



Beaverton City Library

**LIBRARY ADVISORY BOARD MEETING MINUTES**  
**JULY 13, 2016**

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**Present:**

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

**Absent:**

Julie Scholz

**Guest:**

- There was none.

Chair Tom Cutts called the meeting to order at 6:30 p.m.

**Read and approve minutes of April 6, 2016, meetings:**

- Chair Tom Cutts called for the approval of the April 6, 2016, minutes. Joshua Pond MOVED and Brad Schrock SECONDED the MOTION. It was approved by the Board members.

**Read and approve minutes of June 1, 2016, meetings:**

- Chair Tom Cutts called for postponing approval of the June 1, 2016, minutes to the next board meeting scheduled in August.

**Public Forum:**

- There was no public forum.

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

- City Council voted to ask voters in November to consider a bond measure to construct a new public safety center at the corner of SW Hall Boulevard and SW Allen Boulevard. The safety center would house city police and emergency services and would cost approximately 35 million. Beaverton Municipal Courts would remain at the Griffith Drive location.
- Councilor Bode reported the Social Service Funding Committee meeting last night focused on the homelessness issue in Beaverton.
- The Beaverton Last Tuesday concert series has been moved to the third Thursday at the Round. This very popular and free event starts at 5:30 p.m.

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

**General Comments and Information:**

- The Beaverton City Library Main will be doing a space study this fiscal year.
- The Interlibrary Loans staff member retires at the end of July. Her duties are being transferred to the Technical Service Division.
- The library is recruiting for a new Bilingual Outreach Program Assistant for Youth Services and rehiring for the children's librarian position at the Branch.
- We have three summer library interns who are working in library administration: Paige, Yann, and Madison.
- The Mayor's Blue Ribbon Task Force Report on homelessness is being presented to city council on Tuesday, July 26. Abigail will bring a copy of the report next month.
- The Coalition of Community Health Clinics will be helping people sign up for The Affordable Care Act through August at the Main library.
- The library received "Most Points Earned" among city departments during the 2016 Bike More Challenge.

**Presentation of Current Statistics:**

- May and June statistics for Beaverton City Library (BCL) were distributed to the Board.

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

BCL has changed the checkout time for most videos to 21 days. Most WCCLS libraries already do this. A list of items with the most holds for June and July were distributed to the Board.

**Committee Reports:** by Abigail Elder, Library Director

**Beaverton Library Foundation:** The Foundation website is being upgraded so that it is more searchable by Google and other search engines. They are currently seeking sponsors for the New Year's Eve event.

**New Friends of BCL:** Friend's Book Corner is a Pokémon Go stop! Pop-up book sale is scheduled on Friday, August 5 to Saturday August 6 in the lobby at the main library. Fiscal Year 2016-17 will provide new paint for the exterior of the Book Corner and landscaping services.

**Old Business:**

- BCL Phone Use Policy:
  - Chair Tom Cutts called to retire the BCL Phone Use Policy which is rarely implemented or used, Brad Schrock MOVED and Joshua Pond SECONDED. It was approved by the Board members.
- Abigail distributed a draft of “Beaverton City Library Rules for Use” Policy to the Board. The Board requested a second opinion of rule no. 18. Abigail will follow up.
- Abigail distributed a second draft of “The Beaverton City Library Children’s and Teen Areas Use” Policy to the Board. The Board proposed several minor changes. Abigail will present a new draft at the next meeting.

**New Business:**

- Library of Things will be moved to the next board meeting scheduled for August.
- Chair Tom Cutts presented the “Art Supporter of the Year Award” that the library received from the Beaverton Arts Commission in June.

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

- The next board meeting is scheduled for Wednesday, August 10, 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:**

- Library of Things
- Trust Fund
- Review Comment Cards

**Adjournment:**

- There being no further business, the meeting was adjourned at 7:56 p.m.

Respectfully submitted by:  
Julie Emanuel, Support Specialist II

<b>APPROVED BY:</b> <b>Tom Cutts, Board Chair</b>
<b>Date Approved:</b>