



Beaverton City Library

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

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**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

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