STATE OF TEXAS
COUNTIES OF POTTER & RANDALL
CITY OF AMARILLO

MINUTES

On September 16, 2025, 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:

Amanda Barrera	Chair
Justin Blackstock	Finance Chair
Sally Bohlar	HUG-Rep
Melissa Eder	AC
Katrina Owens	City Finance Director

Others in attendance:

Michael Freeman	APL
Janie Arnold	CMMS

The following attended remotely via Teams:

Troyce Wilson	Vice-Chair

ITEM 1: Call to Order.
Amanda established a quorum and called the regularly scheduled meeting of HLC Council to order at 10:00 a.m.

ITEM 2: Approval of minutes.
Motion to accept October 15, 2024, approval of minutes was made by Justin; seconded by Sally and unanimously carried.

ITEM 3: Presentation, discussion and consideration of the HLC Audit
Janie Arnold with CMMS presented the HLC Audit. She reported no internal audit issues. HLC received a modified open, meaning it is a lean plan and HLC's financial statement are materially correct and CFDS. Motion to accept HLC Audit as presented, motion made by Sally; seconded by Justin and unanimously carried.

ITEM 4: Presentation, discussion, and consideration of the HLC Investment Policy
Katrina presented the Investment Policy; the only change was a verbiage change. A motion to accept the changes to the investment policy was made by Justin; seconded by Sally and unanimously carried.

ITEM 5: Presentation, discussion, and consideration of the HLC budget
Justin presented the HLC Budget, after some discussion it was decided that we would like to draw down $49,950 from the endowment in 2025/26 fiscal year. Motion to accept the budget with the corrected changes for the endowment fund pending approval of the Finance Committee was made by Sally; seconded by Justin and unanimously carried.

ITEM 6: Presentation, discussion, and consideration of the HLC Bylaws
Tabled until revisions are available for review.

ITEM 7: Presentation, discussion and consideration voting on the HLC Council Vice Chair
Tabled until the next meeting.

ITEM 8: Presentation, discussion, and consideration of the HLC staff on current departmental issues and activities
Troyce has been to Hedley ISD to add them to the system. She also made site visits to Channing and Sunray ISD. Every site she has visited is still very happy with HLC. An email was sent to all schools regarding the SB13 compliance stating that HLC's school libraries are in compliance. The only thing that isn't completed yet is the Audience levels in the Marc records. HLC is working with BTCat to accomplish this. Amanda has a meeting with Blakey Riley with Region 16 to discuss who might be giving HLC libraries incorrect information about HLC being in compliance with SB13. Hopefully it is just a misunderstanding. Michael discussed some issue with Princh, but the issues has been resolved.

ITEM 8: Presentation, discussion, and consideration of HUG representative report
HUG hasn't met and there have been no issues reported.

ITEM 9: Discuss time for next meeting and possible agenda items
Next meeting is tentatively scheduled for October 21, 2025, at 10:00am. Agenda items to discuss: HLC Budget, HLC Bylaws, voting for HLC Council Vice Chair, and User Cat3 for CloudLibrary access.

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

Meeting was adjourned at 10:32 a.m.

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Amanda Barrera, Chair

ATTEST:

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