STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On March 21, 2023, 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:

Emily Gilbert	Chair
Amanda Barrera	Vice-Chair
Matt Poston	Member
Troyce Wilson	Lay Rep Member

The following members were present via Zoom:

Jackie Owens	Member

Also in attendance:

None

ITEM 1: Call to Order.
Emily established a quorum and called the regularly scheduled meeting of HLC Council to order at 9:31 a.m.

ITEM 2: Approval of minutes.
Motion to accept the February 14, 2023, minutes was made by Jackie. Seconded by Amanda, and unanimously carried.

ITEM 3: Presentation, discussion, and consideration by the Harrington Library Consortium staff on current departmental issues and activities
Amanda represented HLC. The new HLC Office Manager was hired; her name is Rebecca Morris but she goes by Becky. She is the niece of Troyce, but she comes with a diverse background that applies to the job and was far and away the best interview. Troyce sat in on the interviews in an informal basis; the official search committee was Amanda, Shaun McDonald (Assistant Director of APL), and Lisa White (Literacy Services Coordinator for APL). There were seven interviews for the position. Becky was not able to attend the HLC Council meeting today, as she was in orientation.

Amanda was supposed to meet with SirsiDynix on Friday, March 17th to discuss the contract, but she was out due to illness and has rescheduled that meeting for March 23rd. There was no word on if there was any recruitment from them to get database-only members to join, or if they would be able to accommodate HLC's request for reduction in contract amount.

Troyce and Becky received the PO# for AISD's $3,800.00 charge to extract all of the records and sent it to Jennifer Maupin. They will follow-up to see if it has been paid. Amanda stated she received an email from Pam Barrett at AISD stating that they are moving to a new system for accounting, so that may slow things down. Troyce verified that she had informed AISD that this was only a portion of the cost.

Troyce will continue to help train Becky, Ben, Michael, and Ivon. Troyce stated she trained Becky on quite a bit and that she is picking up fast on what she's been shown. Per Troyce's request, Becky has created a new Facebook page, as access to the old one has been lost. Troyce and Becky have also placed a barcode order; Troyce reminded the Council that there is a 6000 barcode minimum, with 1000 minimum per library. Becky has also trained on the Website.

Amanda received some information on a vendor for library cards. Troyce noted that the current vendor provides the cards for $.19 each, so that price might be hard to beat.

Amanda noticed there haven't been many requests coming in regarding the Annual Reports. Troyce pointed out she changed the way it was done this year so they should already have most of the information.

ITEM 4: Presentation, discussion, and consideration of HUG representative report

Jackie stated that HUG did meet on February 28th. The major discussion was over HUG and PLIG meeting together. They have not come to terms yet, but appear to be moving towards the groups having one meeting. The meeting would be held in the mornings instead of the afternoon. Aside for one library director stating a preference for continuing to hold separate meeting, most everyone else is leaning towards the joint meeting. It was mentioned that if the meetings are combined, some group specific issues could be handled via e-mail.
The group also discussed a little bit on summer reading and TLA.
Jackie mentioned she may not be at the next HUG meeting, as she will be going out of town.
An agreement was made that the HUG meeting in May will be held in the mornings and continue meeting at that time going forward.

ITEM 5: Presentation, discussion, and consideration of increasing annual User License Fee

Jackie informed the Council that HUG had voted to allow the 3% increase for the 2023/2024 fiscal year. Matt motioned for the HLC Council to approve the increase, Jackie seconded, motion carried unanimously.

ITEM 6: Presentation, discussion, and consideration of establishing a Collection Development Policy for CloudLibrary holdings

Amanda feels it would be best to establish a policy for CloudLibrary holdings due to the political climate and library challenges. She would like to put it in front of HUG for consideration and form a committee to develop the policy. Possibly use the Enterprise Task Force as the core of the committee. Troyce suggested Leslie and Paula also be on the committee, and it was pointed out that they could meet over Zoom if needed. Policy and upgrades have to be approved by Operations group before it can be presented to HUG.

ITEM 7: Discuss time for next meeting and possible agenda items

The next meeting will be on April 11, 2023, at 9:30 a.m. at the HLC office.

Add the following items to the next agenda:

- Discussion of SirsiDynix Contract.
- Discussion on the CloudLibrary Holdings.

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

Meeting was adjourned at 10:00 a.m.

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Emily Gilbert, Chair

ATTEST:

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