



MEETING NOTICE

TUALATIN LIBRARY ADVISORY COMMITTEE

April 6, 2021 - 6:00 PM

Virtual Meeting:

<https://us02web.zoom.us/j/87869475437>

+1 253-215-8782, meeting ID 878 6947 5437

A. CALL TO ORDER

B. **APPROVAL OF MINUTES:** March 2, 2021

C. COMMUNICATIONS

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

D. OLD BUSINESS

1. Library Operations
2. Makerspace Update

E. NEW BUSINESS

1. Tualatin Library Foundation
2. Self-Reported Theft Policy

F. FUTURE AGENDA ITEMS

1. E-books

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**

March 2, 2021

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

Absent: Oksana Davletshina

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 February meeting minutes were approved by consensus.

C. COMMUNICATIONS

1. Chair: None.

2. Staff: Jerianne Thompson reported that the Library was closed for four days in February because of the ice storm. The recruitment for a 32-hour Public Services Assistant position is underway, and a recruitment for a full-time STEAM Librarian will be opening soon. Thompson shared recent statistics.

3. Teen Library Committee: Kaia Gill reported that TLC will host a murder mystery program this month. The committee is currently planning events for April and May.

4. Public: None.

D. OLD BUSINESS

1. Library Operations: Jerianne Thompson provided an update on library operations. Committee members discussed changing operating hours once the Library is fully reopen.

2. Makerspace Update: Jerianne Thompson provided an update on the makerspace renovation. Construction is expected to begin in mid-March.

E. NEW BUSINESS

1. Annual Report: Jerianne Thompson shared a draft of TLAC's annual report to City Council. Committee members directed Thompson to add statements about TLAC's support for the makerspace project and TLAC's future involvement in the development of new programs and services in conjunction with the makerspace. Alan Feinstein moved to approve the report with these modifications; Thea Wood seconded. The motion passed unanimously.

2. Strategic Plan: Committee members reviewed and reaffirmed the strategic goals adopted in the Library's strategic plan in 2019. Members discussed the impacts of the COVID-19 pandemic on the Library's strategic pursuits. Nicholas Schiller noted the priority the Library has placed on staff and patron safety during the pandemic and said that strategies should be considered through that lens.

F. FUTURE AGENDA ITEMS

1. E-books.

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

1. Members: None.

H. ADJOURNMENT

Meeting was adjourned at 7:14 PM.

_____, Jerianne Thompson, Recording Secretary



LIBRARY POLICY

CITY OF TUALATIN

SELF-REPORTED THEFT

POLICY: This policy establishes a standard practice for Tualatin Public Library regarding claims of identity theft, items reported as stolen, and items checked out on a library card without the knowledge and/or consent of the card holder.

BACKGROUND: WCCLS Libraries are empowered to create and implement local policy regarding items checked out on a stolen or lost library card or materials reported as stolen. Upon application of a library card, a patron agrees to abide by the following statement: *"I accept full responsibility for the use of this card and payment of fines and fees charged to it. I will give immediate notice to the library of loss of card or change of address."* This statement is also printed on the WCCLS library card.

Tualatin Public Library has a responsibility to taxpayers to be good stewards of library materials and to recover materials or the cost of replacements when possible. However, this responsibility must be balanced with compassion for the patron who has been a victim of theft.

REGULATIONS: Tualatin Public Library will work with patrons who claim their card was used improperly and without their knowledge to reach an acceptable solution.

~~Upon notifying Tualatin Library that a library card has been stolen, the patron will be excluded from collection agency reporting. However, further investigation may result in such reporting at a later date.~~

A patron must provide official documentation of the lost library card, identity theft, and/or stolen materials, filed within 30 days of the loss, to have replacement charges ~~and/or overdue fines~~ reduced. Examples of official documentation could include a police report, homeowner or auto insurance claim, or crime victim's compensation application.

Charges for items owned by Tualatin Library ~~and overdue fines~~ may be waived ~~up to 75%~~, at the discretion of supervisory staff. The remaining charges may be paid through a negotiated payment plan. Charges cannot be paid by doing volunteer work for the Library or City.

APPROVAL: This policy is approved by Tualatin Library Advisory Committee August 2017.