



**Beaverton City Library Advisory Board  
Meeting Minutes  
February 12, 2014**

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**Present:**

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

**Absent:**

Joshua Pond  
Pam Wagoner

**Guest:**

- There were none.

Chair Ellen Brash Russell called the meeting to order at 6:34 p.m.

**Read and approve minutes of January 8, 2014, meeting:**

- Chair Ellen Brash Russell called for the approval of the January 8, 2014, minutes. Tom Cutts MOVED and Nancy Nkiwane SECONDED the MOTION. It was approved by the Board members.

**Public Forum:**

- There was no public forum.

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

- Oregon House Bill 3460, passed in the 2013 session, authorizes distribution of medical marijuana at registered facilities. The Beaverton City Council meeting and work session held on Tuesday, February 4, was open to public discussion about regulatory business licenses.

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

**General Comments:**

- Due to the winter storm, Beaverton City Library–Main (BCL–Main) and BCL–Murray Scholls closed at 3 p.m. on Thursday, February 6, at 2 p.m. on Friday, February 7, and both libraries remained closed through the weekend.
- West Slope Community Library suffered water damage to their roof from the storm. The library's main area and children's rooms remain open to the public, while the reading room is closed for repairs. BCL–Main has a Smart Roof that provides a leak detection system that generates a notification where the leak is located.
- Abigail reported she provided tours for two architecture at BCL–Main recently:
  - University of Oregon's Department of Architecture in Portland – They are studying the future of libraries.
  - Thomas Hacker Architecture (THA) - Designers of BCL–Main building commented, "They felt their design had stood the test of time".
- Abigail invited the board to the following activities:
  - Quarterly Volunteer Breakfast is scheduled on Saturday, February 15, 10:00 a.m. at BCL–Main. Abigail will present "State of the Library". The next event is in May.
  - City of Beaverton Boards & Commissions training – Being an Effective Volunteer is rescheduled for Tuesday, March 4, 6 – 7:30 p.m. at City Hall Council Chambers.
- The "Code Adam" a "missing child" safety program procedure and designation alert floor plan (first and second floors) is being reviewed. We also do "Code Mommy" when a staff member finds a child and cannot quickly locate the parent.
- Abigail read comment cards from January to the board.

**Presentation of Current Statistics:**

- Abigail provided the Board with circulation reports for BCL for January 2014.
- Total circulation for January for BCL (combined) was 289,962 items, a change of -3.17% at this time last year compared to the WCCLS average of -4.36%. The BCL–Main saw a change of -3.40% and BCL–Murray Scholls saw a change of -2.28% compared to last year.

**Trust Fund Expenditures:**

- Library Trust Fund financial statements were distributed for December 31, 2013, and January 31, 2014. Abigail noted several library gifts were received in late December.

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

- There was none.

**Committee Reports:**

**Beaverton Library Foundation:** BCL Foundation is hosting a Pancake Breakfast scheduled on Saturday, April 5, two seating's at 8:30 a.m. and 10:00 a.m. The fundraiser will support the summer reading program. The Foundation video starring Board Chair Ellen Brash Russell and her family created by Runaway Mustache Productions will be presented. Abigail needs volunteers.

**New Friends of BCL:** The Friends are holding a book signing and celebrate Oregon's birthday presented by Tom Marsh scheduled on Saturday, February 15, 1:00 – 3:00 p.m. at BCL—Main Auditorium. Book signing and birthday cake will follow.

**Old Business:**

- There was none.

**New Business:**

**LearningExpress Library:** Abigail distributed a bookmark that listed the Learning Centers available at LearningExpress Library's website [www.learningexpresslibrary.com](http://www.learningexpresslibrary.com). It provides tutorials, practice tests and many education-related exams like the SAT, ACT, AP, GED and reading, writing and arithmetic improvement for grades 4 and up. Visit the site to see what all there is available to learn.

**Answerland:** Chat online at [www.answerland.org](http://www.answerland.org) and connect with an Oregon librarian for free and get answers to all kinds of questions, 24 hours a day, 7 days a week. Abigail reported the biggest users are Elementary Schools. Self-learning video lessons are also available at [www.lynda.com](http://www.lynda.com).

**Lightning Talks – Future and Demographics:** Abigail gave a presentation to the board and background of the nine Lightning Talk topics that library staff are assigned to present and discuss. Abigail reviewed the following:

**LIGHTNING TALK – FUTURE**

What trends should we be watching? How can we keep alert to new trends? How can we take smart risks?

- News media is changing, so libraries should embrace new media and social networking as well as traditional networking and public relations.
- User interfaces continue to become more intuitive, thus libraries who keep up with this trend use interfaces which employ cognitive computing, for example, yet also cultivate staff who are intuitive, to keep a human touch.
- Life expectancy is predicted to increase, so libraries should be ready to adjust our services as demographic groups change.

## **LIGHTNING TALK – TEAM DEMOGRAPHICS**

Beaverton is diversifying at a fast rate and we need to keep an eye on the numbers while listening to the needs of our current patrons. Observing groups of the community at the library staff put them into the following two categories:

- The Self-Serve Patron - Those who do their own searches and find their books, which use our Wi-Fi and other technology without help.
- The Assisted Patron - Those needing a lot of help finding and attaining their materials and using our technology.

### **What we could improve upon?**

- Even though we have increased our outreach in recent years, perhaps we could be doing more to try to reach our non-users, especially our 50+ population.
- More study tables, study rooms or open meeting rooms when not in use.
- Better separation of noisy and quiet.
- Combine all Spanish language materials to serve the whole family since they frequently come in as a family.

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

- The next Board meeting is scheduled for Wednesday, March 12, 2014, 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:**

- Public Safety Building Presentation
- National Library Week – Food for Fines
- Lightning Talks – Technology and Collections

### **Adjournment:**

- There being no further business, the meeting was adjourned at 8:17 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>