



**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
July 10th, 2024**

**Present:** Andrew Love, Chair; Cathy Wasnick, Vice Chair; Sarah Blattner; Shelley Engle; Norma Cardenas; Kim Carroll, Library Director; Kristin Fidler, Administrative Assistant

**Absent:** Kathleen Perry; Adreana Kusaba; Michelle Foley; Amanda Eng

**Guests:** none

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

**Introductions**

**Public Comment:** none

**Approval of Minutes from June 12th, 2024, meeting:**

- Chair Andrew Love called for the approval of the June 12th, 2024, minutes with a few grammatical corrections. Vice-Chair Cathy Wasnick MOTIONED to approve the minutes as corrected, and Shelley Engel SECONDED. Motion PASSED.

**Partner Reports :**

**City Council:** Kevin Teater reported that our City Attorney has announced his retirement so the city will be recruiting for a new City Attorney soon. The FY 25 Budget was approved with no staff layoffs. The budget included money to replace the City Park playground equipment damaged by the January 2024 wind and ice storm. The city hopes the new playground will be installed sometime this fall. The council approved changes to the shelter construction contract for building improvements. Good Neighbor agreements have been reached with shelter neighbors. The city approved 4 more photo radar cameras and is contracting with a new vendor to run the service. The city approved the Dining Commons permit for another year. The Cooper Mountain zoning project is underway, and the city continues to look at city Facilities through its Facilities Master Plan.

**The Friends of the Beaverton City Library :** The Friends did not meet in July. Their next meeting is in August.

**New Business**

**Meeting Room Policy Review:** Kim Carroll explained that the library will be taking over the process for the public to reserve library meeting rooms. This task was previously done by the city Recorder's Office and will now be done by library staff. Meeting Room Policy is not a library policy, not a city policy, and the new policy was created by staff and vetted by the city's attorneys. The library will no longer collect fees for meeting room use.

**Approval of Meeting Room Policy:**

Chair Andrew Love called for the approval of the library's Meeting Room Policy. Vice-Chair Cathy Wasnick MOTIONED to approve the policy and Sarah Blattner SECONDED. Motion PASSED.

**Director's Report:** Kim Carroll reported that the Washington County Library usage survey will be coming out soon and Advisory Board members will receive a link to take the survey. The library's Signage Task Force have completed their survey of current signage at both library locations and have many new sign ideas. Staff have been weeding the reference collection to make room for other collections now that so many reference sources have moved to online only. A project manager has been working on streamlining the library's volunteer program while maintaining community connections. The library hosted space for 12 weddings during the city's Pride celebration. The library's Building Monitor is now onsite full-time/40 hours a week. Summer Reading is in full swing.

**For the Good of the Order:** There will be no Library Advisory Board meeting next month, August 2024. Future agenda topics include working on the Workplan, One Book 2025, and a discussion on ways to bring in revenue for the library.

**Comment Cards :** Seven comment cards were read by the board.

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

- The next Board meeting is scheduled for Wednesday, September 11th, 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 7:23 pm.

Respectfully submitted by:  
Kim Carroll, Library Director

<b>APPROVED BY:</b>