



**LIBRARY ADVISORY BOARD
MEETING MINUTES
December 13th , 2023**

Present: Andrew Love, Chair; Cathy Wasnick, Vice Chair; Norma Cardenas; Michelle Foley; Kathleen Perry; Adreana Kusaba; Shelley Engle; Kim Carroll, Library Director; Kristin Fidler, Administrative Assistant

Absent: Amanda Eng

Guests: none

Chair Andrew Love called the meeting to order at 6:02 p.m.

Introductions

Approval of Minutes from October 11th , 2023, meeting:

- Chair Andrew Love called for the approval of the October 11th, 2023, minutes. Vice Chair Cathy Wasnick motioned to approve the minutes as written and Shelley Engle seconded. Motion carried.

Approval of Minutes from November 8th, 2023, meeting:

- Chair Andrew Love called for the approval of the November 8th, 2023, minutes. Shelley Engle motioned to approve the minutes with a few grammatical corrections. Kathleen Perry seconded. Motion carried to approve the minutes as corrected.

Public Comment: none

Partner Reports

Council Report: none

Beaverton Library Foundation: Kim Carroll reported that the Foundation voted to merge with the New Friends of the Beaverton City Library with a target date of January 2024. The Foundation is currently looking for new members who are experienced with donors and donations.

New Friends of the Beaverton City Library : Kim Carroll reported that the New Friends of the Beaverton City Library voted to merge with the Library's Foundation with a target date of January 2024.

New Business:

Election of Board Officers for 2024: Andrew Love was elected Chair and Cathy Wasnick was elected Vice-Chair for 2024.

Director's Report: Kim Carroll went over recent circulation statistics showing that the Murray Scholls branch continues to do well. City Council voted to approve new Boards and Commissions members, and the Library Advisory Board will get a new full member in January 2024. Kim Carroll has reached out to the City Recorder to get the Advisory Board's Annual Report on a City Council agenda in 2024. The city will be hosting a Boards and Commissions workshop in February. All board members are invited to attend. The library currently recruiting for two open positions. The budget process for fiscal year 2024/2025 continues. The library's Staff Diversification Initiative continues to look at the entire process for hiring and onboarding staff. A survey assess staff morale was constructed by the library's Labor Management Committee and sent to all library staff. Staff have until December 31st to respond. The library's Staff Development Committee is coordinating training throughout the year and is working on the library's annual In-Service Day scheduled for March 14th, 2024.

For the Good of the Order: none

Comment Cards: Six comment cards were read by the board.

Set Date for Next Library Advisory Board Meeting:

- The next Board meeting is scheduled for Wednesday, January 10th, 2024, at 6:00 p.m. on the Zoom.gov virtual meeting platform and in the Admin Conference Room on the second floor of the main library.

Adjournment:

- There being no further business, the meeting was adjourned at 7:10 pm.

Respectfully submitted by:
Kim Carroll, Library Director

APPROVED BY: