



## TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

July 7, 2015

Present: Alan Feinstein, Victoria King, Thea Wood, Marcus Young

Absent: Sonya Ambuehl, Angel Ramirez, Jan Westfall

Public:

Staff: Jerianne Thompson, Library Manager

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**A. CALL TO ORDER**

Alan Feinstein called the meeting to order at 6:34 PM.

**B. APPROVAL OF MINUTES**

Alan Feinstein identified a typo under New Business in the June minutes. Thea Wood moved and Victoria King seconded that the minutes be approved as amended.

**C. COMMUNICATIONS**

**1. Chair:** None.

**2. Staff:** Jerianne Thompson gave brief updates about the WCCLS levy and Summer Reading. Margaret Gunther has been hired as the Library's new Volunteer Coordinator. The Friends of Tualatin Library raised \$1700 during their recent booksale and is starting a membership drive. Parking lot lights were replaced with LEDs.

**3. Teen Library Committee:** None.

**4. Public:** None.

**D. OLD BUSINESS**

**1. Tualatin River Greenway Trail Gap Completion Project:** Jerianne Thompson reported the City has awarded the construction contract to Brown Contracting, with ground breaking later this month. The trail will contain seven interpretive areas focusing on Ice Age and other local history, including signage, sculptures, and varied paving materials. Alan Feinstein and Thea Wood expressed concerns about safety at the I-5 bridge underpass, given recent burglaries in the vicinity.

**2. Facility Study:** Jerianne Thompson reported that City Council had a presentation in June, including analysis of the various sites under consideration and a public involvement report. The Council directed City

staff to proceed with due diligence on two possible City Hall sites and due diligence on the Library expanding into existing City offices space.

**3. Farmers Market:** Jerianne Thompson reported that staff have received many positive, and only a handful of negative, comments regarding the Market's new location in the Library parking lot. Visits to the Library are up significantly on Saturday mornings. Impacts on Library facilities have been minimal so far.

**E. NEW BUSINESS**

**1. Library as Cooling Center:** Jerianne Thompson reported that the Library extended its hours to 8:30 pm on June 26-27 (Friday-Saturday) because of the extreme heat advisory issued. There are no designated cooling shelters in Tualatin or Tigard. The committee discussed whether the Library should serve as a cooling shelter and recommended extending weekend hours when the temperature is forecasted to be above 95 degrees.

**2. Use of Library Cards & Materials Policies:** Jerianne Thompson distributed copies of a new policy adopted by WCCLS (Use of Personal Library Cards and Materials by Library Volunteers) and a Tualatin Library policy (Use of Library Cards and Materials by Library Staff), which all volunteers are now expected to adhere to. These policies describe expectations that volunteers act ethically and follow the same policies and procedures as library patrons.

**3. Library Rules of Conduct & Exclusions:** Jerianne Thompson distributed copies of: the Library Rules of Conduct, Child Safety Policy, and Teen Room Code of Conduct. Library management is working on revisions to the Rules of Conduct. City staff are also considering a civic exclusion ordinance, which would apply city-wide, replacing the exclusion process currently detailed in the Rules of Conduct. Thompson shared proposed revisions to the Rules regarding unattended children, as well as revisions to the Child Safety Policy. The committee will continue discussion at its August meeting.

**F. FUTURE AGENDA ITEMS**

1. Basalt Creek Concept Plan
2. Strategic Planning

**G. COMMUNICATIONS FROM COMMITTEE MEMBERS**

1. **Members:** None.

**H. ADJOURNMENT**

Meeting was adjourned at 7:38 p.m.

\_\_\_\_\_, Jerianne Thompson, Recording Secretary