



## Beaverton City Library

### LIBRARY ADVISORY BOARD MEETING MINUTES FEBRUARY 8, 2017

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#### **Present:**

Gautam Kottapalli, Chair  
John Henshell, Vice-Chair  
Maureen Inouye-Harrison  
Brad Schrock  
Pamela Wagoner  
Abigail Elder, Library Director

#### **Absent:**

Council Liaison  
Nancy Nkiwane  
Saraswathi Rajkumar  
Julie Emanuel, Support Specialist II

#### **Guests:**

Lauren Vogler – Teen Library Council (TLC)  
Premila Singh

#### **Welcome and Introductions:**

- Introduced and welcomed guest Premila Singh.

Chair Gautam Kottapalli called the meeting to order at 6:35 p.m.

#### **Read and Approve Minutes of January 18, 2017, Meeting:**

- Chair Gautam Kottapalli called for the approval of the January 18, minutes. Brad Schrock MOVED and Pam Wagoner SECONDED the MOTION. It was approved by the Board members.

#### **Public Forum:**

- There was no public forum.

#### **Council Liaison's Report:**

- There was no council liaison report.

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

**General Comments and Information:**

- The City canceled the State of the City event last month due to weather; it will not be rescheduled.
- The Oregon Library Association will be holding Library Legislative Day at the State Capitol on Tuesday, February 21st.

**Presentation of Current Statistics:**

- Abigail provided the Board with circulation reports for BCL for January 2017.

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

- The Aloha Library twice scheduled a grand opening event, and both were canceled due to weather. The library is now open in its expanded space.
- 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 annually awards a scholarship to a graduating high school senior who has volunteered for Beaverton City Library for at least 50 hours. They will select a winner and present the award at the library's annual volunteer dinner.
- Library Advisory Board members would like to hold a joint meeting with the Friends and Foundation groups. Abigail will invite both groups to the April meeting.

**New Friends of BCL:**

- The Friends are working to update the Book Corner, including sanding floors, painting walls, refinishing bookshelves, updating electrical systems, and installing new window dressings. They have tentatively planned an April 4 grand opening.

**Teen Library Council (TLC):** by Lauren Vogler, TLC Liaison

- TLC is planning for a program called Blind Date with a Book.
- TLC will be submitting a video to a statewide competition for teen library councils. This year's video theme is "Build a Better World."

**Old Business:**

- The Board reviewed draft language to update the library's Acceptable Use Guidelines for the Internet and Library Computers. The Board made two changes to the proposed language in sections 4 and sections 6. Brad Schrock moved, and Pam Wagoner seconded, that the policy be approved with the changes made. Motion passed.

**New Business:**

- Abigail reviewed the new WCCLS fine rates that were discussed last month. The fines for juvenile materials will be eliminated on June 1st, a month earlier than originally planned, so that the change aligns with the beginning of summer reading.
  - WCCLS has not decided whether or how to forgive fines that have already been levied for past overdue fines.
  - Board members suggested that the library consider lowering all patron card balances to under \$10, send postcards to patrons who might be eligible for fine forgiveness, and offer fine amnesty beyond the annual Food for Fines event.
- The Board agreed that they want to do an annual report to City Council, tentatively scheduled for April 4. The Board reviewed last year's report and suggested topics to be addressed in this year's report. Abigail will start a draft report and will bring this to the March meeting for Board review.
- The comment cards for January were read by Board members.

**Set Date for Next Library Advisory Board Meeting:**

- The next board meeting is scheduled for Wednesday, March 8, 2017, 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:**

- Social Worker in the Library
- Library Budget

**Adjournment:**

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

Respectfully submitted by:  
Abigail Elder, Library Director

<b>APPROVED BY:</b> <b>Gautam Kottapalli, Board Chair</b>
<b>Date Approved:</b>