



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

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**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

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