



City of Hutto

Agenda

Library Advisory Board

Monday, March 4, 2024 at 6:00 PM

2nd Floor 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 COMMENT

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 City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (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 March 4, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

4. AGENDA ITEMS

- 4.1. Discussion and possible action on approval of meeting minutes from February 5, 2024.
- 4.2. Discussion and possible action on Chamber/Library fundraiser.
- 4.3. Discussion and possible action on the review of the community wide survey.
- 4.4. Discussion and possible action to identify board priorities to present to city council.
- 4.5. Discussion and possible action on LAB training, based on staff recommendation.
- 4.6. Discussion and possible action on 16th anniversary April 6 proclamation.

5. ADJOURNMENT

6. CERTIFICATION

I certify that this notice of the March 4, 2024 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 February 29, 2024 before 5:00 P.M.



Tanya Bechara

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

4.1.



To: Library Advisory Board
Subject: Discussion and possible action on approval of meeting minutes from February 5, 2024.
Meeting: Monday, March 4, 2024
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Library Advisory Board_minutes_2.5.24



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Agenda

Library Advisory Board

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2nd Floor Executive Board Room

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1. CALL SESSION TO ORDER: 6:07 pm

2. ROLL CALL:

2.1. **Tanya Ward, Stephanie Alba, Bruce Anderson, James Matlock, Morgan Hubbard, Tara Chappell, Kyle Parkinson**

2.2. **Staff: Kristi Barnes & Tanya Bechara**

3. PUBLIC COMMENT None

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4. GENERAL COMMENTS FROM CITY STAFF

4.1. Intros, Kristi Barnes and Tanya Bechara

4.2. Library program updates and new circ clerk

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES

5.1. None

6. GENERAL COMMENTS FROM BOARD MEMBERS

6.1. James Matlock: spoke on TML trainings

6.2. Bruce Anderson: expressed gratitude for having a full board

6.3. Tanya Ward: Gave stats from library

7. OTHER BUSINESS

7.1. Library Advisory Board member Roles and Responsibilities

- Discussion ensued.

7.2. Discussion and possible action on the election of officers

- Discussion ensued:

- Board Chair:
 - Morgan Hubbard (Stephanie Alba motioned, Bruce seconded the motion)
 - Vote passed 6-0 (current chair did not vote)
- Co-Chair:
 - James Matlock nominated Tanya Ward, seconded by Stephanie Alba
 - Vote passed 6-0

7.3. Discussion and possible action on setting meeting dates for FY24

- Discussion ensued
 - Special Called meeting on March 4
 - Overview of strategic meeting
 - Review survey results
(Motion M. Hubbard, Second T. Ward)
Motion Passes 7-0
 - For regular meetings at 6:00pm (S. Alba made motion, M. Hubbard second)
 - May 6
 - August 5
 - November 4
 - Motion passes: 7-0

For Next Meeting:

- Discussion and possible action on approval of meeting minutes
- Discussion and possible action on Chamber Library fundraiser
- Discussion and possible action on the review of the community wide survey
- Discussion and possible action to Identify Board priorities to present to city council
- Discussion and possible action on LAB training, based on staff recommendation
- Discussion and possible action on 16th anniversary April 6 proclamation

8. ADJOURNMENT: 7:44

9. CERTIFICATION

I certify that this notice of the February 5, 2024, 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 Feb 2, 2024 before 5:00 P.M.



Tanya Bechara

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AGENDA ITEM REPORT

4.2.



To: Library Advisory Board
Subject: Discussion and possible action on Chamber/Library fundraiser.
Meeting: Monday, March 4, 2024
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.3.



To: Library Advisory Board
Subject: Discussion and possible action on the review of the community wide survey.
Meeting: Monday, March 4, 2024
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.4.



To: Library Advisory Board
Subject: Discussion and possible action to identify board priorities to present to city council.
Meeting: Monday, March 4, 2024
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.5.



To: Library Advisory Board
Subject: Discussion and possible action on LAB training, based on staff recommendation.
Meeting: Monday, March 4, 2024
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.6.



To: Library Advisory Board
Subject: Discussion and possible action on 16th anniversary April 6 proclamation.
Meeting: Monday, March 4, 2024
Department: Library
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None