



MEETING NOTICE

TUALATIN LIBRARY ADVISORY COMMITTEE

November 3, 2020 - 6:00 PM

Virtual Meeting:

<https://us02web.zoom.us/j/88017146195>

+1 669-900-6833, meeting ID 880 1714 6195

A. CALL TO ORDER

B. **APPROVAL OF MINUTES:** August 4, 2020

C. COMMUNICATIONS

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

D. OLD BUSINESS

1. Library Operations

E. NEW BUSINESS

1. Friends of Tualatin Library

F. FUTURE AGENDA ITEMS

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

H. ADJOURNMENT

All meetings of the Committee are open to the public. If you need special assistance or accommodation to participate in this meeting, contact Jerianne Thompson, Library Director, at jthompson@tualatin.gov or 503-691-3063. Notification thirty-six (36) hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.



TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

October 6, 2020

Present: Alan Feinstein, Kaia Gill, Dana Paulino, Nicholas Schiller, Laura Stewart,
Thea Wood, Marcus Young

Absent:

Public:

Staff: Jerianne Thompson, Library Director

A. CALL TO ORDER

Thea Wood called the meeting to order at 6:04 PM.

B. APPROVAL OF MINUTES

The August meeting minutes were approved by consensus.

C. COMMUNICATIONS

1. Chair: None.

2. Staff: Jerianne Thompson reported the Tualatin Library had to shut down library services September 10-17 because of low air quality. Tualatin Library distributed about 400 books as Summer Reading rewards and about 660 books to youth through the free summer lunch sites. The Library has had three resignations: Lauren Simon (Community Librarian), Julie Wickman (Programming Specialist), and Joanne Haynes (Public Services Assistant). The Friends of Tualatin Library have begun to accept donations again. Thompson shared recent usage statistics.

3. Teen Library Committee: None.

4. Public: None.

D. OLD BUSINESS

1. Library Fines: Jerianne Thompson reported the proposal for Washington County Cooperative Library Services (WCCLS) to go overdue fine-free will be presented to the Washington County Board of Commissioners in November. The Tualatin City Council heard a presentation about the proposal and expressed support.

E. NEW BUSINESS

1. Library Operations: Jerianne Thompson updated the committee on current library services. The Library will be moving curbside pickup of

holds into the lobby before the end of October. Patrons would be restricted to a portion of the lobby; there will be no access to restrooms. The Library is offering free printing and is working towards offering computer access in the Community Room. Take-and-make crafts are continuing. The Library is continuing to follow a phased plan calling for incremental restoration of services, with guidance from health and safety experts.

2. Election of Officers: Nicholas Schiller made a motion to re-elect Thea Wood as Chair of TLAC and Schiller as Vice-Chair. Laura Stewart seconded. The motion passed unanimously.

F. FUTURE AGENDA ITEMS

1. Friends of Tualatin Library

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

1. Members: Nicholas Schiller requested communicating to Library staff that they are wonderful, seen, and appreciated.

H. ADJOURNMENT

Meeting was adjourned at 6:54 PM.

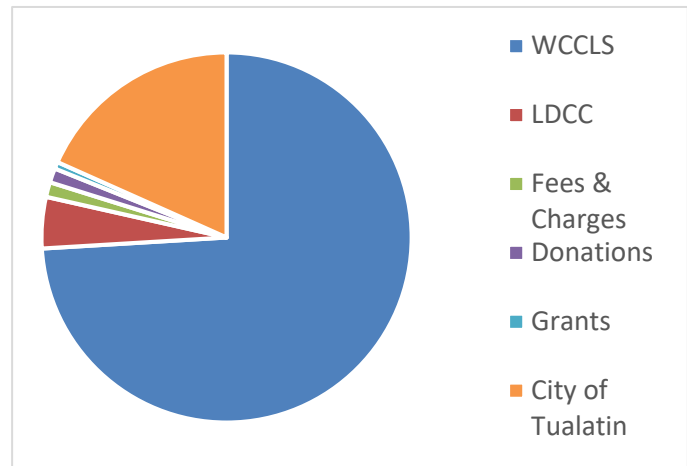
_____, Jerianne Thompson, Recording Secretary

Tualatin Public Library Budget Overview FY20-21

Revenue

Source	Amount	Percent
WCCLS ¹	\$ 1,734,030	74.0%
LDCC ²	\$ 104,950	4.5%
Grants	\$ 14,025	.6%
Fees & Charges	\$ 30,370	1.3%
Donations	\$ 29,300	1.3%
City of Tualatin	\$ 429,105	18.3%

Total \$ 2,424,685

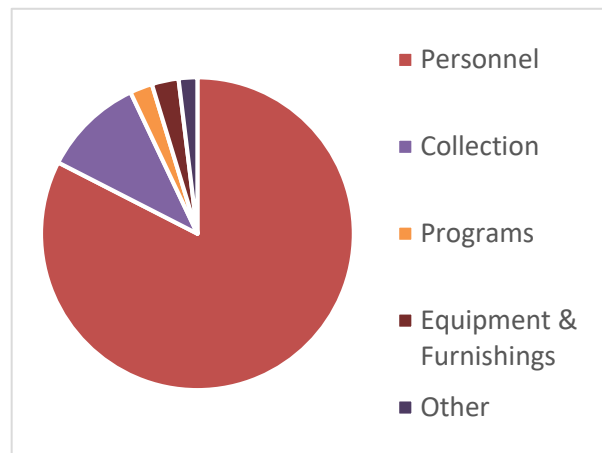


1. WCCLS reimbursement includes \$1,040,420 from Washington County General Fund (60%) and \$693,610 from the Local Option Levy (40%). This is year 5 of the 5 year levy. Tax rate is \$0.22 per \$1,000 of AV. Local Option Levy support = 29% of Tualatin Library's revenue.
2. Library District of Clackamas County reimburses 50% of property tax revenues from Tualatin properties within Clackamas County. The district's Permanent Rate is \$0.3974 per \$1,000 of AV.

Expenditures

Category	Amount	Percent
Salaries & Benefits	\$ 1,932,545	81.9%
Collection Development	\$ 244,500	10.1%
Library Programs	\$ 54,525	2.0%
Equipment & Furnishings	\$ 64,940	2.7%
Other ³	\$ 45,270	2.8%

Total⁴ \$ 2,424,685



3. Other includes: professional development, consultant fees, supplies, printing, postage, marketing, and administrative expenses.
4. City budget also includes: \$10,000 for a library technology replacement reserve fund.



City of Tualatin

www.tualatinoregon.gov

Tualatin Public Library

Library, Staff, and Collection

Library size: 23,000 square feet

2015 population of City of Tualatin: 26,840

Tualatin Public Library Service Population: 32,433

Number of library card holders: 22,656

Number of items in the collection: 104,733

New items added in 2019-20: 11,113

Number of ebooks/downloadables (WCCLS): 173,228

Number of items total (WCCLS): 1,770,499

Full-time equivalent staff: 24

Open days last year: 253

Covid closure: 106 days

Fiscal year 2019-20 expenditures: \$2,482,882

Visitation and Usage in Fiscal Year 2019-20

Number of library visits: 187,610

Items checked out: 475,359

Number of questions answered by reference librarians: 9,133

Electronic content retrievals: 25,517

Number of programs presented: 569

Attendance at programs: 14,795

Number of Internet computer sessions: 23,207

Number of wireless sessions: 27,439

Number of volunteers who helped: 330

Volunteer hours contributed: 5,020