

**FREDERICK COUNTY PUBLIC LIBRARIES BOARD OF TRUSTEES  
MINUTES OF MEETING  
OCTOBER 7, 2015**

The Frederick County Public Libraries Board of Trustees Meeting convened at 7:00 p.m. on October 7, 2015 at the C. Burr Artz Library, Frederick, Maryland.

**BOARD MEMBERS PRESENT:** C. Greenway, D. Kiser, T. Kutz, G. Laugelli, S. Manny, B. Poteat, and C. Smith.

**BOARD MEMBERS ABSENT:** County Liaison, T. Chmelik.

**STAFF PRESENT:** D. Batson, Director; J. Kelly, Associate Director; S. McDuff, Associate Director; K. Lewns, Financial Business Office Manager; J. Vogel, Youth Services Coordinator; J. Marshall, Systems Administrator; D. Buker, Virtual Branch Administrator; S. McCoy, Branch Administrator – C. Burr Artz Library; E. Dingle, Branch Administrator – Thurmont Regional Library/Emmitsburg Library; A. Whitney, Branch Administrator – Urbana Regional Library; D. Payne, Assistant Branch Administrator – C. Burr Artz Library; S. Long, Children’s Services Supervisor – C. Burr Artz Library; S. Lauchner, Coordinator of Library Collections; D. Bannwolf, Public Relations/Marketing Manager; L. Bowen, Library Associate – C. Burr Artz Library, K. Peterson, Project Coordinator; J. Earp, Administrative Aide-Fiscal and L. Tibbs, Recording Secretary.

**CITIZEN REMARKS:** None.

**APPROVAL OF MINUTES:** Candy Greenway made a motion to approve the Minutes of the September 2, 2015 FCPL Board of Trustees Meeting; seconded by Debbie Kiser. No discussion.

VOTE: Unanimous.

**CHAIR’S REPORT:** Cheryl Smith advised that last week she attended a program at FCC which was a part of the One Maryland One Book program and the event was hearing the author of the book that was selected this year for this program. The book was The Boys in the Boat and the author was Daniel James Brown. Ms. Smith noted that she read the book and thought it was wonderful and hearing personally from the author really added to her appreciation of it. She noted it was a great program. In addition, she thanked Darrell Batson, David Payne and Donna Bannwolf and all other staff who participated in this program. She added that it reminded her that the library is a part of so many programs that are out in the community and outside of the walls of the library buildings. She encouraged everyone to keep in touch with FCPL’s website and to participate in some of the programs offered by FCPL.

**DIRECTOR’S REPORT:**

**a. FCPL – Update:** Darrell Batson reviewed circulation statistics. FCPL is doing OK but Mr. Batson noted that FCPL is experiencing, as it has over the last couple of years, a summer dip. By the end of the year FCPL usually recovers and circulation and attendance statistics increase. If

the weather is fairly nice, people tend to stay outside and not come into the library. Mr. Batson did note that last fiscal year FCPL had close to 200,000 hours of computer usage by patrons. This year that figure has increased by 73% compared to the same time period last year and last year was 73% higher than the year prior to that. Wi-fi usage is up almost 20%. These figures are amazing. It seems that in some of the technological areas FCPL is getting more and more usage not only within the library but from patrons at their homes and offices. People are coming into the library electronically and utilizing our services. It is interesting to watch the change and evolution. Staff will bring information to the FCPL Board of Trustees at future meetings about some of the new trends we are seeing. Mr. Batson noted that FCPL is doing better than a lot of public libraries throughout the state and nation. FCPL is seeing a lot of activity in a lot of areas.

Mr. Batson advised that Michael Carlson, Administrator of the Brunswick Library, will be leaving FCPL on Friday, October 9, 2015. He is going to Billings, Montana and will be the Assistant Director of the Billings, Montana library. Mr. Batson wished Michael well and noted that FCPL is sorry to see him go.

Thereafter Mr. Batson noted that County Executive, Jan Gardner, had a three-day retreat with County Division Heads. Time was spent on the various plans and goals for the various departments. It was a good way to coordinate needs and desires of the various departments and give the County Executive input on what each department was going through. Once the retreat concluded, the County Executive met with the County Council to review what was accomplished at the retreat. Mr. Batson advised that it was good to be a part of the overall, long-term planning and discussion.

Mr. Batson advised that he, James Kelly and Sheila McDuff attended the MAPLA Conference in Ocean City, Maryland on October 1 and 2, 2015. The Friday meeting was cut short due to the inclement weather. It was, however, a very good meeting. The MAPLA Conference is a quarterly meeting and it is always beneficial to attend those meetings.

Interviews are being conducted currently for the position of Community Development Officer and second interviews will be held in a few weeks. FCPL has also posted the position of Community Outreach – Adult Programming and that closes around the 15<sup>th</sup> of October, 2015. Mr. Batson noted that FCPL has approximately 20 vacancies at this time.

Mr. Batson reminded members of the FCPL Board of Trustees that the auditors will be at the November meeting to review the audit. In February, the budget will be presented to members of the FCPL Board of Trustees.

Thereafter, Mr. Batson noted that a revised Meeting Room Policy will be presented to members of the Board within the next few months. In addition, Mr. Batson stated that there will be a review of all of the policies that are currently in place to see which policies may need to be revised. Staff will probably be bringing possible revisions to policies to the FCPL Board of Trustees sometime in January or February because of the holidays and other things going on. Mr. Batson requested members of the FCPL Board of Trustees to let him know if there are any

policies with which they may have concerns so we can examine the policy and bring it to the Board for an open discussion. If any adjustments need to be made or FCPL needs to go in a different direction, Mr. Batson stated that staff will be happy to do so at the direction of the FCPL Board of Trustees.

Ms. Greenway noted that the policy she questioned was who was allowed to advertise or put brochures in the atrium. Mr. Batson noted that this policy will be reviewed and some options will be presented to the FCPL Board of Trustees for their review.

**b. Budget/CIP – Update:** Mr. Batson noted that the County is working on getting together its recommendations for the CIP, the County’s construction program. He further noted that FCPL will get the funding this year for the building of the Walkersville facility. At the present time, staff is working on upgrading the architectural and engineering aspects of that project. Mr. Batson stated that FCPL is also planning for future libraries. Staff met with Mayor Creadick of Myersville, Maryland and his staff. The Myersville community is very anxious for a new library. It has been requested that the Myersville proposed library be moved up in the CIP. Mr. Batson thereafter advised that staff has been working with the Middletown community. A library on Green Street has been discussed for quite some time but now it is getting closer to getting started. Staff is working to get the Middletown Library in the CIP either in the five year period or in the immediate out-years. Thereafter, Mr. Batson noted that he recently had a meeting with a developer who is a putting in a large construction project at the intersection of Highway 144 and Eaglehead Drive. Mr. Batson stated that he has been in conversation with the developer for a couple of years and at this time the project is being refined. At this time there is a lot of growth planned in that particular area so perhaps that library will end up being a larger facility like an East Regional Library. Everything at this time is tentative but staff is working on all of these projects in addition to Walkersville. The public needs to know that FCPL is aware of the expressed needs and concerns and staff is working actively with the Department of Public Works and the Planning Department to see if these projects can be put into the construction process to be built.

**NEW BUSINESS:**

**a. Financial Report:** Karen Lewns noted that FCPL is already a quarter of the way through the current fiscal year. She noted a few items on the financial statement:

1) Equipment/Maintenance/Repairs – FCPL is up to 76% and it should be about 25%. The reason for this is that FCPL paid two large invoices (SIRSI for over \$80,000 and Comprise for approximately \$30,000). These invoices are paid once a year but this is the reason for such a large amount in that particular category; 2) Library Material Purchases – FCPL encumbers each quarter ahead of time so that makes this figure a little higher. FCPL also ordered a lot of print magazines which amounted to over \$20,000. This figure will even out eventually.

Ms. Lewns noted that there are a lot of new grants listed on the grant report. FCPL is very excited about all of these grants. She added that starting in November, she will include the expenditures for all of the grants.

Lastly, Ms. Lewns reviewed documentation from Unique Management. This information provides an update of the services provided by Unique Management. FCPL is basically at the same level of recovery (60% - 61%). Unique Management still provides FCPL with a good service.

**b. ALA Leadership Institute:** Janet Vogel stated that earlier this year she applied to attend the ALA Leadership Institute. She noted that this is a competitive application process that includes librarians from all over the country. There were 40 people selected to attend the Institute. It is a very exciting opportunity for the participants to meet people from all over the Country that come from different types of libraries. The majority of the participants were public librarians but there were 6 academic librarians and 3 school librarians who attended in addition to the public librarians. A lot of the content of the Institute was specifically relevant to public libraries. She noted that there were 6 people who focused on children/teen services. She noted that now she has a network of 40 people at libraries all across the country that she can now contact. This provides an opportunity to expand FCPL's network. Some of the topics that were discussed at the ALA Leadership Institute included:

What is leadership?  
How do you communicate?  
How do you engage the community?  
Strategic Planning  
Leading Change  
What Does Innovation Mean?

An exciting part of the Leadership Institute was working in small groups. Librarians were paired in groups together by geography, type of library or ages worked with. Everyone was able to speak about their libraries and each one of us came with a challenge that we wanted to work on as part of the Leadership Institute.

C. Greenway inquired whether the majority of the libraries that were represented had a summer reading program. Ms. Vogel replied that most libraries do some sort of summer reading program. It just depends on the available funding and what the communities want from their libraries. Some of the library systems do a very traditional summer reading program where patrons write down what they read and other library systems are doing programs similar to what FCPL is doing. She added that FCPL is on the cutting edge as far as the summer reading program is concerned.

**c. Summer Reading Update:** Stephanie Long stated that this year's summer reading program was called Summer of Wonder. This year's program was a combination of summer reading and summer learning. The program was open to all ages. This year's program focused on a county-wide, community focused summer reading program and FCPL reached out to everyone in the community. There was a great response from various partners and sidekicks. The theme of the program was Every Hero Has a Story and every hero needs a sidekick. The community partners

were FCPL's sidekicks. Staff has heard a lot of positive things back from its sidekicks and patrons. Some of the goals for this year's program were: 1) strengthen community connections; 2) read all summer long; 3) increase the number of people that finished the program (not just registrants) and we saw great success with that; 4) increase visibility; 5) provide programs for all ages; and 6) have fun. FCPL had pretty good success with getting adults to participate in the program. The sidekicks really helped to make this program happen. There were 113 community and business sidekicks involved in the summer reading program this year. FCPL staff went above and beyond what was asked of them and they came up with some great sidekicks. Many of the sidekicks have formed into a longer relationship and will be included in some programs that FCPL will be doing in the Fall and Winter. This year's program also introduced people in the community to the services that are offered at FCPL which was one of the goals. Every library branch played a big role in this year's program.

Kaitlin Peterson noted that 6,421 people registered for this year's summer reading program. She displayed a graph which broke down per branch the number of registrants. Every branch did a fantastic job. C. Burr Artz had the most registrants and the Point of Rocks Library increased registrants by 100% this past year. Thereafter she displayed a graph showing a breakdown by age for those participating in the program. Another graph showed the number of registrants vs. completers of the program. She added that 400 adults (ages 25-35) participated in this year's program. There were a lot of parents playing along with their kids and finding a way to be active in their child's summer reading experience. Ms. Peterson thereafter noted that there were 1,271,740 reading minutes logged, 176,075 challenges were completed and there were over 1,000 site visits within our community. Another graph was thereafter displayed that compared numbers from 2014 to this year's program in 2015. She noted that even though there was a decrease in the number of registrants, there was an increase in the number of people that completed the program, which was the ultimate goal. At the conclusion of the program, surveys were taken and some of the results were: 1) 39.8% of the children participating said their reading ability improved because of their participation in the program; 2) 66.1% of the participants said they wanted to visit the library more; and 3) 66.3% of the participants said they read more over the summer than they would have if they hadn't participated in the program.

J. Vogel stated that the summer reading program is a lot of fun and it is a lot of fun to get people out into the community but she noted in the end it is about kids and teens learning all summer long. Studies show that when kids leave school they are at a certain level but when they go back to school, they usually have taken a slide downward and test scores are reduced. It has been proven that kids that read over the summer and continue to learn over the summer do much better and are ready to learn when they go back to school.

Ms. Vogel stated that this year FCPL changed the way things were set up. An individual didn't get entered into a prize drawing just by signing up for the program. In order to be entered into a prize drawing, you had to finish the program and this was a way to motivate the kids and adults. Cunningham Falls State Park donated camping passes and FCPL contributed camping necessities (sleeping bags, tents, etc.).

This year's summer reading program also included the popular Passport to Reading. This came about from a teacher's suggestion five or six years ago. Basically, participants get a sticker when they visit each of FCPL's library branches and if one finishes the program, they are then entered into a drawing. She thereafter displayed photos of two of the winners. There were 203 people that participated in Passport to Reading this year. She thereafter noted that something new was added this year to encourage people to complete the program and that was the addition of a superhero prize to go along with this year's theme. Anyone that completed the program and then went above and beyond, was entered into a prize drawing to win the superhero prize (comic books, graphic novels, pens, etc.).

Ms. Vogel also noted that she wanted to make sure everyone is aware of the contribution of the Early Start Bookmobile. Some of the centers are closed over the summer so the Early Start Bookmobile will visit some of the neighborhoods where the kids do not have access to a library because they are not in school. The Early Start Bookmobile visited the Pioneer Circle area in Jefferson, MD and the Discovery area in Walkersville and the teachers would come out and meet the students and help them get their books so it was a very exciting experience. She also added that any participant that completed the program got a free book at the end of the program.

Ms. Vogel thanked the 113 sidekicks that participated in this year's program. She displayed some photos of the various activities conducted by some of the sidekicks. She noted that there were a number of fire companies that opened up their stations to the kids and everyone had a lot of fun.

Ms. Vogel reviewed the next steps. She noted that staff studied a lot and there will be a new team that will be meeting in a few weeks. There are a few things that will continue: 1) working with all ages; 2) community partnerships; and 3) sidekick programs.

Thereafter Ms. Vogel noted that the summer reading program would not happen without the sponsors who provide the funding for all the exciting things discussed this evening. She thanked the following sponsors: The Frederick News-Post, Westview Promenade, Friends of the Library at each library branch, all of whom donated money to make sure that we have funding. She gave a shout out to the Curious Iguana who gave FCPL all the books for the adults who participated this year. Ms. Vogel thanked FCPL staff, patrons and community members that helped to make this year's summer reading program a successful program.

C. Smith inquired about the challenges that people had to complete. Ms. Vogel stated that there were over 250 challenges for people to pick from. There was everything from reading a certain number of minutes, taking a walk and talking about what was seen during the walk, reading different types of books, make a new recipe, go for a run, etc. A variety of challenges were offered to make it accessible to everyone.

C. Greenway inquired whether teachers within FCPS advocate for their students to join the summer reading program. Ms. Vogel stated that FCPL staff share information about the summer reading program with the Media Specialists and School Librarians. Postcards are also sent to

every FCPS student. FCPL staff also visit all schools in Frederick County, Maryland to promote the program. C. Greenway further inquired whether there is any way to tie in the test scores of the children that participate in the program. Ms. Vogel stated that the idea was looked into but the tricky part is the way the tests keep changing. One would need to make sure you are comparing apples to apples. Schools are not doing as much Fall testing so to compare test results from the Spring and Fall is not something that we can do at this time.

B. Poteat inquired about some information that was on one of the first slides. The graph showed the various library branch locations but there was one location that was noted as “no location” and she asked what that meant. Ms. Peterson stated that this was the first year FCPL had the online component and people who don’t have a Frederick County library card could participate in FCPL’s program. Also, individuals who registered themselves had the option not to choose a library location so there were about 900 people who participated in the program with no specific location. Staff was able to track some of those participants and some were from Georgia, Texas, Pennsylvania and the Washington, DC area.

**d. National Park Centennial Partnership with FCPL:** Erin Dingle, Administrator of the Thurmont Regional Library and the Emmitsburg Library, provided an overview of a system-wide project, National Park Centennial Partnership with FCPL. The National Park Service, a beloved part of the American culture, is celebrating 100 years of offering citizens access to beautiful vistas, historical milestones and places where families can enjoy being together. National Parks in Frederick County are natural partners for FCPL. The Thurmont Regional Library partners with the Catoctin Mountain Park to bring in the completed works of their Artist-in-Residence Program plus the artists come to the Thurmont Library and do hands-on art projects. In 2014, the Urbana Regional Library and the Maryland Room offered a series of programs celebrating the 150<sup>th</sup> anniversary of the Civil War in partnership with the Monocacy National Battlefield. FCPL Branch Administrators have agreed that this centennial is going to provide numerous opportunities to work together with the Park Service. National parks across the country plan to work closely with its partners to insure that this centennial becomes more than just a birthday party. It will provide a chance to promote the contributions of parks in all the communities to create jobs, strengthen the local economy and support the ecosystem. Locally, staff at the five parks located in Frederick County hopes that citizens will embrace nearby opportunities to explore, learn and be inspired or simply just have fun in their own local national park. Like FCPL, the National Park Service wants to engage communities. This 100 year landmark is going to be a unique opportunity for FCPL and the National Park Service to cross-promote and reach out together to Frederick County residents. There are five parks in Frederick County: the Appalachian National Scenic Trail, the C & O Canal National Historic Park, Catoctin Mountain National Park, Monocacy National Battlefield and the Potomac Heritage National Scenic Trail. Preliminary plans are underway now at the National Park Service for their centennial celebration and libraries throughout the system will be involved. The summer reading program will also be incorporated into the centennial celebration. Staff at the National Park Service is working with Mary Mannix, Manager of The Maryland Room, to develop a special Park display that will rotate throughout the library branches that have locked display cases. The display will commence in January, 2016 at the Thurmont Regional Library and will thereafter travel throughout the library

system until December, 2016. Staff from the National Park Service will also be providing lectures throughout the library system. There will also be some events and activities for children such as Find Your Story Time in the Parks. Librarians will be sent out to the parks to do nature stories and do story times in the parks. Families will be invited to join FCPL staff on walks throughout the parks. There is already one walk scheduled for Blue Blazes Trail in Catoctin Mountain Park in January (with a snow date, of course). There will also be programs for the teens including a STEM program led by a park biologist for a hands-on experience. Family programs will include such things as campfires, song festivals, or nature art in the park. There are a lot of ideas brewing. Information about this year-long partnership will be available in all library branches and on FCPL's website. Everyone is invited to say Happy Birthday to the National Park Service.

G. Laugelli stated that there are so many National Parks within a ½ hour drive of Frederick and he inquired whether there will be any regional activities with other parks outside of Frederick. Ms. Dingle stated that we are in the talking stages right now and that is something that can be discussed. C. Smith stated that the C & O Canal covers several jurisdictions and that may be an opportunity to pursue. C. Greenway inquired whether the National Park Service is financing this activity. Ms. Dingle stated that the National Park Service, like FCPL, works on a shoestring budget. Most of the activities are not going to cost anything because it will be a joint effort. These activities will bring a lot of people into the library that may not have visited the library before and some library people will visit the parks that may not have visited the parks before.

**e. ALA Programming Grant – Latino Americans: 500 Years of History:** Liz Bowen provided an overview of a competitive grant that FCPL recently received: Latino Americans – 500 Years of History. This grant was provided to FCPL from the National Endowment for Humanities and the American Library Association. FCPL is one of 203 recipients across the country that received the grant. As part of this grant, FCPL will be hosting a variety of programming about Latino culture and history. This includes public film screenings, discussion groups, book clubs, performances, bi-lingual story times and an oral history initiative with The Maryland Room and The Historical Society of Frederick County. The film discussions are in six parts. There are three film discussions scheduled for this Fall and an additional three film discussions will be held in the Spring.. The film discussions are designed to facilitate discussion about the long and fascinating history of Latinos in the United States dating back more than 500 years. The film program features the PBS documentary series, Latino Americans, which can also be viewed for free on-line on the PBS website right now and is airing on PBS at the same time. There are additional resources available on the PBS website as well. The film discussions will be led by a local scholar, Leslie Flanagan (formerly Leslie Barrett on the hand-outs provided). She will also be hosting book clubs at the Curious Iguana. That book discussion group is called Contemporary Voices on Latin America. Through this grant, Latino Americans – 500 Years of History, people will be able to explore the rich and diverse history of Latino Americans as well as connect with community partners. FCPL has connected with local partners including Centro de Hispano, The Historical Society of Frederick County, The Literacy Council of Frederick County, the Frederick Salsa Dancers, Curious Iguana, and Urbana High School's Spanish Honor Society. FCPL's partners will play a key role in making this grant a success and staff at FCPL is



looking forward to working with all of the partners. Thereafter, Ms. Bowen reviewed some of the activities that have already taken place as well as some of the upcoming events. All of the events can be found on FCPL's website.

C. Greenway inquired whether the movies are being shown at the C. Burr Artz Library. Ms. Bowen responded that movies are shown in the Community Room at the C. Burr Artz Library Room. The book discussions are also held in the Community Room at the C. Burr Art Library.

Mr. Batson stated that Liz Bowen also guided our last ALA grant, Muslim Journeys. This was a year-long project that was in 2-parts. FCPL is trying to do a broad diversity in our offerings. Frederick County has a very diverse community and we want everyone's story to be told. Mr. Batson stated that he is anxiously waiting to see what Liz Bowen comes up with for next year.

Ms. Smith stated that this looks like a wonderful program and thanked Liz Bowen for all her efforts.

Mr. Laugelli inquired how well these programs are received within the community. Ms. Bowen stated that the programs are well-received.

**f. Enterprise: FCPL's New Web Catalog:** Jason Marshall, Systems Manager, provided an overview of Enterprise, FCPL's new catalog system. In staff discussions with SIRSI, when our maintenance agreement came up for renewal, SIRSI threw in their next generation catalog product, Enterprise, which was a surprise to FCPL. FCPL staff has been hard at work configuring it to get it ready for public use. Initially, FCPL utilized the VTLS system which was a very basic system. Once FCPL changed vendors to SIRSI, FCPL started utilizing iBistro, which is FCPL's current catalog system. The iBistro catalog system has been in place since 2002. Mr. Marshall stated it is now time to try and keep up with catalog systems utilized by places such as Amazon. As a result, FCPL now has the opportunity to implement a new system called Enterprise. Enterprise has some features that go above and beyond what FCPL's current catalog system offers such as a better ability to filter searches, a built-in listing system which is similar to a shopping cart, increased integration with FCPL's current digital products, increased control for the patrons (how they can interact with the catalog), integration with SMS (texting) and e-mail. Mr. Marshall thereafter reviewed the various features offered by Enterprise. He further noted that Enterprise has Facebook integration which allows a patron to "like" a title with their friends. Mr. Marshall noted that once a patron finds a title that they like, it can be added to their list. A patron can have multiple lists. A patron will also be able to place holds for all items at one time from the list feature. With the new system, a patron will be able to download digital content directly from the catalog. Mr. Marshall also advised that shortly FCPL will be receiving a connection to the Hoopla product. The new catalog system will also have a connection to Project Gutenberg. FCPL will also now have the ability to integrate with some of FCPL's subscription database products. As of right now the integration is working with databases from two of FCPL's vendors, EBSCO and Gale. At the present time, FCPL staff is working on integration with some of the other products that are out there. There is also an opportunity to support FCPL buy making a purchase utilizing the "Buy It Now" button and acquire the title.

When paying for the item, FCPL will receive a portion of the payment that is made to Amazon. With the Christmas season approaching, this is one way to support your local library. Users will now be able to set up a default pick-up location with the new Enterprise system. Patrons will also be able to set up a default language so that every time a patron signs in to the catalog system, it will be in the language of their choice. Patrons will also be able to view current as well as past check-outs with this new system. Previously, patrons could only view current check-outs. Patrons will be able to renew eligible items, pay fines, and manage holds on materials. A new feature that FCPL will have with the new system is that patrons will be able to suspend holds. If a patron realizes that an item they placed on hold is coming to the top of the holds list and the item would possibly become available while they were out of town, the patron would be able to suspend the hold for the duration of their vacation. When the patron comes back from vacation, the hold would then be unsuspended so the patron does not go to the bottom of the list. Previously staff could take care of this for a patron but with the new system, it puts the power into the hands of the patron. Log-in passwords will be able to be changed by the patron with the new system rather than having staff do it for them. Another new feature that will be coming soon is patrons will be able to change their address and phone number themselves.

C. Greenway noted that every time she checks out an e-book from the library, she has to go to Amazon to get the Kindle version of the book. Amazon is used for the delivery system of the e-book. She inquired whether FCPL has to pay Amazon for that delivery system. Mr. Marshall stated that FCPL has a contract with the existing vendors, 3M, Overdrive and Hoopla, and they provide the conversion to Kindle. He noted that with the Enterprise system, once a title is selected and the patron is logged into the system, there will be a menu choice to choose whether the patron would want it in HTML, E-publication or Kindle format. As long it is a title that FCPL owns, you would now be able to download a Kindle version directly through Enterprise. C. Greenway asked if that would provide a savings to FCPL since a patron would not have to go through Amazon for the conversion. Mr. Marshall stated that it would not be a cost savings because FCPL pays for a contract with the vendor, 3M, Overdrive and Hoopla. Once FCPL owns the title, there is not an additional fee for a patron to download the title in the various formats. With Enterprise, it will just make it easier on the patron so they don't have to go to a third party site.

Ms. Greenway inquired whether Enterprise is an update to the current system owned by FCPL or if Enterprise is a brand new software purchase. Mr. Marshall stated that this is a new piece of software that has been rolled into our maintenance agreement with SIRSI, our current vendor. For awhile, Enterprise will ride alongside of the current catalog, iBistro, but once Enterprise is launched and once staff gets a feel for the ways things are going, the current catalog will be retired.

Ms. Poteat inquired where the lists and patron information will reside. Mr. Marshall stated that it will reside on the same server that we currently use in-house.

Ms. Smith inquired how the word will get out to the patron community about the new software. Ms. Marshall stated that this presentation is the first step in the communication process. At this

point, access has been given to FCPL staff and staff is providing feedback on some changes. Once we get to a point where we feel we are good to go with the product, Mr. Marshall stated that he will look to FCPL's Public Relation Department, Branch Administrators, and Management Council staff to see how we are going to get the word out.

Mr. Laugelli noted that he recently bought a book for his sister for her birthday through Amazon, He inquired whether he could check the FCPL catalog to see if it was available and then purchase the item through Amazon through the Enterprise system. He also inquired whether he can only purchase items that are currently in FCPL's catalog. Mr. Marshall stated that with regard to the "Buy It Now" button, you are directed to Amazon and you would be able to purchase any media from Amazon and that purchase would benefit FCPL.

Mr. Marshall stated that he hopes that everyone finds the new Enterprise system very useful. It is a very easy system to use.

**BOARD QUESTIONS AND COMMENTS:** Mr. Kutz inquired whether FCPL is accepting credit cards again. Ms. Lewns stated that FCPL is only accepting credit card payments online at this time due to the new rules and regulations that came down on October 1, 2015. Mr. Kutz thereafter inquired when FCPL will start accepting credit cards again. Mr. Marshall stated that there is some networking that needs to be done and FCPL needs to get new credit card readers. It is hoped that FCPL will be able to fully accept credit cards at all locations within the next month or so.

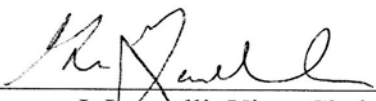
Mr. Laugelli stated that a lot of the people presenting tonight he had not seen before and it is always impressive what a "deep bench" FCPL has. He noted that everyone that makes a presentation is very impressive. Mr. Batson stated that FCPL has a great staff.

**OTHER CITIZEN REMARKS:** None.

The next meeting will be held on Wednesday, November 4, 2015 at 7:00 p.m. at the C. Burr Artz Library – 110 E. Patrick Street, Frederick, MD.

C. Greenway made a motion to adjourn the meeting; seconded by G. Laugelli. No discussion.  
VOTE: Unanimous.

The meeting adjourned at 8:15 p.m.

  
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George J. Laugelli, Vice- Chair  
Frederick County Public Libraries Board of Trustees