



Beaverton City Library

**BEAVERTON CITY LIBRARY
LIBRARY ADVISORY BOARD MEETING MINUTES
FEBRUARY 10, 2016**

Present:

Tom Cutts, Chair
Joshua Pond, Vice Chair
Nancy Nkiwane
Julie Scholz
Brad Schrock
Betty Bode, Council Liaison
Abigail Elder, Library Director
Julie Emanuel, Support Specialist II

Absent:

John Henshell
Gautam Kottapalli

Guest:

Linda Fallon, Adult Services Manager
Nikki Kolpakov, Teen Library Council (TLC)
Stephen Jackson, Library Administration Intern

Chair Tom Cutts called the meeting to order at 6:33 p.m.

Read and approve minutes of January 20, 2016, meetings:

Chair Tom Cutts called for the approval of the January 20, 2016, minutes. Julie Scholz MOVED and Joshua Pond SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- There was no public forum.

Report: by Abigail Elder, Library Director

General Comments and Information:

- Dianna Ballash has accepted a position with the City and has resigned from the Board. Brad Schrock is officially a regular Board member.
- The Tigard Library Board has invited the Board to visit them in lieu of holding a May meeting.
- Staffing changes will be presented to City Council on Tuesday, March 1:
 - Murray Scholls Manager reclassified to Branch Supervisor
 - New Supervisor position for the Circulation Department
- Both the Beaverton City Library (BCL) and Beaverton City Library @ Murray Scholls (BCL–MS) will be closed on Thursday, March 3, for In-Service Day.
- The Main Library has new projectors, screens and sound system installed in Meeting Conference Rooms A and B.

Presentation of Current Statistics:

- Abigail provided January 2016 circulation reports for BCL.
- Library2Go: There were 31,593 eBook downloads county-wide in January 2016 compared to 29,967 in 2015, an increase of 5.43%.

WCCLS Report: by Abigail Elder, Library Director

- Abigail reported BCL will receive an additional \$97,000 from Pool 2 funds dispersed by Washington County Cooperative Library Services (WCCLS) in March. The funds must be used for Library Purposes per the PLSA and ballot requirements.
- The Spanish language books selected by Christina Hanson and several other WCCLS librarians at the International Book Fair in Guadalajara, Mexico arrived. A variety of materials were purchased during the November buying trip. WCCLS sponsored funding for the trip.
- A list of items with the most holds for January was distributed to the Board.

Committee Reports: by Abigail Elder, Library Director

Beaverton Library Foundation: The Foundation and the library will host a reception on Sunday, April 10, at 2 p.m. at the BCL–Main unveiling art donated by Tom Stanton for the Cathy Stanton Conference Room. The donor board will have names added to recognize donors.

New Friends of BCL: New Friends of the BCL will meet on Saturday, February 13 to discuss the library's wish list prepared by the Library Management Team.

Teen Library Council: Nikki gave an update of TLC events at the library.

Upcoming Events: Valentine's for Lovers & Haters, Annual Library Volunteer Recognition Dinner, Puppet Palooza, and TLC Video Challenge due in March. Teen Poetry Coffeehouse will be held in May.

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

- City Council will be performing reviews of the proposed budgets for City of Beaverton Fiscal Year 2016-17.
- The City is in the process of updating the Housing, Economy, and Transportation chapters of the Comprehensive Plan.

Old Business:

- Strategic Planning Update:
 - Abigail distributed a progress report of the most recent strategic plan activities to the Board. Ruth Metz, Strategic Planning Facilitator, will attend the Board meeting in March.

New Business:

- Interlibrary Loan Policy:
 - Chair Tom Cutts called for approval to promote Interlibrary Loan Policy, Joshua Pond MOVED and Nancy Nkiwane SECONDED. It was readopted by the Library Advisory Board members.
- **Impact Survey Presentation:** Linda distributed a copy of the Impact Survey 2015 to the Board members. A snapshot of results were gathered from 4,478 patrons. Linda reported there is a continued demand for computer assistance. The library expects to begin providing wireless printing for the public in June.
- Comment cards from the public were reviewed by the Board.

Set Date for next Library Advisory Board meeting:

- The next board meeting is scheduled for Wednesday, March 9, 2016, 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:

- Room Use Policy
- Library of Things
- Review Comment Cards

Adjournment:

- There being no further business, the meeting was adjourned at 8:08 p.m.

Respectfully submitted by:
Julie Emanuel, Support Specialist II

APPROVED BY: Tom Cutts, Board Chair
Date Approved: