STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On August 8, 2022, the HLC Council met at 9:30 a.m. in the HLC Meeting Room for a Regular Meeting.

The following Members were present in person:

Amanda Barrera	Chair
Debbie Reid	Member
Emily Gilbert	Member
Valarie Olson	Member

Also in attendance:

Troyce Wilson	Harrington Library Consortium
Lauren Pronger	Harrington Library Consortium
Pamela Barrett	AISD
Matt Poston	COA Finance

ITEM 1: Call to Order.
Amanda established a quorum and called the regularly scheduled meeting of HLC Council to order at 9:35 a.m.

ITEM 2: Approval of minutes.
Motion to accept the July 12, 2022, minutes was made by Debbie, seconded by Emily, and unanimously carried.

ITEM 3: Presentation, discussion, and consideration of Amarillo Independent School District's withdrawal from the Harrington Library Consortium.
This past year was financially difficult for AISD and there were many concerns from parents and community about items that showed as available but were held by a different HLC library. In the current political and financial climates, AISD would like to withdraw in the absence of being able to limit their patrons' searches to AISD libraries only. The minimum cost to remove non-library holdings is $12,000, and there is another currently unknown minimum cost for removing other libraries from the Enterprise catalog.

In the Interlocal agreement (MOU) between AISD and HLC, Item #12 states that HLC will provide a copy of AISD bibliographic holdings at a charge equal to the costs incurred by HLC. Pam stated that she had talked with AISD attorneys, and they agreed this was accurate.

The five-year plan has been updated to account for AISD's withdrawal, the City of Amarillo IT charges, and the HLC Administrative Assistant salary.

Our Sirsi representative is investigating whether our 7-year contract will need to be changed or updated due to cost and the large change in number of licenses. HLC should hear back from that representative sometime this week.

Troyce will retire in February 2023 to save some costs for HLC, and her position will be restructured in future strategic planning sessions. A projected cost for the new position will be included in the new five-year plan.

The budget will need an amendment, and the endowment will need to be included. Debbie will take this meeting's concerns to the Financial Committee and will draft a new budget by the next Council meeting.

The OCLC cost will need to be distributed among the other libraries when AISD is taken off.

At the end of the 2022-2023 school year, HLC will need to take stock of AISD library cards, and the remaining cards will need to be charged to AISD before their official date of withdrawal.

ITEM 4: Presentation, discussion, and consideration by the Harrington Library Consortium staff on current departmental issues and activities.

RFP on ILL programs. OCLC stops all services for the NRE in the Fall of 2024. The replacement was supposed to be operable by Fall 2023 but is behind schedule.

HLC trainings have completed for the summer, and training recordings are available on the website.

Database cleanup is still in process.

ITEM 5: Presentation, discussion, and consideration of HUG representative report.

Jackie was not present at this Council meeting; no report was given.

ITEM 6: Presentation, discussion, and consideration of 2013 Environmental Scan.

In light of AISD's withdrawal, the next Environmental scan will need to be done from the angle of scaling down HLC, focusing on negotiating databases for its members.

In-person outreach to school district members in particular may be necessary to receive feedback for the scan and to reiterate the benefits of HLC membership. A survey could be given at this time to receive one-on-one responses and itemize the priorities of each school member.

The new survey will be done at the next HLC Council meeting so that outreach can begin in October.

The new scan should be completed by January 2023.

ITEM 7: Discuss Time for Next Meeting and Possible Agenda items

The next meeting will be September 12, 2022 at 10am in person/Zoom at the HLC offices.

Add the following items to the next agenda:

- Approval of August 8, 2022 minutes.
- Presentation, Discussion and Consideration by the Harrington Library Consortium staff on current departmental issues and activities.
- Presentation, discussion, and consideration of HUG representative report.
- Approval of 2022-2023 budget with new adjustments.
- Organizational chart will need to be updated.
- Bylaws will need to be updated to reflect a non-AISD Council member.
- Vote on change of bylaws, organizational chart, and budget.

ITEM 8: Public Forum. - There was no one from the public in attendance.

Meeting was adjourned at 10:32 a.m.

Amanda Barrera, Chair

ATTEST:
Submitted by Tracy Wyss
on behalf of Lauren Prongay