



**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
December 12<sup>th</sup>, 2018**

**Present:** Gautam Kottapalli, Chair; John Henshell, Vice Chair; Maureen Inouye-Harrison; Sara Rajkumar; Brad Schrock; Mark Fagin, City Council; Glenn Ferdman, Library Director; and Kristin Fidler, Support Specialist II

**Absent:** Nancy Nkiwane, Pam Wagoner, Tya Ping

**Guests:** Areebah Zaidi, Teen Library Council;

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

**Introductions:** Areebah Zaidi, Teen Library Council member, introduced herself.

**Approval of Minutes from October 10th, 2018 Meeting:**

- Chair Gautam Kottapalli called for the approval of the November 14th minutes. John Henshell suggested some grammatical changes for clarity. Maureen Inouye-Harrison MOVED and John Henshell SECONDED the motion to approve the minutes as revised. Motion CARRIED.

**Public Forum:** None

**Council Report:** Mark Fagin reported that the Councilors attended a "Leading with Race" county roundtable focusing on how to implement the report's findings. Councilor Fagin described how libraries will play a substantial role in how the report is integrated into the community because libraries are often seen as a "safe place" for new community members. The Council has also been working on how long to allow signature gathering for city initiatives. The Council is excited to welcome a new councilor, Laura Mitchell, in January who will be sworn in January 5<sup>th</sup>, 2019.

**Partner Reports:**

**Beaverton Library Foundation:** Gautam Kottapalli reported that the Foundation will now focus on larger ticket items for the library including capital projects and attracting members who can help achieve larger financial goals. The Foundation will also be cleaning up their donor database to make better use of it.

**New Friends of the Beaverton City Library:** Maureen Inouye-Harrison reported the New Friends are not meeting in December because of their Board members' retreat Saturday, December 15<sup>th</sup>. Overall, the New Friends of the Beaverton Library is doing

well. With help from online sales and the Book and Media sale, they have met their revenue goals for the year. The Foundation has approached them to negotiate taking over the Summer Reading prize funding.

**Old Business: Collection Development Policy-Library of Things:** John Henshell brought examples of possible language changes for the Board to review including inserting the sentence: "Library staff will research all products under consideration to ensure that they do not cause excessive harm to the environment." After some discussion Maureen Inouye-Harrison MOVED to add the sentence to the policy and Brad Schrock SECONDED the motion. Motion to add the sentence to the Library of Things Collection Policy CARRIED.

**New Business:**

- **Teen Library Council:** Areebah Zaidi reports a slow month for the Teen Library Council. They are working on their Teen Summer Reading video contest concept with a goal of completing it over winter break. They are also focusing on their volunteer projects within the library.
- **Director's Report:** Glenn Ferdman reports that the Library's Space Plan is moving forward with the overall goal of creating multi-person, collaborative, multi-use spaces for patrons while maintaining some core services like service desks, though those might be impacted. Currently the Management Team is surveying staff and compiling data in an effort to prioritize changes and budget funds. This project will be ongoing and will be shared with the Board as it progresses. The Foundation has agreed to help fund the Space Plan. Questions about how the Space Plan might affect staffing were addressed, and Glenn Ferdman reported that the staff appear to have positive feelings towards the Space Plan in general. Other projects in the works include increasing the safety of the Branch's crosswalk and investigating materials to replace the pavers in front of the Main Library.
- **Electing new Chair and Vice Chair:** Nominations were gathered and the Board voted on electing a new Chair and Vice-Chair for the 2019 year. John Henshell was elected Chair, and Brad Schrock was elected Vice-Chair. All members thanked Gautam Kottapalli for his excellent service as Chair for 2018.

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

- The next Board meeting is scheduled for Wednesday, January 9th, 2019, at 6:30 p.m., in the Administrative Conference Room on the second floor at the main library.

**Future agenda items:** Vote on Arts Foundation attending the April 2019 meeting.

**Adjournment:**

- There being no further business, the meeting was adjourned at 8:15 p.m.

Respectfully submitted by:  
Glenn Ferdman, Library Director

<b>APPROVED BY:</b>