



Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

LIBRARY ADVISORY BOARD
Wednesday, May 15, 6:30 p.m., 2024

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

1. CALL TO ORDER

The meeting was called to order at 6:32 p.m. by Chair Sean Garland.

2. ROLL CALL

Board Members Present: Sean Garland (Chair), Brie Scrivner, Maggi Gerhard, Marilee Ratliff, Randy Mifflin. Deb Diers joined at 7:05pm after representing the Board at the Charter Review Committee meeting.

Absent: Fritz Kaliszewski (Rural Rep), Shruti Pawaskar (High School Rep.), Amanda Bryan

City Council Liaison— absent

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

Guest Presenter: Crystal Trice

3. ADJUSTMENTS TO AGENDA— none

4. APPROVAL OF MINUTES

Randy Mifflin moved to approve the March 20, 2024, minutes. Maggie Gerhard seconded. Motion passed by all members in attendance.

5. CITIZEN COMMENTS—None.

6. PRESENTATION – Design Thinking, Part 2

Adrienne Doman Calkins gave a brief overview of the dot voting activity that the public participated in during National Library Week (April 7-13), wherein participants voted on the library services that are most important to them. Doman Calkins also briefly reviewed the Strategic Plan Initiatives draft document which identifies themes that have arisen as focus areas during the strategic planning process.

Crystal Trice, consultant from Scissors & Glue, LLC, guided the group through a design thinking exercise highlighting the concepts of convergence and adaptability. The group identified current successes, opportunities, and challenges with a “roses, buds, and thorns” activity regarding the specific goals of Accessibility and Cultural Appreciation. Technology, and other goals, can be addressed in the future in the same manner, but there wasn’t time to dive into all of them at the meeting.

7. OLD BUSINESS

A. Library Foundation updates

Deb Diers said SHELF (Sherwood Library Foundation) is making progress. The online donation links are now working. The group is continuing research into library meeting pods—Deb noted that it is important for SHELF to have a project identified before seeking donations.

B. WCCLS Funding and Governance Evaluation Project

Doman Calkins said that the project continues to move forward and a kickoff meeting was held. The consultants on the project will send out a document regarding what stakeholders, including Board members, can expect with regard to providing feedback. Phase 1 of the project will include a survey for Board members to provide feedback. Doman Calkins will let the Board know when the survey is live.

C. Partnership with Sherwood School District and WCCLS for student cards

Doman Calkins said that City Council voted in support of the Sherwood School District and WCCLS student card partnership. An FAQ document is forthcoming. The majority of the work for the student cards will take place in the fall.

D. Budget updates

Doman Calkins said that the library is expecting a 2% increase in funding from WCCLS, which is reflected in the City of Sherwood proposed budget now published on the City's website. The first budget meeting will be held on May 16th at 6pm. Kirsten Switzer, Assistant City Manager, will speak on behalf of the library and all Community Services departments. Doman Calkins will be in attendance to answer questions, if needed.

8. CHARTER REVIEW COMMITTEE REPORT

Diers said most of the conversation in today's Charter Review Committee meeting was focused on the budget. The Committee also discussed Clean Water Services and reasonable compensation for Council members. The group thanked Deb representing the Board on the Committee.

9. NEXT MEETING

There is no meeting in June. The next meeting will be July 17th at 6:30pm .

10. ADJOURN

Chair Garland adjourned the meeting at 7:57 p.m.

Minutes submitted by Crystal Garcia.

Approved on _____
Date

Chair or transcriptionist Signature