



**LIBRARY ADVISORY BOARD  
MEETING MINUTES  
November 8<sup>th</sup>, 2023**

**Present:** Andrew Love, Chair; Kathleen Perry; Adreana Kusaba; Shelley Engle; Kim Carroll, Library Director; Kristin Fidler, Administrative Assistant

**Absent:** Cathy Wasnick, Vice Chair; Norma Cardenas; Amanda Eng; Michelle Foley

**Guests:** none

Chair Andrew Love called the meeting to order at 6:02 p.m.

**Introductions**

**Approval of Minutes from October 11th, 2023, meeting:**

- Chair Andrew Love called for the approval of the October 11th, 2023, minutes but could not participate in the voting because he was absent for the meeting. Without Andrew Love, the board did not have the necessary quorum for voting on the minutes, so the vote is postponed until the December 2023 meeting.

**Public Comment:** none

**Partner Reports**

**Council Report:** none

**Beaverton Library Foundation:** Kim Carroll reported that the Foundation voted to merge with the New Friends of the Beaverton City Library with a target date of January 2024. The New Friends of the Beaverton City Library will vote on the merger at their November 15<sup>th</sup> meeting. The Foundation's Fall Appeal letter is being prepared and will be mailed out soon.

**New Friends of the Beaverton City Library :** Vice Chair Cathy Wasnick sent this report about the New Friends October meeting: The New Friends and the Beaverton Library Foundation are hoping to merge the two organizations. Members of the organizations will be asked to vote to approve the merger. Assuming the merger is approved, the two organizations would like to merge by January. They will need to create a new name, mission statement, bi-laws, etc. and elect a new board. The Book and Media Sale was a huge success, bringing in more than \$38,000. The Book Corner has received a large donation (200 boxes) of books from the Portland Art Museum and is in the process of sorting and organizing these books.

**New Business:**

**Director's Report:** Kim Carroll reported that at the November Council Retreat, all Department Heads reported on recent department hardships and successes. Over 2000 library cards are being sent out to all new Beaverton School District students and kindergarteners. The cards include a "golden ticket" that students can bring into the library to exchange for a free book. Evie, the library's Bookmobile, has served over 1000 patrons with over 500 items circulated since starting in August. The budget process for fiscal year 2024/2025 has begun. The library's Staff Development Committee is coordinating training throughout the year and is working on the library's annual In-Service Day scheduled for March 14<sup>th</sup>, 2024.

**For the Good of the Order:** Chair Andrew Love reminded everyone that the board will elect a Chair and Vice Chair for 2024 at the next meeting. Candidates must be full board members; Alternates can participate in the discussion, but they cannot run nor vote. Kim Carroll updated the board re: new members. Interviews for open board positions are happening soon, and the Council will officially announce the new members in December.

**Comment Cards :** Two comment cards were read by the board.

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

- The next Board meeting is scheduled for Wednesday, December 13<sup>th</sup> at 6:00 p.m. on the Zoom.gov virtual meeting platform and in the Admin Conference Room on the second floor of the main library.

**Adjournment:**

- There being no further business, the meeting was adjourned at 6:46 pm.

Respectfully submitted by:  
Kim Carroll, Library Director

<b>APPROVED BY:</b>