



**Beaverton City Library Advisory Board
Meeting Minutes
September 11, 2013**

Present:

Ellen Brash Russell, Chair
Thomas Cutts, Vice Chair
Gautam Kottapalli
Jason Lang
Joshua Pond
Pam Wagoner
Abigail Elder, Library Director
Julie Emanuel, Support Specialist II

Absent:

Council Liaison
Nancy Nkiwane

Guests:

- There were none.

Chair Ellen Brash Russell called the meeting to order at 6:35 p.m.

Read and approve minutes of August 14, 2013, meeting:

- Chair Ellen Brash Russell called for the approval of the August 14, 2013, minutes. Tom Cutts MOVED and Pam Wagoner SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- There was no public forum.

Council Liaison's Report:

- There was no Council Liaison's Report as Cate Arnold was absent.

Librarian's Report: by Abigail Elder, Library Director

General Comments:

- Abigail read comment cards from July and August to the board. Comment cards will be shared at all future library advisory board meetings.
- Adult programs were up in August, partly due to the tech tutors, volunteers who assist patron in using a computer or other device. Circulation of children's material continues to increase.
- The American Library Association (ALA) and Beaverton City Library (BCL) are sponsoring Banned Books Week, an annual celebration of the right to access books without censorship, from September 23-28.

Presentation of Current Statistics:

- Abigail provided the Board with circulation reports for August.
- Total circulation for August for BCL (combined) was 315,079 items, an increase of 1.56% compared to the Washington County Cooperative Library Services (WCCLS) average of -2.80%. BCL–Main circulation was up 0.82% and BCL–Murray Scholls was up 4.51%.

Trust Fund Expenditures:

- Library Trust Fund financial statements ending August 31, 2013, were distributed to the board.

WCCLS Report: by Abigail Elder, Library Director

No WCCLS report this month because the Policy Group did not meet in August.

COMMITTEE REPORTS:

Beaverton Library Foundation: Due to low ticket sales, the Foundation cancelled the Literary Vines event. The City is still in negotiations with Gramor Development for the BCL–Murray Scholls expansion.

- The Foundation has produced a video, starring Board Chair Ellen Brash Russell and her family.

New Friends:

- Friends of the Library report that August/September is "textbook season" on Amazon, and textbooks are selling well.

Old Business:

- **Expiring Terms:** Ellen reminded the board that the deadline to submit an application is October 4, 2013 at 4:30 p.m. Terms begin in January 1, 2014.
- **Summer Reading Program:** 5,170 children signed up; 3,058 children finished; 2,262 young adult signed and 1,168 finished.
- Board member Josh Pond reported that BCL summer reading prizes were great and that the library has great sponsors.

New Business:

- Abigail announced that the library would be closed tomorrow, Thursday, September 12 for the annual staff In-Service Day.
- The library is reinstating accurate, courteous and efficient (ACE), its customer service values. Abigail will provide an overview of ACE at the October board meeting.

Set Date for next Advisory Board meeting:

- The next Board meeting is scheduled for Wednesday, October 9, 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:

- In-Service Day
- ACE
- Levy Cycle

Adjournment:

- There being no further business the meeting was adjourned at 7:17 p.m.

Respectfully submitted by:
Julie Emanuel, Support Specialist II

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