



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	October 21, 2015, 6:30 P.M.
LOCATION	Sherwood Library/City Hall, Conference Room A
FACILITATOR	Christine McLaughlin
NOTES TAKEN BY	Crystal Garcia

AGENDA

Items	Person Presenting
1. Roll Call/Changes to Agenda/Approval of June & October Special Meeting Minutes	McLaughlin
2. August & September Reports	Doman Calkins
3. Mission Statement Revision Process Update	All
4. Year-End-Report Discussion	Doman Calkins
5. Levy Updates	Doman Calkins
6. Council Liaison Updates	Harris
7. Other Business	McLaughlin
8. Adjournment	McLaughlin

ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent
Jack Hoffbuhr	X	Jennifer Harris	X
Christine McLaughlin			
Liz Myer	X	City Staff	
Pat Reisinger		Adrienne Doman Calkins	
Madeline Robinette		Crystal Garcia	
Diana Stanley		Kristen Switzer	X
Coleen Swihart			
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 to approve the June 2015 and the October 2015 Special Meeting minutes was made by Coleen Swihart, seconded by Diana Stanley, and approved unanimously.

Management Reports

Adrienne Doman Calkins reviewed the August 2015 and September 2015 Management Reports, see attachments. She clarified the notation regarding “active this month” statistics. Chair McLaughlin suggested that the library consider hosting a Friday Night Magic game program to compliment other gaming programs that are being planned for International Game Day (November 21, 2015).

Mission Statement Revision Process Update

Doman Calkins shared library values that staff brainstormed during the library in-service on October 12. These values were developed during a discussion about updating the library’s mission statement. Board members were asked to review the values and vote for the four that most resonated with them.

Year-End-Report Discussion

Doman Calkins reviewed the Annual Board & Commissions Report questions. The report will include the Boards most significant accomplishments over the past year, and also 2-3 major goals for 2016. This report will be presented at the Annual Boards & Commissions dinner, which will be held on December 15.

Levy Update

Outreach about the levy continues. Plans are being made to thank supporters after the election.

Council Liaison Updates

Councilor Jennifer Harris was unable to attend the meeting but did send highlights from the last City Council meeting to Doman Calkins to be shared with the Board. Most notably, a city ordinance that would have allowed for chickens to be raised within the city limits was not passed. As a result, the library will not move forward with programming regarding backyard chicken care.

The next regularly scheduled board meeting will be on **Tuesday, December 15 at 5:00 p.m.** in the upstairs foyer. The **Annual Boards & Commissions dinner will follow at 6:00 p.m.**

Adjournment

The meeting was adjourned at 7:45 P.M.

Respectfully submitted,
Crystal Garcia