



**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
July 14<sup>th</sup>, 2021**

**Present:** John Henshell, Chair; Kathleen Allen, Vice-Chair; Sara Rajkumar; Mei Wong; Kathleen Perry; Cathy Wasnick; Andrew Love; Brad Schrock; Glenn Ferdman, Library Director; and Kristin Fidler, Administrative Assistant

**Absent:** Sarah Larson; Marc San Soucie, City Council Liaison

**Guests:** none

Chair John Henshell called the meeting to order at 6:03 p.m.

**Approval of Minutes from May 12<sup>th</sup>, 2021, Meeting:**

- Brad Schrock called for the approval of the May 12th, 2021, minutes as written. Andrew Love SECONDED the motion to approve the minutes. Motion CARRIED.

**Location of future meetings :** The Board discussed returning to in-person meetings as early as August 2021. Glenn Ferdman reported that future meetings could follow a hybrid model (both in-person and virtual) to accommodate members who, for whatever reason, might not be able to attend the meetings in-person.

**Partner Reports**

**Beaverton City Council:** No report.

**Beaverton Library Foundation:** Glenn Ferdman reports that the Foundation continues to look at possible library projects to receive Foundation money. The library's Executive Team is putting together a list of possibilities from the Space Plan for the Foundation to consider. Recruiting continues for additional Foundation members who might assist with fundraising and financial planning.

**New Friends of the Beaverton City Library:** Kathleen Allen reports that the New Friends are busy looking at grant opportunities and additional on-line retail platforms. Focus groups have formed to dive deeper into different topics and ideas to help grow the organization. On-line book sales continue to be robust.

**New Business:**

**Board By-laws review:** John Henshell called for a review of the by-laws as they pertain to the duties of the Vice Chair. Kathleen Allen reported on her positive and edifying involvement with

the New Friends as an Advisory Board liaison. Kathleen Allen MOTIONED that Vice-Chair duties include being a liaison to either the Friends or the Foundation. No members SECONDED the motion, so it was tabled for further discussion at a future meeting.

**Director's Report:** Glenn Ferdman reported that the new City Manager has been meeting once a week with the Interim City Manager and will officially begin working on August 24<sup>th</sup>. The library's new Materials & Operations Supervisor will begin work on August 7<sup>th</sup> and will help with the hiring process of the new Public Services Supervisor. The library is also looking at applications for the .5 FTE Volunteer Coordinator with the hopes to get someone in that position soon. The library will try again to establish an Assistant Director position during the supplemental budget process in the fall. All city staff are going through DEI training. Capacity limits due to COVID have been lifted for both library spaces. Community Action will be back at the Main library soon, and the library hopes to increase hours at some point in the near future. Facilities have completed the low wattage wiring needed for the tablets outside of the new study rooms. The installation of these tablets will help facilitate scheduling of the rooms which are slated to open soon. The Book Corner integration project continues as does phase 2 of the library re-organization. Negotiations continue with the South Cooper Mountain developer about having a branch library as a keystone tenant. The library had 85 people show up for their first in-person story time on the library lawn since shutdown. Library outreach continues at free lunch sites, city parks, and Camp Achievement. The Governor announced new rules regarding heat accommodations and employees, so the library is training staff and managers about compliance. The library has applied for a 10 month grant to fund the outreach van and fund the .5 FTE staff needed to staff it. The library is excited to have a limited number of volunteers returning to on-site tasks. In partnership with the city's Emergency Management Team, the Main library opened after hours as a cooling center during the extreme heat event. The library is currently offering free printing and photo-copying which has been very popular with patrons.

**Future agenda items:** Library of Things update, Summer Reading report, Circulation changes regarding ebooks

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

- The next Board meeting is scheduled for Wednesday, August 11th, 2021, at 6:00 p.m. over the Zoom.gov virtual platform

**Adjournment:** There being no further business, the meeting was adjourned at 7:40pm.

Respectfully submitted by:  
Glenn Ferdman, Library Director

<b>APPROVED BY:</b>