



Beaverton City Library

LIBRARY ADVISORY BOARD MEETING MINUTES SEPTEMBER 9, 2015

Members Present:

Tom Cutts, Chair
Joshua Pond, Vice-Chair
Ellen Brash Russell
Gautam Kottapalli
Nancy Nkiwane
Julie Scholz
Abigail Elder, Library Director
Julie Emanuel, Support Specialist II

Absent Members:

Cate Arnold, Council Liaison
Pam Wagoner
Erin Woolley, Alternate

Guests:

Maja Haium, Assistant City Attorney 3 and Grace Wong, Assistant City Attorney 1

Chair Tom Cutts called the meeting to order at 6:34 p.m.

Read and approve minutes of August 12, 2015, meetings:

- Chair Tom Cutts called for the approval of the August 12, 2015, minutes. Josh Pond MOVED and Ellen Brash Russell SECONDED the MOTION. It was approved by the Board members.

Public Forum:

Elections and Board Advocacy - City Attorney Office:

Maja distributed ORS 260.432 quick reference handout to the board that listed the restrictions and activities allowed and prohibited for public employees and elected

officials. Maja referred the board to the Secretary of State website for specific factors to ensure impartiality in communications about ballot measures.

Report: by Abigail Elder, Library Director

General Comments and Information:

- Beaverton Celebration Parade is scheduled for Saturday, September 12 at 10 a.m. 4,000 books are ready to distribute to kids and the levy rack card to adults.
- Beaverton's Welcoming Week from September 12 – 20, features:
 - Beaverton Night Market kickoff Saturday, September 12, from 5 - 10 p.m. held on the South Plaza of The Round.
 - Naturalization Ceremony, Monday, September 14, 3 – 5 p.m. at Beaverton City Library—Main (BCL—Main) Auditorium.
 - Citizenship Corner Open House, Tuesday, September 15, 5 – 6 p.m. at BCL—Main World Languages Room.
- BCL Teen Library Council (TLC) will send two members to the next board meeting. Abigail will email the TLC photo that was featured on the cover of the Beaverton Resource Guide to the board.
- Friends suggested the board have their next board meeting at The Book Corner.
- A list of items with the most holds for August was distributed to the board.

Presentation of Current Statistics:

- Abigail provided the board with July 2015 circulation reports for BCL.

WCCLS Report: by Abigail Elder, Library Director

WCCLS library directors continue levy discussions. The library is presenting at all Neighborhood Association Committee meetings about the November levy election.

WCCLS is moving to a new webpage on September 15.

Committee Reports: by Abigail Elder, Library Director

Beaverton Library Foundation: BCL Foundation event "Let's Take Tea" is scheduled for Sunday, September 13. The Foundation received a \$387 bequest.

New Friends of BCL: Abigail reported New Friends will host their annual meeting on Sunday, October 25. Friends will host a book sale from October 21 – 25 at BCL—Main lobby and Cathy Stanton Conference Room.

Council Liaison's Report:

- There was no Council Liaison's report.

Old Business:

- **Beaverton City Library Cell Phone Use Policy:** Abigail and the Division Managers discussed that this policy is already in Rules for Use and recommend not having a separate policy. The board agreed and this policy will be dropped.

New Business:

- **Collection Development Policy of the BCL:** Abigail distributed the policy to the board and reported it had been revised and approved two years ago. She recommended that the board affirm the policy without any changes at its next meeting.
- Comment cards from the public were reviewed by the board.

Set Date for next Advisory Board meeting:

- The next Board meeting is scheduled for Wednesday, October 14, 2015, at 6:30 p.m. at The Book Corner.

Call for Agenda Items for future Advisory Board meetings:

- Impact Survey Presentation

Adjournment:

- There being no further business, the meeting was adjourned at 7:44 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

APPROVED BY:
Tom Cutts, Board Chair
Date Approved: