



2022 ANNUAL REPORT

Tualatin Library Advisory Committee

1. BACKGROUND

The Tualatin Library Advisory Committee (TLAC) was established by Ordinance 758-88, adopted by Council on October 10, 1988, and incorporated into the Tualatin Municipal Code as Chapter 11-4. The enabling ordinance requires the TLAC to file an annual report with the Council including a summary of the committee's activities during the preceding year and other matters and recommendations the committee deems appropriate.

Members of the TLAC during 2022 include Alan Feinstein, Dana Paulino (Chair), Ashley Payne (Vice Chair), Thea Wood, and Marcus Young. Former members included Katherine Kang (teen representative), who resigned in October 2022, and Nicholas Schiller, who resigned in December 2022. Dawnell Meyer and Satvika Vadapu (teen representative) joined the committee in February 2023.

2. ROLES OF THE COMMITTEE

- A. Consult with and advise the Library Manager on all matters affecting operational policies of the City Library.
- B. Make recommendations to the City Council with respect to services, facilities, and all other matters pertaining to the maintenance and improvement of the City Library.
- C. Hear and consider complaints about City Library policies or materials.

3. ACTIONS AND ACCOMPLISHMENTS IN SUPPORT OF ROLES IN 2022

A. CONSULT WITH AND ADVISE THE LIBRARY MANAGER ON ALL MATTERS AFFECTING OPERATIONAL POLICIES OF THE CITY LIBRARY

- 1. Committee members considered & provided recommendations on operational policies, including Library Rules, Community Room Policy, Technology Policy, and American Library Association Code of Ethics.
- 2. TLAC discussed and provided comments to Library management regarding library operations, the student card project, makerspace programs and services, library programs and marketing, patron privacy, intellectual freedom, library user survey, Summer Reading, library facilities, Oregon Public Library Standards, library budget, and library utilization trends. Committee members shared their perspective as citizens and library users, providing input representing our diverse community.

B. MAKE RECOMMENDATIONS TO THE CITY COUNCIL WITH RESPECT TO SERVICES, FACILITIES, AND ALL OTHER MATTERS PERTAINING TO THE MAINTENANCE AND IMPROVEMENT OF THE CITY LIBRARY.

1. TLAC members had extensive engagement in the process to update the Library strategic plan, including development of new strategic priorities and an action plan for 2022-23. The plan comprises these strategic priorities:
 - a. Foster Community Connection
 - b. Nurture Learning & Exploration
 - c. Promote Discovery & Access
 - d. Support Community Inclusion

Highlighted strategic accomplishments over the past year include:

- a. 96% of survey respondents rated customer service at Tualatin Library as good to excellent.
 - b. 94% agreed or strongly agreed that Tualatin Library is a welcoming place.
 - c. Distributed more than 1,700 student library cards to Tualatin students, in partnership with Tigard-Tualatin School District.
 - d. Expanded programming in the makerspace, including adding makerspace open labs, monthly themed projects, citizen science projects, and a repair fair.
 - e. Launched a pilot volunteer-led homework help program at Bridgeport Elementary to help young learners.
 - f. Expanded the Library of Things collection to include board games for all ages.
2. TLAC received presentations from library partners and recommended activities to strengthen these partnerships. Presentations included:
 - a. Teen Library Committee
 - b. Parks & Recreation Department
 - c. Tualatin Historical Society
 - d. Tualatin Library Foundation
 - e. Friends of Tualatin Library

C. HEAR AND CONSIDER COMPLAINTS ABOUT CITY LIBRARY POLICIES OR MATERIALS.

1. TLAC holds open meetings and members of the public are invited to attend. No formal complaints were brought before the committee in 2022.
2. TLAC members review comment cards received by the City regarding the Library each month and provide feedback on the topics raised.

4. ACTION PLAN FOR 2023

A. LONG-RANGE PLANNING

TLAC will remain actively involved in providing resident feedback on implementation of the Library's strategic plan and the development of an updated action plan.

B. MARKETING PLAN

TLAC will support implementation of the Library's marketing plan to promote Library programs and services, providing input on effectiveness and methods used.

C. REVIEW OPERATIONAL POLICIES

TLAC will continue to be actively involved and educated in the operations and roles of the Library. TLAC will provide resident feedback as Library management reviews and updates operational policies, including an update to the Collection Development Policy.

D. ADVANCE COUNCIL VISION

TLAC will support social equity and inclusion within Library programs and services, providing the opportunity to create a meaningful quality of life for community members.

cc: Tualatin Library Advisory Committee (TLAC)