



**Beaverton City Library Advisory Board
Meeting Minutes
July 11, 2012**

Present:

Ellen Brash Russell, Chair
Bob Becker
Carl Teitelbaum
Thomas Cutts
Jason Lang
Joshua Pond
Gautam Kottapalli
Marc San Soucie, City Council Liaison
Ed House, Library Director

Absent:

Howard Reeher
Julie Emanuel, Support Specialist II

Guests:

- There were none.

Chair Ellen Brash Russell called the meeting to order at 6:31 p.m.

Approval of Minutes of June 13, 2012 meeting:

Chair Ellen Brash Russell called for the approval of the June 13, 2012 minutes.
Bob Becker MOVED and Jason Lang SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- There was none.

Council Liaison's Report: Councilor San Soucie reported on City Council activities:

The following major topics will be on the council docket for City Council over the next several months:

- Public's feedback of Police and Court space needs at City Hall.
- Purchase of the South Office Building at the Round.
- South Office Building Open House, Thursday, July 12th, 6 - 7:30 p.m. at the Round.
- Summer City events.

Questions: Bob asked the possibility of City Hall being located near the Library? He explained when the Library was being developed discussion with City Council of a new City Hall in this adjacent area could enhance the Library site and heart of the City. Marc responded that it would be less likely now than it might have been 10 - 12 years ago. There will be many options to consider with the acquisition of the South Office Building, but it's not ruled out entirely.

Librarian's Report: by Ed House, Library Director

General Comments:

- There have been a lot of end of the fiscal year wrap-up duties and reports.
- Cedar Mill Library is checking-out Kindle tablets to Patrons as are some libraries nationally. Ed will follow up and ask about their eBooks loaning program.
- Roofing repair will start next Tuesday, July 17.

Statistics:

- Ed provided the Board with circulation reports for Beaverton City Library for the month of June and the end of the Fiscal Year 2011-12.
- Children's Summer Reading Program registrations are up - 400 more this year over the same time as last year.
- For the month of June, circulation at Beaverton City Library (combined) exceeded the WCCLS average by 2.71 points (BCL up 4.82% vs. WCCLS average up 2.11%). BCL-Main was up 1.96% and BCL@Murray Scholls was up 17.90% which was the highest growth of any WCCLS outlet.
- The end of the fiscal year total circulation for Beaverton City Library was 3,517,318 items, an increase of 4.25% over last year. BCL-Main increased circulation by 2.33% and BCL@Murray Scholls increased circulation by 13.32%

Single Day Record High

- Beaverton City Library set its own record circulating 19,335 items on June 18, 2012. BCL-Murray Scholls broke the 4,000 in one day circulation mark for the first time by circulating 4,071 items on July 9, 2012!
- **Market Share:** Beaverton City Library's market share January - June 2012 was 27.7% of all the items Washington County Cooperative Library Service (WCCLS) libraries circulated.

WCCLS Report: by Ed House, Library Director

Automated Materials Handling (AMH) Update:

- Proposals for the installation of Automated Materials Handling were received from five vendors and will be reviewed and scored on July 16th.
- \$396,000 was included in the budget for fiscal year 2012-13 to pay for both libraries' installation of AMH equipment.

Authorization for Trust Fund Expenditures:

- There were no expenditures to report.

Committee Reports

Foundation: The Foundation will be hosting the Chamber of Commerce Coffee Connection at Beaverton City Library @ Murray Scholls on Friday, September 14, 7:45 a.m. - 9:00 a .m.

Ed provided a handout of the Foundation's annual report to the Board.

Friends of the Library: A large screen monitor was purchased by the New Friends of the Beaverton City Library to market library programs and services at Beaverton City Library-Main. A new policy for the electronic display in the lobby was discussed.

Old Business:

- The Board agreed to the reformatting of the Exclusion Matrix presented by Jason Lang.

New Business:

- Chair Ellen Brash Russell volunteered to staff the Library booth at the Community Vision Celebration on Saturday, August 11, 10 a.m. - 2 p.m. representing the Library.
- Carl reported the WILI-net sends an e-mail notification daily until the materials on hold are picked up, multiple logins drop down menu and passwords are not retained. He suggested that a WILI-net patron user group to provide input for improvements could be valuable feedback. It is difficult to find parking spaces at BCL-Main on Saturday mornings.
- Joshua suggested WCCLS provide a WILI-net app for smart phones. Ed reports WCCLS have been looking into this and will report back with any updates.

Date for next Advisory Board Meeting:

- The Board decided to not meet during the month of August. The next Board meeting is scheduled for Wednesday, September 12, 2012 at 6:30 p.m. in the Library Administrative Conference Room.

Call for Agenda Items for next Advisory Board meeting:

- There were none.

Adjournment:

- There being no further business the meeting was adjourned at 7:50 p.m.

Respectfully submitted by:
Julie Emanuel, Support Specialist II

APPROVED BY:
Ellen Brash Russell, Board Chair

Date Approved: