



**Beaverton City Library Advisory Board  
Meeting Minutes  
July 9, 2014**

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**Members Present:**

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

**Members Absent:**

Joshua Pond

**Guests:**

Jennifer Johnson, Manager, Volunteer Program

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

**Read and approve minutes of May 14, 2014, meeting:**

- Chair Ellen Brash Russell called for the approval of the May 14, 2014, minutes. Tom Cutts MOVED and Julie Scholz 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:

- City services at City Hall are scheduled between August 9 and August 18 to move to The Beaverton Building at The Round.
- Election 2014: Lacey Beaty will join Beaverton City Council in January 2015.

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

**General Comments:**

- Murray Scholls celebrated its fourth birthday on June 25<sup>th</sup>. The City has signed a new lease with Gramor Development, expanding the branch to over 12,000 square feet.
- The library now requires PINs to check out at the self-check machines. We hope this reduce incidents where someone uses another person's card without permission.
- Several new programs for adults start this summer, including a writers' group, a story slam, and the Oregon Reads program celebrating the works of William Stafford.
- Abigail distributed two new library brochures: a general introduction to the library, and an overview of ways to donate time, funds, and other resources to the library, Friends or Foundation.
- Over 6,000 children and teens are signed up for summer reading thus far.

**Presentation of Current Statistics:**

- Reviewed May 31, 2014, packet noting two-month' worth of statistics because there was no June meeting.
- Total circulation for May for BCL (combined) was 278,082 items, a change of -4.85% compared to the Washington County Cooperative Services (WCCLS) average of -3.51%. The BCL-Main saw a change of -4.97% and BCL-Murray Scholl's saw a change of -4.38% compared to last year.

**Trust Fund Expenditures:**

- Library Trust Fund financial statements were distributed for May 31, 2014, and June 30, 2014.

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

- WCCLS sponsors the free weekly programs for kids during summer reading. Those programs routinely attract 150 children at Murray Scholls, and 300 children each for two shows at Main (750 children total).
- WCCLS is forming a levy subgroup to recommend how levy funds should be distributed if the levy passes in 2015.
- The directors of the Hillsboro and Sherwood libraries retired in June.
- Libraries will be offering a second e-book platform, starting this fall. WCCLS has signed a contract with 3M cloud library, which is reportedly very simple to use.

### **Committee Reports:**

**Beaverton Library Foundation:** The Foundation is currently recruiting for new members. Abigail distributed the new Foundation brochure.

**New Friends of BCL:** Abigail passed around a copy of the Friends new logo. The Friends are holding a book sale on Friday, July 18 at BCL–Murray Scholls.

### **Old Business:**

- Abigail distributed name tags to the Board.

### **New Business:**

- Jennifer Johnson, Volunteer Manager, gave an overview of the BCL volunteer program. Jennifer distributed an informational brochure about BCL Volunteer Program and a 'three ways to give' brochure (Volunteer, Foundation and Friends).

The following are a few highlights of the volunteer program:

- Our volunteer program is essential to the daily operation of the Library.
- There are over 400 volunteers contributing more than 20,000 hours of time over the last year.
- Library contribution to the Library community is immeasurable.
- Library Advisory Board members are library volunteers too.

Jennifer ended the meeting with a fun activity *jeopardy* for the Board to play!

- The 2014 Service to Beaverton Awards nominees will be recognized at a luncheon on Thursday, July 18 at Nike Tiger Woods Center for their significant contributions to the community. The Library has been nominated in the organization category.

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

- The next Board meeting is scheduled for Wednesday, August 13, 2014, at 6:30 p.m. at BCL–Murray Scholls.

### **Call for Agenda Items for next Advisory Board meeting:**

- Elections for Chair and Vice Chair
- Sticker Report
- Programs and Funding Lightning Talk
- The Board meets next month at BCL–Murray Scholls

**Adjournment:**

- There being no further business, the meeting was adjourned at 8:35 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>