



Home of the Tualatin River National Wildlife Refuge

City of Sherwood

Library Advisory Board

MEETING MINUTES

MEETING TITLE	<u>City of Sherwood Library Advisory Board</u>
DATE & TIME	<u>December 2, 2014 5:30 P.M.</u>
LOCATION	<u>Sherwood Library/City Hall, upstairs foyer</u>
FACILITATOR	<u>Christine McLaughlin</u>
NOTES TAKEN BY	<u>Crystal Garcia</u>

AGENDA

Items	Person Presenting
1. Roll Call/Introductions	McLaughlin
2. Changes to Agenda	McLaughlin
3. Approval of Minutes	McLaughlin
4. Manager's Report	Doman Calkins
5. Other Business	McLaughlin
6. Adjournment	McLaughlin

ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent								
Amy Christie	X	Linda Henderson	X								
Jack Hoffbuhr											
Christine McLaughlin											
Liz Myer											
Pat Reisinger	X										
Diana Stanley	X										
Coleen Swihart											
Conrad Thomason											
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">City Staff</th> <th style="text-align: left;">Absent</th> </tr> </thead> <tbody> <tr> <td>Adrienne Doman Calkins</td> <td></td> </tr> <tr> <td>Crystal Garcia</td> <td></td> </tr> <tr> <td>Kristen Switzer</td> <td>X</td> </tr> </tbody> </table>				City Staff	Absent	Adrienne Doman Calkins		Crystal Garcia		Kristen Switzer	X
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MEETING NOTES

Roll Call/Introductions

The meeting was called to order at 5:34 P.M. by Chair Christine McLaughlin.

Changes to Agenda

None.

Approval of Minutes

Motion to approve the October minutes was made by Christine McLaughlin, seconded by Colin Woodbury, and approved unanimously.

Library Manager's Report

- Adrienne Doman Calkins reviewed monthly Management Report for October 2014. See attached report.
- The library was a trick-or-treating site during the Main Street Halloween event. This marked the first year that the library has participated. Door counts saw a significant increase during the event, between the hours of 3-5 PM the library saw 844 people.
- Statistics from the new 3M e-book app were shared. Sherwood saw a 316% increase in 3M checkouts from September to October, the second largest increase among WCCLS libraries.

Library Business & News

The Board agreed unanimously that Chair McLaughlin may continue serving as Chair next year. McLaughlin is willing to continue serving as Chair but will confer with Vice-Chair Christie before accepting the role.

Adrienne reviewed the *2014 Partnerships, Outreach, National & International Programming, Donors* document. See document attached.

Adrienne shared that the Art of the Story grand finale may be held in Sherwood at the new Community Cultural Arts Center. The Library would like to partner with Main Street and make this an event that will benefit all Old Town businesses.

The library is in the process of partnering with Rotary to fund a storytelling series for adults in 2015.

Adrienne gave an overview of the StORytime Partner initiative. StORytime is a statewide early literacy publicity campaign from the Governor's Office.

The next Board meeting will be on Wednesday, February 18, 2015 in the Sherwood Library & City Hall, Conference Room A.

Adjournment

The meeting was adjourned at 5:55 P.M. Annual Boards & Commissions Dinner followed.

Respectfully submitted,

Crystal Garcia