Library Board of Trustees PR Committee Meeting
April 26, 2018  3:00 PM  Government Center, Room 232

In attendance
Sheila Janega
Priscille Dando
Jane Miscavage

Minutes

Committee member Janega opened the meeting at 3:00 PM, acting for Committee Chair Millhouser who was unable to attend. Two additional committee members were present, Library Director Hudson was in attendance in addition to other staff. The committee deferred approval of the minutes of the February 2018 meeting until the next meeting.

Old business was a review of the focus of the committee and their regular duties, to bring new committee member Miscavage up to speed. The two main goals of the committee are the regular review and editing of the full Library Board’s monthly minutes and a quarterly review of upcoming library events and programs. The quarterly events and program listings are meant to provide highlights and easily shareable facts about what’s going on at the Library for all Trustees to use as they are speaking with community member and advocating for additional library support.

New business began with review of the next quarterly set of library topics. Staff presented five events/programs that were upcoming in the next three months. Each item was followed by three to six topical bullets that provided additional information and starting points for talking with community members and constituents. The five events/programs were: Summer Reading Adventure, Adult Summer Reading, STEAM Early Literacy kits, the Library at Celebrate Fairfax, and summer Teen Art and Essay Contest. Staff presented further information on each of the topics, with committee discussion about additional information requested as well as who might present each of the topics at the May 2018 full Board meeting. Specific additions requested included:

- Including information about the Fairfax County Public Schools/Fairfax County Public Library partnering efforts during the summer, specifically the Pop-Up Library attending several “summer meal” events and three evening events in July at public library locations.
- Add information to Adult Summer Reading piece about request for Library Board participation.
- Including information in Teen Cover Art bullets noting that the contest winners will have their art turned into bookmarks.

One additional item was brought up for discussion; who would be reviewing the next set of full Board minutes. Committee member Miscavage will be reviewing the April 2018 minutes.

The next meeting of the PR Committee has not yet been set. The meeting adjourned at 3:55 PM.