



Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

LIBRARY ADVISORY BOARD
Wednesday, January 21, 6:30 p.m., 2025

**22560 SW Pine Street, Sherwood City
Hall/Library Community Room**

1. CALL TO ORDER

The meeting was called to order at 6:31 p.m. by Chair, Sean Garland.

2. ROLL CALL

Board Members Present: Sean Garland (Chair), Maggi Gerhard (attended virtually), Annalise Ellis (High School Rep.), Deb Diers, Tracey Enright, Fritz Kaliszewski (Rural Rep), Marilee Ratliff Ponangi.

Absent: Brie Scrivner, Colleen Carroll

City Council Liaison— Councilor Dan Standke

Staff Present: Adrienne Doman Calkins (Library Manager), Crystal Garcia (Librarian II, Secretary).

3. ADJUSTMENTS TO AGENDA— The Connections Report for 2025 will be a progress report.

4. APPROVAL OF MINUTES

Deb Diers moved to approve the November 19, 2025, minutes. Fritz Kaliszewski seconded. Motion passed by all members in attendance.

5. CITIZEN COMMENTS

6. OLD BUSINESS

A. Recap of joint meeting of Board/Commission chairs with City Council

Chair Garland attended the joint meeting of Board & Commission chairs with City Council in December. Garland said the library goals were well received by the group and clearly reflected the Council goals. Councilor Dan Standke was also in attendance and said Chair Garland was very well prepared and did a great job representing the Library Advisory Board.

B. Levy votes results – Sherwood precincts

Doman Calkins shared a series of graphs and maps comparing countywide voting patterns to local voting across the library's service area for WCCLS levy elections. Compared with voters countywide, Sherwood voters show slightly less support for WCCLS levies. Doman Calkins shared precinct specific information, the two precincts closest to the library show the greatest support for the levies while those further away show less support.

C. Library updates

Doman Calkins gave the following updates:

- The library is celebrating 20 years in the current building throughout the month of January. On Saturday, January 24th the library will be hosting a Dragons Love Tacos character party. On Thursday, January 15th the library hosted the Renaissance Singers. The Renaissance Singers also performed at the library's grand opening in 2006.
- Approximately 280 students were registered for a library card this year via the Student Card program which provides students the opportunity to register for a WCCLS student library card at the beginning of the school year. This is the second year this program has been offered in Sherwood.
- WCCLS will be celebrating 50 years in 2026. More to come on celebration plans.
- Work continues on the WCCLS Centralization Project. The consultant contract was awarded to ARC Specialists. They worked with WCCLS on a statement of work and the Board of County Commissioners voted to move forward with a contract.
- The library will be participating in One Book One Coast which is an "everybody reads" type of program along the entire west coast, organized by LA County Library. The featured book is *They Called Us Enemy* by George Takei. Our Friends group are funding giveaway copies for two book group meetings (20 copies) and for the general public (25 copies). George Takei will give an author talk for the program in May that the library will be able to livestream. *They Called Us Enemy* is considered appropriate for young adult and adult readers. Promotion will begin in late February / early March.

A question was raised about the recent closing of Baker and Taylor and how this closure affects the library. The library purchases the majority of materials for the collection from Ingram, a Baker and Taylor competitor that is now inundated with new clients due to the closure. Materials are now taking longer to arrive at the library, however, Ingram has given assurances that these delays are temporary and will ease once they onboard and train additional staff.

D. Sherwood Library Foundation updates

Diers provided the following Foundation updates:

- The Foundation received approximately \$600 from gift wrapping at The Sherwood Bookstore during the holiday season.
- The IQ Credit Union contest has concluded, and the Foundation was awarded \$1,000. A Sherwood Library Foundation display is currently on view at IQ Credit Union, featuring library memorabilia and information about the Foundation and the study pod. The display will remain through the end of January.
- The cost of the meeting pod has increased 7% and the estimated cost is now \$32,000. The goal remains for the project to be fully funded by April.
- Diers is collaborating with other WCCLS library foundations and Friends groups to form a network for mutual support and idea-sharing.
- The Foundation received a grant from the Network of National Libraries of Medicine (NNLM) that funded adaptive equipment and software that will be available for use with the meeting pod and at two existing public computer stations at the library. Promotion will begin in the spring.

7. New Business

A. Connections Report for 2025

Doman Calkins is working on the Connections Report for 2025 and will be presenting the report at the February meeting.

B. Topics for 2026

Doman Calkins reviewed the meetings and tentative agenda items document for 2026, which is a living document outlining meetings agenda items. The document was updated to include topics specific to the coming year, while other standing topics were retained.

Doman Calkins revisited the idea of organizing a “gathering of the groups” which would include the Foundation, Friends, Library Advisory Board, and possibly the Teen Volunteer Club (formerly the Teen Library Advisory Board). The purpose of gathering these groups is to improve collaboration and understanding between the different library-related organizations. The group agreed to investigate the feasibility of such an event and will begin by reaching out to the Friends group to gauge interest.

The group discussed what library advisory board members can do in-between meetings to support the library. Councilor Standke suggested focusing on community engagement, which is a stated Council goal. Tracey Enright volunteered to be involved in this group. Doman Calkins discussed the possibility of forming a sub-committee to help with policy review. Maggi Gerhard volunteered to work on policies. Doman Calkins will coordinate with each.

8. Council Liaison Report

Councilor Standke provided the following updates:

- The annual Council goal-setting meeting will be on Saturday, January 24th.
- Ballot Measure 34-347 and Ballot Measure 34-348 amending the Sherwood City Charter both passed during the special emergency election held on January 13th.
- Council held a work session on January 20th in which a public option levy for the City was considered. Council is also considering a fee on utility bills. Options are being considered to help the City’s General Fund, which includes Police, Library, Public Works, and other departments.
- The Traffic Safety Committee and Council have received many complaints from citizens about drivers not obeying school crossing guards near Archer Glen. The City is considering implementing a portable red light ticketing system to help change driver behavior in school zones.
- The City’s Wi-Fi login text box can be customized to include library information. Doman Calkins will confer with staff about suggestions.

9. Adjourn

Chair Garland adjourned the meeting at 8:06pm. The next meeting will be held on February 18, 2026, at 6:30pm.

Minutes submitted by Crystal Garcia.

Approved on

Date

Chair or transcriptionist Signature