



Beaverton City Library

**LIBRARY ADVISORY BOARD
MEETING MINUTES
APRIL 12, 2017**

Present:

Library Advisory Board:

Gautam Kottapalli, John Henshell, Maureen Inouye-Harrison, Nancy Nkiwane, Saraswathi Rajkumar, Brad Schrock, and Pamela Wagoner

The Foundation Board:

Joshua Pond, Ellen Russell, Mary Summer, Tracy Thornton, and Erin Woolley

New Friends Board:

Mary Ann Axelson, Kyle Rappleyea, Ray Grant, Sharon Van Buren

Beaverton City Library Staff:

Abigail Elder, Library Director, Julie Emanuel, Support Specialist II, Michele Caldwell, Victoria Campbell, Linda Fallon, Jennifer Johnson, and Melissa Little

Guest: Nikki Kolpakov - Teen Library Council (TLC)

Chair Gautam Kottapalli called the meeting to order at 6:40 p.m.

Read and Approve Minutes of March 8, 2017, Meeting:

- Chair Gautam Kottapalli called for the approval of the March 8 minutes. Pam Wagoner MOVED and Saraswathi Rajkumar SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- There was no public forum.

Chair Gautam Kottapalli defined the role of a Library Advisory Board member as follows:

- Direct connection with the library director; advocate of the library and legislation; library trends; adopt library policies; review circulation statistics; approve expenditures from the library trust fund; and annually review the library budget. He is hopeful to see "Library of Things" at the library!

Report: by Abigail Elder, Library Director

General Comments and Information:

- The Mayor proclaimed April 9 – 15, 2017 National Library Week.
- Library Workers' Day is Tuesday, April 11.
- The library's annual report will be presented to city council on Tuesday, April 18.
- Abigail provided March 2017 circulation reports for Beaverton City Library (BCL).
- Top three titles on the holds list as of April 3 was distributed to the Board.

Old Business:

- There was none.

New Business:

Library Presentations:

- Abigail presented the library operations and functions by staff, Library Advisory Board, Teen Library Council (TLC), New Friends of BCL, and The Foundation. The groups discussed three questions: What did you learn that surprised you? How can we best collaborate? How can we best communicate?
- The Management Team Michele Caldwell - Technical Services, Victoria Campbell – Youth Services, Linda Fallon – Adult Reference, Jennifer Johnson – Volunteer Program and Melissa Little - Circulation presented a show-and-tell of their library divisions.

Teen Library Council (TLC): by Nikki Kolpakov – TLC Liaison

- The mission of TLC is to develop and support teens in grades 6 – 12 and assist with youth library programs. Currently, they are working on the annual Poetry Coffeehouse scheduled on Thursday, April 27, 6 – 7:30 p.m. at BCL–Main. Poetry winners will be announced at the event. TLC submitted a video to a statewide competition for teen library councils. This year's video theme is "Build a Better World."

Beaverton Library Foundation:

- Erin Wooley gave a brief background of how The Foundation provides funding for library activities and services including the Summer Reading Program. The fundraiser New Year's Party "Loud in the Library" raised \$20,000; and had 400 attendees. They also sponsor college scholarships to high school students. This year's winner is Juliáe Riva.

New Friends of the Library:

- Ray Grant distributed a handout of Friends 2016 Revenue showing the breakdown of book sales. The Book Corner re-opened on Tuesday, April 4, along with a grand reopening party on Saturday, April 8. Their new hours are Tuesday – Saturday, 11 a.m. – 5:00 p.m.

Set Date for Next Library Advisory Board Meeting:

- The next board meeting is scheduled for Wednesday, May 10, 2017, at 6:30 p.m. in the Library Administrative Conference Room on the second floor at BCL–Main.
- Melissa Little will attend May's meeting on behalf of Abigail Elder.

Call For Agenda Items for Future Advisory Board Meetings:

- Social Worker in the Library
- Library Circulation Statistics
- Library of Things
- TLC Presentation

Adjournment:

- There being no further business, the meeting was adjourned at 8:02 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

APPROVED BY: Gautam Kottapalli, Board Chair
Date Approved: