



**Beaverton City Library Advisory Board
Meeting Minutes
May 14, 2014**

Members Present:

Ellen Brash Russell, Chair
Tom Cutts, Vice Chair
Gautam Kottapalli
Joshua Pond
Julie Scholz
Pam Wagoner
Cate Arnold, Council Liaison
Abigail Elder, Library Director
Julie Emanuel, Support Specialist II

Members Absent:

Nancy Nkiwane

Guests:

Mark Susbauer, North Plains Library
Scout Mitchell, Joanna Garcia and Marwa Al-Khamees – Teen Library Council (TLC)

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

Read and approve minutes of April 9, 2014, meeting:

- Chair Ellen Brash Russell called for the approval of the April 9, 2014, 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: Councilor Arnold reported the following updates of City Hall and City Council activities:

- Beaverton City Council discussions continue as follows:
 - Relocation of City Hall to South Office Building at The Round.
 - 2014 November ballot for a bond measure for Beaverton's Public Safety Center.

Librarian's Report: by Abigail Elder, Library Director

General Comments:

- Primary Election Day is on Tuesday, May 20, 2014, and Election Officials will collect ballots at Beaverton City Library – Main (BCL–Main) drive up book drop and inside the library. Next year, Abigail would like to have a ballot box available at the Beaverton City Library – Murray Scholls (BCL–Murray Scholls).
- BCL–Murray Scholls are in the final details of lease negotiations with Gramor Development the company that owns Murray Scholls Town Center.
- Replace lighting at BCL–Main to give more light to children's art work and other area's throughout the library.
- An awning will be installed at BCL–Main to cover the drive-up book drop.
- Carpet square replacement continues.
- The Board members read comment cards from April.

Presentation of Current Statistics:

- Abigail provided the Board with circulation reports for BCL for April 2014.
- Total circulation for April for BCL (combined) was 283,399 items, a change of -5.74% compared to the Washington County Cooperative Services (WCCLS) average of -6.68%. The BCL–Main saw a change of -5.40% and BCL–Murray Scholls saw a change of -7.02% compared to last year.

Authorization for Trust Fund Expenditures:

Abigail requested authorization to expend \$1,000 from the Trust Fund for the purchase of supplies for the City of Beaverton's Picnic in the Park. These funds have been made available through donations made by the New Friends of Beaverton City Library.

- Tom Cutts MOVED for the authorization to expend \$1,000 from the Library Trust Fund. The MOTION was SECONDED by Julie Scholz and was approved by the Board.

Abigail requested authorization to expend \$9,400 from the Trust Fund to purchase Fizz Boom Read Pocket Folders and prize books for 2014 Summer Reading Program for the Youth Services Division. These funds have been made available through donations made by the Beaverton Library Foundation.

- Joshua Pond MOVED for the authorization to expend \$9,400 from the Library Trust Fund. The MOTION was SECONDED by Gautam Kottapalli and was approved by the Board.

WCCLS Report: by Abigail Elder, Library Director

- **Sizzler Report:** A list of items with the most holds for May was distributed to the Board.
- Abigail provided FY 2012-13 WCCLS Benefit Allocations – Summary of Program Totals to view how funding is dispersed by WCCLS.

Committee Reports:

Beaverton Library Foundation: The Foundation is sponsoring summer reading again this year.

New Friends of BCL: The Friends of the Library held a three day book sale at the Main Library. They raised \$5,500 and received several new memberships. The Friends are working with a graphic designer to create a new logo for the Book Corner.

Old Business:

- Food for Fines held at both library branches was successful in raising 4,347 pounds of non-perishable food.
 - BCL–Murray Scholls exceeded last year with 1,073 pounds and BCL–Main collected 3,274 pounds. This figure puts us in the running for a top donation site of the month!
 - BCL collected the amount of fines that we do on an average week.
- Abigail provided the library budget highlights of Fiscal Year 2014-15 scheduled on Tuesday, May 22, 2014, to the Budget Committee:
 - \$800,000 Book Collections
 - Purchase 20 kindles and eBooks
 - Touch up the wood work on the library stairwell
 - Replace 25 % of library computers
 - Branch Aide I at BCL–Murray Scholls (part-time)
 - BCL–Main position coordinating publicity and social media (part-time)

New Business:

- The Library Board heard a presentation from the Teen Library Council about their activities this year from planning lots of teen events, community outreach programs and helping with Children's programs.
- The Library Board agreed to cancel the June 11 board meeting.
- Abigail presented the following Lightning Talk to the Board:
Team Reading talked about how readers are still reading print books in the rise of the e-book markets, how libraries and publishers need to work together to find a sustainable model of e-book pricing, and how libraries and library workers play an essential role in the public's reading experience.

Set Date for next Advisory Board meeting:

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

- Name Tags
- Sticker Report
- Lightning Talk – Programs

Adjournment:

- There being no further business, the meeting was adjourned at 8:24 p.m.

Respectfully submitted by:

Julie Emanuel, Support Specialist II

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