



Beaverton City Library

**LIBRARY ADVISORY BOARD
MEETING MINUTES
NOVEMBER 8, 2017**

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

Guests: Nikki Kolpakov, Teen Library Council

Chair Gautam Kottapalli called the meeting to order at 6:33 p.m.

Read and Approve Minutes of October 11, 2017, Meeting:

- Chair Gautam Kottapalli called for the approval of the October 11 minutes as amended. Maureen Inouye-Harrison moved and Brad Schrock seconded the motion. Nancy Nkiwane abstained. It was approved by the Board members.

Public Forum:

- There was no public forum.

Report: by Abigail Elder, Library Director

General Comments and Information:

- Good Morning America talked about our Library of Things (LOT) including top three vote-getters in a recent survey, and showed Hillsboro Public Library LOT collection.
- The annual library's public survey 2017 was included in the Nov-Dec edition of *Your City* newsletter. Library staff will also be conducting in-house surveys for two weeks.
- The City of Beaverton Holiday Open House & Tree Lighting will be held on Saturday, December 2, from 4 – 6 p.m. Library volunteers will be distributing used books to all children attending the event.
- Abigail asked the Board to "Save the Date" for Boards & Commissions Dinner scheduled on Thursday, December 7. Abigail will send invitations to TLC members who attend our board meetings.

Presentation of Current Statistics:

- October statistics for Beaverton City Library (BCL) were distributed.

WCCLS Report: by Abigail Elder, Library Director

- Top three titles on the holds list as of November 6 were distributed.

Committee Reports: by Abigail Elder, Library Director

Beaverton Library Foundation: by Gautam Kottapalli

- The Foundation is making final plans for the 2017 Loud in the Library event.
- Abigail reported the Foundation will host the Beaverton Chamber of Commerce Coffee Connection on Friday, December 1, 7:45 – 9 a.m. at BCL–Main.

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

- Friends raised \$11,300 from their annual book sale in October.
- Friends will donate \$50,000 to the library before the end of 2017. The Advisory Board will be asked to approve this donation at their next meeting.
- The Friends board is working in the next phase in improving the Book Corner property, including raising/moving the sign, considering additional storage, and adding more gravel to the driveway area.
- Tom Cutts has joined the Friends board. Tom previously served as chair of the Library Advisory Board.

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

TLC welcomed new members in September and developed groups focusing on Marketing, Latino, and Board meetings. TLC's goal is to present one big event and one smaller event each month starting in 2018.

The following events were held or being offered this winter:

- Haunted *Gingerdead* House, October 24.
- 15th Annual Teen Art Show, November 9–12, 198 art pieces received by 138 local teen artists!
- Tree Lighting, December 2, hosting children's crafts

Old Business:

- The library has not received an update of last month's edits of the Library Bylaws.

New Business:

- WCCLS has a number of projects planned for FY17-18. Abigail gave a short summary of the following projects:
 - Improved online event calendar;
 - Special library card for youth
 - Option to pay library fines online with a credit card
 - Clean up older (“legacy”) bibliographic records in the catalog
 - Innovation Grants: multilingual storytime and “choose civility” program
 - Online tutoring through BrainFuse
 - Emergency management planning for libraries
 - Discovery layer interface for WCCLS website and online catalog

Set Date for Next Library Advisory Board Meeting:

- The December meeting is canceled.
- The next board meeting is scheduled for Wednesday, January 10, 2018, 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 Statistical Trends
- Partnership Policy
- Programming Policy
- Library Bylaws

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: