STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On August 15, 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
Jackie Owens	Member
Troyce Wilson	Lay Rep Member

Also in attendance:

Becky Morris	Harrington Library Consortium

ITEM 1: Call to Order.
Emily established a quorum and called the regularly scheduled meeting of HLC Council to order at 9:34 a.m.

ITEM 2: Approval of minutes.
Motion to accept the July 11, 2023, minutes was made by Jackie; seconded by Troyce, and unanimously carried.

ITEM 3: Presentation, discussion, and consideration by the Harrington Library Consortium staff on current departmental issues and activities
There are several new librarians this year. Texhoma's librarian left suddenly due to illness and HLC has been assisting them with the Workflows aspect of things, as they had not been using it properly and only had a total of eight books checked out with the system in the last year. Shelbi Allard is the new librarian for Texhoma and Becky has pointed her in the direction of the HLC website for guidance on Workflows and to call HLC with any questions she has so Becky and Michael can assist her. St. Mary's also has a new librarian, Molly Barnes, who is also not familiar with Workflows; Becky sent her to the website to look over the Workflows training as well and HLC will continue to support her as needed. Memphis Middle School's new librarian Tonya Metcalf will need some training as well.

There has been some confusion again about patrons getting a library card in a county/city in which they do not reside. There seems to have been some misinformation given to a librarian by her predecessor. It was explained that HLC's stance is that they are allowed to get a card in a different county, as long as they are being charged for it. It is up to the library in question to determine how much they want to charge.

Becky will be sending out an email to HUG to see if they are interested in adding Newsstand to the Cloudlibrary. It will be and estimated cost of $172 per library, per year and it is an all or nothing membership which means that all libraries must agree to the addition, or we cannot add it. Shaun did say that they would be willing to do a 3 month free trial if the libraries are interested.

Becky will be sending out the quote to AISD this week for the extraction/deletion.

Amanda notified the council that Ivon will be retiring some time mid-September. Her position was not one of the ones cut with budget, however Amanda is going to recommend posting the position as a Librarian 1.

Becky and Troyce are working on the HLC budget to submit for finalization. Troyce's services will be added as a line item of special services on the budget.

Sherri Brorman in Vega is not comfortable with CloudLibrary and how to use it to encourage her patrons to utilize it. Amanda will make time to go to Vega and work with Sherri to help her get more comfortable, especially since HLC may be joining CloudLink.

Baily Barclay of Turkey reached out about trying to get their library back up and running. They were wanting to know the cost of database only membership; Becky supplied them with that amount. She also doesn't have much in the way of books right now so Amanda spoke with Stacy and they agreed that after the early September book sale at APL, Sherri will be welcome to come get a several bags of books to get her started. Jackie mentioned that she has extra copies of several more popular books that they might be willing to give to her also; AC may have some books as well once the renovations are completed. Troyce mentioned that she can also come to the HUG meetings to do some networking, etc. Troyce also mentioned that we would be able to divide up over 5 years the cost of becoming a member of HLC if they are interested in that.

The old lab computers will be offered via the Technology Equipment requisitions as they did in the past. The computers are only about 2 or 3 years old, so they are still very good. Michael is working on getting the new computers set up and going, he is waiting on some wires to be delivered to complete the set up.

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

No HUG meeting, nothing to report. The next HUG meeting will be September 26th.

ITEM 5: Presentation, discussion, and consideration of the SirsiDynix contract

Item tabled. Amanda and Troyce will be meeting with Stacy Betts at 11am for discussion.

ITEM 6: Presentation, discussion, and consideration of CloudLink membership

The CloudLink committee met on July 17th and voted to accept HLC's application for membership. Legal has already looked over the interlocal agreement and said it was fine. APL will pay the $1000.00 membership fee, must spend a minimum of $10,000, or 10% of purchases each year on e-resources that will be shared with CloudLink members. Troyce made motion to accept, Amanda seconded; unanimously passed.

ITEM 7: Presentation, discussion and consideration of contract with Troyce as a consultant

After council reviewed the service agreement between Troyce and HLC it was approved for a vote. Jackie made motion to approve contract, Amanda Seconded, unanimously approved. Troyce abstained from voting.

ITEM 8: Discuss time for next meeting and possible agenda items

The next meeting will be on September 19, 2023, at 11:00 a.m. at the HLC office.

Add the following items to the next agenda:

- Discussion of SirsiDynix Contract.
- Discussion of HLC Budget.
- Discussion of Technology Grant applications.
- Discussion of Vice Chair vote.

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

Meeting was adjourned at 10:18 a.m.

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Emily Gilbert, Chair

ATTEST:

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