



City of Tualatin

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LIBRARY ADVISORY COMMITTEE MINUTES

June 5, 2012

Present: Chair Len Runion
Committee Member Victoria King
Committee Member Thea Wood
Committee Member Marcus Young
Committee Member Janiel Santos

Absent: Committee Member David Abbey
Committee Member Sean Neary

Staff: Abigail Elder, Library Manager
Paul Hennon, Community Services Director

1. CALL TO ORDER

Chair Len Runion called the meeting to order at 6:33 PM.

2. APPROVAL OF MINUTES

2.1 Thea Wood noted that the sentence about summer reading should read "The County will offer a grand prize..." With that correction, Victoria King moved and Thea Wood seconded that the minutes be approved.

3. COMMUNICATIONS

3.1 Chair: No communications

3.2 Staff: Library Manager Abigail Elder announced that David Abbey has accepted a position as the Senior Library Assistant for the Tualatin Library. As such, he has tendered his resignation as a TLAC member.

Summer Reading began on June 1st. Library staff hope to enroll 2000 kids and teens this year.

RFID went live in mid-May, about three weeks ahead of schedule. The self-check machines are accepting credit cards and the security gates have been turned on.

3.3 Public: No members of the public were present.



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4. **OLD BUSINESS**

4.1 TLAC Appointments: Janiel Santos has been officially appointed to TLAC by the City Council.

4.2 RFID: Tualatin Library will be tagged from May 3 - May 10, with a few members of the tagging team remaining behind for an additional 3-7 days. Gates will be installed the week of May 21st.

4.3 Personnel Updates: Children's Librarian Jaime Thoreson has tendered her resignation and will be greatly missed. She will be working on an on-call basis, so she will still be around the library. The position has been posted and closes May 7. Will Worthey has accepted the job as children's librarian at the Garden Home Library. Finalists for the position will be interviewed on Friday, May 4.

5. **NEW BUSINESS**

5.1 Community Services Update: Paul Hennon, Community Services Director, gave an update on several items that will be priorities for the Community Services Department in the coming fiscal year.

The Juanita Pohl Center was recently remodeled. Loaves & Fishes have asked the City to handle the recreation and facility management, so that it can focus on nutrition services. The City will hire a center supervisor and relocate some CSD staff to the Center, with the goal of increasing programs and services. This action impacted the library budget by cutting a half-time library position that had been proposed for the new fiscal year.

Tualatin was founded in 1913, and will celebrate its Centennial next year. Carl Switzer, Recreation Manager, will be leading the year-long celebration. The upcoming budget includes monies to select a piece of Centennial-themed art for the library.

The next fiscal year budget also includes a small space study for the library lobby, coffee area, vending room area and the check out desk.

Washington County Visitor Association recently awarded a grant to the City to add Ice Age information to the Art Walk. One of the Art Walk boards is located on the library plaza.

5.2 Election Rules Library Manager Abigail Elder distributed a memo from the City Attorney to clarify TLAC members' roles in elections.



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6. **COMMUNICATIONS FROM COMMITTEE MEMBERS**

6.1 TLAC Member Janiel Santos noted that the Tualatin Library Committee is currently interviewing teens who have applied to be library summer volunteers. They expect to “hire” about 40 teens.

6.2 TLAC Member Victoria King recently learned that Apple has a business team that meets with industries to demonstrate how their products can be incorporated into the daily operations of the business. She recommended that library staff contact the team for more information.

6.3 TLAC Member Thea Wood noted that the DVD TV area is completely out of space.

7. **FUTURE AGENDA ITEMS**

7.1 Tualatin Library Foundation

7.2 City of Tualatin website

7.3 City of Tualatin Centennial

7.4 Teen Library Committee

7.5 Library-Hospital Partnership

7.6 Feasibility Study for the Library Lobby- Café Space

7.7 Chamber of Commerce Tourism Info in the Lobby

8. **ADJOURNMENT**

Meeting was adjourned at 7:34 p.m.

_____, Abigail Elder, Recording
Secretary