

Beaverton City Library Advisory Board Minutes

March 10, 2010

Present:

Dick Colville
Ramona Crocker
Howard Reeher (Alternate)
Ellen Russell
Carl Teitelbaum
Wayne Whitbeck, Vice-Chair
Catherine Arnold, City Council Liaison
Edward House, Library Director
Darla Day-Parker, Administrative Assistant

Absent:

Bob Becker, Chair
Ann Doyle

1. Read and approve minutes of February 10, 2010.
 - Minutes were approved as revised.
2. Public Forum:
 - There was no public forum.
3. Council Liaison's Report:
 - Councilor Arnold told the Board she would email information to any Board members expressing interest about any construction developments near the library.
 - Councilor Arnold shared information regarding the City of Beaverton's Visioning Plans including that there are several action items in the visioning plan that involve the library and she would email that information to the Board for their review.
4. Librarian's Report:
 - Ed gave information regarding Mayor Doyle's 10 Point Plan for 2010 for the City of Beaverton to the Board for their review.
 - Beaverton's circulation for February 2010 was up 16.99% over the same time last year. By comparison, the Washington County Cooperative Library Service (WCCLS) average circulation growth for February 2010 was 12.28%.
 - Volunteer hours have increased 22.5% over the same time last year. Jennifer Johnson, Beaverton Library Volunteer Coordinator, is recruiting volunteers to work at the Branch Library when we open this summer.
 - The number of holds items picked up at Beaverton City Library was up 16.41% over the same time last year. The number of Beaverton items that are being held was up 21.25%. Ed said most of the work involving holds is performed by volunteers.
 - Ed told the Board about our "Food for Fines" week, during which patrons could bring in a non-perishable item for the Oregon Food Bank barrel and receive one dollar per item off their fines up to a maximum of ten dollars. Patrons donated over 1,700 lbs of food. During the discussion Carl suggested considering partnering with the Sunshine Pantry to collect food. Ed said he would

talk with City staff about the Sunshine Pantry and the possibility of working with them to collect food for the needy.

- The dedication of the Korean Book collection will take place on March 19, 2010 at 2:00 p.m. in the Library Conference room off the lobby.
- Space Planning – Ed reported that staff is still in the process of weeding the reference collection. He said that once the weeding is completed many of the Internet computers will be consolidated in one end of the reference area and the “Oregon Collection” will be moved from the World Language room into the reference stacks. This creates space in the World Language room for new foreign language materials.
- Ed said Bryn Barnard plans to deliver the children’s portal, friezes and artwork before the end of March and will give Victoria Campbell a firm date 10 days prior to arriving with the art. Ed proposed that when Bryn establishes a firm installation date, planning will begin for a dedication ceremony to unveil the new artwork in the children’s area potentially sometime in April.

5. WCCLS Report:

- Ed reported that WCCLS libraries will only receive an increase of 2% in their budgets next fiscal year due to the decline in anticipated property tax revenues. Therefore, Beaverton City Library will be operating with a status quo budget for FY 2010-2011.

6. Committee Reports:

- Foundation Board -
 - The Foundation Board will meet on Thursday, March 18.
- Friends of the Library –
 - The Friends purchased a microwave for the staff kitchen to replace the one that broke. They will also be contributing funds to pay for items that we will be purchasing for the Branch Library.

7. Old Business:

- Status of Beaverton Branch Library –
 - Ed attended a Branch Library Pre-construction Conference this morning. Also in attendance were GraMor Construction Co. building owner of the Branch Library site; the Branch Library’s architect, Troy A. Ainsworth, AIA, Fletcher Farr Ayotte Inc.; Beaverton City Project Manager, Pat Van Osdel, and Beaverton City Library Director, Ed House. Construction is now scheduled to begin on the Branch Library on Tuesday, March 16 2010. The date of substantive completion will be May 17, 2010. Ed said shelving will be installed around the end of May and that once an occupancy permit is issued, Beaverton City Library staff will begin putting books on the shelves. Ed anticipates an opening date at the end of May or the first week of June. Ed also reported that a Murray-Scholl’s Webpage has been created and is now live with updates regarding the progress of the Branch Library. Ed will be speaking at the West Beaverton Neighborhood Association on Thursday, March 11, providing a short PowerPoint presentation about the Branch Library. Ed will also be speaking at Scholl’s Elementary School in early April regarding the Branch Library.
- Grounds Policy –
 - The Library Board revisited the subject of the Library Grounds. A key topic of discussion concerned the serving of alcoholic beverages during events held on Library property. Board members continued to weigh the pros and cons of this sensitive issue. Ed said he

would submit all the Board's thoughts and concerns to the City Attorney for consideration as the City creates and defines the Grounds Policy for the Library and other City facilities.

8. New Business:

- Ramona asked if refreshments are allowed in the auditorium. Ed stated that bringing refreshments into the auditorium is against the rules right now, but that the Policy stipulating this is presently under review by the Mayor's office.

9. Set Date for next Advisory Board meeting:

- The next meeting is scheduled for Wednesday, April 14, 2010.

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

- None

11. Adjournment:

- The meeting was adjourned at 7:40 p.m.

Respectfully submitted by:

Darla Day Parker

Administrative Assistant

Approved by: Library Board Chair

Date