

Beaverton City Library Advisory
Board Meeting Minutes (Revised)
April 5, 2006

Attending:

Bob Becker, Chair
Dick Colville, Co-chair
Ramona Crocker, Member
Ann Doyle, Member
Charmagne Ehrenhaus, Member
Dorothy Lukins, Member
Cathy Stanton, City Council Liaison
Edward House, City Librarian
Darla Day, Administrative Assistant

Absent:

Wayne Whitbeck, Member

New Member:

Betty Bode, City Council Liaison

Other Attendees:

Rich Kolikof, Library Foundation Board

The meeting was called to order at 6:30 p.m.

1. Read and approve minutes of March 8, 2006.
The minutes were approved with the revision of line number 8c under new business.
2. Public Forum:
There was no public forum.
3. Council Liaison's Report:
Councilor Stanton attended the meeting in order to introduce Betty Bode, the new City Council Liaison who is taking Cathy's position as Library Board Liaison. Cathy said she had enjoyed being a member of the Library Board and she felt Councilor Bode would be a great addition to the Board. Councilor Bode told the Board members a bit about herself and said she looked forward to being an active participant of the Library Board.
4. Librarian's Report:
 - General Comments and Information:

Ed told the Board about the 2006 Service to Beaverton award that the Neighborhood Association Committee will be giving to someone who has made an outstanding contribution to the Beaverton Community. He encouraged Board members to send in a nomination if they know of someone who has made an outstanding contribution

to the Beaverton community. He said they could return the nominations to City Hall.

Ed said the self pickup of holds is going well and with the new security overlays on our materials, the public is able to check out items on their own. He said the self pickup of holds has helped to cut down on the line at the Circulation Desk.

Ed told the Board that John Switzer had retired and Linda Parker will be starting April 20th.

- New Reports and Statistics:

Circulation Statistics - Ed said circulation was up 5.37% for the month and we are up 1/2 % for the year. He said WCCLS was up 7.52%. He said the gate count was down 8.10%. Ed passed out information showing the First Quarter 2006 Circulation Statistics BCL vs. WCCLS. It showed how much market share Beaverton has lost from WCCLS from 24.23% in 2005 to 23.57% in 2006. Charmagne said in looking at the statistics, that it appeared to her, that Cornelius was barely meeting the minimal requirements of WCCLS. Ed said that was true but they are still in operation.

- Trust Fund Report and New Expenditures - Ed reviewed the trust fund expenditures with the Board. He told the Board that the \$4,407 was donated this past month. \$1,000 was given to the Library by Wayne Whitbeck for a plaque in memory of his late wife, Marjory, and the balance was donated by the Friends of the Library for purchasing CD overlays. He said \$1,318 was spent on Library materials.
- Volunteer Dinner, May 4th, 6 to 8 p.m. - Ed said that Jennifer Johnson, the new Volunteer Coordinator, was unable to attend this Board session but would be attending the next meeting. He said she had asked Ed to pass out the invitations to the Volunteer dinner which will be held on May 4th from 6 to 8 p.m. Ed said that Board members need to rsvp Jennifer if they will be attending.

5. WCCLS Report:

Ed talked about the Washington County Service Incidence Study that he received from WCCLS. He talked about WCCLS being the only department in the County with a net transfer into the urban unincorporated area. He said the graph in the study shows the incorporated area is loosing 4% of the County revenues and the rural area gets 2% less then they pay. He told the Board that this doesn't reflect money that Beaverton puts in for the Library. He said this loss will have to be addressed by the City Managers and Mayors.

6. Committee Reports:

- Foundation Board - Rich Kolikof was in attendance at the Library Board meeting. He said the Foundation was sending out letters soliciting money from Corporations to support the Summer Reading Program and the Library. He said the Foundation has been exploring several ideas to raise money. One idea is to have a spelling bee contest, geography contest, or something of that sort, that the public would want to participate in, and would be willing to pay for. He invited the Library Board to share any ideas they might have for the Foundation to use to raise money.
- Friends of the Library - The Library Board discussed the integration of the Friends and Foundation but it was decided that they are two distinctly different entities and have different ways of contributing to the Library. Therefore, it was better to leave them as two different organizations to the betterment of helping the Library.

7. Old Business:

Bylaws:

- The Library Board reviewed the Bylaws and approved them. One of the articles in the bylaws states that the Chair and Vice Chair need to be elected on a yearly basis and no office can be held longer than two years. Therefore, Robert Becker stepped down as Chair and Dick Colville stepped down as Vice Chair.
- Ed passed out a Handbook for Trustees for Library Board Members to read over at their leisure.

8. New Business:

- WCCLS Filtering Parameters - Ed passed out the Agenda Bill that City Council will discuss regarding Authorizing the Intergovernmental Agreement with Washington County Cooperative Library Services to Provide Internet Filtering. He said the agreement allows each library to determine its own level of Internet Filtering. Ed wanted to know what the Library Board would like to see as far as Beaverton's stance for the Library. The Library Board discussed all of the information and decided to continue filtering the Children's computers. The Board decided by a 6 to 1 vote that users of the Young Adult computers will need to select either Child Filtered or Adult Filtered, and Adult computers should have the ability to toggle between Child Filtered, Adult Filtered and Unfiltered. The Board recommended the default in the adult area be Unfiltered.

- Election of Chair - After reviewing the Bylaws for the Library Board, it was determined there needed to be a new Chair and Vice Chair nominated for 2006. The Board nominated Dot Lukins as Chair and Ann Doyle as Vice Chair. Nominations will be voted on at the May 3rd meeting.
- Friends and Foundation Contributions - Ed passed out a break down of donations that have been made by the Foundation and the New Friends of the Beaverton Library. Since FY 2003 - 2004 to Year-to-Date, the Friends have given the library \$62,379.00. The Library Foundation has given the Library \$38,030.00 during the same time frame.

9. Set Date for Next Advisory Board Meeting:

The meeting date was changed from May 10, 2006 to May 3rd, 2006 at 6:30 p.m. in the Library Administrative Conference Room.

Respectfully submitted by:

Darla Day
Administrative Assistant