



**LIBRARY ADVISORY BOARD
MEETING MINUTES
AUGUST 8TH, 2018**

Present: John Henshell, Vice Chair; Nancy Nkiwane; Brad Schrock; Maureen Inouye-Harrison; Sara Rajkumar; Victoria Campbell, Interim Library Director; and Kristin Fidler, Support Specialist II

Absent: Gautam Kottapalli, Chair; Mark Fagin, Council Liason; Pam Wagoner; and Tya Ping

Guests: Linda Fallon, Adult Services Manager

Vice Chair John Henshell called the meeting to order at 6:32 p.m.

Introductions:

- Kristin Fidler, Support Specialist II – in Admin division of library.

Approval of Minutes from July 11th, 2018 Meeting:

- Maureen Inouye-Harrison mentioned inconsistencies in minutes with naming board members by first and/or last names. Kristin Fidler was assigned to check with City standards and will follow the guidelines within.
- Vice-Chair John Henshell called for the approval of the July 11 minutes. Maureen Inouye-Harrison MOVED and Sara Rajkumar SECONDED the motion. Motion CARRIED.

Public Forum: None

Council Report: None (Mark Fagin, Council Liason, absent)

Partner Reports:

Beaverton Library Foundation: None

New Friends of the Beaverton City Library: by Maureen Inouye-Harrison: the Friends' legal case has finished discovery, and the case is moving forward. The Friends have begun preparations for the October Book Sale.

Director Hiring Process update: Vice-Chair John Henshell attended the Director Candidate presentations and reported his impressions of the process to the Board.

Old Business:

- Partnership Policy review: Linda Fallon presented the latest draft with terms defined on the back of the policy. Linda Fallon explained that the written agreement portion came about in a response to our ongoing work with social services. Maureen Inouye-Harrison expressed concerns that the policy could dissuade outside groups from pursuing partnerships because of the written agreement part. Sara Rajkumar suggested the policy have a link to other library policies, and Victoria Campbell said that we could add text instructing users on where to find other library policies online. Linda Fallon explained the difference between performers and partners, mentioning that some people the library works with are both, like the Portland Opera. John Henshell asked if the policy could be a simple form, and Victoria Campbell explained that we have so many small partnerships it would be cumbersome to keep track of all written agreements. Next steps: Linda Fallon will continue working on it, and Victoria Campbell will bring a revised copy of the Partnership Policy to the Board in September for approval.

New Business:

- **Adult Services Report** by Adult Services Manager Linda Fallon
 - Adult Services has hired a new Librarian to replace an employee who retired in July. Adult Services also has an open job posting for a part-time Reference Assistant.
 - Adult Services just did their annual review of Strategic Planning goals for the current year, and they were thrilled with how many goals they met. One highlight included a very popular Seed Giveaway in May. Seeds, donated by the Oregon Food Bank, were housed in an old card catalog for patrons to peruse. Patrons really loved it!
 - Adult Services will soon add a mobile computer "maker place" loaded with Adobe Creator Suite funded by The Friends.
 - The first Adult Services Pub Trivia night at Ichabod's was a huge success. They hope to do it again soon.
 - Adult Services is planning the first "One Book/One Beaverton" event for 2019.
 - Adult Services is excited to host a Fermentation Festival on Sunday, September 22nd. There will be beer tastings and fermentation workshops.
 - Adult Services has been working with Community Action to have a presence in the library on a regular basis.
 - Adult Services has been sponsoring a very successful drop-in Entrepreneur Clinic one a month for any small business owner or would-be owner to drop-in and get help with their business-related questions.
- **New Services**
 - **Kanopy**- Vice-Chair John Henshell shared informal information with the Board about Washington County's new streaming service, Kanopy. Many Board Members were already familiar with the service and have used it with success.
 - **Playaway**- Sara Rujkumar brought in a Playaway so Board Members could see how they work.

- **Library of Things**- Linda Fallon reported that the Library of Things has been a great success so far. Library of Things items are being checked out with great regularity.

Comment cards Twenty-nine reviewed for July, including some older cards from Murray-Scholls.

- **New statistics and library hours Report** Victoria Campbell reported we now have the ability in the new fiscal year to see how many Beaverton City Library registered users are checking out ebook items. Ebook check-outs are increasing. We are also now tracking community engagement to capture work done by staff. Our new library hours begin on August 26. We are hopeful we will be able to email all Beaverton registered card holders with the new hours. We have received good feedback so far about the change in hours.

Set Date for Next Library Advisory Board Meeting:

- The next Board meeting is scheduled for Wednesday, September 12, 2018, at 6:30 p.m., in the Administrative Conference Room on the second floor at the main library.

Adjournment:

- There being no further business, the meeting was adjourned at 7:58 p.m.

Respectfully submitted by:

Victoria Campbell, Interim Library Director

APPROVED BY: