



LIBRARY BOARD AGENDA

October 26, 2022 at 6:30 PM

Wilsonville Public Library

PARTICIPANTS MAY ATTEND THE MEETING AT:

Library, 8200 SW Wilsonville Road, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/87143019462>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Molly Muldoon:

Muldoon@ci.wilsonville.or.us or 503-570-1593

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Molly Muldoon - Wilsonville City Hall

29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER

1. Roll Call

APPROVAL OF MINUTES OF SEPTEMBER 28, 2022

ONGOING BUSINESS / CALENDAR ITEMS

2. Sarah Introduction
3. Youth Services Report
4. Librarian's Report
5. [Policies and Procedures](#)
6. [Strategic Plan](#)
7. Friends of the Library Report
8. Library Foundation Report

NEW BUSINESS

ROUND ROBIN

ADJOURN

NEXT MEETING

Wednesday, December 7, 2022 6:30 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Molly Muldoon, Administrative Assistant at 503-570-1593 or Muldoon@wilsonvillelibrary.org: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-570-1593.

BEAVERTON CITY LIBRARY RULES FOR USE

Adopted by the Library Advisory Board December 2007

Updated September 2016; December 2019

Approved by City Manager 3/24/2021

PURPOSE

The library has established these rules of conduct to protect the rights and safety of library users and staff, and to preserve and protect library property.

POLICY

Guidelines for Library Use:

- Ask for help when necessary.
- Let the staff know if the library does not have the library material or service you would like.
- Be considerate of others using the library.
- Be responsible for your children while they are in the library.
The library staff cannot legally assume the parent's role. Parents or caregivers are required to monitor their children and are responsible for the children's behavior while in the library. Special guidelines may apply for library youth programs or events.
- Be responsible for personal belongings; do not leave them unattended.

No Person Shall:

- 1. THREATEN, HARASS, OR HARM LIBRARY USERS AND/OR STAFF.** Verbal or physical harassment or threats, including use of profane, abusive, or threatening language or gestures, is prohibited.
- 2. BRING WEAPONS INTO THE LIBRARY.** Weapons are defined as "A device, instrument, material or substance which is readily capable of causing death or serious physical injury."
- 3. DESTROY, DEFACE OR STEAL LIBRARY PROPERTY OR FACILITIES.**

4. **USE TOBACCO PRODUCTS.** Smoking, vaping, or chewing of tobacco is forbidden on all city property including parking lots.
5. **LEAVE CHILDREN UNDER 10 YEARS OF AGE UNATTENDED.** Refer to the library's [Safe Child Policy](#) for further explanation. If a child has been left unattended in the library, staff will attempt to locate the caregiver. If the caregiver cannot be located, or if the library is closing, law enforcement will be notified.
6. **BRING ANIMALS, EXCEPT SERVICE ANIMALS, INTO THE BUILDING.** Only service animals specifically trained to perform a task for a person with a disability, or animals that are part of a library program, are allowed.
7. **DISOBEY A REASONABLE REQUEST OF A LIBRARY STAFF MEMBER.**
8. **ENGAGE IN DISRUPTIVE, DISORDERLY, OR UNSAFE CONDUCT.** Behavior that interferes with others' use of the library or with the ability of staff to perform their duties is prohibited. Examples of behavior or activities that may be disruptive include, but are not limited to: climbing, running, loud noise, throwing things, pushing and shoving.
9. **CONSUME, POSSESS, OR BE UNDER THE INFLUENCE OF ALCOHOL, CANNABIS, OR ILLEGAL SUBSTANCES.** The library may permit the consumption of alcohol at library-sponsored events.
10. **CAUSE A DISTURBANCE.** Some examples are: noise, garbage, spills, strong perfume, or bodily hygiene that is offensive so as to constitute a nuisance to others.
11. **WALK IN THE LIBRARY WITHOUT SHOES OR BE IN THE LIBRARY WITHOUT A TOP OR SHIRT.**
12. **CREATE OBSTACLES WITH PERSONAL BELONGINGS OR LEAVE ITEMS UNATTENDED.** Personal items will not be held by staff. Bicycles may not be brought into the building.

13. CONDUCT SURVEYS, DISTRIBUTE MATERIALS, SELL MERCHANDISE, OR SOLICIT MONEY OR SIGNATURES INSIDE EITHER LIBRARY LOCATION OR IN THE PARKING LOT AND BOOK DROP AREA AT THE MAIN LIBRARY. The Murray Scholls Library is located on private property; all inquiries regarding activities outside the library should be directed to the property manager.

14. POST SIGNS OR MATERIALS INSIDE THE LIBRARY OR OUTSIDE ON LIBRARY PROPERTY. However, signs for meetings taking place in the Main library meeting rooms may be posted (while the room is reserved) at the entrance to the room. Signs for events sponsored by other government organizations may be posted in the library lobby on the day of the event.

15. VIOLATE LIBRARY POLICY OR LOCAL, STATE OR FEDERAL LAW.

ENFORCEMENT

Enforcement of these rules is the responsibility of library staff. Violation of these rules may result in a warning, exclusion and / or arrest. Repeat and multiple rule violations may result in a longer exclusion period. In the case of a minor being excluded, an attempt will be made to contact the child's parent or guardian to give notice of the exclusion.

APPEAL

A person who has been excluded from the library, library employee parking lot, library east parking lot, or the green space in front of the City Library may appeal it by requesting a meeting with the library director, within 10 days of the exclusion. The library director will consider testimony from library staff involved in the incident, from the person requesting the appeal and from any other witnesses to the incident. The Library Director will affirm, modify or cancel the exclusion and provide a written copy of the decision to the person requesting the appeal within 10 days of the appeal meeting.



Rules of Conduct Policy

The Board of Trustees of the Fort Vancouver Regional Library District (FVRL) has established the following rules of conduct to protect the rights and safety of library patrons and staff and to preserve and protect the library's materials, equipment, and property. The Board is committed to providing all patrons a pleasant library environment and to enabling staff to give quality service both in person and online.

WHEN USING THE LIBRARY

- Expect to receive fair, courteous, and equitable treatment. Request physical accommodation or assistance when needed to allow you full use of library services.
- Ask library staff for help; they are here to assist you. Share with library staff your suggestions about how we can improve our services, collections, and facilities.
- Adhere to established library policies and procedures.
- Respect the rights and privacy of other library patrons and staff. Set cell phones to silent or vibrate and use in a manner that is not disruptive to others. Be mindful of noise levels when talking or comforting an upset child. Ask permission of others before taking pictures.
- Eat and drink in designated areas only. Beverages in securely covered containers are permitted; only water is allowed near vulnerable equipment and materials.
- All belongings/bags brought into the library must be carried in a single trip, kept contained, out of the way of others and within your reach at all times. Do not leave belongings unattended. The library is not responsible for items that are lost, stolen or damaged in the library or on library grounds.
- Maintain orderly and safe entry/exit by not loitering in high traffic areas, doorways, aisles and stairways, and keep personal items from interfering with others' access to the library.
- Small carts and baby strollers are welcome unless they interfere with others ability to access the library.

THE FOLLOWING BEHAVIORS ARE PROHIBITED AT THE LIBRARY

1. Engaging in or attempting to engage in any activity that would be a violation of any federal, state or local criminal law, statute or ordinance.
2. Engaging in sexual activities including physical contact with self or others as well as sexually harassing comments or behaviors.

3. Possessing, selling, distributing, consuming or being impaired by or under the influence of a controlled substance or alcohol. (See Meeting Space Usage Policy for exceptions to alcoholic beverages)
4. Refusing to comply with the direction of a library staff member.
5. Violating US copyright laws or the Library Internet Use Policy.
6. Engaging in loud, disruptive, destructive, or unsafe behavior that interferes with others' use of the library or with the ability of staff to perform their job duties.
7. Engaging in threatening or harassing behavior that creates a hostile environment on library premises or through remote communication such as frequent or abusive chats, texts or phone calls.
8. Consuming tobacco products or e-cigarettes in library buildings or within 25 feet of any entrance or open window, per RCW 70.160.
9. Destroying, damaging, or defacing library facilities, materials, equipment or software.
10. Bringing animals into the library other than trained service animals (as defined by law), except as approved by authorized library staff.
11. Using another person's library account without their permission.
12. Openly viewing sexually explicit material.
13. Dressing inappropriately (bare feet or bare chest), per RCW 27.12.290.
14. Discomforting others due to offensive body odor, per RCW 27.12.290.
15. Improper use of library grounds (camping, skateboarding, overnight parking, etc.); or library restrooms (bathing, shaving, loitering, washing clothes, etc.).
16. Monopolizing library spaces (sleeping, excessive belongings, congregating, etc.) or otherwise interfering with others' access to the library.

Consequences for violating rules 1–4

Violators may be immediately excluded from all FVRL premises without prior warning at discretion of staff. *Any person engaged in illegal activity may lose all library privileges for up to life and the incident may be reported to the appropriate law enforcement agency.*

Consequences for violating rules 5–16

Violators will be given up to two warnings at the discretion of staff and may be excluded for up to one year. Consequences for repeated behavioral infractions of the same or similar nature may have cumulative exclusions (ie, one day, one week, one month, one year) at the discretion of library staff. FVRL reserves the right to trespass repeat offenders through the appropriate law enforcement agency.

UNATTENDED MINOR CHILDREN (UNDER 18) AT THE LIBRARY

Children under the age of 18 are welcome at the library at all times. Parents and guardians are responsible for the behavior of their minor children whenever they are in library buildings or on library property, including the materials they choose to read or view including through the use of library computers. Compliance with US copyright law and the FVRL Library Internet Use Policy is the joint responsibility of the minor and their parent or guardian.

Leaving children unsupervised or unattended anywhere on library premises is not acceptable when the child's behavior becomes an issue to their own or other's comfort, well-being and safety. Young children must remain under the supervision of an adult or responsible caregiver at all times.

RIGHT OF APPEAL

All library staff are expected to apply library policy in a fair, reasonable and positive manner. Individual patrons who question the way that library policies have been applied may use the appeal process that is described in FVRL's Appeal Rights of Patrons document.

AUTHORIZATION

The FVRL Rules of Conduct Policy shall be enforced by the Branch Manager in charge of each library unit or their designee. Authority for this policy includes: RCW 27.12.210 (2); RCW 27.12.270; RCW 27.12.290; and RCW 27.12.330.

BOARD APPROVED

- Original Policy 12/13/93
- Revised: 06/12/2000
- Revised: 04/11/2006
- Revised: 08/15/2016
- Revised: 05/15/2017
- Revised: 02/20/2018

ORDINANCE NO. 827

AN ORDINANCE OF THE CITY OF WILSONVILLE AMENDING WILSONVILLE CODE CHAPTER 10 BY ADDING 10.600 THROUGH 10.680 AND DELETING 10.305.

WHEREAS, the City of Wilsonville operates, through its Transit Department, the South Metro Area Regional Transit (“SMART”); and

WHEREAS, the City of Wilsonville does not have regulations governing riders of SMART; and

WHEREAS, Wilsonville Code (“WC”) 10.305 is the only regulation regarding prohibited activities specifically around transit stops or shelters; and

WHEREAS, the proposed amendments will incorporate the regulations contained in WC 10.305, rendering it unnecessary.

NOW, THEREFORE, THE CITY OF WILSONVILLE ORDAINS AS FOLLOWS:

1. The following is added to Chapter 10 of the Wilsonville Code as Section 10.600 through Section 10.680 (Transit Rider Rules):

“Transit Rider Rules

10.600 Purpose.

The Code and implementing procedures are adopted for the safety, convenience, and comfort of the City of Wilsonville South Metro Area Regional Transit (“SMART”) passengers and for the protection, preservation, use and enjoyment of City property.

10.605 Scope.

This section sets out the rules governing conduct within and around the City of Wilsonville’s SMART Transit System.

10.610 Severability.

If any section, paragraph, subdivision, clause, sentence, or provision of this title shall be adjudged by any court of competent jurisdiction to be unconstitutional or invalid, such judgement shall not affect, impair, invalidate, or nullify the validity of the remaining portions of the title.

10.615 Definitions.

(1) City. The City of Wilsonville, Oregon or the City Council of Wilsonville, Oregon or a designated representative of the City of Wilsonville, Oregon.

(2) Electronic Smoking Device. An electronic or battery operated device that delivers vapors for inhalation. Electronic Smoking Device includes every variation and type of such devices whether they are manufactured, distributed, marketed or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah or any other product name or descriptor.

(3) Emergency. A fire, actual or threatened serious physical injury to a person, or any apparent urgent medical need occurring on or in a SMART Transit Shelter or aboard a SMART Transit Vehicle.

(4) Exclusion. A sanction administered to an individual for violation of this Section. An Exclusion prohibits that individual from entering or remaining on or in the SMART Transit System in whole or in part, for a specified duration.

(5) Operator. A City employee responsible for operating any SMART Transit Vehicle.

(6) Passenger. A person who is aboard a SMART Transit Vehicle or waiting for the next available SMART Transit Vehicle to such person's destination, or person who enters a SMART Transit Shelter with the intent to utilize transportation on the next available SMART Transit Vehicle for such person's destination.

(7) Peace Officer. A law enforcement official who is employed by the Clackamas County Sheriff's Office, a marshal, a City of Wilsonville police officer, a law enforcement official of the Oregon State Police, and any other person as may be designated by law.

(8) Qualified Exclusion. An exclusion which excludes a person from use of the SMART Transit System except for use for travel to and from medical and legal appointments, obtaining food, clothing and necessary household items, or for accessing any critical services.

(9) Service Animal. An animal recognized under the Americans with Disabilities Act (ADA) as a service animal, including a dog guide, hearing ear dog, or other service animal assisting an individual with a physical disability in one or more daily life activities including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, pulling a wheelchair, or fetching dropped items. An animal which provides solely emotional support, well-being, comfort, or companionship is not a service animal.

(10) SMART Transit Shelter. All real property, structures, and personal property owned, possessed or occupied by the City, leased or licensed by the City, or devoted on an exclusive or nonexclusive basis to the use of the SMART Transit System and includes a structure provided along a transit route for the purpose of providing seating and/or while passengers wait for a transit vehicle.

(11) SMART Transit System. The property, equipment and improvements of whatever nature owned, leased, or controlled by the City to provide public transportation for passengers through SMART or to provide for movement of people, and includes any SMART Transit Vehicle and any SMART Transit Shelter.

(12) SMART Transit Vehicle. A City-owned bus, van, automobile or other vehicle used by SMART to transport passengers.

(13) Transit Dependent. A person who relies on public transit services instead of the private automobile to meet one's travel needs.

(14) Transit Director. The SMART Transit Director for the City or other City-designated authority charged with the administration and enforcement of these Standards.

10.620 Regulations.

(1) Smoking Prohibited. No person shall smoke tobacco or any other substance, including Electronic Smoking Device, in, or within 20 feet of a SMART Transit Vehicle or SMART Transit Shelter. To the extent this smoke free zone extends into any City street or public way, any and all occupants of any vehicle driving through this smoke free zone are exempted from the provisions of this section.

(2) Vacating Elderly and Disabled Priority Seating. The aisle-facing benches at the front of buses are for the use of disabled and senior citizen Passengers. Non-qualifying Passengers must vacate seating upon request of the Operator.

(3) Food and Beverages: Any food or beverage brought aboard a SMART Transit Vehicle must be in a sealed container, grocery bag, or other container used to transport the food or beverage to the person's destination. No person shall consume food or alcohol on any SMART Transit Vehicle. Passengers on SMART Transit Vehicles may consume non-alcoholic beverages only from containers with snap-on or screw-on lids.

(4) Attire. All persons (except infants who are held) who enter a SMART Transit Vehicle or SMART Transit Shelter must wear shoes, pants/shorts and shirt, a dress, or comparable clothing. In addition, all Passengers must cover any exposed skin that may transit communicable disease.

(5) Excessive Odor. No person shall board or remain on a SMART Transit Vehicle or enter or remain in a SMART Transit Shelter if the person, the person's clothing, or anything in the person's possession, emits a grossly repulsive odor that is unavoidable by other Passengers on the SMART Transit Vehicle or Shelter and which causes a nuisance or extreme discomfort to Passengers or Operator.

(6) Excessive Noise. No person shall make excessive or unnecessary noise, within the SMART Transit Vehicle with the intent to cause inconvenience, annoyance or alarm to the public, Operator, or a Peace Officer, or with a reckless disregard to the risk thereof.

(7) Audio Devices. Any audio devices, radio, or musical instruments on a SMART Transit Vehicle or in a SMART Transit Shelter operated by a person other than the Operator must only be audible through earphones to the person carrying the device.

(8) Littering and Spitting. No person shall discard or deposit any rubbish, trash, debris, or garbage near, in, or on a SMART Transit Shelter or aboard a SMART Transit Vehicle, except in proper waste disposal container. No person shall spit, defecate, or urinate near, in, or on a SMART Transit Shelter or aboard any SMART Transit Vehicle.

(9) Animals. No person shall bring or carry aboard a SMART Transit Vehicle or take into a SMART Transit Shelter any animal not housed in an enclosed carrying container, except:

(a) Service Animals. A person accompanied by a Service Animal or a person training a Service Animal, so long as the animal is under the control of its handler, housebroken and restrained by leash, harness or other device made for the purpose of controlling the movement of an animal. A Service Animal may be carried on its handler's person but may not occupy a separate seat.

(b) Police Dogs. A trained police dog accompanied by a Peace Officer.

(10) Flammable or Corrosive Substance. No person shall bring aboard a SMART Transit Vehicle or take into a shelter any flammable, combustible, explosive or corrosive (as those terms are defined in ORS 453.005) substance or device, except matches and cigarette lighters or factory-sealed household products. No person shall light any match or cigarette lighter or ignite any flame or ember within or around a SMART Transit Vehicle or SMART Transit Shelter.

(11) Display of Lights. No person shall light a flashlight, scope light, laser light, or other object that projects a flashing light or emits beam of light while inside a SMART Transit Vehicle, except in an Emergency.

(12) Canvassing or Solicitation. No person shall sell or distribute anything, solicit for any purpose, or canvass to collect money in or on any SMART Transit Shelter or aboard any SMART Transit Vehicle, unless authorized in writing by the Transit Director or designee pursuant to objective, content neutral standards and administrative procedures which shall be adopted by the Transit Director establishing the reasonable conditions on time, place and manner of activities based upon the magnitude of the interference of the activity upon the safe and efficient operation of the transit system.

(13) Posting Notices. Except as otherwise allowed by City regulations, no person shall place, permit or cause to be placed any notice or sign upon any SMART Transit Vehicle or SMART Transit Shelter without the City Manager's consent.

(14) Aimless Riding. No person shall remain on the SMART Transit Vehicle for longer than two (2) hours, unless the passenger's destination requires it. Passengers who do not seem to have a specific destination will be asked by the Operator to state their destination. Once stated, the Passenger will be transported to that destination. If the Passenger does not disembark the Operator will ask that the Passenger do so, unless the Passenger has a legitimate reason. Some legitimate reasons include:

- (a) Passenger got on the wrong bus;
- (b) Passenger missed the stop;
- (c) Passenger forgot something and had to return; or
- (d) Passenger got on near the end of a route and is waiting to ride in the direction the Passenger wishes to travel.

(15) Damaging or Defacing City Property. No person shall draw graffiti or any other writing on any part of the SMART Transit System; or in any manner damage, destroy, interfere with, or obstruct in any manner, the property, services or facilities of the City.

(16) Harassment. No person shall intentionally or recklessly harass or annoy another person by:

- (a) Subjecting such other person to offensive physical contact;
- (b) Publicly insulting such other person by abusive words or gestures in a manner intended and likely to provoke a violent response;
- (c) Otherwise violate ORS 166.065.

(17) Threatening or Offensive Language. No person shall intentionally or recklessly disturb, harass, or intimidate another person by means of threatening or offensive language or obscenities in a SMART Transit Vehicle in such a manner as to interfere with a passenger's use and enjoyment of the SMART Transit System.

(18) Weapon. No person, except a Peace Officer or person with a valid concealed weapon permit as stated in ORS 166.370 and 166.240, shall bring into or carry aboard a SMART Transit Vehicle, or bring into a SMART Transit Shelter, any firearm, knife (except a folding knife with a blade less than 3 ½ inches in length), any explosive device or material, or any other weapon.

10.630 Prohibited Baggage/Packages.

(1) Oversized Objects. No person shall bring or carry aboard a SMART Transit Vehicle any package(s) or object(s) of a size that will block any aisle or stairway upon the SMART Transit Vehicle. Luggage or other packages are allowed on SMART Transit Vehicles if they do not block the aisle or stairway of the SMART Transit Vehicle. No person shall leave behind, or unattended, such package(s) or object(s) within, or around, any SMART Transit Vehicle or SMART Transit Shelter.

(2) Carriages and Strollers.

(a) Except while boarding or exiting a SMART Transit Vehicle, carriages or strollers must remain folded and infant child must be held while aboard a SMART Transit Vehicle.

(b) No person shall bring or carry a commercial shopping cart aboard any type of SMART Transit Vehicle.

(c) No person shall abandon a commercial shopping cart at a SMART Transit Shelter.

10.640 Safety.

(1) No person shall:

(a) Extend any portion of his or her body through any door or window of a SMART Transit Vehicle while it is in motion.

(b) Lie down on or across the seats of a SMART Transit Vehicle or SMART Transit Shelter.

(c) Place any object or substance on the seats of a SMART Transit Vehicle or SMART Transit Shelter that inhibits the proper use of such seats, or block or obstruct the use of the seats.

(d) In any manner hang onto, or attach himself or herself to any exterior part of a SMART Transit Vehicle while the vehicle is resting or in motion.

(e) Impede or block the free movement of others within a SMART Transit Shelter or SMART Transit Vehicle.

(f) Interfere, in any manner, with the safe operation or movement of any SMART Transit Vehicle.

(g) Activate the “Emergency Exit” or alarm device of a SMART Transit Vehicle, except in an Emergency.

(h) Throw, toss, or kick any ball, or other object on or in a SMART Transit Shelter or aboard any SMART Transit Vehicle.

(i) Leave an unattended child under the age of seven (7), unless accompanied by a person twelve years (12) or older. A child between the ages of five and seven years old may ride the SMART Transit Vehicle without an adult present or waiting at the departure or arrival site, if the place of departure or arrival is a school and a waiver of responsibility form has been submitted by the child’s parent or legal guardian.

(j) Talk to the Operator while the SMART Transit Vehicle is in operation, except for information facilitating the Passenger’s trip.

10.650 Specific Prohibited Use of a SMART Transit Shelter.

(1) No person shall continuously occupy a SMART Transit Shelter for a time exceeding two hours.

(2) SMART Transit Shelters are primarily for Passengers boarding, disembarking, or waiting for a SMART Transit Vehicle are expected to be used for that intended purpose.

(3) No person shall climb upon any City stop sign, or stand upon any bench within the SMART Transit Shelter.

10.660 Criminal Conduct.

It shall be a violation of this Ordinance for any person to engage in conduct in violation of any of the Oregon state or federal criminal laws occurring within, on, or near any SMART Transit Vehicle or SMART Transit Shelter.

10.670 Exclusions.

(1) In addition to the laws of the State of Oregon, the City may exclude an individual from all or any part of the SMART Transit System for a violation of any provisions of WC 10.600 through 10.680 or a violation of any State of Oregon or federal criminal law while within, on, or near the SMART Transit System. The Exclusion period shall be determined on a case-by-case basis, but may be based upon:

(a) First Offense – Exclusion period not to exceed six (6) months, unless the offense poses an immediate and serious threat to the safety of the Passengers and City employees, then an Exclusion period up to permanent exclusion is permitted.

(i) An individual poses an immediate and serious threat to the safety of the Passengers when the individual has committed a sexual assault, committed an assault that resulted in serious injury or death, or used a weapon to injure another person while the offender is on the SMART Transit System.

(b) Subsequent Offenses - may be excluded for any period of time up to and including permanent Exclusion, except as provided under subsection (2) below.

(2) An individual with a disability shall not be issued a complete Exclusion from the SMART Transit System, unless the person engaged in violent, seriously disruptive or criminal conduct, or in conduct posing a serious threat to the safety of others or to the operation of the SMART Transit System. Absent such finding, the Transit Director shall order a Qualified Exclusion to permit the individual with a disability to use the SMART Transit System for trips of necessity, including travel to and from medical and legal appointments, school or training classes, places of employment, obtaining food, clothing and necessary household items or for accessing any critical services.

(3) An individual that is Transit Dependent shall not be issued a complete Exclusion from the SMART Transit System, unless the person engaged in violent, seriously disruptive or criminal conduct, or in conduct posing a serious threat to the safety of others or to the operation of the SMART Transit System. Absent such finding, the Transit Director shall order a Qualified Exclusion to permit the individual with a disability to use the SMART Transit System for trips of necessity, including travel to and from medical and legal appointments, school or training classes, places of employment, obtaining food, clothing and necessary household items or for accessing any critical services. Any person asserting the right to a Qualified Exclusion on the basis of transit dependence shall have the burden of establishing transit dependence by a preponderance of the evidence.

(4) A Passenger excluded under this section of this Code may not enter or remain upon any of the SMART Transit System during the period of Exclusion. An excluded passenger who enters or remains upon any part of the SMART Transit System is a trespasser and may be arrested and prosecuted for the crime of Criminal Trespass in the Second Degree (ORS 164.245). In addition, failure to abide by an Exclusion notice shall constitute a further violation for which the period of Exclusion may be extended by the Transit Director.

(5) Exclusion Notice.

(a) A written notice signed by the issuing party shall be given to the Passenger excluded from all or part of the SMART's Transit System. The written notice shall specify the reason for the Exclusion, duration of Exclusion, and the consequences for failure to comply with the written notice.

(b) Oral Exclusions shall be effective only for the route in progress at the time of the Exclusion, when made by the Operator. The Operator may direct a Passenger to leave a SMART Transit Vehicle, or direct a prospective Passenger not to board a SMART Transit Vehicle, if the Passenger is in violation of this Section.

(i) Oral Exclusions must be followed by a written explanation of how the Passenger was behaving and how the Passenger's actions unreasonably interfered with the operation of the SMART Transit System. Written notice by the Operator must be made no later than the end of that working day and be filed with the Transit Director as well as mailed to the Passenger, if the address is known.

(6) Exclusion Appeal.

(a) Process. No later than ten (10) days after an Exclusion notice has been issued, an excluded person may appeal in writing to the Transit Director for de novo review of the Exclusion and may petition the Transit Director to rescind, alter the places of Exclusion or reduce the duration of the Exclusion. An appeal shall contain a copy of the Exclusion notice; a request for a hearing or request for written review without a hearing; and a statement setting forth the reason why the Exclusion is/was invalid or otherwise improper.

(i) The Transit Director shall render a decision not later than ten (10) business days after receipt of appeal, unless the appellant has requested a hearing.

(b) Public Hearing. When a public hearing is requested by the appellant, the public hearing shall be conducted by the Transit Director not later than ten business (10) days after receipt of the appeal, unless the appellant waives the right to have the hearing within the ten (10) business days. The Transit Director shall render a decision within fifteen business (15) days after the hearing.

(c) Public Hearing Process. The public hearing shall include presentation by City staff member designated by the Transit Director to provide documentation and testimony supporting the Exclusion, followed by the appellant's presentation of documents and testimony opposing the Exclusion. The Transit Director may question witnesses and review all documentation. A tape recording shall be made of the hearing which shall be made available to the appellant upon the appellant paying the cost of producing the tape recording. If the appeal raises a dispute of fact, the burden of persuasion shall be on the excluded person.

(d) The determination of the Transit Director shall be final.

10.680 Enforcement.

(1) Seating Change. Any Peace Officer, Operator, Transit Director and persons designated by the Transit Director has authority to require a seating change, pursuant to 10.620(2) or refuse entrance to an individual who violates any provision of the City Codes.

(2) SMART Transit Removal. The Transit Director and/or designee has the authority to remove any individual off of the SMART Transit System who violates any provision of the City Codes.

(3) Officer Citations. Any Peace Officer of the State of Oregon or City code enforcement officer is authorized to enforce regulations regarding transit rider regulations found in the Oregon statutes and/or in these transit rider regulations (WC 10.600 through WC 10.680).

(4) Citation. Any citations made will direct the violator to appear in the Municipal Court for the City of Wilsonville. The City Municipal Court will determine the appropriate fine amount, which will not exceed two hundred fifty dollars (\$250).”

2. Wilsonville Code 10.305 is hereby repealed.

3. The City Recorder is directed to amend Wilsonville Code Section 10, as approved above, and to make such format, style, and conforming changes to match the format and style of the Offenses Chapter of the Wilsonville Code.

4. Except as set forth above, Chapter 10 of the Wilsonville Code remains in full force and effect, as written.

5. This Ordinance will become effective on December 1, 2018.

SUBMITTED to the Wilsonville City Council and read for the first time at a regular meeting thereof on the 17th day of September, 2018, and scheduled for a second reading at a regular meeting of the Council on October 1, 2018 commencing at the hour of 7 p.m. at the Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, Oregon.



 Kimberly Veliz, City Recorder

ENACTED by the City Council on the 1st day of October, 2018, by the following votes:

Yes: 5 No: 0



Kimberly Veliz, City Recorder

DATED and signed by the Mayor the 1st day of October, 2018.



TIM KNAPP, MAYOR

SUMMARY OF VOTES:

Mayor Knapp	Yes
Council President Starr	Yes
Councilor Stevens	Yes
Councilor Lehan	Yes
Councilor Akervall	Yes

Multnomah County Library rules

Welcome to Multnomah County Library

Multnomah County Library is committed to providing safe and welcoming environments for all patrons. The following rules protect the rights and safety of library patrons and staff members, and preserve and protect the library's materials, facilities and property.

Definitions and scope

These rules shall apply to all buildings, interior and exterior, and all grounds controlled and operated by Multnomah County Library (such buildings and grounds are hereafter referred to as the "premises") and to all persons entering in or on the premises.

Listed below are the library's rules. Library and security personnel will determine whether a particular behavior is prohibited by the rules. People who violate the rules may be asked to leave the premises and excluded from all library premises for the period of time listed below, by authority of Multnomah County Executive Rule No. 252.

Library rules

Any person who violates one or more of rules 1 through 5 while in or on library premises will be asked to leave immediately and excluded from all Multnomah County Library premises without first being given a warning.

Any person so excluded shall lose all library privileges for a period of up to three years, and the incident may be reported to the appropriate law enforcement agency.

1. Committing or attempting to commit any activity that would constitute a violation of any federal, state or local criminal statute or ordinance.
2. Directing a specific threat of physical harm against an individual, group of individuals or property. Violation of this rule will result in a minimum exclusion of one year.
3. Engaging in sexual conduct, as defined under ORS 167.060, including, but not limited to, the physical manipulation or touching of a person's sex organs through a person's clothing in an act of apparent sexual stimulation or gratification.
4. Being under the influence of any intoxicating liquor or controlled substance, including marijuana and marijuana derivatives. Controlled substance is defined in ORS 475.005.
5. Possessing, selling, distributing or consuming any alcoholic beverage (except as allowed at a library approved event), marijuana or any marijuana derivative.

Any person who violates one or more of rules 6 through 19 while in or on library premises will be given up to one warning at the discretion of library staff; then the person will be asked to

leave the premises for the day. If the violation involves threatening behavior or behavior that is significantly disruptive, then the person may be excluded for a longer period.

Subsequent offenses by that person will result in that person being asked to leave library premises and excluded from all Multnomah County Library premises. Any person so excluded shall lose all library privileges for a period of up to one year.

6. Engaging in conduct that disrupts or interferes with the normal operation of the library, or disturbs library staff or patrons, including, but not limited to, conduct that involves the use of abusive or threatening language or gestures, conduct that creates unreasonable noise, or conduct that consists of loud or boisterous physical behavior or talking.

7. Using library materials, equipment, furniture, fixtures or buildings in a manner inconsistent with the customary use thereof; or in a destructive, abusive or potentially damaging manner; or in a manner likely to cause personal injury to the actor or others.

8. Not following the reasonable direction of a library staff member or library security officer.

9. Soliciting, petitioning, canvassing or distributing written materials inside a library building, including the doorway or vestibule of any such library building or in a manner on the library premises that unreasonably interferes with or impedes access to the library.

10. Interfering with the free passage of library staff or patrons in or on the library premises, including, but not limited to, sitting or lounging on the floor when not actively browsing shelves or participating in library programs.

11. Using personal belongings in a manner that interferes with the operation of library facilities. Leaving personal belongings unattended. Placing personal belongings on, against, or within buildings, walkways, furniture, equipment, or fixtures in a manner that impedes library staff or patron use of the library facility.

12. Bringing bicycles or other similar devices inside library buildings, including, but not limited to, vestibules or covered doorways.

13. Operating roller skates, skateboards or other similar devices in or on library premises.

14. Parking vehicles on library premises for purposes other than library use. Vehicles parked in violation of this rule may be towed at the owner's expense.

15. Smoking, any use or preparation of tobacco, or any use or preparation of vaping devices or substances.

16. Consuming food on library premises (except at library-approved events), or possessing food or drink that creates a potential nuisance because of odor, garbage or spills. Beverages in covered containers are allowed. No food or drink of any kind is allowed inside the John Wilson Special Collections at Central Library.

17. Bringing animals inside library buildings (with the exception of service animals recognized by the Americans with Disabilities Act and animals allowed at library-approved events), or leaving an animal tethered and unattended on library premises in violation of Multnomah County Code §13.305.

18. Violating the library's rules for [acceptable use of the internet and library public computers](#), which are posted at every public computer table.

19. Taking library materials into restrooms if the materials have not been checked out.

Any person who violates one or more of rules 20 through 23 while in or on library premises will be given up to two warnings at the discretion of library staff; then the person will be asked to leave the premises for the day. Subsequent offenses by that person will result in that person being asked to leave the premises and excluded from all Multnomah County Library premises. Any person so excluded shall lose all library privileges for a period of up to six months.

20. Sleeping or appearing to sleep in or on library premises.

21. Improperly using library restrooms, including, but not limited to, bathing, shaving or washing hair.

22. Using phones or other personal electronic equipment at a volume that disturbs others.

23. Leaving one or more children under the age of six, who reasonably appear to be unsupervised or unattended, anywhere in or on library premises.

Any person who violates one or more of rules 24 through 27 while in or on library premises will be excluded from the premises until the problem is corrected.

24. Entering or remaining upon library premises without wearing shoes or sufficient clothing.

25. Disturbing others because of odor.

26. Entering or remaining upon library premises with belongings that cannot be carried in a single trip and stored under a library chair or table without disturbing others.

27. Entering or remaining upon library premises with an unauthorized weapon.

Repeat and multiple offenses

People who violate any library rule after having been excluded for one or more library rule violations may face a longer exclusion than indicated in this document.

Patrons need not violate the same rule to be subject to stricter enforcement and may not be warned that their behavior is inappropriate before being excluded.

Canby PL Code of Conduct & Exclusion Policy

Code of Conduct

The Canby Public Library is dedicated to providing friendly, courteous, respectful service, and an enjoyable, clean and comfortable environment for all library customers. The conduct rules governing the library have a threefold purpose: to protect the rights and safety of library patrons, to protect the rights and safety of staff members, and to preserve the library's materials, facilities and property.

Definitions and Scope

The Canby Public Library supports the right of all individuals to free and equal access to information and use of the library without discrimination, intimidation, threat of harm, or invasion of privacy.

If an employee or volunteer personally witnesses a theft of items (taking or concealing), employees are encouraged to get the best description of the individual(s) and notify the police immediately. Employees can ask such person(s) to wait for the police response. Depending on how safe an employee feels about acting, they can also ask to recheck-out the item or to search a bag at that point. If a person refuses a search, employees cannot demand to do so. Employees should always act with their personal safety in mind and if possible, work in tandem with another employee in these circumstances. In taking a description, a photo of the individual(s) could be taken in a public place.

These conduct rules apply to the library's interior and exterior, and to all grounds and buildings controlled and operated by the Canby Public Library (the "premises") and to all persons entering in or on the premises. Listed below are the library's conduct rules. Persons who violate these rules may be removed from the premises and excluded from future use of all library premises.

Conduct Policy

Listed below are the library's conduct rules. Persons who violate these rules may be ejected and excluded from the library's premises for the period of time listed below.

Level 4: Any person who violates rules 1-6 while in or on the library's premises will be immediately ejected and excluded from the library's premises without being given a warning. Any person so excluded shall lose all library privileges for a period of up to three years and the incident will be reported to the appropriate law enforcement agency.

1. Committing or attempting to commit any activity that would constitute a violation of any federal or state criminal statutes or city ordinance.
2. Any specific threatening behavior of physical harm against an individual, group, or property.
3. Being under the influence of alcohol or controlled substance or selling, using, distributing, or possessing alcohol or controlled substance. Controlled substance is defined by the current Oregon Revised Statute. Exhibiting signs of or being under the influence of alcohol; being under the influence of any controlled substance listed in Schedules I – V of the Controlled Substances Act, 21 U.S.C. § 812.
4. Engaging in sexual contact, as defined by the current Oregon Revised Statute, including but not limited to indecent exposure or physical contact through clothing for sexual gratification.

5. Theft of library property or removing materials from the library without first properly checking them out.

6. Carrying a weapon of any type unless authorized by law. (As a public building, open carry is not permitted in the library) Further, the leaving or not securing of dangerous weapons or other hazards (jeopardizing the safety of other patrons or employees) will result in exclusion.

Level 3: Any person who violates rules 7-25 while in or on the library's premises will be given one warning by library staff. Then the person will be asked to leave the premises for the day. Subsequent offenses by that person will result in that person's immediate ejection and exclusion from the library's premises. Any person so excluded shall lose all library privileges for a period of up to one year.

7. Engaging in conduct that disrupts or interferes with the normal operation of the library, or disturbs library staff or patrons, including, but not limited to, conduct that involves the use of abusive or threatening language or gestures while in or on the library premises, by phone and/or email; conduct that creates unreasonable noise, or conduct that consists of loud or boisterous physical behavior or talking.

8. Using library materials, equipment, furniture, fixtures, or building in a manner inconsistent with customary use; or in a destructive, abusive, or potentially damaging manner; or in a manner likely to cause personal injury or injury to others.

9. Disobeying the reasonable direction of a library staff member.

10. Interfering with library employees' performance of their duties.

11. Soliciting, petitioning, distributing written materials, conducting surveys, or canvassing inside the library building, or in a manner that unreasonably interferes with or impedes access to the library.

12. Entering or remaining on the premises after posted closing hours other than authorized by staff.

13. Entering non-public areas of the library

14. Bringing bicycles, grocery carts, or other similar equipment inside the library building.

15. Interfering with free passage of library staff or patrons in or on the library premises including but not limited to: placing objects such as bicycles, skateboards, backpacks or other items in a manner that interferes with free passage.

16. Smoking within 10' of the library entrance. Vaping or use of e-cigarettes shall be subject to the same rules as tobacco cigarettes.

17. Smoking, chewing, or other tobacco use in library facilities.

18. Littering.

19. Running.

20. Consuming food or drinks in areas designated with signage "no food or drinks allowed". Non-alcoholic beverages in closed or re-sealable containers are allowed except near computers.

22. Bringing animals inside the library unless otherwise allowed by law as a service animal, assistance animal or in compliance with the American Disabilities Act. Animals appearing as part of a library program are not subject to this restriction.

23. Leaving tethered and unattended animals near the entrance of the library.

24. Violating the posted Computer Use Policy.

25. Taking library materials into the restroom if the materials have not been checked out.

Level 2: Any person who violates rules 26-29 while in or on the library's premises will be given up to two warnings by library staff; then the person will be asked to leave the premises for the day. Subsequent offenses by that person will result in that person's immediate ejection and exclusion from the premises. Any person so excluded shall lose all library privileges for a period of up to six months.

26. Sleeping and/or using bedding, sleeping bag or other sleeping matter in the library unless such use has been approved in advance by the Library Director.

27. Improperly using library restrooms, including, but not limited to, bathing, washing hair, or doing laundry.

28. Loud or excessive noise, or the use of amplified electronic equipment including but not limited to: cell phones, tablets, and laptops at a volume that disturbs others.

29. Leaving one or more children under the age of 10, or vulnerable adults who reasonably appear to be unsupervised or unattended anywhere in or on library premises. Children under the age of 10 must be with an adult at ALL times. See the Canby Public Library Policy on Unattended Children. (ORS 163.545)

Level 1: Any person who violates rules 30 -33 while in or on library premises will be excluded from the premises until the problem is corrected.

30. Violating the current Oregon Revised Statute requiring children between the ages of 7 and 18 years who have not completed the 12th grade to attend regularly a public full-time school, unless the child is exempt from compulsory school attendance by Oregon law.

31. Entering or in the library without clothing such as: not wearing shoes or other footwear; a shirt or other covering of their upper bodies; pants or other covering of their lower bodies.

32. Persons whose bodily hygiene is offensive so as to constitute a potential biohazard to other persons. Emitting pervasive body odors including, but not limited to, odors caused by perfume or cologne, that disturb others or damage Library property.

33. Bringing in personal potentially biohazardous belongings, backpacks, garbage, or other articles which, alone, or in their aggregate, are placed against buildings, furniture, equipment, or fixtures in a manner that interferes with the intended use of the library or causes safety concerns by employees or other customers.

REPEAT OFFENSES

Individuals who repeatedly violate these Conduct Rules after having been previously excluded for library rule violations may face a longer exclusion than indicated in these guidelines. Repeat offenders need

not violate the same rule to be subject to stricter enforcement and may not be warned that their behavior is inappropriate before being excluded.

ENFORCEMENT

Unlawful activities will be reported to the police. Refusal to leave when directed may result in arrest for trespassing.

The Library Director is designated by the Canby City Council as the person in charge of the library for the purposes of excluding or ejecting individuals and issuing exclusion notices in accordance with this policy. In the Library Director's absence, the Library Director, with the consent of the City Administrator, may authorize other personnel to exclude or eject individuals or issue exclusion notices consistent with this policy.

EXCLUSION NOTICE

The Library Director, or in the Library's Director's absence, personnel authorized by the City Administrator, will issue the written exclusion notice, excluding the person from the library, if an individual engages in conduct warranting exclusion from the library as described in the policy above.

The notice shall specify: the person who is to be excluded from the Library, the period of the exclusion, the time the exclusion is to commence, as well as contain information concerning the right to appeal the exclusion notice.

RIGHT TO APPEAL

An individual issued an exclusion notice has the right to appeal the decision. Requests to appeal the decision must be sent in writing to the City Administrator within five (5) business days of the exclusion notice's issuance. The notice of appeal shall state the following:

1. The appellant's name;
2. The appellant's address and a telephone number where they can be reached;
3. A concise statement as to why the exclusion was in error; and
4. A copy of the notice.

A hearing on the appeal shall be held no more than thirty (30) calendar days after the Administrator receives the appeal request, except in the event the City Administrator determines otherwise. The Library Director, or authorized personnel, shall have the burden to show by a preponderance of evidence that exclusion is based on conduct described and that the ordered duration of the exclusion is appropriate. Copies of any and all City documents used by the City at the hearing shall be made available to the appellant upon request.

The exclusion shall remain in effect during the pendency of the appeal. The hearing shall afford a reasonable opportunity for the person requesting it to present and rebut evidence that the exclusion is invalid or unjustified. The decision of the City Administrator is final and shall be in writing.

<p>Imperatives:</p> <p>Our primary goals</p>	<p>Initiatives:</p> <p>What we will do to meet the imperative</p>
<p>LISTEN TO OUR COMMUNITIES:</p> <p>Collect and analyze data on community needs and attitudes to inform future planning for the LINCC library district</p>	<ul style="list-style-type: none"> • Develop and implement a strategy and framework for LINCC-wide engagement and data collection • Utilize LINCC professional committees to develop surveys, gather feedback, analyze data, identify similar customer clusters in multiple libraries, and create coordinated service response plans.
<p>ADAPT TO COMMUNITY NEEDS:</p> <p>Reduce barriers to access, innovate to meet new and emerging needs, and champion inclusive services and policies for all members of our communities</p>	<ul style="list-style-type: none"> • Develop and implement policies and services to widen access: <ul style="list-style-type: none"> ○ Eliminate overdue fines ○ Implement user-friendly notifications and renewals ○ Get out of our buildings and into our communities by providing LINCC-wide outreach to underserved populations • Provide a full range of valuable and inclusive materials and opportunities for youth: <ul style="list-style-type: none"> ○ Be the leaders in early literacy to support school readiness and social development ○ Strengthen services and support for elementary and middle-school children to improve educational outcomes ○ Provide fun, safe, and inviting programs for teens • Anticipate emerging needs and provide innovative solutions: <ul style="list-style-type: none"> ○ Help all ages access and learn new and evolving technologies ○ Develop intergenerational activities to support needs of families ○ Explore alternative ways to meet the needs of aging residents, including implementing LINCC-wide homebound services • Support inclusive communities by providing opportunities for safe and respectful community conversations
<p>SHARE OUR STORY:</p> <p>Reach our communities with compelling information about benefits of library services, value of libraries to our communities, and funding challenges facing the LINCC library district</p>	<ul style="list-style-type: none"> • Develop and implement LINCC vision/mission/values statements for stakeholder education • Develop and implement a public relations strategy to frame and communicate our story • Build support for and pass a successor library district which provides both a sufficient tax rate and clarity around the roles of all district participants (city libraries, LINCC Library Services central office, the county, and district-wide advisory groups)



STRATEGIC PLAN 2022-2026



PREPARED BY





MISSION

Our mission is to enrich and advance the lives of Wilsonville residents, creating opportunities for joyful discovery, lifelong learning, and community connections.

VISION

We envision the Library bringing people and the community together to experience hope, joy, and creativity through learning and discovery.

VALUES STATEMENT

- We are a welcoming space where services and staff reflect the diversity of the community
- We defend the sanctity of free exploration and expression by individuals
- We exist for our community. Their needs are first.
- We will evolve as our community evolves
- We are a place to learn, explore and imagine.
- We consider all residents potential beneficiaries of library services
- We create opportunities for people to build relationships.
- We honor and celebrate the achievements of our staff and volunteers.

GOALS & STRATEGIES

GOAL 1: ENHANCE SERVICES AND RESOURCES

STRATEGIES:

1. Expand programs, resources, and activities for teens and 'tweens
2. Examine and analyze broad of use of collections and make changes, which could include:
 - a. expanding Spanish and other language and cultural materials
 - b. growing digital and downloadable materials and resources
3. Evaluate demand for online service delivery versus physical collections and service and redistribute budget allocations as needed
4. Expand scope of adult programming to meet the needs of varied interests and age groups
5. Establish the Library as a place to access technology not available at home
6. Create a plan to incorporate technology for meeting rooms and collaborative spaces



GOAL 2: RAISE AWARENESS AND PROMOTION OF THE LIBRARY

STRATEGIES:

1. Update marketing plan, especially targeting underserved audiences and non-users
2. Review use of social media to ensure messages are reaching desired audiences
3. Develop additional methods to attract new and existing users to the range of Library services
4. Improve the website to increase ease of use by all users

GOAL 3: EXTEND ACCESS TO LIBRARY SERVICES

STRATEGIES:

1. Deepen and extend partnerships with local schools
2. Evaluate and explore changing/adding the hours when programs, especially for younger children, are offered to better accommodate a variety of schedules
3. Explore/find options to remove or lessen the impact of library fines
4. Expand outreach to and involvement with the Latinx community
5. Broaden community partnerships, especially in the areas of social and mental health services and cultural/literary programming



GOAL 4: IMPROVE PHYSICAL SPACES

STRATEGIES:

1. Rework, enhance and possibly expand the teen area
2. Evaluate current public computer use and consider options for patron privacy and mobility
3. Make the outdoor space more friendly and usable, especially for children and caregivers
4. Explore options for adding small meeting rooms
5. Improve signage and wayfinding tools for patrons inside the Library
6. Designate a gender neutral bathroom(s)
7. Explore options for using unused land near parking lot
8. Identify and promote environmental sustainability within the building

GOAL 5: INCREASE LIBRARY RESOURCES

STRATEGIES:

1. Increase library resources through partnering with local organizations [include grants?]
2. Explore initiatives to advocate for and increase public funding
3. Determine staffing increases or changes required to meet strategic plan goals
4. Work with the Library Foundation and Friends to continue to grow private support for programs and activities

GOAL 6: ENGAGE WITH CITY INITIATIVES INCLUDING THE EQUITY, DIVERSITY AND INCLUSION COMMITTEE AND THE ARTS, CULTURE, AND HERITAGE STRATEGY

STRATEGIES:

1. Engage with the City's Art, Cultural and Heritage Strategy
2. Work closely with the city and county EDI Committees to develop objectives for improvement in equity, diversity, and inclusion
 - Evaluate the physical space and identify initiatives to better reflect the community
 - Review library services (collections, programs) for potential improvements
 - Ensure that Library promotion and messaging is inclusive of the community
 - Create a plan for regular training for staff in EDI issues and customer service

Plan Ref	Strategy	When	Who	Budget Request?	Notes, questions
G4, S5	Interior Signage Project	Jul 22	Signage Team	\$60,000 add package for FY23	
G5, S2	Plan for funding advocacy strategy	Dec 22	Leadership Team		Depends on county conversations.
G1, S2	Collection Report -	Jan 23	Library Services Mgr (LSM), Jo, Greg	Materials Budget Dec 22	May adjust collection budget rather than increase. EDI lens. Redistribute funds.
G1, S3	Evaluate e-resources vs print	Oct – Nov 22	LSM, Jo, Greg	Materials Budget Dec 22	May adjust collection budget rather than increase
G2, S1	Review marketing plan (Research)	Oct – Dec 22	LSM, Andi, Jo, Greg, Shasta	FTE – Marketing FTE - Outreach	Data may indicate need for FTE
G3, S1	Work more with schools (Research)	Oct – Dec 22	Jo, Deborah, Brad	FTE – Outreach FTE – YA	Data may indicate need for FTE
G 1, S1	Review teen programming (Research)	Oct - Dec 22	LSM, Jo, Brad, Deborah	FTE – YA	Data may indicate need for FTE
G3, S4	Review & plan to increase Latinx outreach (Research)	Oct – Dec 22	Deborah, Jo, Greg	FTE – Outreach	Data may indicate need for FTE
G5, S3	Staff level and strategic plan review	Oct – annual	Leadership Team		Data may indicate need for FTE
G5, S4	Foundation and Friends planning	Oct – annual	Leadership Team		
G6, S1	Work with Art, Cultural, Heritage team	Ongoing	Shasta		
G6, S2	Evaluate space from EDI lens	Feb-Mar 23 Ongoing	Shasta, Managers, City EDI team		
G6, S2	Plan for EDI training	Ongoing	Shasta, Managers, City EDI team		Done in FY22 – additional?
G3, S3	Explore library fine reduction/elimination (Research)	Jul-Nov 23	Staff Team	Remove revenue line, possibly	