TUALATIN LIBRARY ADVISORY COMMITTEE MEETING

Tuesday, November 03, 2026
6:00 PM

TUALATIN PUBLIC LIBRARY
18878 SW MARTINAZZI AVE
TUALATIN, OR 97062

ZOOM LINK: HTTPS://US02WEB.ZOOM.US/J/83661759863
MEETING ID: 836 6175 9863
PASSCODE: 335352

Call to Order

Approval of Minutes

1. October 6, 2026

Communications

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

Old Business

1. WCCLS Centralization Project Update

New Business

1. Introduction of New Library Director, Magdy Carrillo-Sotomayor
2. TLAC Member Introductions and Perspectives

Future Agenda Items

1. Discussion of Future Topics and Presentations

Committee Questions and Comment

Adjournment

In compliance with the Americans with Disabilities Act, this meeting location is accessible to persons with disabilities. To request accommodations, please contact the City Manager's Office at 503.691.3011 36 hours in advance of the meeting.

TUALATIN LIBRARY ADVISORY COMMITTEE MINUTES

October 6, 2026

Present:	Dana Paulino, Rachel Elliot, Jay Norris, and DeAnn Welker, with Emy Loanzon and Melissa Lawrence via Zoom
Absent:	Ashley Payne
Public:	Riley Bartel
Staff:	Sarah Jesudason, Public Services Manager and Acting Library Director
Guests:	Laura Baker, President Friends of the Tualatin Public Library Emily Yonker, Treasurer Tualatin Library Foundation

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A. CALL TO ORDER

Sarah Jesudason called the meeting to order at approximately 6:00 PM and stated that some committee members will step out temporarily for interviews with the City Council Advisory Committee Selection Committee

B. APPROVAL OF MINUTES

Melissa Lawrence had one correction to the minutes of the September 1, 2026 meeting: everyone was present. Dana Paulino concurred and moved to approve the minutes of the September 1st meeting. Motion was seconded and approved.

C. COMMUNICATIONS

1. Chair: Nothing to report

2. Staff: Sarah Jesudason reported that the new Library Director, Magdy Carrillo-Sotomayor will start work on Monday, 10/12/26. Magdy recently presented at the NW Public Employee's Diversity Conference, which several library staff attended. Staff have welcome activities planned for Magdy's first week. Jesudason also reported that three new Public Service on-call staff have been hired and the library will do recruitment soon for on-call Access Services staff. Additionally, the library is celebrating that Aimee Meuchel has reached 20 years of service. Sarah advised that a library patron had filled out two comment cards regarding parking lot striping and the meaning or enforcement of towing signage. Sarah stated that the library generally does not tow vehicles.

3. Teen Library Committee: Jay Norris reported that Día de los Muertos program planning was nearly finalized. The TLC has also been planning a murder mystery event for Friday, November 20. December events and possible leaders were also discussed at the TLC meeting. Jay will cover those at the next meeting of this committee.

4. Public: no comments

D. OLD BUSINESS

1. WCCLS Funding and Governance Update: Jesudason summarized a recent City Council work session covering the centralization project, its relationship to the intergovernmental agreement (IGA), and the memorandum of understanding (MOU). She described Council as highly engaged and asking many questions.

The IGA is the formal agreement with the accountability provisions and required Council authorization before the fiscal year began. The MOU is a working framework for sharing information, collaboration, and decisions during centralization; it is not a detailed operating manual.

Council specifically asked where accountability resides. Sarah explained that accountability belongs principally in the IGA rather than the MOU. Sarah said the revised MOU was substantially more collaborative than the first draft, reflecting negotiations through the directors/library leadership group.

WCCLS counted approximately 252 collection codes across member libraries, of which about 60 were used by almost every library. Different local codes can put the same genre in different areas (for example, thrillers within general adult fiction at Tualatin versus mysteries/thrillers at Tigard). Catalogers will be convened to explore reasonable code alignment and reduction. Some differences reflect longstanding local decisions. Additional subject-matter groups are being planned for experienced selectors and technical services staff who prepare materials for shelving. Size and representation are not final; the aim is broad expertise without necessarily assigning one representative per library. A leadership meeting later in the week will discuss the structure.

WCCLS has a project manager in place. The steering committee is meeting monthly. Tualatin is part of a medium-sized library cohort, with the Sherwood, Cornelius and Forest Grove directors. WCCLS is increasing direct staff communications as decisions become more concrete. Library directors are meeting twice monthly, at least through December, possibly longer.
WCCLS issued an RFP for materials vendors. At directors' request, the RFP required vendors to retain existing discounts for individual libraries even if local purchasing volume decreases. Sarah cited roughly a 40% discount on many books from Tualatin's main vendor. A cooperative collection development policy is being

developed through library leadership. Decisions are underway about formats and languages. First-year centralization is expected to cover print and audiovisual materials, with exceptions such as locally subscribed newspapers, which would not be practical to route centrally. Member-library profiles are being developed to document distinctive collections, identities, and local needs. Tualatin's own collection development policy will remain a separate document, though closely aligned with WCCLS policy. Shared principles include intellectual freedom and freedom to read. Sarah also highlighted Tualatin's language about stewardship of public money and noted that WCCLS purchases digital materials, whereas Tualatin does not do so directly. Continued availability of materials for partners such as Friends groups and schools was discussed as being retained in the collection development arrangements and MOU, regardless of whether items were purchased locally or centrally.

Sarah stated that Tualatin does not expect staff reductions due to centralization but does expect role changes. She cautioned that other libraries in the county might have different staffing consequences. Readiness, capacity, and resilience are active considerations, not a finalized decision on Tualatin's implementation order.

E. NEW BUSINESS

1. Tualatin Library Foundation report: Emily Yonker, Foundation Treasurer, presented because President Royce Hermens and Vice President Michelle were away. Foundation membership/board participation has recently declined, including the departure former member who has relocated to Washington and chosen to focus on activities there. The Foundation paused its traditional fall Vine to Wine fundraiser for 2026 to avoid burdening the incoming director, who historically played a significant role and whose library space had been used for the event. The Foundation continued to fund OBOB (Oregon Battle of the Books) books and other library requests. Emily said reserves could support current commitments for the next couple of years even without fundraising, although stopping fundraising was not the intention. She characterized the finances as holding steady rather than declining. Members are brainstorming fresh fundraising formats. A dance/sock-hop concept, potentially with family-friendly and adult-focused versions, generated enthusiasm but remained an unapproved idea.

2. Friends of the Tualatin Public Library report: Laura Baker, Friends President, shared a presentation previously used with the Tualatin Rotary Club. The Friends mission is advocacy, fundraising, and support for the library. Since 2005, the Friends reported donating more than $250,000 to the library. Laura reported $15,600 in grants/support so far in 2026 as of the meeting. Earlier funding included furnishings or physical improvements during the library expansion/renovation around 2007–2008; more recent support has concentrated on programs, especially music events, Summer Reading, giveaway books, and kickoff activities. Primary income comes from ongoing used-book sales on library shelves. Volunteers replenish merchandise about four or five days per week, and rotate stock frequently. Items

include books, DVDs, CDs, puzzles, and games. The Friends hold two large community book sales annually, in spring and fall. The fall sale was announced for November 6–7, 2026. These sales have recently increased their revenue, according to Laura. Large sales generally require 30–40 volunteers to set up, staff, and break down. A members-only preview hour supports membership signups and renewals. Membership dues are another income source. The organization revamped its website and was moving membership administration from manual work to an online platform to reduce volunteer workload. The Friends continue seeking volunteers, but their most urgent need is a new president. Laura has served for 10 years and wants to step down; she plans to keep coordinating book sales for a while.

Sarah thanked both Friends and Foundation for advocacy, program support, school outreach, and OBOB collaboration. She reported that WCCLS staff had viewed the library Friends–Foundation–schools OBOB arrangement as unusual in the county. Laura emphasized the value of being treated as a partner with library staff.

F. FUTURE AGENDA ITEMS

1. Future agenda items to be determined by the incoming Library Director

G. COMMUNICATIONS FROM COMMITTEE MEMBERS

Dana Paulino asked whether the usual Banned Books Week City Council proclamation had been completed and whether a proclamation could still be arranged. Sarah stated that the library currently has a banned book display but she was unaware of a proclamation scheduled for this year. Sarah suggested that earlier library directors may have handled the logistics. A question was raised about approaching Council later through the Interim Deputy City Manager. Sarah mentioned a separate Freedom to Read Week anticipated in late February 2027, which might provide a future opportunity. She described Tualatin community conversations on intellectual freedom as generally positive and said there had been no formal materials reconsideration challenge during her 12 years at the library, though informal discussions sometimes occurred.

Sarah stated that she anticipates that Magdy will attend the November TLAC meeting and that she might continue accompanying Magdy to WCCLS meetings during the transition because of the project's complexity. Members asked whether they needed to prepare anything before meeting the director. Sarah had no specific requests and offered to communicate any needs after speaking with Magdy.

H. ADJOURNMENT

Meeting adjourned at around 6:45 PM.