STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On April 9, 2024, the HLC Council met at 10:00 a.m. in the HLC Meeting Room for a Regular Meeting.

The following Members were present in person:

Justin Blackstock	Member
Troyce Wilson	Vice Chair

The following were present via Zoom:

Emily Gilbert	Member

Also in attendance:

Michael Freeman	Harrington Library Consortium/APL

ITEM 1: Call to Order.
Troyce established a quorum and called the regularly scheduled meeting of HLC Council to order at 10:05 a.m.

ITEM 2: Approval of minutes.
Motion to accept the February 13, 2024, approval of minutes was made by Emily; seconded by Troyce, and unanimously carried.

ITEM 3: Presentation, discussion, and consideration by the Harrington Library Consortium staff on current departmental issues and activities
Troyce introduced Justin Blackstock, Treasurer for the City of Amarillo as the new HLC council member, replacing Matt Poston.

Becky will be placing an order for library cards this week. She has been in contact with Michael Blake, from Lucas Color Cards and he was able to negotiate our price down to $.21 per card before shipping if we order 6000 cards, to beat the $.22 per card we were paying Permacard.

Becky was able to create a card design for Turkey Public Library, as well as re-design the cards for Collingsworth and Hutchinson County libraries. She used the AI feature on Canva to create unique images to use on the cards.

White Deer ISD has requested plastic library cards as well, instead of using the paper cards that they order every year. HLC will also be ordering 2 barcode scanners for them, one for the elementary and one for the high school. They are requesting help to learn the process and how to use the scanners once they receive them.

White Deer is also requesting assistance in May to help them weed and inventory, since they will be closing the library at the end of April. Jennifer Bandy, the elementary principal, is working to get the library updated and said that the library has not been weeded in 30 years.

Texas Virtual Schools have cancelled all of their reservations with HLC; they stated they needed a bigger space. They had booked the meeting room, computer lab and spare office for 3 weeks.

Troye had to re-do the Cloud Library stats, but the numbers were sent out to everyone for their annual reports.

ITEM 4: Presentation, discussion, and consideration of HUG representative report
Item tabled, no representative to present the report.

ITEM 5: Presentation, discussion, and consideration of the Smart Board and Desk
There has been no interest from member libraries on the Smart Board or desk HLC has available. Troyce presented a suggestion to offer them to area non-profit organizations like Maverick Club or Wesley Community Center. Emily made a motion to accept that option, seconded by Justin and unanimously carried.

ITEM 6: Presentation, discussion, and consideration of combining Memphis Elementary Schools
Memphis Elementary has notified HLC of the need to combine elementary schools due to a lack of staffing to maintain both schools. They are requesting to drop 1 of the user fees at the beginning of fiscal year. Troyce made a motion to accept the request, seconded by Justin and unanimously carried.

ITEM 7: Presentation, discussion, and consideration of CloudLibrary Collection Development Policy
Amanda presented the CloudLibrary Collection Development Policy to HUG at their last meeting and it was approved to be presented to the HLC Council for acceptance. Emily made a motion to accept the policy, seconded by Justin and unanimously carried.

ITEM 8: Presentation, discussion, and consideration of notification of fees for withdrawing libraries
Amanda suggested via email that the council consider sending notification of fees for removal by certified mail to libraries wishing to withdraw from HLC. Troyce made a motion to approve, seconded by Emily and unanimously carried.

ITEM 9: Discuss time for next meeting and possible agenda items
TBD: next meeting time will be confirmed once Justin notifies if the Audit is ready.

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

Meeting was adjourned at 10:25 a.m.

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Amanda Barrera, Chair

ATTEST:

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