STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On October 4, 2022, the HLC Council met at 9:00 a.m. in the HLC Meeting Room for a Regular Meeting.

The following Members were present in person:

Amanda Barrera	Chair
Matt Poston	Member
Emily Gilbert	Member
Jackie Owens	Member

Also in attendance:

Troyce Wilson	Harrington Library Consortium
Silvia Shaver	Library Secretary

ITEM 1: Call to Order.
Amanda established a quorum and called the regularly scheduled meeting of HLC Council to order at 9:11 a.m.

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

ITEM 3: Presentation, discussion, and consideration by the Harrington Library Consortium staff on current departmental issues and activities
Troyce stated that Sirsi will be doing the database extraction for AISD on October 27th. Troyce requested an estimate from Sirsi for the total cost of the extraction. That cost will be charged to AISD.

Troyce talked to Linda from Sirsi about what they are going to do about the contract with AISD's withdrawal. Linda wants to know if there is something that we need to cut on it. Troyce's salary will decrease when we hire her replacement, and probably we will have a decrease on Tumblebooks. Only 84 schools will be on Sirsi after removing AISD. We will request Sirsi to come down $80,000 on the new contract.

Troyce has been doing a non-database cleanup. She has all the October invoices sent out to the City. Troyce is going to ask Melissa Njus, APL Buyer, to help her with the HLC invoicing.

ITEM 4: Presentation, discussion, and consideration of HUG representative report
The upcoming HUG meetings will be in: October 2022, January 2023, February 2023, March 2023, and September 2023. HUG created a committee to nominate the officers; Lori Morris from Panhandle volunteered to be the secretary and Emily is going to be the treasurer.

Jackie reported that some of the AISD librarians are retiring. She also reported that they discussed AISD's withdrawal; they understand the modification in the bylaws and the organizational chart. HUG meetings are going to be at 2:00pm instead of 1:30pm.

ITEMS 5 AND 6: Election of HLC Chair for 2-year term and Election of Vice Chair for 1-year term

Emily accepted to be the HLC Chair for a 2-year term, and Amanda was elected to be the HLC Vice Chair for a 1-year term. Matt made a motion to approve it. Amanda seconded, and unanimously carried.

ITEM 7: Approval of HLC Organizational chart

Amendment: Just put titles rather than names on the HLC Organization chart (see attachment).

Emily made a motion to accept the HLC Organization chart with the recommended changes to take effect in February of 2023. Seconded by Matt and unanimously carried.

ITEM 8: Presentation, discussion, and consideration of Bylaws to reflect AISD withdrawal

Amendment: Change Article VII, Section 2 from "AISD" to "a member ISD" (see attachment).

There was a motion made by Matt to accept the Bylaws to reflect AISD's withdrawal with changes. Seconded by Jackie and unanimously carried.

ITEM 9: Presentation, discussion, and consideration of Governance to reflect AISD withdrawal

Amendment #1: "Emily Gilbert, College Librarian, Amarillo College Lynn Library" to "Emily Gilbert, Director of Library, Amarillo College Lynn Library".

Amendment #2: "Troyce Wilson, IT Analyst" to "HLC Staff".

Emily made a motion to accept the revision of the Governance document to reflect AISD's withdrawal. Seconded by Matt and unanimously carried.

ITEM 10: Approval of a survey to send to HLC members

Troyce is going to send the survey to HLC members immediately after it gets approved. The response deadline will be on November 4, 2022. Matt made a motion to approve the survey to send to HLC members. Seconded by Emily and unanimously carried.

ITEM 11: Discuss time for next meeting and possible agenda items

The next meeting will be on Tuesday, November 15, 2022, at 9:00 a.m. in person at the HLC offices.

Add the following items to the next agenda:

- Approval of October 4, 2022, minutes.
- Discuss the results of the survey sent to HLC members.
- Discuss the Sirsi contract.

ITEM 12: Public Forum - There was no one from the public in attendance.

Meeting was adjourned at 10:00 a.m.

Amanda Barrera, Chair

ATTEST: