out with an impression and that is the origin of it. She again said it is not a criticism; it is just a reminder.

Mr. Laugelli added that when he was trying to schedule a room as a Board Member to conduct interviews for prospective board members, it was tough to get a meeting room. Sometimes meeting rooms are not available and people are going to be told “no”.

Mr. Batson stated that if anyone ever receives a comment like this in the future, just let us know what the specifics are and why the person feels they are getting that impression, and staff will look into it and see what needs to be done.

C. Greenway noted that when story times were moved from the children’s programming room to the Community Room due to the audience size, it took a lot of time away from the Community Room’s availability time. Ms. Vogel noted that when that change was made, the children’s programming room (although not as big) was made available for meetings.

C. Greenway further inquired how attendance is tracked for story time programs since patrons do not need to register in advance for the programs. Ms. Vogel stated that a staff member that is assigned to the children’s desk, actually comes into the room and counts the number of attendees (children and adults).

Mr. Laugelli noted that special collections under circulation statistics is down 79.1% and inquired whether the categories are weighted. Mr. Batson stated that special collections deals with the Maryland Room. Ms. McDuff said that special collections is a very small portion of the total collections, therefore, it is not affecting the total circulation that much. She added that this number varies based on what initiatives/events are going on with the Maryland Room from month-to-month. Mr. Batson noted that Mary Mannix has been out of the office as well due to knee surgery.

Ms. Smith inquired why FCPL put in for an increase in the materials budget when circulation is going down. Mr. Batson stated that vendors have found new and innovative ways to charge libraries for use of their products. It used to be that vendors charged flat fees for use of their products. Hoopla and other vendors now charge per use. For the past three or four years, FCPL’s budget has been fairly stagnant with little increases. He noted that other than building new libraries, the County in 25 years has never given FCPL money for materials.

Ms. Greenway stated that the point is that if FCPL is requesting more money for materials and circulation numbers are down, what justification does FCPL have to request additional funds. Ms. Smith stated that she understands now that it is the way the fees are being assessed. Mr. Batson stated that Sharon Lauchner is always looking into new products that meet the requests and needs of the public. Ms. Lauchner stated that there are so many new formats as compared to a few years ago. FCPL has to balance materials for those that want physical items and for those that want e-books, e-magazines, streaming, etc. Ms. Lauchner stated that FCPL needs more

money to meet the needs of the public. Mr. Batson noted that Hoopla is a good product but it is to our detriment not to put it out there because it has so many options (streaming movies, e-books, audio books, music, etc.) but the product costs FCPL a fortune. The cost for Hoopla ranges between \$1.00 and \$4.00 per use. FCPL budgeted \$120,000 next year for Hoopla alone. Hoopla is very popular and the usage is increasing daily. Ms. Lauchner stated that FCPL does have limitations set for Hoopla products (10 check-outs per month per library card). Ms. Lauchner noted, however, that more and more patrons are using Hoopla. Patrons want materials in every format that is available and FCPL is having to buy materials in a multitude of formats.

**b. CIP/Budget – Update:** Mr. Batson noted that the budget appeals were done on Tuesday, February 28, 2017. FCPL had a series of four appeals (3 positions and an increase in the materials budget). Mr. Batson added that he explained why FCPL made those requests and answered questions. No negative comments were received. He added that he is sure County Executive Gardner has lots of requests and nowhere near the money that everyone would like so we will have to wait and see what her final budget presentation will be. FCPL has received notification from the County Council that there will be budget hearings during the latter part of April. FCPL has been requested to reserve two dates for possible appearance requests.

Thereafter, Mr. Batson advised that the CIP has been completed. At this time, FCPL is just waiting to see what is released by the County Executive.

### **NEW BUSINESS:**

**a. Financial Report:** Amanda Sherwood reviewed the Fiscal Year 2017 Financial Statement for March. She noted that the report contains tentative data through the end of January, 2017. Revenue is at 45% which is an increase of about 3% from the previous month and FCPL's expenditures are at 48% which is an increase of 6% from the previous month. She added that there is not anything out of the ordinary and everything is looking pretty standard for the month of January, 2017. Thereafter, Ms. Sherwood reviewed the Grants and Contributions report which she noted is accurate through the end of January, 2017. FCPL was awarded a grant in the amount of \$10,000 from Frederick Community College for Frederick Reads. FCPL also applied for another grant for Frederick Reads in the amount of \$5,000 from the Ausherman Foundation. FCPL is up approximately \$2,200 from the previous month in sponsors/contributions. As can be seen from the report, \$125.00 of the total received from Individual Donors – Greatest Need came from the dip jar for the period of November, 2016 – January, 2017. She further noted that she will keep members of the FCPL Board of Trustees advised of money received from the dip jar as things progress. In summary, Ms. Sherwood noted that FCPL's total contributions are up approximately \$17,200, which is an increase of 1.4% from the previous month.

One thing Ms. Sherwood noted that is not listed on the report is passport revenue. FCPL's passport revenue for the period of July, 2016 through February, 2017 is at \$46,425. She added that in March, FCPL will certainly pass the initial budget of \$50,000, which really speaks to the success of the passport program. All amounts received over the \$50,000 is extra revenue for FCPL.

Ms. Kiser inquired whether the \$46,000 received from passports is after all the money that needs to be paid back is paid back. Ms. Sherwood replied that the \$46,000 is straight revenue. Ms. McDuff noted that right now this is the busiest time for passports. Last Saturday, staff processed 43 passports in one day.

Ms. Greenway inquired whether revenue is taken out of the endowment accounts. Ms. Sherwood responded that FCPL receives an interest payment from the trusts and the interest received goes directly into an endowment account. Some of the money FCPL uses and some money is not used and is left in the account. Most of the money sits in the account and rolls over from year to year. Ms. Greenway further inquired whether the \$18,464 noted on the monthly report are funds that FCPL took out of the account. Ms. Sherwood stated that the \$18,464 is what FCPL received.

Ms. Greenway inquired as to who gave FCPL the \$750.00 for the Spelling Bee. Ms. Sherwood noted that Frederick County Bank gave FCPL \$750.00 for the Spelling Bee.

Ms. Kiser inquired if Jess El-Zeftawy is pleased with the way the fundraising is going. Ms. El-Zeftawy stated that she is very pleased and noted that it has been interesting to watch over the past year.

**b. Family Tunes and Tales:** Sarah Showe and Robyn Monaco provided an overview of Family Tunes and Tales. Ms. Showe noted that this exciting new music program is coming to FCPL this month (March, 2017) and it is called Family Tunes and Tales. These programs are designed to improve children's school readiness skills and facilitate academic achievement. She noted that music matters with young children. When young children are constantly engaged by music in a developmentally appropriate environment, they benefit at many, many levels. Research tells us that music is the only activity that stimulates every area of the brain simultaneously which makes it a wonderful conduit form of learning. Early music education benefits all facets of a child's growth. By investing in music education through free library programs, FCPL aims to promote the future success of Frederick County children, especially those that might not otherwise be exposed to music early in life. Funded by generous grants from the Community Foundation of Frederick County and the Frederick Arts Council and building upon successful partnerships with the Frederick Symphony Orchestra and Music and Arts, FCPL is very excited to introduce Family Tunes and Tales. It is a collection of fun, free music programs for children and families which will be offered at all eight branches of FCPL.

Ms. Monaco noted that the Family Tunes and Tales programs include Symphony Storytime with the Frederick Symphony Orchestra. These music story times are geared for children ages 0 – 5 and they feature the talents of Frederick Symphony Orchestra musicians performing classical music to picture books. Also, a musical instrument petting zoo is provided by Music and Arts at the end of the programs. Another program is the Kids Go Classic Concerts with the Frederick Symphony Orchestra. These programs will include music masterpieces that come to life for the children. The programs are geared for children in grades kindergarten through fifth grade. Music and Arts will also provide a hands-on musical instrument petting zoo following these

concerts as well.

Ms. Showe advised that a third program will be Little Music Makers which is a hands-on program that engages children's natural love of music and instruments with activities that introduce early music concepts. The Little Music Makers program is geared for ages 3 – 5. There will also be a Music Makers program which is an interactive program for older children, ages 6 – 8, which will introduce more complex musical instruments and rhythm play in a group setting.

S. Showe noted that all the items on display tonight are part of the Little Music Makers and Music Makers programs. All of the musical programs and resources were purchased with grant funds from the Community Foundation and Frederick Arts Council. Ms. Monaco added that the items on display are just a small snippet of what has actually been purchased for the Little Music Makers and Music Makers programs. She added that FCPL has been able to double what was initially planned to be purchased for those programs due to the Frederick Arts Council because they almost doubled the amount FCPL applied for. The grant funds have also allowed FCPL to expand Family Tunes and Tales to the Judy Centers, to support the goal of increasing school readiness of children attending Waverly, Lincoln and Hillcrest Elementary Schools, which are all Title I schools. The grant funds were also used to make the brochure that was distributed earlier this evening to members of the FCPL Board of Trustees, which is a guide to parents on the benefits of early music education for their children and also free music activities/resources that are available to children in Frederick County.

Ms. Showe added that a complete schedule of the upcoming Family Tunes and Tales events is available through FCPL's website, [www.fcpl.org/symphony](http://www.fcpl.org/symphony). In addition, participants of Family Tunes and Tales events are invited to participate in a survey which FCPL will use to gain insight into the success of these programs and to gather information to further tailor the needs of the community. As mentioned earlier, Family Tunes and Tales will be featured at all eight FCPL branches starting in March, 2017. She noted that during the preliminary programs that have been offered since the beginning of this year, the feedback has been overwhelmingly positive. Ms. Monaco noted that after attending the preliminary programs, 95% of caregivers either agreed or strongly agreed that they wanted to dedicate more time to their child's music education and 94% of caregivers either agreed or strongly agreed that they wanted to increase their level of involvement in their child's music education. Ms. Monaco thereafter shared some quotes from caregivers that had attended the preliminary programs.

Ms. Smith inquired as to what exactly is a musical instrument petting zoo. Ms. Monaco stated that Music and Arts brings instruments (violin, cello, saxophone, flute, clarinet, and trumpet) to the programs to provide the children with a hands-on experience that allows the children to try the instruments. The Frederick Symphony musicians also help mentor during that musical petting zoo. There are a lot of sounds made during the musical petting zoo and it is a lot of fun.

Ms. Greenway inquired about the Musical Storytime program that is for ages 0+ and wanted to know what that program is about. Ms. Monaco stated that Musical Storytime is a weekly story

time and not part of Family Tunes and Tales.

S. Showe noted that everything that is on display on the table is stored in travelling bins that are shared throughout the County. Ms. Poteat inquired whether the rainbow colored things standing up is a xylophone. Ms. Showe stated they are called boomwhackers. They are pitched tubes. Thereafter, Ms. Showe and Ms. Monaco demonstrated the boomwhackers. Ms. Monaco stated that they are very popular with the kids. Ms. Monaco added that in addition to the boomwhackers, there are glockenspiels, tambourines, recorders, drums, hand bells, and lots of rhythm instruments. In addition, Ms. Showe stated that there are also four pianos.

Ms. Greenway inquired where the programs can be found on the website. Ms. Monaco stated that the program guide can be accessed by going to [www.fcpl.org/symphony](http://www.fcpl.org/symphony). She added that the programs can be found on the regular calendar as well but for specific information, please go to the website for specific information.

Mr. Laugelli inquired as to who came up with the idea for the grant. Ms. Monaco stated that several years ago, Frederick Reads had a program about the language of music and she reached out to the symphony to see if they would do something with FCPL and we started to think about story times. From there, we built into the Kids Go Classic Concert. Sarah Showe had the wonderful idea of doing this for older kids and she came up with the Little Music Makers and Music Makers programs.

B. Poteat inquired as to whether one of the County Council members, Jessica Fitzwater, is a member of the symphony. Ms. Monaco confirmed that Ms. Fitzwater is a member of the symphony and she plays the violin.

Ms. Smith inquired as to who designed the pamphlet and Ms. Monaco stated that she designed it.

**c. “The Way We Worked” Grant/Partnership:** Tara Lebherz, Branch Administrator at Brunswick Library, provided an overview of The Way We Worked” Grant/Partnership. The Brunswick Heritage Museum partnered with the Brunswick Library and they were chosen as one of five host sites in Maryland for this travelling exhibit. The exhibit is being coordinated by The Maryland Humanities Council and it was designed and created by the Museum on Main Street. Museum on Main Street is a Smithsonian Institute Travelling Exhibition Service program and they bring these high quality travelling exhibits to small communities of 800 – 20,000 people. Brunswick has approximately 6,000 people.

The Way We Worked Exhibition was adapted from an original exhibition developed by the National Archives. She displayed some pictures from the National Archives that are featured in the exhibit. The exhibit is a 5-panel exhibition. The intent of the exhibition is to explore how work became such a central theme in American culture. The exhibition points out how work is a part of every American’s daily life whether it be for professional satisfaction, personal growth or working for the well-being of one’s family. This exhibit traces the changes that have affected the work force in America and work environments for the past 150 years.



Ms. Leberherz noted that Robin Goetz, Assistant Branch Manager and Children's Supervisor at Brunswick Library, worked with the Brunswick Heritage Museum to put together the application for this exhibit and the associated grant. Ms. Goetz's work was instrumental in winning this grant. The Brunswick Heritage Museum is going to be the host site and the Brunswick Library is their partner organization.

She thereafter advised that the exhibit will be travelling throughout the State of Maryland. As of right now, the exhibit is in Cumberland. The exhibit will be on display in Brunswick from July 21, 2017 through September 9, 2017. She noted that as a partner organization, the library's role isn't to host the exhibit itself but support the museum with the planning and programming. The Brunswick Library partnered with the same Museum in 2012 to present the travelling exhibit, Journey Stories. That exhibit was a big success with over 3,700 people visiting the exhibit and more than 1,100 people attending the programs that were offered by the Museum and the Library.

Ms. Leberherz further noted that the Brunswick Library will be hosting a supplemental exhibit with some items from the Museum (not the exhibit itself). The Brunswick Library will also be providing a number of programs connected with the exhibit.

She further advised that Robin Goetz also obtained a Youth Access Grant, a grant provided by the Smithsonian. The purpose of the grant allows youths in the host communities to explore topics from the exhibit in greater depth. Teens who get involved in this project conduct and record oral histories and they do research within their community. Thereafter the teens create a movie as a result of their research. The Grant is in the amount of \$5,000 and the money is being used and has been used to purchase all the technology necessary to film the interviews and also the software necessary for the video editing. Brunswick Library's Teen Librarian, Caroline O'Connell, organized a group of teens to create this movie. The teens started meeting back in September and have been meeting on a weekly basis to determine which direction they want the movie to go and what the plot is going to be and how they are going to do it. The teens have some really great plans and decided to focus on the railroad since Brunswick was a railroad town. The movie is not being done in a traditional sense. They are creating a movie about how the railroad has affected work in Brunswick. The movie will premiere on July 19, 2017 and the exhibit starts on July 21, 2017. The movie will be running at the exhibit and also at the Brunswick Library.

Ms. Leberherz stated that there are a number of things in process right now for the summer. On Saturday, July 22, 2017, the Brunswick Library will be hosting a block party and this will be a way to make the community aware of the exhibit. Additionally, there will be nature walks on the C&O Canal because the Canal was also a big part of the work environment in Brunswick. There will also be a Career Petting Zoo for kids which will entail a series of people coming in and talking about their jobs and what they do. She noted that there will also be some genealogy programs for adults to learn about their roots in the Brunswick area. The Brunswick Library will also be hosting a then/now photography program. Brunswick has a Myer Kaplon photography collection which consists of about 2,400 photos taken between 1940 and 1978. Some photos will

be selected from that collection and staff will be geo-tagging them and then residents or anyone else can go find them via the geo-tags and take their own photos. There will be a contest to see which photos are the best and they will thereafter be on display.

Ms. Leberhz added that she hopes everyone will have a chance to come out to Brunswick and see the exhibition.

Mr. Laugelli inquired as to the location of the Heritage Museum. Ms. Leberhz stated that the Heritage Museum is on Potomac Street in Brunswick.

**d. Strategic Plan Progress Update:** Courtney Brohawn provided an update on FCPL's strategic plan as well as some of the initiatives and programs FCPL staff have been working on to help achieve FCPL's three priorities.

FCPL's first priority was to inspire a culture of learning. The goal associated with this priority was to provide the people of Frederick County, at any stage of their development or life circumstance, with the resources they need to feel empowered, to satisfy curiosity and to cultivate wonder. Ms. Brohawn noted that FCPL has many great programs in place that will help FCPL achieve this goal. The first one is an enhancement to our existing children's programs and that is the Kindergarten Readiness Assessment. FCPL's children's librarian staff was able to be trained by Frederick County Public School staff on this assessment and now FCPL's children's staff are up-to-date on the latest school readiness skills which they can now incorporate into their programs. Family Tunes and Tales, as presented earlier, is another program. The next program is Teens Teach Tech Programs. This is a great program where teens teach technology skills to older adults. What is nice about this is that the adults then feel empowered by their new technology skills and the teens get to be inspired by a life-long learner by being around the older adults. She thereafter reviewed the Summer Challenge Program. FCPL asks people to learn in this program, when they participate in the challenges. We ask patrons to do science experiments, discover new databases, visit new places in Frederick County. And, by involving patrons of all ages, young residents can be inspired by seeing adults in their lives reading. She noted that her family participated in this challenge last summer and she stated that she was so inspired by seeing her four year old excited to read and earn her badges. Lastly, Frederick Community College's Institute for Learning in Retirement, approached FCPL with an exciting opportunity to hold some of their courses at the library free of charge for older adults. The response has been overwhelming and the classes are now booking. There are waiting lists for some of the courses. She noted that some of the courses include creative writing, early Greek democracy, World History and sessions exploring health and medicine for older adults. FCPL is very excited about this and hopes to continue this program in the fall.

Ms. Greenway inquired as to where the classes are being held. Ms. Brohawn stated that the creative writing courses are held at Thurmont Regional Library. The C. Burr Artz Library is hosting the early Greek democracy, World History and classes on health and medicine. The Urbana Library is also hosting an art program. Ms. Greenway asked where in the C. Burr Artz Library the classes are being held. Ms. Brohawn stated that it depends on the size of the group as

to which meeting room would be used but if it is a large group, the Community Room would be utilized.

Ms. Brohawn stated that the second priority is to strengthen community connections. FCPL's goal is for the people of Frederick County to view their library as a reliable source for information about the wide breath of programs, services and activities taking place in our vibrant community and as a place where they can connect to us, to our partners, and to each other. She noted that FCPL has a lot of great initiatives. She thereafter discussed outreach events by FCPL. FCPL has been focused on being at more community events and to get the word out that FCPL is more than just books. Staff are talking about FCPL's downloadable content such as Hoopla, the variety of programs offered and other services such as passports, which has been very successful. FCPL holds a community forum night at the C. Burr Artz Library. This is a monthly meeting. Each month a different non-profit organization is highlighted. The Volunteer Fair has been held at the Thurmont Library and will be held at the Urbana Regional Library in the fall. This provides an opportunity for organizations to set up a forum so patrons can learn about how to get involved in volunteering for their organization. Ms. Brohawn noted that FCPL wants to increase the number of patrons subscribing to FCPL's e-communications, therefore, easy to use sign-up cards were developed and they are available at circulation desks throughout FCPL. She thereafter noted that Summer Challenge participants are now automatically enrolled to receive FCPL's e-newsletter after the program is over. She added that with these high distribution numbers, we are able to update everyone on FCPL news/events/services. Another way FCPL is strengthening community connections is by increasing the number of Summer Challenge partnerships that we have with local businesses.

Thereafter, Ms. Brohawn noted that FCPL's third priority is to cultivate the library as a destination. The goal is for the people of Frederick County to view their library as a center of the community, as a hub of intellectual discovery and cultural exploration, and as an inclusive, attractive, and safe place. Supported plans that are in place include fundraising for the early literacy spaces for Walkersville and Urbana. With the success of Farm City bringing patrons to the C. Burr Artz Library, we know the early literacy spaces will do the same for Walkersville and Urbana. She added that her family loves Farm City. Adult programming has increased and a lot of people are participating in these programs. FCPL's website was re-designed this year and it is now more user-friendly. The new website allows our patrons to easily utilize FCPL's downloadable content and discover FCPL's offered programs. She thereafter noted that marketing has been very busy. Frederick Reads is featured in local print publications and on NPR stations in Washington, DC and Baltimore, MD. In addition, FCPL's public relations department is working on creating a new campaign that will promote FCPL overall.

Mr. Laugelli inquired whether FCPL's strategic plan is tied into the County. J. Kelly stated that FCPL looked at the priorities of the County in order to select FCPL's priorities. Ms. Smith inquired whether FCPL's strategic plan gets reported back to the County level. Mr. Kelly noted that the County, in the past, has asked about FCPL's initiatives so we take every opportunity to highlight the initiatives FCPL is undertaking. Mr. Laugelli added that he can see where FCPL has a huge head start over other County departments. Ms. Smith stated that FCPL can certainly

demonstrate success with all of the offerings that were discussed.

**BOARD QUESTIONS AND COMMENTS:** C. Smith inquired about The Must Loves Shoes Book Club she saw on the Facebook feed. On Facebook, it stated that the cost was \$18.00 to attend. She wondered if this is a private organization that will be hosting the Book Club at FCPL. Jess El-Zeftawy stated that the Book Club belongs to Julie Gaver who is an influential community member and she is the author of several books. She approached FCPL about hosting a Book Club Meeting at the library and each participant has been encouraged to bring a brand new children's book that was important in their lives. Participants will then speak about the book they bring with them and then at the end of the evening, the participants will donate the books to FCPL. The event will be held on March 2<sup>nd</sup> in the Community Room. Ms. El-Zeftawy noted that while all of FCPL events are free and open to the public, this is a partner event and that is why there is a cost. Ms. Smith inquired whether the Book Club is open to everyone. Ms. El-Zeftawy stated that anyone can go to the Book Club event. Ms. El-Zeftawy noted that the event is going to be catered so the cost for the program offsets the cost of the food that will be available.

Mr. Batson noted that the FCPL Board of Trustees Meeting in April will be a televised meeting. Mr. Laugelli advised that he will be in Kitty Hawk and Candy Greenway will be chairing the meeting.

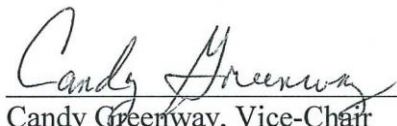
**OTHER CITIZEN REMARKS:** None.

The next meeting will be held on Wednesday, April 5, 2017 at 7:00 p.m. at the C. Burr Artz Library – 110 E. Patrick Street, Frederick, MD.

B. Poteat made a motion to adjourn the meeting; seconded by K. Kane. No discussion.

VOTE: Unanimous.

The meeting adjourned at 8:05 p.m.



Candy Greenway, Vice-Chair

Frederick County Public Libraries Board of Trustees