



City of Tualatin

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LIBRARY ADVISORY COMMITTEE MINUTES

January 8, 2013

Present: Committee Member Alan Feinstein
Committee Member Sean Neary
Committee Member Janiel Santos
Committee Member Thea Wood
Committee Member Marcus Young

Absent: Committee Chair Len Runion
Committee Member Victoria King

Staff: Abigail Elder

1. CALL TO ORDER

1.1 Committee Member Sean Neary called the meeting to order at 6:34 PM.

2. APPROVAL OF MINUTES

2.1 Marcus Young moved and Alan Feinstein seconded that the minutes be approved as written.

3. COMMUNICATIONS

3.1 **Chair:** No update.

3.2 **Staff:** Library Manager Abigail Elder shared December statistics and recent comment cards. The Library will be hosting four symphony story times, funded by the Friends of Tualatin Library.

3.3 **Public:** None.

4. OLD BUSINESS

4.1 **TLC Report:** Janiel Santos reported that TLC hosted the Teen Extravaganza in December, and will help with the Fairy Tale Ball for young children in January.

4.2 **Child Safety Policy:** Abigail Elder shared a final version of the Child Safety Policy, having incorporated TLAC comments. The policy does not require approval from TLAC.



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4.3 Café Space Update: Abigail Elder reported that the City has decided to try using the café space as a “Laptop Bar”. If the idea is well-received, modifications may be made to the space when the budget allows.

5. **NEW BUSINESS**

5.1 Library Statistics 2012: Senior Library Assistant David Abbey gave an update on circulation activities since RFID was instituted, along with an overview of circulation statistics collected by the RFID system.

5.2 Conference Room and Study Room Policy: Abigail Elder provided a draft of the library’s practices for use of the smaller meeting rooms. TLAC members requested that the waiting time be reduced to 10 minutes. With that change, Sean Neary moved and Alan Feinstein seconded that the policy be approved as written. Motion carried.

6. **COMMUNICATIONS FROM COMMITTEE MEMBERS**

No communications.

7. **FUTURE AGENDA ITEMS**

7.1 Friends of the Library

7.2 Tualatin Historical Society

8. **ADJOURNMENT**

Meeting was adjourned at 7:45 p.m.

_____, Abigail Elder, Recording Secretary