



**Beaverton City Library Advisory Board
Meeting Minutes
October 8, 2014**

Members Present:

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

Guest:

- Nikki Kolpakov, Teen Library Council (TLC).

Chair Ellen Brash Russell called the meeting to order at 6:37 p.m. in Council Chambers.

Read and approve minutes of September 10, 2014, meeting:

Chair Ellen Brash Russell called for the approval of the September 10, 2014, minutes. Tom Cutts MOVED and Joshua Pond SECONDED the MOTION. It was approved by the Board members.

Public Forum:

- There was no public forum.

Introduction of Nikki Kolpakov:

Nikki introduced herself to the Board and reported that she is a teen member of TLC and attends 8th Grade at Meadow Park Middle School.

Nikki will be the liaison between TLC and the Library Advisory Board to give an update of their committee activities.

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

- Councilor Arnold gave a tour of Beaverton City Hall at The Beaverton Building.
- Councilor Arnold encouraged the Board to vote for the remodel the Public Safety Center bond measure in November.

Librarian's Report: by Abigail Elder, Library Director

General Comments:

- September was Library Card Sign-up Month to promote that the library card is the most important card in your wallet. There was library outreach, a prize drawing, and a social media campaign.
- Big Truck Day was held in the library's west parking lot on Monday, September 17 and included new trucks, Tualatin Valley Fire & Rescue (TVF&R), Comcast, an ambulance, and Public Works vehicles.
- Abigail distributed photos of a variety of library events that took place in September.
- Excel has become the most popular computer classes at the library.
- Abigail met with the City Attorney to discuss the library's responsibility and authority of the front lawn area.
- The Board read September comment cards.
- Sizzler Report: A list of items with the most holds for September was distributed to the Board.

Presentation of Current Statistics:

- Abigail provided the Board with circulation reports for Beaverton City Library (BCL) for September.
- Total circulation for September for BCL (combined) was 272,036 items, a change of -2.53% compared to the Washington County Cooperative Services (WCCLS) average of -2.50%. The BCL-Main saw a change of -4.35% and BCL-Murray Scholls was up 4.21% compared to last year.

Trust Fund Expenditures:

- Financial statements for September 30, 2014, were distributed to the Board.

WCCLS Report: by Abigail Elder, Library Director

The WCCLS subcommittee are discussing what the levy rate should be for the renewal of the levy in 2015.

3M Cloud Library went live on September 17.

Committee Reports:

Beaverton Library Foundation: No news.

New Friends of BCL: The New Friends of BCL held their annual meeting on Saturday, October 4 at BCL-Main. Friends donate over \$20,000 a year to BCL.

Teen Library Council: Nikki is the representative from TLC who will attend the Library Advisory Board meetings to give an update of TLC activities. Nikki will give the Board a sneak peek tour of the Teen Art Show at the next Advisory Board meeting.

TLC is planning the following events at the library:

- Family Resource Fair
- Teen Art Show
- Teddy Bear Sleepover

Old Business:

- There was none.

New Business:

- Family Resource Fair is scheduled on Saturday, October 18, 10 a.m. – 2 p.m. at BCL-Main with 40 organizations that support families.
- **Library In-Service Day:** The library had its In-Service Day on September 11 with attendance of 100 staff. The keynote speakers were two librarians from “Imaginelf” Libraries located in Montana. Abigail liked how this library took a lot of their programs and put them in the middle of their library. Next year, In-Service Day is being planned for in early March.
- Julie Scholz reported that John Finn’s presentation at the Friends Annual Meeting was well received. The Friends have outgrown their storage space and Julie asked if the Advisory Board had any suggestions.
- Abigail presented *Funding Lightning Talk*:
 - Funding is money provided, especially by an organization or government, for a particular purpose.
 - BCL is a \$9 million dollar organization and more than half of that money comes from Washington County.
 - The levy is coming up for renewal in 2015.
 - Library funding is driven by voter’s attitudes, perceptions and behaviors.

- Steps we should consider include better branding and inform the public that we are part of WCCLS and more outreach.

City of Beaverton Boards and Commissions Dinner: The Annual Boards and Commissions Dinner is scheduled on Friday, January 16, 2015, for 2014 Board members and their spouses or guest.

The library received several applications for the Library Advisory Board. Interviews will be scheduled at the end of the month.

Set Date for next Advisory Board meeting:

- The next Board meeting is scheduled for Wednesday, November 12, 2014, at 6:30 p.m. in the Cathy Stanton Conference Room at BCL–Main.

Call for Agenda Items for next Advisory Board meeting:

- Teen Art Show Sneak Peek Tour
- Department of Energy Tour
- Hourly Gate Count Report
- Holiday Open House
- Outreach Lightning Talk

Adjournment:

- There being no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted by:
Julie Emanuel, Support Specialist II

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