

Beaverton City Library Advisory Board
September 13, 2006
Meeting Minutes (Revised)

Present:

Robert Becker
Dick Colville
Ramona Crocker
Ann Doyle (Co-Chair)
Charmagne Ehrenhaus
Dot Lukins (Chair)
Wayne Whitbeck
Edward House (Library Director)
Darla Day (Administrative Assistant)

Absent:

Betty Bode (City Councilor)

1. Read and approve minutes of July 12, 2006:

Minutes of the July 12, 2006, meeting was approved with corrections. Corrections were made under #2, Public Forum, changing the following information from comments made by Dot Lukins, to comments made by Ed House with regard to the People for Libraries.

- Ed said the People for Libraries have apportioned out fund raising goals to the libraries in WCCLS and Beaverton's goal is to raise \$7,000. Ed said thus far Beaverton has only raised \$1,000.
- Ed said the People for Libraries have divided the Westside area into precincts and will be signing up student organizations from Sept/Oct. to go door to door giving out literature regarding the library levy.

2. Public Forum:

Ed passed out informational material regarding an article in the "Your City" newsletter explaining the WCCLS Library Levy. He also passed out a brochure and flyer that WCCLS is sending throughout the County explaining the Levy.

Ed told the Board that the voter's pamphlet will contain 9 arguments in support of the Library Levy from various organizations and individuals.

3. Council Liaison's Report:

Councilor Bode asked Dot Lukins to share with the Board that she attended the Harmonica Exhibit at the Library. She thought it was outstanding and hoped the Library Board members have a chance to see it.

Dot Lukins reminded the Board that at the July 12, 2006 meeting, Councilor Bode spoke to Board members about putting together information for an Annual Report. The Library Board members discussed the idea and were in consensus that they would like to work on an Annual Report after the Levy in November. Board members asked Ed if he would be able to gather information from the Hennen Report to use in the Annual Report. Ed said he

would be able to do that sometime after January or early February.

The Board also proposed they work on establishing goals and projects in the coming months.

4. Librarian's Report:

Summer Reading:

Ed reported to the Board that Circulation for the month of August has gone up over the WCCLS average. He also said Summer Reading was a success once again. There were 5.3% children registered which was up from last year and 12.5% completed the program which was also up from last years figures. There were 4,784 Children and Young Adults registered and 2,589 that completed the program and received an award.

The Library Board would like to acknowledge Children's and Young Adult staff for the outstanding Summer Reading Program. Ed said he would inform those individuals.

Print Management:

Ed said the print management system seems to be working well and that he has not received any complaints from the public about having to pay to print information. He also said the public is using less paper and toner which is resulting in a cost savings for the Library.

Filtering:

Ed said the filtering system is working efficiently and there have been no negative comments from the public.

5. WCCLS Report:

Efficiency Survey progress:

Ed said Ruth Metz and Joe Ford have completed their interviews with Central Services and the various member libraries including the Beaverton City Library's Management Team. They presented a preliminary briefing to discuss with the Policy Group making sure they were on the right track and meeting the Policy Group's expectations. The final study report is due to be completed and presented before October 30, 2006.

6. Committee Reports:

Foundation Board:

Ed said Dana Director had asked for a list of BCL programs that need support from the Beaverton Library Foundation. Ed gave the Library Board members a list of programs that he and Steven Engelfried put together to give to Dana Director to share with the Foundation members.

Friends of the Beaverton City Library:

The Friends annual meeting will be held on October 14, 2006 at 10:30 a.m. Dick Rowland will be the primary speaker at the meeting.

7. Old Business:

Freedom of information packet:

The Library Board members asked Ed if he had been able to contact other

libraries to ascertain out what information they provide for new Board members. The Library Board would like to look at the information to help them decide what they need to provide for their new members. Ed said he had not been able to give their request his full attention, but would do so before the next Board meeting on October 11th.

Oregon State Librarian speaker/change of date:

Ed said Jim Schepcke, the Oregon State Librarian, would be speaking at the all staff retreat at the Jenkins Estate on September 22, 2006. Ed said he has extended an invitation to all Library Boards members in the area to attend a presentation that Jim will hold at 9:15 called, "Library Boards 101". The presentation will take place in "The Stables" at the Jenkins Estate. He encouraged the Library Board members to attend if possible.

8. New Business:

Internet Use policy change:

The Library Board discussed the changes that Reader's Services has made to "The Acceptable Use Guidelines Policy for the Internet". The Library Board moved, seconded and carried to approve the "The Acceptable Use Guidelines Policy for the Internet" with the following revisions.

Strike the first two sentences in Section 7.

Section 9 should read:

- b. The Young Adult Area computers offer a choice between Adult Filtered and Child Filtered.
- c. The Adult area computers offer the choices of Unfiltered, Adult Filtered and Child Filtered.

Wayne Whitbeck donation use approval:

Ed asked the Library Board to approve the expenditure of \$5,000 donated To the Young Adult Homework Center by Wayne Whitbeck for the purchase of 3 PC's and a color printer. The Library Board moved, seconded and approved expending the \$5,000 as requested by the Library Director.

Charmagne Ehrenhaus announced her resignation from the Library Board. The Board members expressed their appreciation and time that Charmagne extended to her position on the Board.

9. Set date for next Library Board meeting:

The next date for the meeting is October 11, 2006 at 6:30 p.m. in the administrative conference room.

10: Call for Agenda Items for Next Advisory Board meeting:

Collection Development

The meeting was adjourned at 8:15 p.m. on September 13, 2006.

Submitted by:

Darla Day

Administrative Assistant

