



MEETING NOTICE

TUALATIN LIBRARY ADVISORY COMMITTEE

December 7, 2021 - 6:00 PM

Virtual Meeting:

<https://us02web.zoom.us/j/85829114679>

+1 253-215-8782, meeting ID 858 2911 4679

A. CALL TO ORDER

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

C. COMMUNICATIONS

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

D. OLD BUSINESS

E. NEW BUSINESS

1. Friends of Tualatin Library
2. Intellectual Freedom & Public Libraries
3. Public Comment
4. 2022 Meeting Calendar

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

November 2, 2021

Present: Katherine Kang, Dana Paulino, Ashley Payne, Nicholas Schiller, Thea Wood

Absent: Alan Feinstein, Marcus Young

Public:

Staff: Jerianne Thompson, Library Director

A. CALL TO ORDER

Thea Wood called the meeting to order at 6:03 PM.

B. APPROVAL OF MINUTES

The October meeting minutes were approved by consensus.

C. COMMUNICATIONS

1. Chair: None.

2. Staff: Jerianne Thompson reported that the City has adopted a COVID-19 vaccination policy that will apply to employees and volunteers. Thompson provided an update on current recruitments and shared that the Library has restarted its volunteer shelver program. Thompson shared recent statistics and comment cards.

3. Teen Library Committee: Katherine Kang reported that TLC recently hosted a Halloween games program for teens. In November, a speaker series will be presented. TLC is brainstorming program ideas for December.

4. Public: None.

D. OLD BUSINESS

1. Strategic Planning: Jerianne Thompson presented the results of the Library's recent user survey. Among the highlights: 96% rated the customer service at Tualatin Library as good to excellent; 95% agreed that Tualatin Library is a welcoming place; and 96% agreed that they would recommend Tualatin Library to a friend or family member.

E. NEW BUSINESS

1. Food in the Library: Committee members discussed whether the Library should amend its policy to disallow food in the Library during the COVID-19 pandemic, including potential impacts to patrons experiencing homelessness and young children. Members were supportive of changing the policy. Thompson said library management would make a decision after this week's staff meeting.

2. Election of Officers: Dana Paulino moved to nominate Thea Wood as chairperson and Nicholas Schiller as vice-chairperson; Ashley Payne seconded. The motion passed unanimously.

F. FUTURE AGENDA ITEMS

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

1. Members: None.

H. ADJOURNMENT

Meeting was adjourned at 7:22 PM.

_____, Jerianne Thompson, Recording Secretary



LIBRARY POLICY

CITY OF TUALATIN

COLLECTION DEVELOPMENT

INTRODUCTION

A library collection development policy defines a library's user community, guides the selection of materials pertinent to the needs of the library's users, and codifies the procedures for maintaining the collection. Materials available in the library represent a variety of viewpoints, enabling citizens to make the informed choices necessary in a democracy. The purpose of the Tualatin Public Library collection is to provide popular materials for and to provide for the informational, educational and recreational needs of adults, teens, and children.

The Library's collection is a key part of service to the community, consisting of approximately 29,000 residents of the City of Tualatin and adjacent areas. As part of the Washington County Cooperative Library Services, the Library serves patrons through our local collection and through shared resources in the county.

Tualatin Public Library's mission is to empower and enrich our community through learning, discovery, and interaction.

Tualatin Library's collection development practices support the Library's mission and goals in the following ways:

- A. Provide materials that support the cultural, informational, recreational, and educational needs of the community.
- B. Provide access to an inclusive spectrum of viewpoints, ideas and creative expression. Provide informational and educational materials that are relevant and timely.
- C. Provide materials for developing reading habits and skills.
- D. Provide materials in Spanish that serve the needs and interests of Latino residents.
- E. Provide technology and science learning materials for at-home and in-library use.

The Library strives to meet these needs in the following ways:

- A. Selection of materials for the Library's collection.
- B. Knowledge of materials available through WCCLS and its member libraries.
- C. Participation in Interlibrary loan services.

SELECTION POLICIES

The collection development budget is considered annually and adjusted according to collection usage patterns and circulation trends.

In general, criteria for selection include:

- contemporary significance or popular interest
- public demand, topics of local interest
- relevance to current trends or events
- relation to the existing local and WCCLS collections
- physical design suitable for library use
- reputation and qualifications of author or publisher
- currency of information
- budget and space limitations
- positive critiques and reviews in professional sources.

For various collection areas, criteria may be unique to the format and/or intended age of the intended patron. While most materials are acquired in English, Tualatin Library purchases some items in Spanish to serve the local community.

Materials are generally purchased through vendors with which the Library has established relationships for both purchasing and some processing of materials. These relationships are made with the intention of maintaining good management of city funds and efficient use of staff time. Lack of availability from preferred vendors does not automatically exclude an item from selection; alternatives will be considered during the selection process.

The Library welcomes patron suggestions for additions to the collection. Purchase suggestions must meet general selection criteria.

Donations to the library may or may not be added to the collection at Library staff discretion. Donations will be considered for inclusion due to high demand, local relevance, physical condition, and other factors, including general selection criteria. Donated items not added to the collection will be given to the Friends of the Tualatin Library unless other arrangements have been made in advance.

INTELLECTUAL FREEDOM

Tualatin Library upholds the ideals of intellectual freedom, including the *Library Bill of Rights*, and the American Library Association's *Freedom to Read Statement* and *Freedom to View Statement*. These documents are appended to this policy.

All cardholders, regardless of age, have the right to access all materials in the Library and to borrow any circulating item. The Library does not act *in loco parentis*. Parents and legal guardians are responsible for monitoring the use of library materials by their children.

Patrons with concerns about the inclusion, categorization, or exclusion of an item from the collection are encouraged to discuss their concerns with library staff. Requests to remove or

reassign materials from the Tualatin Public Library collection shall be considered within the context of the principles affirmed in this policy. A formal process of objection may be handled through completing a Patron Opinion of Library Materials Form, which will be reviewed and responded to by the Library Manager and/or designees within 30 days. Upon receipt of the library's response, patrons may appeal to the Tualatin Library Advisory Council for further review.

MAINTENANCE AND RETENTION OF MATERIALS

The collection is reviewed and evaluated on an ongoing basis in order to maintain its usefulness, currency, and relevance. Items may be kept, repurchased, or withdrawn from the collection at the discretion of library staff.

Criteria for withdrawing an item include:

- physical condition or format is no longer suitable for library use
- insufficient use or lack of patron demand
- information that is no longer timely, accurate, or relevant
- duplicate copies are available locally or throughout WCCLS
- little or no relevance to current trends and events
- space limitations.

Withdrawn materials may be donated to the Friends of the Tualatin Library or other community partners, used for outreach purposes, destroyed, or recycled.

STAFF RESPONSIBILITIES

Designated library staff, under the guidance of the Public Services Supervisor, participate in collection development, access, and maintenance in the following ways:

- Engaging in open communication with patrons and colleagues.
- Continuously maintaining and improving competencies in providing accurate reference and reader's advisory services.
- Handling all requests equitably.
- Working in partnership with one another and colleagues to anticipate, understand, and respond to patron needs.
- Seeking to understand and respond to changes in the community, as well as societal and technological changes.
- Striving to balance individual and community needs.
- Seeking continuous improvement through ongoing measurement and assessment.

Authority and responsibility for selection of library materials rests with the Library Director.

Appendix:

[The Library Bill of Rights.](#)

[The Freedom to Read statement.](#)

[The Freedom to View statement.](#)

Patron Opinion of Library Materials form

APPROVAL: This policy is approved by Tualatin Library Advisory Committee May 1, 2018.

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
- VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

Although the Articles of the *Library Bill of Rights* are unambiguous statements of basic principles that should govern the service of all libraries, questions do arise concerning application of these principles to specific library practices. See the documents designated by the Intellectual Freedom Committee as Interpretations of the Library Bill of Rights (<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations>).

The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

- 6. It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

- 7. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

American Library Association (/)

Association of American Publishers (<http://www.publishers.org/>)

Subsequently endorsed by:

American Booksellers for Free Expression (<http://www.bookweb.org/abfe>)

The Association of American University Presses (<http://www.aaupnet.org/>)

The Children's Book Council (<http://www.cbcbooks.org/>)

Freedom to Read Foundation (<http://www.ftfrf.org>)

National Association of College Stores (<http://www.nacs.org/>)

National Coalition Against Censorship (<http://www.ncac.org/>)

National Council of Teachers of English (<http://www.ncte.org/>)

The Thomas Jefferson Center for the Protection of Free Expression

Freedom to View Statement

The FREEDOM TO VIEW, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantees of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.



Patron Opinion of Library Materials

Tualatin Public Library supports the First Amendment of the US Constitution, confirms the ideals of democracy, and welcomes the free expression from local residents concerning library materials.

Requests to remove or reassign materials from the Tualatin Public Library collection shall be considered within the context of the principles affirmed in the Tualatin Public Library Collection Development Policy.

Name: _____ Telephone: _____

Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Title _____ Format: Book __ Magazine __ Movie __ CD __ Other __

Author: _____ Year Published/Released: _____

What concerns you about the material? Please cite page numbers or minutes: _____

What brought this material to your attention? _____

Did you read/view/listen to the entire work? If not, what sections did you review? _____

Are there resources you suggest to provide additional information and/or other viewpoints on this topic?

What action are you requesting the library consider for this item?

- a. Move it to another section of the Library
- b. Remove it from the Library
- c. Provide materials that balance the perspective of the work
- d. Other: _____

Thank you for your concern. You will receive a written response from the Library Director within 30 days.



Tualatin Library Advisory Committee (TLAC)

2022 Meeting Calendar

| DATE | DAY | TIME | LOCATION |
|-------------|---------|---------|-------------------------|
| January 4 | Tuesday | 6:30 PM | Library Community Room |
| February 1 | Tuesday | 6:30 PM | Library Community Room |
| March 1 | Tuesday | 6:30 PM | Library Community Room |
| April 5 | Tuesday | 6:30 PM | Library Community Room |
| May 3 | Tuesday | 6:30 PM | Library Community Room |
| June 7 | Tuesday | 6:30 PM | Library Community Room |
| July 5 | Tuesday | 6:30 PM | Library Community Room* |
| August 2 | Tuesday | 6:30 PM | Library Community Room* |
| September 6 | Tuesday | 6:30 PM | Library Community Room |
| October 4 | Tuesday | 6:30 PM | Library Community Room |
| November 1 | Tuesday | 6:30 PM | Library Community Room |
| December 6 | Tuesday | 6:30 PM | Library Community Room |

NOTE: Meetings are being held virtually until further notice.

**The Community Room is the rain location for summer reading programs. If summer reading is moved inside, the Tualatin Library Advisory Committee will meet in the Library Conference Room.*