



**CITY OF HUTTO, TEXAS
LIBRARY ADVISORY BOARD
REGULAR MEETING
MONDAY, MAY 14, 2018 AT 6:00 P.M.
CITY HALL - PUBLIC WORKS ANNEX
401 WEST FRONT STREET**

LIBRARY ADVISORY BOARD MEMBERS

Dwight Baker Chair
Tara Chappell, Vice-Chair
David Westbrook
Camille Baptiste
Patricia Elsasser
Kathi Shilling

MINUTES

1. Call Meeting to Order

Meeting was called to order at 6:17 pm by Chairperson Baker.

2. Roll Call

All members were present. City staff present included Lisa Riggs, Library Supervisor.

3. Public Comment

Public Comment can be taken on each item listed. Speakers must limit comments to three minutes.

No Public Comment.

4. Agenda Items

4A. Consideration and possible action on March 26, 2018, Library Advisory Board meeting minutes.

Baptiste motioned for the minutes to be accepted for March 26, 2018, Library Advisory Board meeting minutes; Westbrook second motion; motion passed 6-0.

4B. Introduction of new Library Advisory Board members.

Riggs introduces new Library Board Members, Patricia Elsasser, who is also is a member of Friends of the Hutto Public Library and participates in many of the library activities, and Kathi Shilling, teen volunteer parent and participates in library activities.

4C. Discussion and possible action concerning grants, outside funding, and fundraising.

Riggs reviewed update on grants and partnerships with the Friends of the Hutto Public Library. 2018 Texas Book Festival Grant – The Hutto Public Library was awarded \$1500 to increase bilingual and Spanish fiction and non-fiction material for the children's and junior collection. Friends of the Hutto Public Library will

host reception with a bilingual story time. Ordering 148 books. Promoting at Farmer's Market and preschool/daycares. The library ordered 148 books for the collection.

\$200 Lone Star Día grant – Día celebration was held on April 28 with 300 attendees. The library also awarded \$25 from HEB grocery that used for the celebration cake. Performers

2018 Estela and Raúl Mora Award – For being an award winner and participant of Día the library is eligible to apply for the 2018 Estela and Raúl Mora Award grant for either \$1000 or \$500 with through First Book. TSLAC used the Library Día photo to promote the grant.

Dollar General Literacy Foundation Grant – Submitted for book and playaway kits to supplement the summer reading program. This kids will be used to assist participants of the Book Buddy program and to assist struggling readers. The grant amount is for \$3000.

Best Buy – Grant amount is for up to \$10,000. The grant is for teen programming and the library is looking to apply for a 3D Printer, filaments, stop motion stand and iPad pro.

Dollar General Literacy Foundation: Youth Literacy Grant – partnering with Friends of the Hutto Public Library to apply for a Bilingual AWE Early Literacy Computer, table, chairs, headphones, and splitter for \$4000.

Lois Lenski Covey Foundation Grant – Partnering through the Friends of the Hutto Public Library previously applied through the Library Advisory Board. This grant would assist with purchasing books used for the Early Literacy Outreach Program for the bookmobile program through First Books.

Elsasser motions to approve both Dollar General Literacy Foundation: Youth Literacy Grant and Lois Lenski Covey Foundation Grant; Baptiste second the motion with amendment to apply with partnership of Friends of the Hutto Public Library or Library Advisory Board; motion passed 6-0.

4D. Discussion concerning the Texas Public Library Standards Local Implementation Checklist (APPENDIX A) and the focus on Service (Accessibility, Information, and Programs).

Riggs reviewed the Texas Public Library Standards Local Implementation Checklist items with a focus on Service Standards (Accessibility, Information, and Programs). Riggs stated these guidelines are not needed to meet state accreditation but are useful to see how we stand in comparison with recommended library standards.

4E. Discussion concerning the approved Hutto Public Library policy and procedures.

Riggs stated policy and procedures were present before City Council on April 19 and were approved. Council did question Code of Conduct policy and after discussion was approved all changes and updates to policy and procedure. Policy was reviewed for new Library Advisory Board members.

Chappell request updates regarding new library such as digital renderings, signage, and landscaping. Also how many Hutto Employees have library cards? Westbrook request information on update on moving dates. Chairperson Baker spoke on the sponsorship and states he is working on Tiger Rock to sponsor study rooms.

5. Adjournment

Vice-Chairperson Chappell motioned to adjourn the meeting at 7:28 p.m.; second by Westbrook; motion carried 6-0.

I certify that the meeting minutes are official, on the **13** of **August**, 2018 at 7:45 PM and will remain available the through City of Hutto offices as reference to the business conducted during the meeting.



Dwight Baker, Chairperson
Library Advisory Board



Lisa Riggs, Library Supervisor
Hutto Public Library