



**LIBRARY ADVISORY BOARD
MEETING MINUTES
June 12th, 2024**

Present: Cathy Wasnick, Vice Chair; Kathleen Perry; Sarah Blattner; Adreana Kusaba; Michelle Foley; Kim Carroll, Library Director; Kristin Fidler, Administrative Assistant

Absent: Andrew Love; Norma Cardenas; Shelley Engle; Amanda Eng

Guests: none

Cathy Wasnick called the meeting to order at 6:04 p.m.

Introductions

Public Comment: none

Approval of Minutes from April 10th, 2024, meeting:

- Vice-Chair Cathy Wasnick called for the approval of the April 10th, 2024, minutes. Adreana Kusaba MOTIONED to approve the minutes as written and Sarah Blattner SECONDED. Motion PASSED.

Approval of Minutes from May 8th, 2024, meeting:

- Vice-Chair Cathy Wasnick called for the approval of the May 8th, 2024, minutes. Sarah Blattner MOTIONED to approve the minutes as written and Kathleen Perry SECONDED. Motion PASSED.

Approval of the Programming Policy from May 8th, 2024, meeting:

- Vice-Chair Cathy Wasnick called for the approval of the Programming Policy as presented at the May 8th, 2024, meeting. Sarah Blattner MOTIONED to approve the policy as presented and Kathleen Perry SECONDED. Motion PASSED.

Partner Reports :

The Friends of the Beaverton City Library : Kathleen Perry reported that the Friends of the Beaverton City Library have voted in new officers so all officers will have the same start date. The Friends are working on making signage consistent and are streamlining volunteer management. The promotion on All Classical Radio was successful, so they plan to continue the campaign.

New Business

Summer Break: The board discussed taking a month off in the summer as has been done in past years. Vice-Chair Cathy Wasnick called for the approval of taking August off for a summer break. Sarah Blattner MOTIONED and Adreanna Kusaba SECONDED. Motion PASSED. The Advisory Board will not meet in August 2024.

Old Business

Annual Board Workplan: Kim Carroll reviewed that the annual workplan is to help the board align their work with the City Council's goals and priorities and to make sure that all the city's Boards & Commissions have the same process. This process can be used to inform the Board's annual presentation to Council. The Advisory Board will turn in their workplan to the Council for review. The workplan can be amended throughout the year. Within the workplan, the board moved some dates around and added a governance and funding section.

Approval of the Board 's 2024 Workplan:

- Vice-Chair Cathy Wasnick called for the approval of the Annual Workplan as amended. Kathleen Perry MOTIONED to approve the plan and amended, and Adreana Kusaba SECONDED. Motion PASSED.

New Business

Director's Report: Kim Carroll reported that Greater Good Northwest now has a dedicated study cube with some new storage furniture purchased with federal opioid settlement money. Seasonal Summer Reading Program help has started with the hiring of 2 part-time temporary positions so staff can focus on outreach in local parks and the bookmobile. A full-time bilingual reference assistant position was filled internally. The library's budget passed. The funds saved from eliminating the part-time Volunteer Coordinator position is now being used to make the Building Monitor position full-time. The library's current Building Monitor has agreed to work full-time. Going forward, the Friends will be managing their own volunteer program. Two new PC's have been added to the public computer area at Main. The Friends have pledged money to help improve the new service desks.

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

Set Date for Next Library Advisory Board Meeting:

- The next Board meeting is scheduled for Wednesday, July 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 7:26 pm.

Respectfully submitted by:
Kim Carroll, Library Director

APPROVED BY: