STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On January 18, 2022, the HLC Council met at 9:30 a.m. via Zoom and in person in the HLC Meeting Room for a Regular Meeting.

The following Members were present in person:

Amanda Barrera	Chair
Valarie Olson	Member
Debbie Reid	Member

The following Members were present via Zoom:

Jackie Owens	Member

Also in attendance:

Troyce Wilson	Harrington Library Consortium
Lauren Pronger	Harrington Library Consortium

ITEM 1: Call to Order.
Amanda established a quorum and called the regularly scheduled meeting of HLC Council to order at 9:29 a.m.

ITEM 2: Approval of minutes.
Motion to accept the October 11, 2021 minutes was made by Debbie, seconded by Valarie, and unanimously carried.

ITEM 3: Presentation, discussion, and consideration by the Harrington Library Consortium staff on current departmental issues and activities.
Troyce reported progress on testing SirsiDynix upgrade. During the HUG meeting on January 25th, members will vote on whether to upgrade Workflows so it can be distributed by March. Troyce is also fixing some tag issues with imported items from InfoBase. HLC hasn't had an update from Premiere Wireless about the delivery of the hotspots and Chromebooks ordered for member libraries, but the devices' monthly service bills have already started arriving. APL's previous purchase of Comics+ was discussed as interest in Comics+ has been renewed.

ITEM 4: Presentation, discussion, and consideration of HUG representative report.
April Dillon from Hemphill County is retiring this month after 24 years.

ITEM 5: Presentation, discussion, and consideration of Strategic Planning process and the update of organizational documents.
Amanda introduced the documents from the last Strategic Planning session and summarized the memo from Marcus Norris regarding updating the language in the HLC Bylaws. Reviewed past member surveys and questionnaires from Donna and Mark.

Discussion of Bylaws:

- Bylaws state that Council can create ad hoc committees at any time so the Technical Advisory Committee, Acquisitions Taskforce, and Serials Taskforce will be disbanded because they haven't met in recent memory and their relevant duties have been carried by current active committees.
- Bylaws use "Board" and "Council" interchangeably, they will be changed to use "Council" only.

Once Bylaws have been updated to reflect HLC in its current state, Strategic Planning will focus on defining a vision for HLC's future and integrating it with member library responses to a survey that will be sent out. An ad hoc committee will be formed to create and distribute a new survey that incorporates goals set during the 2013 Strategic Planning session. The survey will be sent out during the next HUG meeting on January 25th.

Discussion of Troyce's retirement in December 2024 and eventual replacement. The current APL technology advisor, Michael Freeman, can be trained in HLC's technical areas so the future Operations Manager can focus solely on contract negotiations and general daily management.

Discussion of Charter:
- May delete the Term of Agreement
- "Membership in HLC is limited to the members named above... Charter members named include West Texas University and Texas Tech University Health Science Center of Amarillo, neither of whom are current active members. Language needs to be changed to reflect that chartered members are not included in HLC operations unless they are active members.
- "Withdraw and dissolution..." section needs to be stricken regarding purchasing and distributing equipment.
- "The ownership of the system" needs to be reworded.

Once all necessary changes have been made to the Charter, it will be refiled with Potter County.

Budget regarding IT will be looked at.

ITEM 6: Discuss Time for Next Meeting and Possible Agenda items

The next meeting will be February 15, 2022 at 9:30am in person/Zoom at the HLC offices.

Add the following items to the next agenda:

- Approval of January 18, 2022 minutes.
- Presentation, Discussion and Consideration by the Harrington Library Consortium staff on current departmental issues and activities.
- Revision of HLC Bylaws
- Presentation, discussion, and consideration of HUG representative report.
- Presentation, discussion, and consideration of Strategic Planning process and the update of organizational documents.

ITEM 7: Public Forum. - There was no one from the public in attendance.

Meeting was adjourned at 10:33 am.

Amanda Barrera, Chair

ATTEST: