



Beaverton City Library

**LIBRARY ADVISORY BOARD MEETING MINUTES
MARCH 9, 2016**

Present:

Tom Cutts, Chair
Joshua Pond, Vice Chair
John Henshell
Gautam Kottapalli
Nancy Nkiwane
Brad Schrock
Abigail Elder, Library Director
Julie Emanuel, Support Specialist II

Absent:

Betty Bode, Council Liaison
Julie Scholz

Guest:

Nikki Kolpakov, Teen Library Council (TLC)
Ruth Metz, Facilitator
Ellen Brash Russell

Chair Tom Cutts called the meeting to order at 6:32 p.m.

Read and approve minutes of February 10, 2016, meetings:

- Chair Tom Cutts called for the approval of the February 10, 2016, minutes. Gautam Kottapalli MOVED and Nancy Nkiwane SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- Ellen Brash Russell invited the Board to attend Spring Voters' Forum on Wednesday, April 20. A reception with candidates begins at 6:30 p.m. at the Beaverton City Library–Main (BCL–Main).

Council Liaison's Report:

- There was no Council Liaison's report.

Teen Library Council: Nikki gave an update of TLC events at BCL–Main.

Upcoming Events: Game Night, Family Blackout Party, and Teen Poetry Contest for National Poetry Month starts April 1. The Library Foundation sponsors an annual poetry contest for students in grades 6 – 12. Selected winners are honored at the Teen Poetry Coffeehouse scheduled on May 5 from 6 – 7 p.m.

Authorization for Trust Fund Expenditures: by Abigail Elder, Library Director

- Financial statements for February 29, 2016, were distributed to the Board.
- Abigail requested authorization to expend \$5,525 donated by the New Friends of Beaverton City Library (NFBCL) for the purchase of gift cards for staff recognition, children's storytime benches and table stools, Oregon Battle of the Books materials, dye cut machine, give away prizes at city picnic events, volunteer thank you and free book bags during National Library Week at both library branches.
 - Vice-Chair Tom Cutts called for the authorization to expend \$5,525 from the Library Trust Fund. Brad Schrock MOVED and Nancy Nkiwane SECONDED. It was approved by the Board members.

Ruth Metz, Strategic Planning:

- Ruth provided an overview of the Strategic Planning process so far, and explained how the Board can monitor the Plan's progress over the next couple years. Board members remarked that they like the rough draft, and thanked Ruth for leading the process.

Board Report to Council:

- The Board will give a presentation to City Council on Tuesday, April 12. The Board discussed what items they would like to see in the presentation. Tom encouraged Board members to attend the council meeting.

Set Date for next Library Advisory Board meeting:

- The next board meeting is scheduled for Wednesday, April 6, 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:

- Annual Library Board Report
- Tigard May Board Meeting
- Children's Area and Teen Room Use Policy
- Library of Things
- Review Comment Cards

Adjournment:

- There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

APPROVED BY: Tom Cutts, Board Chair
Date Approved: