



## MEETING NOTICE

**TUALATIN LIBRARY ADVISORY COMMITTEE**  
**January 3, 2023 - 6:00 PM**  
**Tualatin Public Library, 18878 SW Martinazzi Ave.**

**Virtual Meeting Access:**  
<https://us02web.zoom.us/j/83202030805>  
+1 253-215-8782, meeting ID 832 0203 0805

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**A. CALL TO ORDER**

**B. APPROVAL OF MINUTES:** December 6, 2022

**C. COMMUNICATIONS**

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

**D. OLD BUSINESS**

1. None

**E. NEW BUSINESS**

1. Friends of Tualatin Library
2. Strategic Plan Update
3. Technology Policy

**F. FUTURE AGENDA ITEMS**

1. Collection Development Policy
2. TLAC Annual Report

**G. COMMUNICATIONS FROM COMMITTEE MEMBERS**

**H. ADJOURNMENT**

All meetings of the Committee are open to the public. This meeting location is accessible to person with disabilities. To request accommodations, please contact Jerianne Thompson, Library Director, at [jthompson@tualatin.gov](mailto:jthompson@tualatin.gov) or 503-691-3063 at least 36 hours prior to the meeting.

For those wishing to provide comment during the meeting, there is one opportunity on the agenda: Public Communications. Written statements may be sent in advance to Library Director Jerianne Thompson no later than 5pm on January 3, 2023.



## TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

December 6, 2022

Present: Alan Feinstein, Dana Paulino, Ashley Payne, Thea Wood  
Absent: Nicholas Schiller, Marcus Young  
Public:  
Staff: Jerianne Thompson, Library Director

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**A. CALL TO ORDER**

Dana Paulino called the meeting to order at 6:01 PM.

**B. APPROVAL OF MINUTES**

The October and November meeting minutes were approved by the unanimous consent of present committee members.

**C. COMMUNICATIONS**

**1. Chair:** None.

**2. Staff:** Jerianne Thompson reported that Melissa Layton has been hired for the youth Librarian I position and will start later this month. The Library is again hosting a food drive, in partnership with the Tualatin Kiwanis Club, through the holidays. Thompson also reported that there have been a few graffiti incidents at the Library over the past month. Thompson shared recent statistics and comment cards.

**3. Teen Library Committee:** Jerianne Thompson reported that TLC is planning Winter Break events. The committee will review the Teen Room Rules and suggest updates.

**4. Public:** None.

**D. OLD BUSINESS**

**1. Community Room Policy:** Jerianne Thompson reviewed proposed changes to the policy. Based on legal advice, Thompson proposed removing a section allowing fundraising for charitable purposes. Thompson also said that library management had discussed Nicholas Schiller's suggestion to add a statement expressing that use of library spaces requires supporting access to all library users. (See August 2022 minutes.) Management decided not to add this statement because the Library's values are better reflected in overarching documents. Alan Feinstein moved to recommend

approval of the policy as amended; Thea Wood seconded. The motion passed unanimously.

**2. American Library Association Code of Ethics:** Jerianne Thompson reviewed the proposal to adopt the ALA Code of Ethics for library staff. Alan Feinstein moved to recommend adoption of the guidelines; Ashley Payne seconded. The motion passed unanimously.

**E. NEW BUSINESS**

**1. 2023 Meeting Calendar:** Committee members reviewed the draft meeting calendar for 2023 and agreed to continue meeting at 6pm on the first Tuesday of each month.

**F. FUTURE AGENDA ITEMS**

1. Friends of Tualatin Library
2. Collection Development Policy
3. Technology Policy

**G. COMMUNICATIONS FROM COMMITTEE MEMBERS**

**1. Members:** Thea Wood asked for an update about Vine2Wine 2022. Jerianne Thompson reported the Tualatin Library Foundation had net proceeds of just over \$3000 from the event. Attendance was lower than expected. Wood suggested trying to avoid holding the event in close proximity to the Tualatin Historical Society's annual fundraiser.

**H. ADJOURNMENT**

Meeting was adjourned at 6:40 PM.

\_\_\_\_\_, Jerianne Thompson, Recording Secretary



# Tualatin Public Library Strategic Plan 2022-2025

## Strategic Priorities & Goals

### Foster Community Connection

- Create opportunities for shared experiences
- Provide meaningful volunteer experiences
- Cultivate a welcoming space

### Nurture Learning & Exploration

- Provide hands-on STEAM opportunities for the community
- Support readers of all ages to cultivate a love of reading
- Support learners to prepare them for success in school
- Offer opportunities to spark and nurture creativity

### Promote Discovery & Access

- Ensure the community is informed about library programs and services
- Deepen community engagement and interaction with the library
- Promote positive patron experiences through excellent customer service

### Support Community Inclusion

- Reflect the diversity of the community in library services and collections
- Promote culturally responsive outreach and programs
- Ensure the library is a place where all people feel respected

## Values

Collaboration ● Compassion ● Inclusion ● Service

## Mission

Empowering and enriching our community through learning, discovery, and interaction



# LIBRARY POLICY

## CITY OF TUALATIN

### TECHNOLOGY USE POLICY

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**POLICY:** Tualatin Public Library provides access to a variety of information resources and technology, to meet the public's informational, educational, and recreational needs. Tualatin Library strives to balance the rights of users to access information resources with the rights of users to work in a public environment free from sounds and images intended to harass other library users or library staff.

**BACKGROUND:** Tualatin Public Library provides access to the internet and productivity software through a combination of computers and other devices, printers, and Wi-Fi. Patrons are welcome to use their own laptops, tablets, and other devices.

#### **RULES:**

We expect that all patrons using technology in the Library, including patron-owned devices, will:

- Be considerate and respectful of other library users. This includes using headphones, keeping sound from computers and devices inaudible to other library users and staff, and keeping designated computer areas reasonably quiet.
- Respect the privacy and sensitivity of other library users.
- Not display any pictures of a human body that depicts gratuitous nudity, sexual conduct, or other imagery prohibited by ORS 167.080 (Displaying Obscene Materials to Minors), as computer screens are visible by minors.
- Comply with copyright laws.
- Understand that library staff are able to provide only limited assistance with technology use.

Library users of library-owned computers and other technology will:

- Use the computer or device within the allotted session time. Exceptions must be approved by library staff.
- Not interfere with networks, other users, services, or equipment. This includes making setting changes to computers and devices that may impact other users' experience with the computer or device.
- Use only their own library card for computer access; using another person's card is not allowed. Visitors who do not have a library card may receive guest access.
- Report any functionality issues to library staff.

Some desktop computers provided by the Library have filtered Internet access. Computers in the Children's area are set to the Child filtered level. Teen Room computers are set to the Adult filtered level. Desktop computers provided by the library for adult use are unfiltered. Children and teens may only use adult computers with parental permission. Internet filtering is dependent on the location of the computer rather than the age of the patron; for this reason, adult caregivers accessing computers in the children's area will not be able to turn off filtering. No filtering technology is absolute; there is no

guarantee that filters will block materials that users may find offensive. Children's access to and use of Internet-connected devices is the sole responsibility of the child's parent or legal guardian.

Mobile devices provided by the Library for in-house use and patron-owned devices have Internet access through an unsecured and unfiltered Internet connection. Parents or guardians must notify the library if they do not wish to have their teen checking out mobile devices from the library. Children under the age of 12 must have a parent or guardian present to check out devices.

Internet connectivity for patron-owned devices is provided via Wi-Fi only.

Library technology may not be used for illegal activity.

All patrons are advised that entering personal information on computers or devices in the library is done at their own risk. It is the user's responsibility to protect their privacy while sending information via the Internet. Tualatin Library does not retain computer use records, browser history, or personal information entered into websites or documents.

Failure to comply with this policy may result in restriction of library privileges, including but not limited to use of library technology.

**APPROVAL:** This policy is approved by Tualatin Library Advisory Committee September, 2018. This policy replaces and updates the Internet Use policy, approved by the Tualatin Library Advisory Committee, March 2008.