



MEETING NOTICE

TUALATIN LIBRARY ADVISORY COMMITTEE

September 3, 2019 - 6:30 PM

TUALATIN PUBLIC LIBRARY

18878 SW Martinazzi Ave.

A. CALL TO ORDER

B. **APPROVAL OF MINUTES:** June 4, 2019

C. COMMUNICATIONS

1. Chair
2. Staff
3. Teen Library Committee
4. Public

D. OLD BUSINESS

1. Library Strategic Plan
 - Presentation

E. NEW BUSINESS

1. WCCLS Strategic Plan
 - Presentation

F. FUTURE AGENDA ITEMS

1. Community Engagement
2. Officer Election

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

H. ADJOURNMENT



TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

September 3, 2019

Present: Alan Feinstein, David Jaimes, Nicholas Schiller, Laura Stewart, Thea Wood

Absent: Jack Milne, Marcus Young

Public:

Staff: Jerianne Thompson, Library Director

A. CALL TO ORDER

Thea Wood called the meeting to order at 6:33 PM.

B. APPROVAL OF MINUTES

Alan Feinstein moved and Laura Stewart seconded that the June meeting minutes be approved as written.

C. COMMUNICATIONS

1. Chair: None.

2. Staff: Jerianne Thompson reported that the Library did not extend hours on any days during the summer to serve as a cooling center. Library Assistant Diane Alcibar is retiring; the Library is recruiting for a new full-time library assistant. The changes to public internet filtering (discussed during May's meeting) have been made. WCCLS has added two new Cultural Passes: World of Speed museum and Oregon State Parks. A total of 3,392 participated in this year's Summer Reading program and 1,480 finished one or more reading log. This was a 22% increase in finishers over last year. The Library's summer teen volunteer program had 37 participants, who volunteered a total of 765 hours. Thompson also shared statistics and recent comment cards. The committee discussed a suggestion to add an additional bike rack to the plaza in front of the Library.

3. Teen Library Committee: None.

4. Public: None.

D. OLD BUSINESS

1. Library Strategic Plan: Jerianne Thompson presented the Library's new strategic plan, which identifies priorities over the next three years. The

committee reviewed the proposed strategies to be pursued in 2019-2020 and offered feedback. Nicholas Schiller made a motion to complement the people who worked on the plan; Alan Feinstein seconded. The motion passed unanimously. Schiller then moved to approve the strategic plan; David Jaimes seconded. The motion passed unanimously.

E. NEW BUSINESS

1. WCCLS Strategic Plan: Jerianne Thompson distributed copies of WCCLS's new strategic plan and reviewed aspects of the plan with the committee.

F. FUTURE AGENDA ITEMS

1. Community Engagement
2. Officer Election

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

1. Members: Thea Wood invited committee members to attend the Library's volunteer lunch to be held on September 27.

H. ADJOURNMENT

Meeting was adjourned at 8:04 PM.

_____, Jerianne Thompson, Recording Secretary



LIBRARY POLICY

CITY OF TUALATIN

USE OF LIBRARY BY TUTORS

POLICY: The Tualatin Public Library is available for the use of the public to meet their informational, educational, and recreational needs, including tutoring of students.

RULES: Tutoring is allowed in open study and reading areas throughout the Library if such activity does not disturb staff or Library users. Conversations or instruction should not be loud enough to distract other library users. Tables can neither be reserved, nor can the expectation be made that others will be asked to move to accommodate a tutoring session.

Tutors and students are expected to abide by the Library Rules of Conduct (Tualatin Municipal Code 5-1) and other Library policies.

Tutors are responsible for the behavior of the student during the session. Children under the age of 8 must be under the direct supervision of the tutor until they are released to a parent or designated responsible adult. The Library assumes no responsibility for unattended children.

Tutors may not publish or distribute advertisements or letters identifying the Library as their place of doing business or imply Library sponsorship of their activities. The Library does not sponsor, recommend, or assume liability or responsibility for the work and/or activities of tutors who use available Library space. The Library reserves the right to limit tutoring activities if space resources are monopolized or activities interfere with Library operations.

Rules for use of specific Library spaces:

- The Children's Room is intended only for the use of children up to 5th grade and their caregivers. Tutoring in this room is permitted for children in that age range only.
- The Teen Room is reserved for the use of teens in 6th-12th grades and may not be used by adults. The Teen Room may not be used for tutoring.
- The Conference and Study rooms may be used in accordance with the Conference Room and Study Room Use policy; exceptions to this must be approved in advance by the Library Manager or designee.
- The Community Room may not be used for tutoring, in accordance with the Policy on Use of the Community Room.

APPROVAL: This policy is approved by Tualatin Library Advisory Committee November 2014.