



# Library Advisory Board

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## Agenda

**Meeting Date:** June 4, 2007  
**Meeting Time:** 6:30 PM  
**Meeting Location:** Sherwood Library & City Hall,  
Conference Room A

### Library Advisory Board

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

### City Staff

Pam North, Library Manager  
Kristen Switzer, Community Services  
Director

### Guests

### Council Liaison

Linda Henderson, City Councilor

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

6:30	Roll Call / Introductions	Chambers
6:35	Changes to agenda	Chambers
6:40	Approval of minutes	Chambers
6:45	Manager's Report	North
	Budget	
	April & May Monthly Management Reports	
	Library News	
	Next Board meeting – 08/06/07	
7:15	Other business	Chambers
7:30	Adjournment	Chambers

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# City of Sherwood Library Advisory Board MEETING MINUTES

<b>MEETING TITLE</b>	City of Sherwood Library Advisory Board
<b>DATE &amp; TIME</b>	June 4, 2007 6:30 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	Myers
2. Changes to Agenda	Myers
3. Approval of Minutes	Myers
4. Manager's Report	North
5. Other Business	All
6. Adjournment	Chambers
7.	
8.	
9.	

## ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent
Jan Chambers, Chair		Linda Henderson	
Debbie Canepa		<b>City Staff</b>	
Holli Robinson	X	Pam North	
Nancy Ellingson		Kristen Switzer	X
Nathan Forster			
Liz Myers		<b>Guests</b>	
Colin Woodbury		Dan Jamison,	
		Superintendent of	
Chuck Britton		Sherwood Public Schools	
John Urban	X		

## MEETING NOTES

## Roll Call/Introductions

Liz Myers called the meeting to order at 6:35 p.m.

## Changes to Agenda

None.

## Approval of April Minutes

Canepa noted two grammar/spelling corrections. With a motion by Woodbury and a second by Canepa the minutes were approved as corrected.

## Manager's Report

### Budget

The approved budget will be adopted on June 19. There have been no changes to the Library portion since the April Board meeting.

### Management Monthly Reports – April & May

- April 18 – “Hearing Voices” storytelling event w/Will Hornyak (35 people attended)
- April 19 – Open House for City Staff (Friends of the Library provided refreshments, t-shirts and assisted)
- Started accepting patron replacements for materials (item must have same ISBN and be in original packaging)
- Northwest Collection integrated into regular Non-Fiction
- Tabletop electrical outlets installed (Funded by Friends of the Library)
- Volunteer Program recruitment launched – Applications available
- Library Services Survey available through May 20 (Hard-copy and on the City's web site)
- Read to the Dogs program set-up meeting (to begin in mid-May)
- Student Internship – High school student, Dani Cline, will be assisting in the Library twice weekly through the school year
- Librarian Jaime Thoreson announced resignation, effective May 17 (Jaime has been with the Sherwood Library for eleven years)
- April 28 - Friends of the Library Used Book Sale
- Advertisement for two Library Assistant I positions in Oregonian, closing May 13

- May 9 – Maid Marian crowning ceremony in Library
- May 10 – Friends of the Library meeting
- Oak Street parking lot book drop moved for true drive-up access
- Collaboration with Sherwood Schools Library Media Specialists for summer reading projects
- Library Services Survey completed – Executive summary coming soon!
- May 26 – First Read to the Dogs program – All available times filled
- Two PT Library Assistant I's hired (to begin in June)

#### Library News

Teen issues in the Library

#### Next Board Meeting

August 6, 2007 at 6:30 p.m. in Conference Room A of the Library/City Hall building.

#### Other business

John Urban has been re-appointed to the Library Board. His term expires in 2011.

#### Adjournment

The meeting was adjourned at 7:49 p.m.