



Home of the Tualatin River National Wildlife Refuge

City of Sherwood

Library Advisory Board

MEETING MINUTES

MEETING TITLE	City of Sherwood Library Advisory Board
DATE & TIME	Wednesday, June 15, 2016, 6:30 P.M.
LOCATION	Sherwood Library/City Hall, Conference Room A
FACILITATOR	Christine McLaughlin
NOTES TAKEN BY	Crystal Garcia
MINUTES APPROVED	Wednesday, August 17, 2016

AGENDA

Items	Person Presenting
1. Call to Order/Roll Call, Introductions, Changes to Agenda, Approval of February 2016 Meeting Minutes	McLaughlin
2. April & May Reports	Doman Calkins
3. Policy Updates	Doman Calkins
4. Strategic Planning – first conversation	Doman Calkins
5. Behavior Policy – Proposal for a display version	Doman Calkins
6. Other Business	McLaughlin
7. Adjournment	McLaughlin

ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent
Jack Hoffbuhr	X	Jennifer Harris	
Rose Hulett	X		
Christine McLaughlin			
Liz Myer		City Staff	
Pat Reisinger		Adrienne Doman Calkins	
Madeline Robinette		Crystal Garcia	
Coleen Swihart			
Joyce Venjohn			
Colin Woodbury (HS Representative)	X		

MEETING NOTES

Roll Call/Changes to Agenda/Approval of Minutes

The meeting was called to order at 6:35 P.M. by Chair Christine McLaughlin. Motion to approve the April 2016 meeting minutes was made by Madeline Robinette, seconded by Chair Christine McLaughlin and approved unanimously.

Management Reports

Adrienne Doman Calkins reviewed the April 2016 and May 2016 Management Reports (see attachments). Doman Calkins noted that April and May are busy months at the library in terms of programming. April included several programs for National Poetry Month and National Library Week. May included several programs for Asian-Pacific American Heritage Month and Spring Author Series. Doman Calkins shared data on the Summer Reading Program.

Policy Updates

Doman Calkins shared that both she and staff are continuing to work on creating and/or updating policies that will then be brought to the Board for approval. The Board set September as a goal for approving the Art in the Library policy so that it will be approved in time for the peace pole project with the Rotary.

Strategic Planning – first conversation

Doman Calkins shared that the library will begin working on a strategic plan that will then be folded into the larger City of Sherwood strategic plan. Doman Calkins is looking into contacting library consultant and former Hillsboro Library assistant director, Linda Lybecker, to determine if she will be a good fit to guide the library through the strategic planning process.

The next regularly scheduled Library Advisory Board meeting will be on **Wednesday, August 17th at 6:30 p.m.** in the Civic Building/Library, Conference Room A.

Adjournment

The meeting was adjourned at 7:57 P.M.

Respectfully submitted,
Crystal Garcia