

Organizational Profile for Tualatin Public Library



Summary

Tualatin Public Library's mission is to empower and enrich our community through learning, discovery, and interaction.

Tualatin Public Library serves the residents, workforce, students, and visitors of Tualatin, Oregon. Through interagency agreements, Tualatin Library also serves residents of Washington, Multnomah, and Clackamas Counties and provides limited services to other residents of Oregon through the Passport Program.

The City of Tualatin has a population of 27,942. Tualatin Public Library had 24,229 registered library card holders (as of July 1, 2024), of which 62 percent are Tualatin residents. There are 16,346 Tualatin residents with a WCCLS library card. Of these, 90 percent are registered at Tualatin Library. The library's service population is 35,666.

Tualatin Library employs 21 full-time and part-time staff and managers, plus on-call staff whose scheduled hours are the equivalent of about 3 employees.

The library is located in downtown Tualatin. Tualatin Library also provides regular outreach services through community organizations (such as the Tigard-Tualatin School District) and has an online presence through the City's website, WCCLS's website, and social media.

Governance and Structure

Tualatin Library is a department of the City of Tualatin, which operates under the Council-Manager form of governance.

Tualatin Library is a member of the Washington County Cooperative Library Services (WCCLS) and receives the majority of its funding from Washington County. The library also is funded by the City of Tualatin General Fund and a transfer from the Library District of Clackamas County, as the city crosses into both counties. The state of Oregon has minimum conditions for public libraries, which Tualatin Public Library exceeds. The library also exceeds or meets the Oregon Public Library Standards, developed by the Oregon Library Association's Public Library division.

The Tualatin City Council provides governance for the Library Department. The Tualatin Library Advisory Committee plays an advisory role to Library management and City Council regarding library services and policy. Additional governance is provided through the Washington County Board of Commissioners, the governance body for WCCLS. An intergovernmental agreement dictates the roles and responsibilities of member libraries and Washington County as relates to library services.

The Library Director reports to the City Manager and is part of the City's Executive Team. The Public Services Manager oversees the Public Services division, which includes programming,

collection management, outreach, public technology, and reference services. The Access Services Manager oversees the Access Services division, which includes user accounts, materials movement, and cataloging and technical services.

In Fiscal Year 2024-25, Tualatin Library employs 21 full-time and part-time staff and managers, plus about 20 on-call (or temporary) employees who comprise about 3 FTE in hours worked annually. Although there have been changes within positions, the total number of employees in the department has been relatively unchanged over the past 10 years.

- Almost half of staff work in the Access Services division, providing assistance with circulation (user accounts, checkouts and returns, materials movement) and technical services (ordering, receiving, processing, cataloging library items). Staff are primarily paraprofessionals.
- Almost half of staff work in the Public Services division, providing assistance with programming and outreach, collection management (selecting and deselecting), and reference (technology assistance, readers' advisory). Staff include paraprofessionals and professionals.
- Other staff include the office coordinator, the volunteer program manager, and the director. All staff are responsible for assisting with customer service and marketing.
- Full-time and part-time staff are represented by the American Federation of State, County, and Municipal Employees (AFSCME).

Critical demographic features:

Tualatin Library has had at least 3 staff members receive a bilingual premium for Spanish speaking and interpreting abilities. There has usually been a near-even gender distribution in Public Services, more women than men in Access Services, and Administration has been primarily women over the past decade. Age distribution ranges from early 20s to 70s. Library staff are a predominantly white group, with about 10% of FTE Latino/a. The on-call group is fairly gender-balanced and is also predominantly white with some Latino/a and Asian American members. A small number of staff have self-identified neurodivergences. A small number of staff are self-identified as LGBTQ and more identify as allies.

Tualatin Library's support groups include:

- The Friends of Tualatin Library: The Friends is a member-supported nonprofit organization that fund raises, advocates, and provides support for the library. Funded primarily through used book sales and memberships, the Friends provides annual financial support for the Summer Reading Program and a variety of programs during the year.
- The Tualatin Library Foundation: The Foundation is a nonprofit that seeks private gifts and grants to build an endowment fund to support the Library. The Foundation also provides annual financial support to library programs and services.
- Tualatin Library Advisory Committee: TLAC is a group of volunteers appointed by City Council to provide community members' perspectives about library programs, services, and policies. TLAC also hears and considers complaints about library policies or materials and plays an advisory role to City Council.

- Teen Library Committee: TLC is a group of volunteers that supports programming for teens, youth, and families by brainstorming, developing, and assisting with delivery of programs.
- Volunteers (episodic and recurring)

Community Demographics

Tualatin has a population of 27,942 (2020 census). There are about 10,900 households in Tualatin, with 52 percent being married-couple family households, 12 percent single-parent family households, and 26 percent single-resident households. Tualatin Library's service population, which includes unincorporated areas adjacent to the City of Tualatin, is 35,666.

- The median household income is \$105,500 (significantly higher than the Oregon's median household income of \$76,000), and 10 percent of the population lives in poverty.
- The median age is 37. 23 percent of the population is under age 18, with 13 percent between the ages of 5 and 14. 32 percent of households have a youth under the age of 18.
- 19 percent are age 60 or older, with 24 percent of households having at least one person age 65 or older. Over the next 20 years, people over the age of 65 are expected to be the fastest-growing age group.
- 9 percent of Tualatin's population has a disability.
- 23 percent of the population speak another language at home with 15% speaking Spanish and 4% speaking an Asian or Pacific Islander language. 19 percent of the population is Latino or Hispanic. 4 percent are Asian and 1 percent are Native Hawaiian or Pacific Islander. 12 percent are two or more races.
- Tualatin has a 66% employment rate (compared to Oregon's 60 percent). Approximately 30,500 employees work at businesses in Tualatin. The primary employee types in Tualatin are software and technology (13 percent, 4,000 employees), advanced manufacturing (13 percent, 4,000 employees), and health and wellness (12 percent, 3,700 employees).
- 85 percent of Tualatin's working population has a job outside of Tualatin while 94 percent of the employees working in Tualatin live outside the city.
- 46% of adults have a bachelor's degree or higher. Tualatin has 3 public elementary schools, 1 charter elementary schools, 1 public middle school, 1 public high school, 1 private elementary/middle school, and 1 private high school.
- The homeownership rate in Tualatin is 55%, with 55 percent of homes valued at \$500,000 or more. As of 2017, about 37 percent of households were cost-burdened, with a 56 percent of renter households cost-burdened and 26 percent severely cost-burdened; it is assumed these rates have both increased over the past 7 years, as both housing and rent costs have increased in that time. As of 2021, 5 percent of Tualatin's housing was rent-restricted affordable housing.

- In 2020, there were 44 people who identified as homeless and unsheltered in the Tigard/Tualatin area. In 2018-19 about 211 students in the Tigard-Tualatin School District experienced homelessness in some form.

Tualatin Public Library had 24,229 registered library card holders (as of July 1, 2024), of which 62 percent are Tualatin residents. Breakdown by card type:

e-access	3,081
general	16,704
passport	218
youth access	4,073
other	153

- 10,457 Tualatin Library card holders used their library card during FY23-24, or 43 percent. Of youth access cards, 21 percent have had activity since registration.
- Among Tualatin Library’s “general” cardholders:
 - 53 percent live in Tualatin – Washington County
 - 4 percent live in Tualatin – Clackamas County
 - 19 percent live in Clackamas county (outside of Tualatin)
 - 9 percent live in Washington County cities (outside of Tualatin)
 - 9 percent live in unincorporated Washington County
 - 5 percent live in Multnomah County.
- 62 percent of Tualatin Library’s “e-access” cardholders live in Tualatin
- There are 16,346 Tualatin residents with a WCCLS library card. Of these, 90 percent are registered at Tualatin Library. Of the 1,615 residents registered at other libraries, the majority are registered at Tigard, Sherwood, or Beaverton (in that order).

Library History

Tualatin Library’s beginnings came from a donated book collection made available to the community at the Van Raden Community Center in 1974 or 1975, followed by a group of local women borrowing the WCCLS book van in 1976. In 1977 the Tualatin City Council authorized establishing a library and appropriated funding. In November 1977, Tualatin Public Library opened in a building in Community Park with two paid staff, joining WCCLS in 1978. Tualatin’s population at the time of opening was around 4,200. The 1970s were a time of significant growth and development for Tualatin, including the opening of the nearby I-205 bypass, establishment of a downtown urban renewal district, and development of parks. The city was established in 1913, after white settlers began moving into the Tualatin Valley in the late 1700s. Prior to that time, the Kalapuyan people lived in the region for thousands of years, with the people living in the Tualatin area known as the Atfalati band. The Kalapuyan descendants are now part of the Confederated Tribe of the Grand Ronde.

In 1985, the library moved to its current location. Between 1980 and 1990, the population of Tualatin doubled to 14,700 people and the town had transitioned from farms to subdivisions and industrial development. By 2000, the population had shot up to nearly 23,000. The city continued to develop municipal properties, including a bond-funded building expansion in 2008. The current library is 22,500 square feet, and this expansion led to an increase in programs and services offered by the library.

Prior organizational statements:

- **2008 Vision Statement:** The vision of Tualatin Library is to create an inviting community center, where learning, discovery, and interaction flourish, expressing a welcoming civic identity while embracing Tualatin's values and future.
- **1994 Mission Statement:** The Tualatin Library's purpose is to provide all citizens with open access to the widest range of materials and services which will fulfill their informational, educational, and recreational needs for living in today's world.
- **1991 Mission Statement:** The public library, as an institution of American government, seeks to foster the inquiring mind, to facilitate the exchange of diverse ideas and thoughts, and to uphold the tradition of free access to information as an essential component of a free society. The Tualatin Public Library exists to serve the residents of Tualatin, Oregon, by providing free access to books and non-book materials to meet their educational, informational, and recreational needs. The provision of materials is supplemented by services, programs, and activities that encourage and enhance meeting these needs. By intergovernmental agreement through the Washington County Cooperative Library Services, these services are extended to all residents of Washington County, Oregon.