



Beaverton City Library

**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
JUNE 13, 2018**

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**Present:** Gautam Kottapalli, Chair, John Henshell, Vice-Chair, Maureen Inouye-Harrison, Nancy Nkiwane, Pam Wagoner, Mark Fagin, Council Liaison, Victoria Campbell, Interim Library Director and Julie Emanuel, Support Specialist II

**Absent:** Tya Ping, Sara Rajkumar, Brad Schrock

**Guests:** Adrienne Doman Calkins, Sherwood Public Library

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

**Read and Approve Minutes of May 9, 2018, Meeting:**

- Chair Gautam Kottapalli called for the approval of the May 9 minutes. Maureen Inouye-Harrison moved and Pam Wagoner seconded the motion. Motion CARRIED.

**Public Forum:**

- Adrienne Doman Calkins, the Sherwood Library Manager, visited to learn about Beaverton's library board meeting.

**Council Report** by Councilor Mark Fagin:

- City Council will approve the library budget of materials and services, the hours change at both libraries, and additional staff to support the new hours.
- Council voted to ban overnight parking and to approve an ordinance that will be effective in July. Staff will make full recommendation to connect the homeless with resources that will help get them off Beaverton streets.

**Beaverton Library Foundation Report:** by Gautam Kottapalli

- The Foundation board is working with an event planner to prepare for next New Year's Eve event.
- Victoria Campbell reported the Foundation is sending spring donor appeal letters.

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

- New Friends said their spring book sale "Members Only" was their best night and book corner manager, Hikari, held a raffle ticket fundraiser.
- Victoria said there is good feedback from May's book sale and Friends will sponsor two book sales per year.

**Old Business:**

Victoria distributed a second draft of library Bylaws and the following revisions were as follows:

- Article III: Membership, no. 3. Term of Office - Add wording "Members may serve two full consecutive terms per O.R.S. 357.465".
  - Nancy Nkiwane moved and Pam Wagoner seconded the motion. Motion CARRIED.
- Article III: Membership, no. 7. Alternates - remove wording "and are non-voting members".
  - John Henshell moved and Maureen Inouye-Harrison seconded the motion. Motion CARRIED.
- Article IV: Officers, no. 2. Term - should read: The term of office for an officer begins with the last Board meeting of the calendar year and lasts for one year.
- Article IV: Officers, no. 4. Election of Officers - should read: At the first Board meeting of the calendar year, Board members shall elect officers.
- Article V: Quorum & Voting, no. 1. Remove wording "Alternate board members do not count towards quorum".
- Article V: Quorum & Voting, no. 2. Add wording "An alternate may vote when a member is absent."
- Numeric order.
  - Maureen Inouye-Harrison moved and Pam Wagoner seconded the motion. Motion CARRIED.
- Chair Gautam Kottapalli called for the approval of the revisions to the second draft of the library Bylaws. Maureen Inouye-Harrison moved and John Henshell seconded the motion. It was approved by the Board members.
- May comment cards were distributed.

**New Business:**

- The Youth Services report will be discussed at the next meeting.

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

- The next board meeting is scheduled for Wednesday, July 11, 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
- Partnership Policy
- Programming Policy
- Library Bylaws

**Adjournment:**

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

Respectfully submitted by:

Victoria Campbell, Interim Library Director

<b>APPROVED BY:</b> <b>Gautam Kottapalli , Board Chair</b>
<b>Date Approved: July 11<sup>th</sup>, 2018</b>