



*Home of the Tualatin River National Wildlife Refuge*

## MEETING MINUTES

LIBRARY ADVISORY BOARD  
Wednesday, February 18, 6:30 p.m., 2026

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 Adrienne Doman Calkins in absence of the Chair and Vice Chair.

### 2. ROLL CALL

**Board Members Present:** Maggi Gerhard (attended virtually), Deb Diers, Tracey Enright, Fritz Kaliszewski (Rural Rep), Marilee Ratliff Ponangi, Brie Scrivner

**Absent:** Sean Garland, Colleen Carroll, Annalise Ellis

**City Council Liaison—** Councilor Dan Standke

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

### 3. ADJUSTMENTS TO AGENDA— none.

### 4. APPROVAL OF MINUTES

Deb Diers moved to approve the January 21, 2026, minutes. Tracey Enright seconded. Motion passed by all members in attendance.

### 5. CITIZEN COMMENTS

Enright shared that she attended the library's 20<sup>th</sup> birthday celebration event and also the Getting Started with AI program and said both were well done. Fritz Kaliszewski said she attended the Cybersecurity program which was also very well done. A community member was in attendance, she shared that she is completing her Masters in Library and Information Science (MLIS) and is observing the meeting as part of her capstone project.

### 6. OLD BUSINESS

#### A. City Council goals

City Council goal setting work session was held on January 24, 2026. Councilor Dan Standke said boards can expect better direction from Council moving forward. Standke said the direction the Board wants to take regarding citizen engagement aligns with Council goals around citizen engagement. Doman Calkins shared that Council confirmed city boards have had the ability to meet with each other, however, Council discussed ways to encourage boards to meet and/or communicate with each other. Doman Calkins said that the Council also discussed a need for coordinated long-term facility

master planning for city buildings such as Police Department, Senior Center, and Library. No specific timeline was established. A plan for a new Public Works building is underway.

#### **B. Update on WCCLS IGA revisions**

Doman Calkins said the intergovernmental agreement (IGA) between WCCLS and member libraries is moving forward with a compressed timeline. The new IGA needs to be signed in time to go into effect on July 1, 2026. This IGA includes the new funding formula and new service areas.

#### **C. Connections Report for 2025**

Doman Calkins presented the annual Connections Report, which details the various organizations with whom the library has partnerships. There continues to be five levels of partnership: Core Funding partners, Support Funding partners, Service & Outreach partners, Initiatives partners, and Donating partners. Funding through the collective partnerships was nearly \$1,663,000 for 2025.

Enright raised a question about the Sherwood School District (a Service & Outreach partner) asking if it is true that Sherwood schools do not have librarians in their schools. Doman Calkins confirmed that there are no degreed teacher librarians in the Sherwood School District, rather there are Media Support Specialists. Doman Calkins noted that the Sherwood School District is not an outlier in Oregon, and in fact many school districts in Oregon do not have degreed librarians, largely due to budgetary decisions. The group had interest in learning more about the school district's budget and approach to literacy and information studies and discussed the possibility of inviting someone from the school district to present at a future meeting.

#### **D. Sherwood Library Foundation updates**

Diers provided the following Foundation updates:

- The Foundation received donations from four private donors and is now fully funded for the meeting pod. The next step is to meet with the Public Works Operations Supervisor for a final assessment of the pod location.
- Diers continues work on gathering Friends and Foundation members from across Washington County to meet for a brainstorming and networking session. So far all but one of the Washington County libraries has expressed interest in attending.

Doman Calkins said the accessibility equipment purchased with the Network of National Libraries of Medicine (NNLM) grant should be available to the public by the end of the month.

### **7. New Business**

#### **A. Meeting Room Policy**

Doman Calkins said now that the meeting pod is fully funded, a new meeting room policy will need to be developed. Doman Calkins said this new policy is considered an administrative policy, meaning that it does not need to be approved by City Council. Moving forward, staff will draft a policy and bring it to the board for feedback. The policy will then be reviewed by the Assistant City Manager and City Attorney. A final draft of the policy will then go to the City Manager for approval.

#### **B. Patron feedback / complaints / service stories**

Doman Calkins said in November 2025 an article about challenges at the Tualatin and Sherwood library was published in the Beaverton Valley Times and wanted to circle back with the board and share some additional background information about the incidents cited in the article. Two books with LGBTQ+ subject matter were discovered deliberately hidden in the library. Challenges and acts of censorship are reported to the State Library of Oregon annually and Doman Calkins submitted these incidents as presumed acts of censorship (not formal challenges). The inclusion of these incidents in the report, along with the incidents reported by Tualatin, led to the news article.

Doman Calkins said the library received two recent complaints. The first was about the recent cover of Rolling Stone featuring a woman in a bikini. Doman Calkins said all magazines are displayed face-out due to their thin spines. Doman Calkins took time to explain the library policy and reason for how magazines are displayed and corresponded with the patron via email. The other recent complaints were about noise levels in the library from the children’s area, one from a patron suffering from a traumatic brain injury. Doman Calkins acknowledged that the library’s open space design contributes to noise issues. Staff routinely share what our quieter times tend to be in these situations (not right after school and not right after storytime). Doman Calkins emphasized her philosophy of addressing complaints promptly and viewing them as opportunities for engagement, while maintaining a focus on intellectual freedom.

**C. Community Engagement / Outreach**

Doman Calkins discussed plans for a community engagement outreach initiative, including a needs assessment and a “gathering of the groups” event that will bring together the Friends, Foundation, and Board members, and all three groups have agreed to participate. Enright and Doman Calkins are coordinating with interested parties to determine the timing and agenda for this meeting. The goal is to hold the meeting in April or May.

**D. Needs Assessment for LAB**

Maggi Gerhard presented a proposal to conduct a needs assessment of the board. The needs assessment is part of her graduate work and will serve to help identify priorities for the board. Participation by the board members would include completing a ten-minute survey that includes open-ended questions. Gerhard will then analyze the data in cooperation with Doman Calkins and another subject matter expert, findings will then be presented to the board.

Enright moved for the board to participate in the needs assessment as proposed by Gerhard. Diers seconded. The motion was approved by all in attendance.

**8. Council Liaison Report**

Councilor Standke provided the following updates:

- Council has received several comments regarding a letter Oregon Governor Tina Kotek and 31 Oregon mayors sent to Department of Homeland Security (DHS) Kristi Noem. The letter called for DHS to cease immigration enforcement operations in Oregon until investigations of use of force incidents by federal agents are investigated. The Mayor of Sherwood, Tim Rosener, did not sign the letter and spoke about this at the last Council meeting. Council has created a three-person subcommittee to draft a letter to the citizens of Sherwood.
- Council is considering renaming The Sherwood Center for the Arts in memory of Linda Henderson. Council is currently receiving feedback from the community on this proposed change and will be discussing it further at upcoming Council meetings.

**9. Adjourn**

Doman Calkins adjourned the meeting at 8:03pm. The next meeting will be held on March 18, 2026, at 6:30pm.

Minutes submitted by Crystal Garcia.

Approved on

\_\_\_\_\_ Date

\_\_\_\_\_ Chair or transcriptionist Signature