



City of Hutto

Agenda

Library Advisory Board

Monday, April 11, 2022 at 6:30 PM

Executive Board Room

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

1. CALL SESSION TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

- 3.1. Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the Board on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the Library Advisory Board (i.e., City policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4839 during business hours. Each person providing public comment will be limited to 3 minutes. Any citizen wishing to speak during public comment may do so after completing the required registration form. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on 4/11/22. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to the Board.

4. STAFF COMMENTS

- 4.1. Update and discussion of current library status.

5. AGENDA ITEMS

- 5.1. Consideration and possible action to approve January 10, 2022 Library Advisory Board Minutes.
- 5.2. Consideration and possible action to amend date for July 2022 Library Advisory Board Meeting.
- 5.3. Consideration and possible action to nominate and vote on Vice Chair for Library Advisory Board.
- 5.4. Update and discussion on Public Library Advisory Board Handbook.
- 5.5. Consideration and possible action to amend Library Mission Statement and Vision Statement.

6. ADJOURNMENT

7. CERTIFICATION

I certify that this notice of the 11th of April, 2022 Hutto Library Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on the 6th of April, 2022 at 5:00 P.M.



Colleen Tierney

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at City.Secretary@huttox.gov or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT

5.1.



To: Library Advisory Board
Subject: Consideration and possible action to approve January 10, 2022 Library Advisory Board Minutes.
Meeting: Monday, April 11, 2022
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. LAB - 01-10-2022 Minutes



MINUTES

Library Advisory Board Meeting

6:30 PM - Monday, January 10, 2022

City Hall Executive Conference Room

LIBRARY ADVISORY BOARD MEMBERS

Tara Chappell, Chairperson

Nelida Ortiz

Emma Peters

Robin Bell

Marcus Coleman

CALL MEETING TO ORDER

1 Meeting was called to order at 6:34pm by Chairperson Chappell.

ROLL CALL

2 Members of the Library Advisory Board present: Chairperson Tara Chappell, Nelida Ortiz, Emma Peters, Robin Bell, and Marcus Coleman

Member of City Council present: None

Members of the City Staff present: Colleen Tierney, Library Manager

PUBLIC COMMENT

No Public Comment

STAFF COMMENTS

3 **4.1 Update and discussion of current library status.**

4 Discussion ensued on library's current status. Colleen stated the Library has hired two new part-time Circulation Clerks and plans to be able to extend hours beginning in February. The City Council approved eliminating late fines beginning January 1st, 2022. Colleen shared about the current climate in libraries regarding book challenges. The Library has not had a challenge to date. Colleen brought the Library policies for updating to ensure the process for challenging books is clear.

5 **AGENDA ITEMS**

5.1 Consideration and possible action on the September 13, 2021 Library Advisory Board meeting minutes.

Ortiz motioned to accept the September 13, 2021 Library Advisory Board meeting minutes. Peters seconded the motion. Motion passed 5-0.

5.2 Consideration and possible action to approve dates for Library Advisory Board Meetings in 2022.

Ortiz motioned to accept the Library Advisory Board meeting dates for 2022. Bell seconded the motion. Motion passed 5-0.

5.3 Consideration and possible action on proposed changes to Library Policies and Procedures.

Coleman motioned to change the policies and procedures manual and Bell seconded the motion. Motion passed 5-0.

5.4 Update and discussion on Public Library Advisory Board Handbook.

Discussion ensued. No action taken.

6

5.5 Update and discussion of Library Advisory Board member vacancies.

7

Discussion ensued. No action taken.

ADJOURNMENT

Chappell adjourned the meeting at 8:18pm.

CERTIFICATION

I certify that the meeting minutes are official, on the 11th day of April, 2022 at 6:30 PM and will remain available through City of Hutto offices as reference to the business conducted during the meeting.



Tara Chappell, Chairperson
Library Advisory Board

Attest:

Colleen Tierney,
Library Manager

AGENDA ITEM REPORT

5.2.



To: Library Advisory Board
Subject: Consideration and possible action to amend date for July 2022 Library Advisory Board Meeting.
Meeting: Monday, April 11, 2022
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. 2022 LAB Meeting Dates.Amended

2022 Library Advisory Board Meeting Dates and Times

Monday, January 10th @ 6:30pm

Monday, April 11th @ 6:30pm

Monday, July 11th @ 6:30pm

Monday, October 10th @ 6:30pm

AGENDA ITEM REPORT

5.3.



To: Library Advisory Board
Subject: Consideration and possible action to nominate and vote on Vice Chair for Library Advisory Board.
Meeting: Monday, April 11, 2022
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.4.



To: Library Advisory Board
Subject: Update and discussion on Public Library Advisory Board Handbook.
Meeting: Monday, April 11, 2022
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.5.



To: Library Advisory Board
Subject: Consideration and possible action to amend Library Mission Statement and Vision Statement.
Meeting: Monday, April 11, 2022
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FINANCIAL IMPACT:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Mission and Vision Statements

Mission Statement

The mission of the Hutto Public Library is to fulfill the educational, informational, cultural, and recreational needs of all its patrons through the services offered in a modern public library. The Library values the citizens of Hutto and responds to their needs and wants by providing a clean and inviting building, well-organized and up-to-date collections, friendly professional service and well-trained staff who are committed to the Library vision.

Vision Statement

The Hutto Public Library aims to eradicate illiteracy, to develop a lifelong love for reading, and a quest for knowledge.