



**Library Advisory Board Agenda**  
**Beaverton City Library**  
**MEETING MINUTES**  
**February 12, 2025**

Present: Kathleen Perry, Vice Chair; Adreana Kusaba; Sarah Blattner; Andrew Love; Kevin Teater; City Council Liaison; Tsion Ermas, Teen Council Liaison; Kim Carroll, Library Director

Absent: Cathy Wasnick

Vice Chair, Kathleen Perry, called the meeting to order at 6:07pm

Introductions

Public Comment: None

Approval of Minutes from the January 8, 2025 meeting:

**APPROVAL OF MINUTES FROM January 8<sup>th</sup>, 2025, MEETING**

**City Council Report:** Moved City council report to the first item and the agenda. Councilor Teater joined the meeting remotely. Councilor Teater gave the Councilor report and mentioned the swearing-in ceremony in January for Counselor Kimmi, Councilor Tivnon, Councilor Hasan and Mayor Beatty.

Topics discussed at City Council meetings included the Metro Support Housing Services (SHS) Bond Measure to build more affordable housing. Metro is now looking at the November ballot for the SHS measure. SHS funding is limited because of certain restrictions. Council is hopeful that some of these restrictions will be modified. Another topic was tiered water rate that is expected to raise water rates over the next few years. The rapid transit line was also discussed along with the need to leverage funding across different agencies.

The one key priority takeaway from the Council Retreat is for the Council to focus on financial resilience and recovery. Other items like sustainability and DEIB initiatives will act as pillars.

Council Teater invited folks to reach out to local leaders with any concerns about what is happening on a federal level. Elected officials are engaged in community outreach.

A question was asked about Beaverton being a Sanctuary City and how the city is being proactive in regard protecting people's rights. The answer given is that local law enforcement cannot be used to enact federal policy. Councilor Teater needed to leave but then returned a few minutes later to continue answering questions. Federal agents can file public information requests to get information. Some Federal funding may be impacted under the new administration. Signed contracts already in place ensure some level of predictability.

## PARTNER REPORT

**Teen Library Council:** TLC organized a program on chocolate and art. TLC is transitioning to the new volunteer software system called Better Impact. The group is planning TLC March crafts, Smash Bros Tournament, and recording a podcast next Saturday at noon. One of the topics covered on the podcast will be the Super Bowl. The podcast is available on the library website.

## New Business

**Council presentation:** Discussed City Council presentation and organizing the report to align with council priorities. Suggestion was made to add attendance numbers for One Book One Beaverton. April 15 is the date of the Council presentation. Other suggestions for the report included information about Funding and Governance. Information about the levy could be included if it is finalized before the presentation date. The levy will be on the November ballot and will go out with the Public Safety levy. Suggested adding numbers on DAM attendance. Members can review the Council presentation draft at home and bring back suggestions in March.

**2025 Annual Board Work Plan:** Lab reviewed the workplan and were reminded of the workshop scheduled at the Reser on February 24. Suggestion made to add finalizing the council report at the April meeting.

## **Director's Report: Kim Carroll**

Director reminded LAB members of the recommendations brought forward to the Board of County Commissioners as part of the Funding and Governance project. These included that WCCLS will fund 45 operating hours for library partners, the levy will increase by at least 10 cents, and efficiencies will be created through centralizing collections. The director shared local impacts and the plan to move forward with a strategic planning process for BCL next fiscal year. According to the community survey, community members expressed a desire for more operating hours and services within the library buildings.

The director discussed how centralization has worked in other library systems they have worked at, including Multnomah County, Fort Vancouver, and Maricopa County. They also talked about the efficiencies of aligning print and digital demand and having more negotiating power with vendors. This shift is significant for the WCCLS library system, aiming to make roles more dynamic and less specialized, with the goal of completing the shift to centralized collections within 2.5 years. Consultants will help with the transition, but collections will be managed by WCCLS. Interlibrary loan will also be part of the centralization. Questions still need to be answered, such as what to do with weeded books and how to manage collections.

The biggest change is the staff impact, moving from a collection-centric mindset to a person-centric mindset. The director clarified that centralized collections were a decision made through the Funding and Governance project, which included all the library directors in WCCLS and the Executive Board of WCCLS. The benefits of shared services and economies of scale, such as ILS, courier, and digital collections, were discussed. The next steps in the Funding and Governance project will involve identifying service boundaries and creating a new funding formula.

Any open hours above 45 hours will be funded by the partners. This will identify where funds are spent and create greater accountability. The current funding process does not require any reporting on how funds are spent or accountability.

Updates were provided on the monthly report.

- Staff are working with Space Saver to improve the entrance, pushing book drops back, and creating better shelving space behind the circulation desk.
- GGNW has been approved for more hours, but they are having trouble staffing open hours.
- The Volunteer Engagement program is still being finalized; the library is now using Better Impact as the software.
- There are plans to update the space on the other side of the service desks to open the space and have new books and eye-catching displays.
- Clarification was given on weeding last titles.
- West Slope is transitioning over to Garden Home but will still be part of WCCLS.
- The library is looking at software for Incident Report tracking
- The library is working to implement a Person In Charge program, which is a best practice for libraries.
- Digital navigators are extremely popular.
- The school library card project has been finished. Students received a free book and WCCLS goodie bag.
- The library will be hosting a Coffee Connection in March and is working on some city-wide celebrations, like 25 years of the main library being open.
- Adventure Pass is coming back once they have a new vendor.

- If you live in Beaverton, you can sign up for an MCL library card.
- The library is in the process of hiring a new administrative assistant.

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

The next Board meeting is scheduled for Wednesday, March 12th, 2025, 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.

FOR THE GOOD OF THE ORDER: Verified contact information for Board members.

ADJOURN at 7:31pm