



**Beaverton City Library Advisory Board  
Meeting Minutes  
April 10, 2013**

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**Present:**

Ellen Brash Russell, Chair  
Thomas Cutts, Vice Chair  
Gautam Kottapalli  
Nancy Nkiwane  
Jason Lang  
Ian King, City Council Liaison  
Ed House, Library Director  
Julie Emanuel, Support Specialist II

**Absent:**

Joshua Pond  
Pam Wagoner

Chair Ellen Brash Russell called the meeting to order at 6:30 p.m.

**Guest:**

There were none.

**Read and approve minutes of March 13, 2013, meeting:**

- Chair Ellen Brash Russell called for the approval of the March 13, 2013, minutes as submitted, Tom Cutts MOVED and Jason Lang SECONDED the MOTION. It was approved by the Board.

**Public Forum:**

- There was no public forum.

**Council Liaison's Report:** Councilor King reported the following updates of City Hall and City Council activities:

- A Roundtable presentation for expansion of Beaverton City Library @ Murray Scholls (BCL–Murray Scholls).
- This year, “Beaverton Teen Idol” competition is also teaming up with Home Plate, a charity based in Washington County that combats youth homelessness.

**Librarian's Report:** By Ed House, Library Director

**General Comments and Information:**

- A new roster of library board members was distributed.

**National Library Week in April:**

- Food for Fines/Amnesty: Patrons can pay their library fines, overdue billed items up to \$20.00 with non-perishable food donations to benefit the Oregon Food Bank–West.
- The Washington County Cooperative Library Service (WCCLS) will host the Storytelling Festival Saturday, April 13 to Saturday, April 20.

**Presentation of Current Statistics:**

- Ed provided the Board with circulation reports for Beaverton City Library (BCL) for March.
- Total circulation for March for BCL (combined) was 306,544 items, a change of -1.89% compared to WCCLS average of -2.70%. BCL–Main circulation saw a change of -3.36% and BCL–Murray Scholls was up 4.29% compared to this time last year.
- Library2Go: There was an increase of 43.25% for eBook downloads county-wide in March and this is having an effect on the libraries.
- Our adult services manager prepared a comparison of BCL adult circulation statistics to other libraries within WCCLS: Hillsboro, Tigard, Cedar Mill and Tualatin. Her research found that the adult Blu-ray collection needs to be increased in her division.
- The members of the WCCLS Policy Group, which consists of all library directors, discussed Beaverton's Blu-ray five holds limit and increasing to maximum of 25, not exceeding 50 items for all library materials. The request was approved.

**WCCLS Report:** by Ed House, Library Director

**Automated Materials Handling (AMH) Update:**

- Ed provided the Board a tour in the circulation division to view AMH equipment in action, overall the new system is already helping staff work efficiently.

**Trust Fund Expenditures:**

- Library Trust Fund financial statements ending March 31, 2013, were distributed to the Board.

**Committee Reports:**

**Beaverton Library Foundation:** A lease proposal for the vacant space at Murray Scholls Town Center includes the cost of a HVAC system. The City hired a real estate broker to research similar properties and present a counter offer to Gramor Development. The City wants to research all options before finalizing any lease negotiations.

**New Friends of Beaverton City Library:** The Friends Wish List for \$10,000 of expenditure has been approved; New Friends will purchase an eReader for an incentive to participate in the BCL survey and Friend's chair attended the Foundation Board meeting.

**Old Business:**

- Ed presented a revised BCL survey and wanted the Board's feedback; he will forward their suggestions to the management team.

**New Business:**

- There was none.

**Set Date for next Advisory Board meeting:**

- The next Board meeting is scheduled for Wednesday, May 8, 2013, at 6:30 p.m. in the Library Administrative Conference Room on the second floor at BCL-Main.

**Call for Agenda Items for next Advisory Board meeting:**

- There was none.

**Adjournment:**

- There being no further business the meeting was adjourned at 7:49 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

<b>APPROVED BY:</b>
<b>Ellen Brush Russell, Board Chair</b>
<b>Date Approved:</b>