



Beaverton City Library

**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
JUNE 14, 2017**

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**Present:**

Gautam Kottapalli, Chair  
John Henshell, Vice-chair  
Maureen Inouye-Harrison  
Nancy Nkiwane  
Brad Schrock  
Julie Emanuel, Support Specialist II

**Absent:**

Saraswathi Rajkumar  
Pamela Wagoner  
Abigail Elder, Library Director

**Guests:**

Linda Fallon, Adult Services Manager

Chair Gautam Kottapalli called the meeting to order at 6:31 p.m.

**Read and Approve Minutes of May 10, 2017, Meeting:**

- Chair Gautam Kottapalli called for the approval of the May 10 minutes. Brad Schrock MOVED and Nancy Nkiwane SECONDED the MOTION. It was approved by the Board members.

**Public Forum:**

- There was no public forum.

**Report:** by Linda Fallon on behalf of Abigail Elder, Library Director

**General Comments and Information:**

- Linda reported Summer Reading started on June 1.
  - 3,000 registrations have already been received!
- Fiscal Year 2016-17 ends officially on June 30 for year-end and concludes purchasing library material until the new fiscal July 1.
- Adult Services is busy weeding the library adult collection.
- Linda distributed May's Staff Monthly Report to the Board. Julie will email the report to the Board members.

**Presentation of Current Statistics:**

- May 2017 statistics reports for Beaverton City Library (BCL) were provided to the Board and discussed.

**WCCLS Report:** by Linda Fallon on behalf of Abigail Elder, Library Director

- Linda distributed the new fine rate schedule as follows: All materials in Juvenile will become fine-free effective June 1 and all other materials will be \$0.25 per day effective July 1.
  - A flyer will be provided to educate patrons of these changes.
- Beginning June 14, the library will migrate its digital library to a WCCLS OverDrive collection. The Cloud Library contents will be transferred to the new stand-alone OverDrive account. Having this program will shorten wait times for popular titles.
- A list of items with most holds for May was distributed to the Board.

**Committee Reports:** by Linda Fallon on behalf of Abigail Elder, Library Director

**Beaverton Library Foundation:**

- The Foundation sponsored awards to the selected winners for a bookmark contest in June at the main library. Linda shared the winning bookmarks.

**New Friends of the Beaverton City Library:**

- Friends approved the new Wish List for \$8,600 and Linda distributed a tracking form to be used for items selected for both libraries.
- Maureen Inouye-Harrison volunteers with the Friends, handling much of their social media and web posts.

**Old Business:****Foundation and Friends Liaison:**

- Maureen Inouye-Harrison has agreed to be the Board's Liaison to the Friends of the Library.

**New Business:**

- Linda reported there is \$10,000 in Fiscal Year 2017-18 library budget to start a "Library of Things" collection at BCL. Linda thanked the Board for brainstorming ideas for this project.
- The Board members reviewed the comment cards from May.

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

- The next board meeting is scheduled for Wednesday, July 12, 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
- Foundation and Friends Liaison
- Library Budget

**Adjournment:**

- There being no further business, the meeting was adjourned at 7:54 p.m.

Respectfully submitted by:  
Julie Emanuel, Support Specialist II

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