



TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

February 6, 2024

Present: Dawnell Meyer, Dana Paulino, Ashley Payne, Paul Turnbach, Satvika Vadapu, Thea Wood

Absent: Marcus Young

Public:

Staff: Jerianne Thompson, Library Director

A. CALL TO ORDER

Dana Paulino called the meeting to order at 6:05 PM.

B. APPROVAL OF MINUTES

Thea Wood moved to accept the January meeting minutes as written; Dawnell Meyer seconded. The motion passed unanimously.

C. COMMUNICATIONS

1. **Chair:** None.

2. **Staff:** Jerianne Thompson reported that the Library was closed January 13-19 because of the ice storm. Tualatin City Council recently held their annual Advance, to set priorities for the coming year. Library management are working on next year's budget, which will again be impacted by the Washington County budget. The County has asked departments (including Washington County Cooperative Library Services, WCCLS) to provide three budget scenarios: flat General Fund transfer, 3% reduction, and 5% reduction. The Library recently received a donated large teddy bear for the Children's Room, from local retailer Johnny Was. Thompson also shared recent statistics and comment cards.

3. **Teen Library Committee:** Satvika Vadapu reported that TLC is helping with the upcoming Unlucky in Love program and had a big turnout for the recent Relaxation Night.

4. **Public:** None.

D. OLD BUSINESS

1. None.

E. NEW BUSINESS

1. Marketing Evaluation: Thompson shared preliminary results of an evaluation related to the Library's marketing work, 6 months after adopting the marketing plan. Library management evaluated data on patron engagement, including metrics related to the email newsletter and social media, as well as patron usage data, and staff engagement. The Library's newsletter and social media are seeing good engagement, and library usage metrics are trending upward. The staff assessment shows opportunities to improve efficiency and teamwork. Additional analysis is underway.

2. TLAC Annual Report: Thompson reviewed draft information to include in TLAC's annual report to City Council, and committee members offered feedback. A draft report will be presented in March.

3. Community Survey: Thompson shared key takeaways from a Community Survey conducted in Fall 2023 in Tualatin. Overall the results show a high quality of life in Tualatin, with residents valuing City services. Public library services received high marks. Survey respondents indicated a desire for more opportunities to attend social, cultural, and educational events in the community.

2. Library User Survey: Thompson reviewed plans for the Library's 2023-24 user survey, which will be conducted in February. The survey will incorporate question logic, to route respondents to different questions based on their selections. Results will be shared at a future meeting.

F. FUTURE AGENDA ITEMS

1. Confidentiality of Circulation Records Policy
2. Strategic Plan Update

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

1. Members: Paul Turnbach asked for an update about the Library fireplace. Thompson said the fireplace is now working again and the City is investigating a long-term solution.

H. ADJOURNMENT

Meeting was adjourned at 7:40 PM.

Jerianne Thompson, Recording Secretary