



**Beaverton City Library Advisory Board  
Meeting Minutes  
August 14, 2013**

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**Present:**

Ellen Brash Russell, Chair  
Thomas Cutts, Vice Chair  
Gautam Kottapalli  
Jason Lang  
Nancy Nkiwane  
Pam Wagoner  
Cate Arnold, City Council Liaison  
Abigail Elder, Library Director  
Julie Emanuel, Support Specialist II

**Absent:**

Joshua Pond

**Guests:**

Larry Fox, Beaverton Library Foundation Board Member  
Karen Adams, Beaverton Library Foundation Board Member

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

**Read and approve minutes of July 10, 2013, meeting:**

- Chair Ellen Brash Russell called for the approval of the July 10, 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 Arnold reported the following updates of City Council activities:

- The Beaverton City Council unanimously passed a citywide tax exemption for affordable housing limited for a two-year trial period on Tuesday, August 13.

**Librarian's Report:** By Abigail Elder, Library Director

**General Comments and Information:**

- Abigail reported that the Summer Reading Program ends today. She will provide statistics at the September board meeting.
- Abigail provided July statistics. Starting this month, the library will collect some new statistics including general information desk questions, website visitors and social media news.
- Abigail attended the annual Oregon Library Association (OLA) Executive Board Retreat in Silver Falls State Park on Monday, July 29.

**Presentation of Current Statistics:** by Abigail Elder, Library Director

- Abigail provided the Board with circulation reports for Beaverton City Library (BCL) for July.
- Total circulation for July for BCL (combined) was 335,534 items, an increase of 2.33% vs. Washington County Cooperative Library Services (WCCLS) average 0.01%. BCL–Main circulation was up 1.84% and BCL–Murray Scholls was up 4.24%.

**WCCLS Report:** by Abigail Elder, Library Director

Abigail reported that Hillsboro Public Library recently opened the second floor of the Brookwood Library. The Shute Park branch is closed for remodeling and scheduled to re-open in March 2014.

**Trust Fund Expenditures:**

- Financial statements for July 31, 2013, and revisions of June 30, 2013, were distributed to the Board.

**Committee Reports:**

**Beaverton Library Foundation:**

Literary Vines, Friday, September 6, at BCL-Main, 7:00 p.m. to 9:00 p.m.

- Larry Fox, Beaverton Library Foundation board member, invited the Board to support the event in three ways:
  - Purchase admission ticket and attend.
  - Donate wine for the Wall of Wine.
  - Contribute to the challenge match for the paddle raise.
- Tickets may be purchased and donations may be made online at [www.beavertonlibraryfoundation.org](http://www.beavertonlibraryfoundation.org).

**New Friends of Beaverton City Library:** The Friends have purchased a new laptop and continue to experience book-selling success on Amazon.

**Old Business:****Library Community Survey**

- Abigail presented an overview of responses from the library community survey, conducted May to July. Over 700 people responded. Most participants were avid library users. The New Friends of BCL donated a Kindle that was given away in a drawing of those who had completed the survey.
- WCCLS recently conducted a telephone survey through Westside Voices. Abigail distributed an executive summary of the survey results.

**New Business:****Board Elections – Chair, Vice Chair**

- Chair Ellen Brash Russell was re-nominated as Chair, and it was approved by the Board members.
- Vice Chair Tom Cutts was re-nominated as Vice Chair, and it was approved by the Board members.

**Expiring Library Advisory Board Terms:**

- Thomas Cutts's term ends December 31, 2013. He has served one term and is eligible to apply for a position as a regular board member for three years.
- Gautam Kottapalli's term ends December 31, 2013. He has served as an alternate for one term and is eligible to apply for a position as a regular board member for three years.
- Jason Lang's term ends December 31, 2013. He has served one term and is eligible to apply for a position as a regular board member for three years.
- Joshua Pond's term ends December 31, 2013. He has served one term and is eligible to apply for a position as a regular board member for three years.
- Deadline to submit an application is Friday, October 4, 2013, at 4:30 p.m. Please go online to [www.BeavertonOregon.gov/Boards](http://www.BeavertonOregon.gov/Boards). Terms begin January 1, 2014, and are three years except for the alternate which is one year.

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

- The next Board meeting is scheduled for Wednesday, September 11, 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:**

- Tom Cutts suggested a post event report from the Literary Vines event.

**Adjournment:**

- There being no further business the meeting was adjourned at 7:59 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

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