



**Beaverton City Library Advisory Board
Meeting Minutes
June 12, 2013**

Present:

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

Absent:

Gautam Kottapalli

Guests:

Bob Becker
Abigail Elder

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

Read and approve minutes of May 8, 2013, meeting:

- Chair Ellen Brash Russell called for the approval of the May 8, 2013, minutes as submitted, Tom Cutts MOVED and Jason Lang SECONDED the MOTION. It was approved by the Board.

Public Forum:

- Ed introduced Abigail Elder, Beaverton's new Library Director starting on July 8, 2013, to the Board.

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

- Multicultural Community Forum was held on June 1 at Beaverton Community Center.
- Fiscal Year 2013-14 Proposed Budget was approved by Beaverton's budget committee on May 31, 2013.
- Beaverton's budget committee voted down proposed property-tax increase for the fiscal year starting July 1. The city will contribute money from the general fund to the library fund and aim to cut spending to make up for the lower-than-projected revenue without dipping into reserves.

Librarian's Report: By Ed House, Library Director

General Comments and Information:

- Washington County Cooperative Library Service (WCCLS) will purchase more e-titles to meet the demand of providing eReader services.
- Wayne Whitbeck, a former board member who had passed away a year ago, contributed 20% of his estate to Beaverton City Library (BCL). The Library received \$84,158.64 that was deposited into the Library Trust Fund account.

Presentation of Current Statistics: by Ed House, Library Director

- Total circulation for May 2013 for BCL (combined) was 292,253 items, an increase of 1.98% over this same period as last year, compared to the WCCLS average of -1.35%. The BCL–Main circulation was up 1.07% and BCL-Murray Scholls was up 5.72%.
- **Library2Go:** There were 20,354 eBook downloads county-wide in May 2013 compared to 13,361 in 2012, an increase of 52.34% compared to last year.

WCCLS Report: by Ed House, Library Director

WCCLS Policy Group voted to increase the maximum holds limit of Blu-ray from five to 25 and games from five to ten. Most Blu-ray and DVD items are loaned for 7 days yet some libraries will loan them for 21 days. WCCLS libraries are allowed to have different loan periods for their DVDs and Blu-rays.

Trust Fund Expenditures:

- Financial statements for May 31, 2013, were distributed to the Board. Ed reported expenditures of \$384 spent for library materials this past month and \$10,248 fiscal year-to-date.

Ed requested authorization to expend \$9,400 from the Library Trust Fund. BCL would use the funds for the Children's Summer Reading Program prizes. These funds have been made available through donations by the Beaverton Library Foundation.

- Chair Ellen Brash Russell called for approval to expend \$9,400 from the Library Trust Fund, Tom Cutts MOVED and Pam Wagoner SECONDED. It was approved by the Board.

Committee Reports:

Beaverton Library Foundation: Beaverton Neighborhood Association Committee (NAC) chairs will meet with the Foundation on Monday, June 17 for a Murray Scholls Branch expansion work session from 6 – 8 p.m. at Murray Scholls Branch Library.

New Friends of Beaverton City Library: The New Friends of the BCL (NFBCL) webpage expired and the new web address is www.BookCornerBeaverton.org.

Old Business:

- Ed provided a quick overview of the preliminary results for the Library Community Survey to the Board. The survey has not been closed and the library will be soliciting more responses at the City of Beaverton's annual Picnics in the Park events.

New Business:

- There was none.

Set Date for next Advisory Board meeting:

- The next Board meeting is scheduled for Wednesday, July 10, 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:

- Cultural Pass to Adventure at Beaverton City Library

Adjournment:

- There being no further business the meeting was adjourned at 7:35 p.m.

Respectfully submitted by:
Julie Emanuel, Support Specialist II

APPROVED BY: Ellen Brash Russell, Board Chair
Date Approved: