



**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
January 9<sup>th</sup>, 2019**

**Present:** John Henshell, Chair; Brad Schrock, Vice-Chair; Pam Wagoner; Gautam Kottapalli; Kathleen George; Andrew Love; Mark Fagin, City Council; Glenn Ferdman, Library Director; and Kristin Fidler, Support Specialist II

**Absent:** Maureen Inouye-Harrison and Sara Rajkumar

**Guests:** Anne Moorehead, Teen Library Council;

Chair John Henshell called the meeting to order at 6:31 p.m. and thanked Gautam Kottapalli for his excellent service to the library as the Board Chair for two years.

**Introductions:** Returning board members introduced themselves to Kathleen George and Andrew Love who are new to the Board. Kathleen George and Andrew Love shared a bit about themselves in return. Chair John Henshell welcomed the new members.

**Approval of Minutes from October 10<sup>th</sup>, 2018 Meeting:**

- Chair John Henshell called for the approval of the December 12<sup>th</sup>, 2018 minutes. Gautam Kottapalli MOVED and Vice-Chair Brad Schrock SECONDED the motion to approve the minutes as written. Motion CARRIED.

**Public Forum:** None

**Council Report:** Mark Fagin reported that Laura Mitchell was sworn in as the newest Councilor on January 8<sup>th</sup>, 2019. The Council approved an update suggested by the City Attorney to the timeline proposed initiatives have to collect signatures. The process will now be 6 months instead of two years. Mark Fagin invited the Board to the Mayor's State of the City on January 10, 2019.

**Partner Reports:**

**Beaverton Library Foundation:** Gautam Kottapalli reported the Foundation will now focus on larger ticket items for the library including capital projects and attracting members who can help achieve the Library's larger financial goals. The Foundation met last week to discuss strategic planning and quarterly goals. To help facilitate fundraising, they hope to begin analyzing data in the Donor Perfect database soon.

**New Friends of the Beaverton City Library:** Glenn Ferdman reported the New Friends approved the Library's Wishlist in December. Thanks to the success of their book & media sales, The New Friends hope to fund some of the small ticket items the Foundation will be moving away from.

**Teen Library Council:** Ann Moorehead described what the Teen Library Council does to the new board members and reports that the Teen Council's current project of creating a video for the Teen Summer Reading program is going well.

#### **Old Business:**

**Arts Foundation to attend the April Board meeting:** Chair John Henshell mentioned concerns about using the board's time for non-library business. Mark Fagin clarified that the Arts Foundation wants to come and give the Board an update on the progress of the proposed Arts Center. Mark Fagin also explained the components of the city's Arts Program. The Board agreed to give the Arts Program 20 minutes at the April Library Advisory Board meeting for their presentation, including a question and answer period. Chair John Henshell will follow up with the Arts Program.

#### **New Business:**

- **Shifting the start time for the Library Advisory Board meeting:** Gautam Kottapalli suggested shifting the start time for the Advisory Board meeting to 6pm from 6:30pm because of the Library's new closing hours. The rest of the Board agreed with the caveat of checking with the two absent members. The next meeting, February 13<sup>th</sup>, 2019, will be from 6-7:30pm.
- **Director's Report:** Glenn Ferdman asked that Board members communicate their refreshment wishes to Support Specialist Kristin Fidler so the library can provide appropriate refreshments. Glenn Ferdman shared an update on the public record law that effects all city board members. Additional information about the changes will be forthcoming. Glenn Ferdman reported an enthusiastic start to the budget cycle with expectations of completing everything on time and that the Management Team has continued its focus on developing and prioritizing parts of the Library Space Plan. The Management Team will be taking a field trip to the Ft. Vancouver Public Library in Washington to look at how their building is set up to provide service points. Glenn Ferdman also reports that Graymore, Murray-Scholls' landlord, has improved cross-walk visibility in front of the Branch. The Main Library is investigating ways to increase the safety of the library's front entrance pavers. Glenn Ferdman reported having a social worker from Community Action at Main is proving to be useful to patrons, and the library is seeing an increase in patron's utilizing the service. Glenn Ferdman also spoke about Main's two new Building Monitors who started part-time in November. The Building Monitors have been a positive presence at the library assisting patrons as well as staff. As far as the Employee Engagement Survey goes, although engagement is high, divisions are in discussions to come up with a one page action plan to increase employee engagement.

**Set Date for Next Library Advisory Board Meeting:**

- The next Board meeting is scheduled for Wednesday, February 13th, 2019, at 6:00 p.m., in the Administrative Conference Room on the second floor at the main library.

**Future agenda items:** Glenn Ferdman will speak more about the Building Monitors and the Employee Engagement Survey in his Director's Report in February.

**Adjournment:**

- There being no further business, the meeting was adjourned at 8:07 p.m.

Respectfully submitted by:  
Glenn Ferdman, Library Director

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| <b>APPROVED BY:</b> |
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