

Beaverton City Library Advisory Board Minutes

August 12, 2009

Present:

Bob Becker, Chair
Dick Colville
Ramona Crocker
Dot Lukins
Carl Teitelbaum
Wayne Whitbeck, Vice-Chair
Cathy Stanton, City Council Liaison
Edward House, Library Director
Darla Day-Parker, Administrative Assistant

Absent:

Ann Doyle
Kimberly Hurd

1. Read and approve minutes of July 8, 2009.
 - Minutes were approved as written.
2. Public Forum:
 - There was no public forum.
3. Council Liaison's Report:
 - Councilor Stanton had no news to report.
4. Librarian's Report:
 - General Comments and Information –
 - Beaverton's circulation for July 2009 was up 18.18% over July 2008. The WCCLS average among all libraries was up 17.35%. Beaverton's market share increased to 24.09% up .25% for the period January through July 2009.
 - Dick Colville commented that our collection size appears to be on the increase and asked Ed what is being done to make room for the new material as it arrives. Ed said staff is continuing to aggressively weed the collections to optimize space. Dot asked if one of our Division Managers might be available to attend the next Board meeting to provide further clarification of how the weeding process works. Ed said he would ask a manager to attend the next meeting for this purpose.
 - Ed reported we had a total of 330 attendees at our two "Glimpse of India" programs. He said Wayne Whitbeck has been conversing with various ethnic groups in the Beaverton area about providing other cultural programs that would be of interest to the public. Ed further reported there were over 650 people that attended the "Captain Bogg & Salty" program which was part of the Summer Reading finale.
 - Adult Services will be presenting a World Film Festival, to be held the first Saturday of each month beginning September 5, 2009 at 2:00 P.M. in the Library Auditorium. The Film Festival will play through December 2009. Ed provided the Board with an itinerary of the upcoming films.

- The Children's staff has created a World Language Storytime and are partnering with organizations such as the Chinese American School and German American School to provide Storytimes in their native languages. If successful, the children's staff will try to organize similar Storytimes with other ethnic organizations.
- The WCCLS Polaris wireless service has been installed in the Library and should be available at the beginning of the school year.
- The WCCLS Executive Board & Policy Group agreed to stop blocking patrons from using the self-check machines when they have a few items that are only a couple of days overdue. The effective date of this policy will be September 1, 2009. They also agreed to ask patrons to add their E-mail addresses to their registration account so that they can be notified via E-mail of holds, over-dues, etc. WCCLS will switch over to E-mail as the default means of notification on January 1, 2010.
- Ed reported that money for a Space Planner was approved in the FY 2009-2010 Library budget and thus far four firms have expressed interest in submitting bid proposals. Other proposals are still being expected. Ed said that August 27 will be the closing date for bid proposals. Upon closing of the bids, Ed will meet with the City's Facilities Staff to discuss the proposals and select one of the competing firms to complete the Space Planning service.
- Ed reported that the Young Adult Librarians visited seven local junior high and high schools to promote our Library's Summer Reading Program to young adult students. Victoria Campbell advised Ed that the Children's Department did not need to promote the Summer Reading programs to the local grade schools, since our Summer Reading Programs are always so well attended in these age categories.
- Bryn Barnard, the Artist chosen to complete the Children's Room Art Project, will be here next week to begin taking measurements of the proposed art work areas.
- The Reference Usage Study is on-going. However, Ed said each of the Space Planners that looked at the collections upstairs was surprised at how large they are. Ed said he will continue to encourage the reference staff to be aggressive in their weeding of the collections. Cathy asked if we still have Books in Print available for the public as she has been unable to find it. Ed said he thought it is now online and will ask the reference staff if it is available to the public.

5. WCCLS Report:

- Ed reported that WCCLS has a trial subscription to *Heritage.com* and reported that all WCCLS librarians are currently using these tools. He said that once the trial subscriptions is up, WCCLS will utilize the feedback from the various librarians to arrive at a decision as to what will be provided countywide.

6. Committee Reports:

- Foundation Board –
 - Ed provided the Board with a copy of the Foundations annual report and financial audit of July 1, 2008 – June 20, 2009. Ed told the Board that the Foundation will be holding a Beaverton Chamber of Commerce Coffee Connection on September 18 at the Library. In looking through the annual report, Board members noticed that there wasn't a current roster listing of the Foundation Board members. Ed said he would provide them with a current roster.

- Friends of the Library –
 - The Friends annual meeting will be held on Saturday, October 24, 2009. Jane Kirkpatrick will be the speaker this year and her talk begins at 11:00 A.M. After Jane is finished there will be a fund-raising auction.

7. Old Business:

- There was no update to share on the *Grounds Policy* status or the *Collections Needing Attention*.

8. New Business:

- Ed talked about possible locations for a branch library and details related to the endeavor. He said he will be providing updates for the Board as the process moves forward.

9. Set Date for next Advisory Board meeting.

- The next meeting is scheduled for Wednesday, September 9, 2009 at 6:30 P.M. in the Library Administrative Conference room.

10. Call for Agenda Items for next Advisory Board meeting:

- There were no items.

11. Adjournment:

- The meeting was adjourned at 8:00 P.M.

Respectfully submitted by:

Darla Day-Parker

Approved by: Library Board Chair

Date