



# City of Hutto

## Agenda

### Special Meeting- Library Advisory Board March 16, 2026, 6:00-8:00pm Library Large Meeting 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](http://huttotx.gov)

1. **CALL SESSION TO ORDER 6:06pm- Morgan Hubbard called session to order.**
2. **ROLL CALL In person: Morgan Hubbard, James Matlock, Angela Hartman, Veronica Maxey; Online: Tanya Ward; Absent: Kyle Parkinson, Meli Salinas**
3. **PUBLIC COMMENT**  
Please fill out required registration form before meeting. Public comment is limited to 3 minutes. City Council can not talk about any items not on the agenda per state law. Written comments for this meeting may also be sent to [comments@huttotx.gov](mailto:comments@huttotx.gov) PRIOR to 4:00 pm on Monday, March 16, 2026. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.
4. **AGENDA ITEMS- Details below**
  - 4.1. Vote on elected positions for 2026 to include Chair, Co-chair, as well as the discussion of those who have terms to expire in June 2026 as far as plans to re-apply for LAB
  - 4.2. Discuss changing our meeting cadence to one time per month instead of once per quarter
  - 4.3. Discuss the Library's top 3 priorities for 2026- Safety, Technology, Outside Funding
  - 4.4. Review the attached Chapter 2: Administration and Personnel, Article 2.02. Boards, Commissions, and Authorities, Division 4. Library Advisory Board. Define "Powers and duties." focusing on what each looks like in practice, and expectations.
  - 4.5. Create a Strategic Plan for LAB for 2026
5. **ADJOURNMENT- Morgan Hubbard adjourned meeting at 7:29pm.**
6. **CERTIFICATION**  
I certify that this notice of the March 16, 2026 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 DATE before 5:00 P.M.



*Kristin Phillips*

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](mailto:City.Secretary@huttox.gov) or call (512) 759-4033 for assistance.

4.1 Vote on elected positions for 2026 to include Chair, Co-chair, as well as the discussion of those who have terms to expire in June 2026 as far as plans to re-apply for LAB.

Notes: Kyle Parkinson & Tanya Ward both have terms ending in June 2026. Kyle can re-apply if interested in continuing on LAB. Tanya has given notice that she will not be renewing her term. **LAB members present decided to hold off the election until the next LAB Special Called Meeting on April 6 or 13, 2026 starting at 6pm in the Library's meeting room.**

4.2 Discuss changing our meeting cadence to one time per month instead of once per quarter.

Notes: Discussion by in-person LAB members. **Motion to pass by James Matlock, 2nd by Morgan Hubbard.** \*\*\*We will discuss on 4/6/26 or 4/13/26 if the ordinance needs to be updated with new meeting cadence, if we need to present this and request from city council, as well as reword the attendance policy. Kristin will reach out to the Parks & Rec Board for guidance on their ordinances since they meet monthly. Kristin will also reach out to City Secretary to get info on how to move forward with changing ordinance and report back to group on 4/6/26 or 4/13/26.

4.4 Review the attached Chapter 2.....Define "powers and duties," focusing on what each looks like in practice, and expectations. **This was moved to be discussed at 4/6/26 or 4/13/26 meeting.**

4.5 Create a Strategic Plan for LAB for 2026

Notes: **This was moved to the 4/6/26 or 4/13/26 meeting where we hope to have more members in person to provide input.**

Kristin will send an email to all LAB members with these minutes so that a date can be decided for the next LAB Special Meeting- either April 6, 2026 or April 13, 2026 starting at 6pm at the Library.