

Beaverton City Library Advisory Board  
Meeting Minutes  
June 14, 2006

Attending:

Dot Lukins, Chair  
Bob Becker, Member  
Dick Colville, Member  
Ramona Crocker, Member  
Charmagne Ehrenhaus, Member  
Wayne Whitbeck, Member  
Edward House, City Librarian  
Darla Day, Administrative Assistant

Absent:

Ann Doyle, Co-Chair  
Betty Bode, City Council Liaison

Guests:

Linda Parker, Reader's Service Division Librarian.

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

Ed introduced Linda Parker to the Library Board members. She told the Board that she oversees the Readers Service's Division which includes Adult, Young Adult and Children's Services. Linda said she worked at Tigard Public Library for several years. She has an MLS from Southern Connecticut University and MS from the University of Phoenix in Organizational Management. Linda said she has several projects that Reader's Services is working on; print management, the filtering product, and preparation for ordering new books in the 06-07 fiscal year. She said she is enjoying her new position here and working with the staff.

1. Read and approve minutes of May 3, 2006.

The meeting minutes for May 3, 2006 were approved.

2. Public Forum:

- Wayne Whitbeck expressed his concern that the library parking area had a lot of trash lying around that needed to be picked up.
- The Beaverton Literacy Council is asking for volunteers to lend support and time to help them.
- Tony LeMay is seeking volunteers to help with the "People for Libraries" to provide information to citizens regarding the upcoming levy.

3. Council Liaison's Report:

There was no report because Councilor Bode was out of town.

4. Librarian's Report:

General Comments and Information –

- Print Management has been set up in Young Adult and Reference. When everything is completed; we will begin charging for printing. The payment machine has been placed on the wall and is being setup for patrons to use.
- Filtering software – The Company that is providing the filtering software came out last week and worked on installing it on the computers. The software will be active in a few weeks.
- Pave the Way – Ed told the Board about the controversy that Nancy Baiter has created over her brick inscription, "In Honor of Isis, Osiris & their son Horus. He said Nancy had decided on the inscription after she saw the name "Jesus" on one of the bricks. Ed said there has been a great deal of media attention regarding Nancy and her brick.
- Ed passed out a Library Organizational chart for the Library Board to use in order to know who staff are in the various departments.

New Reports and Statistics –

- The May statistics were up 3.81%. WCCLS was up 5.58% as a whole.
- WCCLS deleted patron records with no activity for the last 3 years. That took the Beaverton City Library records from 85,755 to 69,232.
- May statistics for Internet use were up 13%.

Trust Fund Report –

- The Library Board approved the expenditure of \$10,220 for the support of the Summer Reading Program.
- Ed said Wayne Whitbeck gave \$5,000 to the Library.

5. Public Education Statements:

- WCCLS has hired an efficiency consultant, Ruth Metz, who was the Associate Director of Multnomah County Library. She will be gathering information on how staff are utilized and how funds are spent. She will be conducting this study through October and will deliver her report in November.
- The Library Board talked about the upcoming Levy and what the money would be spent on if it passes. Ed said we would probably add back Monday, Thursday, and Friday mornings. If possible, we may restore the

evening hour from 8 to 9 Monday through Thursday for a total of 13 hours. He also said, Patrick O'Claire the City's Finance Director, said we will need to add back two months of contingency funds to our budget during the first two years of the levy.

6. Committee Reports:

Foundation Board –

Ed said the Foundation Board members will meet on July 20th at 4:30. This will be an annual meeting.

Friends of the Library –

- Ed said at the last Friends meeting they agreed to fund the items that were presented on the Wish List given to them by the Management Team.
- The Friends are having a silent auction on July 16 at the Book Corner.

7. Old Business:

There was no old business.

8. New Business:

Freedom of Information education packet – Board discussion -

Dot Lukins passed out packets of information to the Library Board that consisted of the ALA/First Amendment, Code of Ethics of the American Library Association, Library Bill of Rights, the Freedom to Read, Freedom to View Statement and The "Miller" Test. The Library Board discussed how all of the documents impact the librarians and the work they do with the public.

Ed reminded the Library Board that when there are issues regarding what should be done with books and other media the Board is the final arbiter.

The Library Board members decided that the Freedom of Information Education packets should be included as part of the orientation for new Board members.

The Library Board members asked Ed if he could have someone from the State Library come and talk to the Board about Library Boards, and their roles in libraries. Ed said he will talk to Mary Kay Dahlgren about speaking to the Library Board sometime in the fall.

Ramona Crocker asked Ed if the Library receives professional journals such as the Library Journal and American Libraries. If so, would it be possible to make that accessible to Library Board Members to read. Ed said we do receive the Library Journal and American Libraries and that it is read by the professional staff. He said he would have the Library Board added to the routing list and Board members could pick up the journals from Darla.

9. Set Date for next Advisory Board meeting:

The next Library Board Meeting date will be July 12, 2006 @ 6:30 p.m. in the Large Administration Conference room.

10. Call for Agenda Items for next Advisory Board meeting:  
There were no items for the next meeting.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted by:

Darla Day  
Administrative Assistant