



## **MEETING NOTICE**

**TUALATIN LIBRARY ADVISORY COMMITTEE**  
**January 2, 2024 - 6:00 PM**  
**Tualatin Public Library, 18878 SW Martinazzi Ave.**

### **Virtual Meeting Access:**

<https://us02web.zoom.us/j/88667252445>  
+1 253-215-8782, meeting ID 886 6725 2445

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#### **A. CALL TO ORDER**

#### **B. APPROVAL OF MINUTES:** December 5, 2023

#### **C. COMMUNICATIONS**

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

#### **D. OLD BUSINESS**

1. Marketing Plan Update

#### **E. NEW BUSINESS**

1. Library Services Overview

#### **F. FUTURE AGENDA ITEMS**

1. Confidentiality of Circulation Records Policy
2. TLAC Annual Report
3. Strategic Plan Update

#### **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 2, 2024.



## TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

December 5, 2023

Present: Dawnell Meyer, Dana Paulino, Ashley Payne, Thea Wood

Absent: Paul Turnbach, Satvika Vadapu, Marcus Young

Public:

Staff: Jerianne Thompson, Library Director  
Kit Lorelied, STEAM Librarian

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**A. CALL TO ORDER**

Dana Paulino called the meeting to order at 6:00 PM.

**B. APPROVAL OF MINUTES**

Ashley Payne moved to accept the November meeting minutes as written; Thea Wood seconded. The motion passed unanimously.

**C. COMMUNICATIONS**

**1. Chair:** None.

**2. Staff:** Jerianne Thompson reported that the Library will close early at 4pm on Christmas Eve. The Library is partnering with Tualatin Kiwanis Club to conduct a holiday food drive. She also shared information about bond-funded playground improvements coming to Atfalati Park and Ibach Park. Thompson also shared recent comment cards.

**3. Teen Library Committee:** No report.

**4. Public:** None.

**D. OLD BUSINESS**

**1. Library Statistics:** Jerianne Thompson presented additional metrics about library utilization, including year-over-year trends, library card types and utilization, and program attendance by age category. Committee members discussed the statistics they would like to see reported monthly and quarterly.

**E. NEW BUSINESS**

**1. Makerspace Update:** Kit Lorelied presented information about the Library's Makerspace, which recently marked two years of operation. In the 2022-23 fiscal year, the Makerspace saw 1,726 visits and 527 personal-use

reservations. In addition to developing monthly projects for visitors to make during Open Labs and adding new equipment, Kit has been successful in making connections with community groups to expand access to the space. A few dedicated volunteers regularly help during programs and have made donations to support equipment repairs.

**2. Use of Library by Tutors Policy:** Jerianne Thompson presented a minor revision to the Use of Library by Tutors Policy. Thea Wood moved to recommend approval of the revised policy; Ashley Payne seconded. The motion passed unanimously.

**2. 2024 Meeting Calendar:** Committee members reviewed the proposed 2024 calendar with no recommended changes.

**F. FUTURE AGENDA ITEMS**

1. Confidentiality of Circulation Records Policy
2. Library Services Overview

**G. COMMUNICATIONS FROM COMMITTEE MEMBERS**

1. **Members:** None.

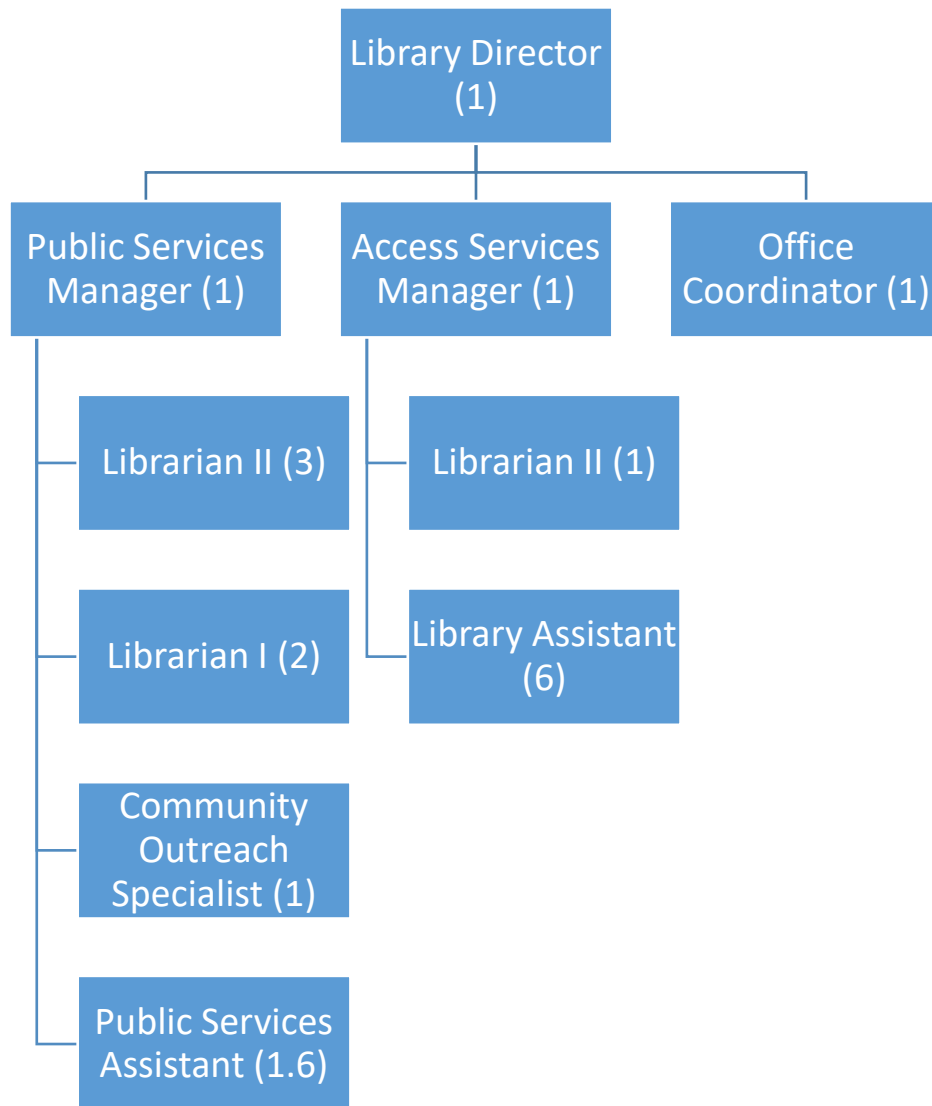
**H. ADJOURNMENT**

Meeting was adjourned at 7:01 PM.

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



## Library Organizational Chart



Not Shown:

- 1 Volunteer Specialist (reports to Administration)
- Temporary staff (appx. 4 FTE)