



Beaverton City Library

**LIBRARY ADVISORY BOARD
MEETING MINUTES
OCTOBER 11, 2017**

Present: Gautam Kottapalli, Chair, John Henshell, Vice-Chair, Maureen Inouye-Harrison, Saraswathi Rajkumar, Brad Schrock, Pamela Wagoner, Abigail Elder, Library Director, and Julie Emanuel, Support Specialist II

Absent: Nancy Nkiwane

Guests: Areebah Zaidi, Teen Library Council (TLC)

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

Read and Approve Minutes of September 13, 2017, Meeting:

- Chair Gautam Kottapalli called for the approval of the September 13 minutes. Saraswathi Rajkumar MOVED and Pam Wagoner SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- There was no public forum.

Report: by Abigail Elder, Library Director

General Comments and Information:

- Library of Things (LOT) update:
 - A voting display was setup where patrons can vote for the top three categories of “things” they would most like to borrow from the library.
 - A Survey Monkey will be available for staff and public to place their vote starting Friday.
- The Boards and Commissions Dinner is scheduled on Thursday, December 7.
- Candidates for the Library Advisory Board were interviewed by Abigail and Gautam.

Presentation of Current Statistics:

- September statistics for Beaverton City Library (BCL) were distributed.
- Abigail reported a library volunteer will present a five-year statistical snapshot at December's meeting.

WCCLS Report: by Abigail Elder, Library Director

- Library Directors had a retreat in September and focused on two things:
 - Diversity and Inclusion
 - Digital Services
- A list of items with most holds for September was distributed.

Committee Reports:

Beaverton Library Foundation: by Abigail Elder, Library Director

- Plans are underway for the New Year's Eve event.
- A 2017 brochure is being updated for the event.

New Friends of the Beaverton City Library: by Maureen Inouye-Harrison

- Friends' discussed logistics for the annual fall book sale and Maureen updated their social media and news blog.
- Friends' will gift \$25,000 to the Library.
- Mayor Doyle declared the week of October 15-21, "Friends of Libraries Week!"

Teen Library Council (TLC): by Areebah Zaidi

- Annual Teen Art Show, November 9–12, BCL–Main. November 11 closed

Old Business:

- Abigail and the Board discussed last month's edits of the Partnership Policy and introduced the Programming Policy.

New Business:

- Abigail discussed the Library Board Bylaws. The Board's edits will be forwarded to the Mayor's Office.
- Julie will email September's comment cards to the Board.

Set Date for Next Library Advisory Board Meeting:

- The next board meeting is scheduled for Wednesday, November 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
- WCCLS Projects
- Partnership Policy
- Programming Policy

Adjournment:

- There being no further business, the meeting was adjourned at 8:03 p.m.

Respectfully submitted by:
Julie Emanuel, Support Specialist II

APPROVED BY: Gautam Kottapalli, Board Chair
Date Approved: