



## Beaverton City Library

### LIBRARY ADVISORY BOARD MEETING MINUTES APRIL 8, 2015

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#### **Members Present:**

Ellen Brash Russell, Chair  
Tom Cutts, Vice-Chair  
Gautam Kottapalli  
Nancy Nkiwane  
Joshua Pond  
Pam Wagoner  
Erin Woolley, Alternate  
Cate Arnold, Council Liaison  
Abigail Elder, Library Director  
Julie Emanuel, Support Specialist II

#### **Absent:**

Julie Scholz

#### **Guest:**

- Nikki Kolpakov, Teen Library Council (TLC)

Chair Ellen Brash Russell called the meeting to order at 6:34 p.m.

#### **Read and approve minutes of March 11, 2015, meetings:**

Chair Ellen Brash Russell called for the approval of the March 11, 2015, minutes. Tom Cutts MOVED and Gautam Kottapalli SECONDED the MOTION. The motion was approved by the Board members.

#### **Public Forum:**

- There was none.

**Council Liaison's Report:** Councilor Arnold reported the following updates of City Hall and City Council activities:

Councilor Arnold thanked Joshua Pond for presenting the Library Board's Annual Report to City Council on Tuesday, April 7, 2015.

City Council will be performing reviews of the proposed budgets for City of Beaverton Fiscal Year 2015-16.

City Council will be discussing provisions for adequate long-term water services before future development can occur.

**Librarian's Report:** by Abigail Elder, Library Director

**General Comments:**

Abigail attended the internal budget review on Friday, March 20 for the library's proposed Fiscal Year 2015-16 budgets. This year, the city has asked the library to save \$65,000 from its \$802,000 book budget and next year to reduce the book budget by \$100,000 to rebuild the library and city contingency funds.

The library budget hearing is scheduled on May 20, 2015, to City of Beaverton's Budget Committee.

Beaverton libraries offered 16 programs during spring break. Beaverton City Library @ Murray Scholls (BCL-Murray Scholls) held its first-ever spring program. Their LEGO activity had an attendance of 118 people in the first two hours.

The annual recognition party for volunteers was held on Wednesday, April 1 with a western-themed dinner. The first-ever Phyllis Davis Volunteer Service Award was created to memorialize one of Beaverton City Library (BCL) most dedicated volunteer, Phyllis Davis who served for 69 years.

The expansion space at BCL-Murray Scholls Branch is complete. The grand opening celebration will be on Saturday, April 11 along with a few words by the Mayor. There will be cake, face painting, crafts, and the children's room will be named in honor of Reser Foundation Family.

The Mayor proclaimed April 12 – 18, 2015 National Library Week and April 14, 2015, as Library Workers' Day.

The 11<sup>th</sup> Annual Art of the Story Festival kicks off at 7 p.m. on Saturday, April 11 at Beaverton City Library – Main (BCL-Main) with a Story Slam.

Food for Fines and Fine Amnesty week is from April 11 – 19 at both library branches. Library patrons will have the option to bring in canned goods to pay off library fines. \$2 in fines for every item you bring in. Last year, BCL donated 2,000 pounds to the Oregon Food Bank.

### **Presentation of Current Statistics:**

- Abigail provided the Board with circulation reports for BCL for March.
- Total circulation for March for BCL (combined) was 289,831 items, a change of -6.09% compared to the Washington County Cooperative Services (WCCLS) average of -6.21% compared to last year. The BCL-Main saw a change of -8.18% and BCL-Murray Scholls was up 2.02% compared to last year.

### **Trust Fund Expenditures:**

- Financial statements for March 31, 2015, were distributed to the Board.

### **WCCLS Report:** by Abigail Elder, Library Director

WCCLS Library directors held a day-long at the Jenkins Estate and reviewed the following:

- 2015 WCCLS Levy
- Library Measurement

### **Committee Reports:**

**Beaverton Library Foundation:** The Foundation is looking for new board members to join the group and help in a fundraising event. Foundation Board meetings are first Wednesday of the month from 5-6:30 p.m. at BCL-Main.

**New Friends of BCL:** Abigail has asked New Friends to manage and sell books at the Main library near the General Information desk. They are discussing hosting future events for funding opportunities.

**Teen Library Council:** Nikki gave an overview of the teen spring break programs. This year, to help improve youth attendance, they used movie themes for their March – April flyer.

- In February, TLC organized the children's Blackout Party with children's librarians. A program to give parents ideas of what activities to do during a real blackout.
- In March, MovieFest movies consist of Mockingjay, Divergent and Maze Runner along with trivia and snacks. Attendance March 23 was 17, March 24 was 19, and March 25 was 21. TLC saw an increase of participation compared to last year.
- TLC will announce winners of the April Poetry Contest on May 7, 6 – 7:30 p.m. at Teen Poetry Coffeehouse at BCL-Main.

**Old Business:**

Abigail requested the Board review one library policy a month for the next year.

The policy ALA Library Bill of Rights was distributed for review on Wednesday, March 11, 2015:

- Chair Ellen Brash Russell called for approval to promote ALA Library Bill of Rights policy. Tom Cutts MOVED and Gautam Kottapalli SECONDED. It was approved by the Board.

**New Business:**

Abigail requested authorization to expend \$80,000 from the Library Trust Fund. BCL would use the funds to pay for the BCL–Murray Scholls expansion. These funds have been made available through the Wayne Whitbeck Estate to BCL.

- Chair Ellen Brash Russell called for approval to expend \$80,000 from the Library Trust Fund. Joshua Pond MOVED and Tom Cutts SECONDED. It was approved by the Board.

Abigail distributed copies of the Bulletin Board Policy and Policy of Distribution of Free Materials for the Boards comments and possible endorsement at next month's meeting. Both policies were sent to the City Attorney for review.

Abigail will send the link of the annual report presentation and photographs taken of the board by Susan Gould via email.

**Set Date for next Advisory Board meeting:**

- The next Board meeting is scheduled for Wednesday, May 13, 2015, at 6:30 p.m. in the Library Administrative Conference Room on the second floor at BCL–Main.

**Call for Agenda Items for future Advisory Board meetings:**

May 13, 2015:

- Tom Cutts will chair in Ellen's absence
- WCCLS Levy – by Eva Calcagno, WCCLS Director

**Adjournment:**

- There being no further business, the meeting was adjourned at 7:58 p.m.

Respectfully submitted by:  
Julie Emanuel, Support Specialist II

<b>APPROVED BY:</b>
<b>Ellen Brash Russell, Board Chair</b>
<b>Date Approved:</b>