



**Beaverton City Library Advisory Board  
Meeting Minutes  
October 9, 2013**

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**Present:**

Ellen Brash Russell, Chair  
Gautam Kottapalli  
Jason Lang  
Pam Wagoner  
Ian King, Council Liaison  
Abigail Elder, Library Director  
Julie Emanuel, Support Specialist II

**Absent:**

Thomas Cutts  
Nancy Nkiwane  
Joshua Pond

**Guests:**

- There were none.

Chair Ellen Brash Russell called the meeting to order at 6:32 p.m.

**Read and approve minutes of September 11, 2013, meeting:**

- Chair Ellen Brash Russell called for the approval of the September 11, 2013, minutes. Jason Lang MOVED and Gautam Kottapalli SECONDED the MOTION. It was approved by the Board members.

**Public Forum:**

- There was no public forum.

**Council Liaison's Report:**

Councilor King reported the following updates of City Council activities:

- City Council reviewed preliminary plans for South Cooper Mountain's future development.
- Revenue bonds have been secured to move City Hall functions to The Round.
- City Council approved two new citizen advisory boards: Diversity Advisory Board and Social Services Funding Committee.

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

**General Comments:**

- Abigail read comment cards from September to the board.
- At the request of a patron Abigail distributed "Declaration for the Right to Libraries," an online petition sponsored by the American Library Association (ALA).

**Presentation of Current Statistics:**

- Abigail provided the Board with circulation reports for September.
- Total circulation for August for Beaverton City Library (BCL) (combined) was 279,091 items, an increase of 0.22% compared to the Washington County Cooperative Library Services (WCCLS) average of -1.65%. Beaverton City Library–Main (BCL–Main) circulation saw a change of -0.72% and Beaverton City Library–Murray Scholls (BCL–Murray Scholls) was up 3.85%.

**Trust Fund Expenditures:**

- Library Trust Fund financial statements ending September 30, 2013, were distributed to the board.

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

WCCLS Policy Group, made up of library directors, held a retreat in September to consider how the next five years look for libraries.

Factors considered included demographics technology and the future of reading. This information will be presented to the Executive group in consideration of a future levy.

**COMMITTEE REPORTS:**

**Beaverton Library Foundation:** The Foundation sponsored an apple pie fundraiser at New Seasons at Progress Ridge on Saturday, October 5 and Sunday, October 6. Cost of a pie was \$4.99 with 100% of the proceeds returned to their charity of choice.

The City is still in negotiations with Gramor Development and others to expand the BCL–Murray Scholls Branch Library.

**New Friends** New Friends held their annual meeting on Saturday, October 5 featuring author Tom Marsh at BCL–Main. The Friends provide over \$20,000 in donations to the library each year.

**Old Business:**

- **Staff In-Service Day** Abigail reported that Staff In-Service day was a success. Keynote speaker James L. Mason, P.H.D. addressing “Diversity and Building allies for Diversity in Work Settings.”
- **ACE** Abigail distributed ACE cards to the board and explained these cards remind library staff that we want to consistently provide Accurate, Courteous and Efficient service so that all customers feel they have had a positive experience at the library.
- **Levy Cycle** – November 14, 2013, determine amount of proposed 2013 levy rate.

**New Business:**

- **E-government** Abigail presented a lightning talk on electronic government services (commonly known as e-government). Libraries already provide many e-government services, such as food handling certification and assistance accessing WorkSource Oregon.

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

- The next Board meeting is scheduled for Wednesday, November 13, 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:**

- BCL–Murray Scholls Expansion
- The Foundation video footage, starring Board Chair Ellen Brash Russell and her family

**Adjournment:**

- There being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

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