

## Beaverton City Library Advisory Board Minutes

May 12, 2010

### Present:

Bob Becker, Chair  
Ramona Crocker  
Ann Doyle  
Carl Teitelbaum  
Wayne Whitbeck  
Catherine Arnold, City Council Liaison  
Edward House, Library Director  
Darla Day-Parker, Administrative Assistant

### Absent:

Dick Colville  
Howard Reeher (Alternate)  
Ellen Russell

### 1. Read and approve minutes of April 14, 2010.

- The Board minutes were approved as submitted.

### 2. Public Forum:

- People for Library's will meet May 15 at 9:00 a.m. at the Garden Home Library to discuss the upcoming Washington County Library Levy. The focus will revolve around how to motivate the public to go out to vote for the levy.

### 3. Council Liaison's Report:

- The Library budget hearing is May 27.

### 4. Librarian's Report:

- Beaverton's April 2010 circulation was up 9.87% over the same time last year.
- The Library Foundation has contributed \$5,520 to the Library to use for the Summer Reading Program. The money has been added to the Library Trust Fund. Ed asked the Board to approve expending \$5,520 from the Library Trust Fund to purchase Summer Reading Reward Books for children. The Board approved the expenditure of \$5,520 from the Library Trust Fund to purchase the Summer Reading Reward Books.
- The Reference Usage Study is on-going and staff has been doing extensive weeding. They are currently weeding Section 800: literature, poetry, short stories, etc.
- Ed talked about the significant success of the new artwork in the children's area and reported that Bryn Barnard will be coming back to complete the artwork on the east and west frieze areas. Ed asked the Board to approve the expenditure of \$3329 from the Library Trust Fund to fund that final artwork. The Board approved the expenditure of \$3329 from the Library Trust Fund. Carl asked if the Branch Library will have artwork to define the children's area. Ed said there is an existing light fixture in the children's area that is interesting and contributes an aesthetic element. There is not much space at the Branch for art and staff would like to operate the facility for the summer to get a better idea for where appropriate art would be best located. Ann asked if it would be possible for the Branch Library to receive a portion of the 5% for Arts

money to use for artwork in the children's area. Catherine said she would ask the City Attorney if there is a possibility for the library to receive a portion of the 5% for Arts money. Ed said he would ask the architects the same question. Catherine and Ed will bring the information they receive from their respective sources to the next Board meeting.

- Ed provided an update on the construction status and schedule of the Beaverton City Library at Murray Scholls. Ed said the dedication will take place the week of June 21 and he said that a library committee is planning the grand opening celebration. Ed said John Finn, the Library Branch Manager, has hired two Lead Workers and five part-time Library Aides.
- Beaverton City Library's 10<sup>th</sup> Anniversary Celebration will begin September 10 and conclude on September 19. The celebration theme is "Just Dewey – Celebrating 10 Years in 10 Days". Various events will be held over the ten day period with a special event planned for September 19.
- Ed provided the Board members with a bar chart showing the usage of each self check machine in the library for the month of March 1 – 31. Ed pointed out the children's self check machine has the highest use on Tuesdays. He said children and parents tend to check out more materials after Storytime events and that Sunday self check usage is low due to our limited hours of service.

#### 5. WCCLS Report:

- WCCLS (Washington County Cooperative Library Service) discussed changing the number of renewals a patron can have from 2 to 4. The renewal change will be effective July 1. The decision to change the renewals from 2 to 4 was based primarily on users' request. Another factor was that Multnomah County Libraries allow 99 renewals and Clackamas County allows 5 renewals while Washington County currently only offers 2 renewals; thus Multnomah County and Clackamas County have a higher circulation rate. Ed said WCCLS decided to make the change in order to be somewhat competitive with Multnomah County and Clackamas County's circulation rate.
- The Washington County Library Levy renewal is coming up November 2010. The Washington County Board of Commissioners had a work session and provided WCCLS with a transmittal of the proposal for the five year local option levy renewal. The ballot title will be drafted on May 25. On June 15 the Board of Commissioners will approve the title and submit it by September 2. The Library Pac will be out in force providing information to the public and local businesses encouraging them to vote *Yes for Libraries*.

#### 6. Committee Reports:

- Foundation Board –
  - The Foundation meets May 20. They are preparing a solicitation letter to send to local businesses asking for donations to support the Children's Summer Reading program.
- Friends of the Library –
  - The Friends met on May 11. They have hired Sam Sofaer as the new Book Corner Manager. She will replace Ann Koppy who is retiring at the end of May.

#### 7. Old Business:

- Grounds Policy:
  - Ed will meet with the City Attorney and other city staff on May 25 to review the final draft of the City's Grounds policy.

- Stop Sign status–
  - The Stop Sign issue is currently on hold until the Beaverton Farmers Market begins in June and other library projects such as the Branch are completed.
  
- Space Planning status -
  - Phase one of the space planning projects at the Beaverton City Library has started. Materials in the Large Print area are being moved downstairs to the area currently occupied by the DVD, Books on CD & Video collections. DVD & Books on CD are moving to the area now housing Mysteries. Mysteries are being moved into the vacated Large Print area. Phase one is expected to be completed by Friday, May 14. Phase two will begin in the new fiscal year and will involve rearranging staff areas in the loading dock, circulation, shelving, and technical services workrooms.

8. New Business:

- Wayne Whitbeck will be introduced by Mayor Doyle as a major contributor to the Beaverton Arts Commission at the Beaverton City Council meeting Monday, May 17.

9. Set Date for next Advisory Board meeting:

- The next meeting is scheduled for Wednesday, June 9. Darla Day-Parker will not be in attendance.

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

- None

11. Adjournment:

- The meeting was adjourned at 7:53 p.m.

Respectfully submitted by:

Darla Day Parker

Administrative Assistant

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Approved by: Library Board Chair

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Date