



# Library Advisory Board

---

## Agenda

**Meeting Date:** October 2, 2006  
**Meeting Time:** 6:00 PM  
**Meeting Location:** Sherwood Library & City Hall,  
Conference Room A

### Library Advisory Board

Jan Chambers, Chair  
Chuck Britton  
Debbi Canepa  
Nancy Ellingson  
Liz Myers  
Holli Robinson  
John Urban  
Colin Woodbury

### City Staff

Pam North, Library Manager  
Kristen Switzer, Interim Community  
Services Director

### Guests

Pat Biggs, People for Libraries

### Council Liaison

Linda Henderson, City Councilor

## ----Meeting Agenda----

6:00	Roll Call / Introductions	Chambers
6:05	Changes to agenda	Chambers
6:10	Approval of minutes	Chambers
6:15	Library Levy	Biggs
6:25	Manager's Report	North
	Spaghetti Dinner 10/06	
	Policy updates	
	High school representative to Board	
	Library presentation to Council 10/17	
	Library SWOT presentation to Council 12/05	
	Next Board meeting 11/06	
6:40	Other business	
	Start time for meetings?	Henderson
6:45	Adjournment	

---





# City of Sherwood Library Advisory Board **DRAFT MEETING MINUTES**

<b>MEETING TITLE</b>	City of Sherwood Library Advisory Board
<b>DATE &amp; TIME</b>	October 2, 2006 6:00 P.M.
<b>LOCATION</b>	Sherwood Library/City Hall
<b>FACILITATOR</b>	Jan Chambers, Board Chair
<b>NOTES TAKEN BY</b>	Pam North

## AGENDA

Items	Person Presenting
1. Roll Call/Introductions	Chambers
2. Changes to Agenda	Chambers
3. Approval of Minutes	Chambers
4. Library Levy Presentation	Biggs
5. Manager's Report	North
6. Other Business	Henderson
7. Adjournment	Chambers
8.	
9.	
10.	

## ATTENDEES

<b>Library Advisory Board</b> Jan Chambers, Chair	<b>Absent</b>	<b>Council Liaison</b> Linda Henderson	<b>Absent</b>
Debbie Canepa Holli Robinson Nancy Ellingson Liz Myers Colin Woodbury Chuck Britton John Urban		<b>City Staff</b> Pam North Kristen Switzer  <b>Guests</b> Pat Biggs	
	X X		

## MEETING NOTES

Roll Call/Introductions  
Jan Chambers called the meeting to order at 6:05.

## Changes to Agenda

There were no changes to the agenda.

## Approval of June & August Minutes

In the absence of a quorum, the approval of June minutes was deferred to the end of the meeting. (The June minutes were approved by a motion by Woodbury and a second by Canepa and the August minutes were approved by a motion by Myers and a second by Ellingson following the Library levy presentation).

## Library Levy Presentation

Pat Biggs and Harry Bodine of People for Libraries presented information related to the upcoming WCCLS Library Levy.

## Manager's Report

- Spaghetti Dinner, sponsored by the Masonic Lodge and benefiting the Library is scheduled for October 6th from 4 - 8:00 p.m.
- Policy Updates – Staff has been updating internal policies and has recently adopted a new donations policy.
- High school representative to Board – An invitation to interview will be extended to suggested high school Board representatives. A selection should be made by the next Board meeting.
- Library presentation to Council October 17 – North has been asked to provide an overview of the Library to City Council on Tuesday, October 17. She will be discussing where we have been, where we are now and where we are going. Board support is welcome!
- Library SWOT presentation to Council December 5 – The annual Boards & Commissions report to the City Council is scheduled for Tuesday, December 5<sup>th</sup>. North will prepare an outline and a Board representative will be asked to present.
- Next Board meeting on Monday, November 6.

## Other Business

Councilor Henderson requested the Board entertain changing the meeting start time to 6:30 p.m. Discussion ensued and Canepa moved to change the meeting time, with a second by Ellingson. The motion carried and the November Board meeting will begin at 6:30 p.m. Board members not in attendance and appropriate City staff will be informed by North.

Robinson introduced possible works by a local sculptor interested in creating something for the Sherwood Community.

Ellingson asked the Board look into the policy of food and drink being allowed in the Library. North will gather information from other area libraries and present for discussion at the November meeting.

## Adjournment

The meeting was adjourned at 6:55 p.m.