



Beaverton City Library

LIBRARY ADVISORY BOARD
MEETING MINUTES
AUGUST 12, 2015

Members Present:

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

Absent Members:

Erin Woolley, Alternate
Nancy Nkiwane

Guests:

Erin McGrew, Our Oregon

Chair called the meeting to order at 6:34 p.m. in the Library Conference Room B.

Read and approve minutes of June 10, 2015, meetings:

- Chair Ellen Brash Russell called for the approval of the amended June 10, 2015, minutes. Tom Cutts MOVED and Julie Scholz SECONDED the MOTION. It was approved by the Board members.

Public Forum:

Erin McGrew, a volunteer from Our Oregon, explained that her organization feels that the State of Oregon needs to raise billions of dollars in new revenue through big corporations paying their fair share of taxes. Oregon could then make large investments in education and crumbling infrastructures, in addition to adopting new rules to give working families a fair shot. There will be a ballot measure to support this in 2016.

Librarian's Report: by Abigail Elder, Library Director

General Comments and Information:

- We broke records of summer reading with 7582 sign-ups for kids and teens.
- The Beaverton City Library (BCL) will be hiring a facilitator to develop a strategic plan for the library's collections, technology, services, and facilities. The process is expected to start in October 2015, with an expected completion date of April 2016.
- Abigail is working with the City Attorney's office on topics related to the Main library front lawn.
- The updated Rules for Use of the library was sent to staff. The new policy takes effect on Thursday, October 1, 2015.
- BCL Teen Council will be featured on the cover of the Beaverton Resource Guide.
- The Signage Task Force counted 709 signs posted at the Beaverton City Library–Main (BCL–Main) and removed 429 signs from both floors!
- Abigail met with a vendor to discuss installing a projector in Meeting Room A at the BCL–Main.
- A list of items with the most holds for July was distributed to the board.

Presentation of Current Statistics:

- Abigail presented BCL library's Fiscal Years 2007 – 2015 statistics and Beaverton City Library–Murray Scholls (BCL–Murray Scholls) Fiscal Year 2013 and 2014 review of circulation to the board.

Authorization for Trust Fund Expenditures:

Friends of the BCL: Abigail requested authorization to expend \$3,750 from the Library Trust Fund. Some of the items BCL would like to acquire are: OBOB Book Club Kits, tech toys, Legos, toys, and games for the new children's room at BCL–Murray Scholls. These funds have been made available through donations made by the New Friends of the BCL.

- Chair Ellen Brash Russell called for the approval for the authorization to expend \$3,750 from the Library Trust Fund. Tom Cutts MOVED and Julie Scholz SECONDED the MOTION. It was approved by the Board members.

WCCLS Report: by Abigail Elder, Library Director

Abigail distributed the Washington County Cooperation Library Services (WCCLS) flyer for the Library Replacement Levy Measure 34-235 to the board.

Committee Reports: by Abigail Elder, Library Director

Beaverton Library Foundation: The Foundation awarded its first scholarship to Kelsey Martin, a Beaverton High School graduate who volunteered for the library.

Abigail distributed invitations to the board for the Foundation's September event, "Let's Take Tea" scheduled on Sunday, September 13 at 4:00 p.m. Abigail and the foundation board met with a catering service and sampled small sandwiches and desserts.

Abigail asked for the boards input about a New Year's fundraiser for the foundation.

New Friends of BCL: Abigail reported New Friends of BCL approved the library Management Team's wish list in the amount of \$3,750.

Council Liaison's Report:

- There was no Council Liaison's report.

Old Business:

- **Acceptable Use Guidelines for the Internet and Library Computers:**
Abigail distributed the final proposed version of the policy Acceptable Use Guidelines for the Internet and Library computers for approval.
 - Chair Ellen Brash Russell called for approval to promote Acceptable Use Guidelines for the Internet and Library Computers, Julie Scholz MOVED and Vice-Chair Tom Cutts SECONDED. It was approved by the Board members.

New Business:

- **Board Elections: Chair and Vice-Chair**
 - Julie Scholz nominated Tom Cutts for Chair of the Library Advisory Board. It was approved by the Board members.
 - Pam Wagoner nominated Josh Pond for Vice-Chair of the Library Advisory Board. It was approved by the Board members.
- **Beaverton City Library Cell Phone Use Policy:**
 - Abigail distributed a draft of the Beaverton City Library Cell Phone Use policy for review. Abigail will ask for approval of the policy at next month's meeting.

Set Date for next Advisory Board meeting:

- The next Board meeting is scheduled for Wednesday, September 9, 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:

- Impact Survey Presentation
- Elections and Board Advocacy - City Attorney Office

Adjournment:

- There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

APPROVED BY: Tom Cutts, Board Chair
Date Approved: