



**CITY OF HUTCHINS
ATWELL PUBLIC LIBRARY BOARD MEETING
AGENDA**

**Tuesday, February 20, 2024 at 6:30 PM
Hutchins Community Center, 500 W. Hickman St.**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Atwell Public Library Board to be held on Tuesday, February 20, 2024 at 6:30 p.m. at the Hutchins Community Center located at 500 W. Hickman St, Hutchins, Texas, at which time the following items will be discussed and considered.

Board Members

President, Cristian Martinez
Vice President, Angela Robertson
Secretary, Brenda Campbell
Board Member, VACANT
Board Member, Yvette Lewis
Board Member, Jessica Sanchez

A. CALL TO ORDER

Roll Call

B. CITIZEN COMMENTS: *This agenda item provides an opportunity for citizens to address the Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time.*

C. PRESENTATIONS

1. Overview of library grants and programs.

D. CONSENT AGENDA - *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

2. Consider approval of the October 17, 2023 Atwell Public Library Advisory Board Meeting .

E. REGULAR AGENDA - *As authorized by Section 551.071 of the Texas Government Code, the Board reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

3. Discuss and consider recommendations for a new recreation center and library building.

4. Discuss and consider library board soliciting or providing sponsorship for the Top Readers prizes for the 2024 Summer Reading Challenge.

5. Discuss and consider patron survey on library services and hours.

F. ITEMS OF COMMUNITY INTEREST

6. Smokey Bear Reading Challenge, February 12, 2024-August 31, 2024, READSquared program, Atwell Public Library, 300 N. Denton St. Hutchins, TX 75141.
7. Baby and Toddler Story Time, Thursday, February 29, 2024 at 2:15 p.m., - Atwell Public Library, 300 N. Denton St., Hutchins, TX 75141.
8. Free eclipse glasses, March 25-29, 2024, - Atwell Public Library, 300 N. Denton St., Hutchins, TX 75141.

G. ADJOURNMENT

CERTIFICATION

I certify that a copy of the February 20, 2024 agenda of items to be considered by the Atwell Public Library Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website www.cityofhutchins.org, in accordance with Chapter 551 of the Texas Government Code. Posted on February 16, 2024 before 6:00 p.m.

Olivia Daniels

Olivia Daniels
Staff Liaison

ACCESSIBILITY STATEMENT

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 24 hours in advance of scheduled meeting. For assistance, please call the staff liaison at 972-225-4711 or email AtwellLibrary@cityofhutchins.org



STAFF REPORT

MEETING DATE:	February 20, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Overview of Library Grants, partnerships, and current programs.

Background Information

Since the library board met in November 2023, the Atwell Public Library has been granted many opportunities positively affecting the library’s budget and resources for the Hutchins community. Staff will discuss the A.R.T. Transfer book program, Space Science Institute – solar eclipse glasses, ALA Thinking Money for Kids program, ReadSquared reading program app, Atmos Energy sponsorship, as well as current programs.

Budget Implications

\$600 value for 550 solar eclipse glasses granted.

\$9,500+ value for the permanent collection and community library for 405 contemporary art books.

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

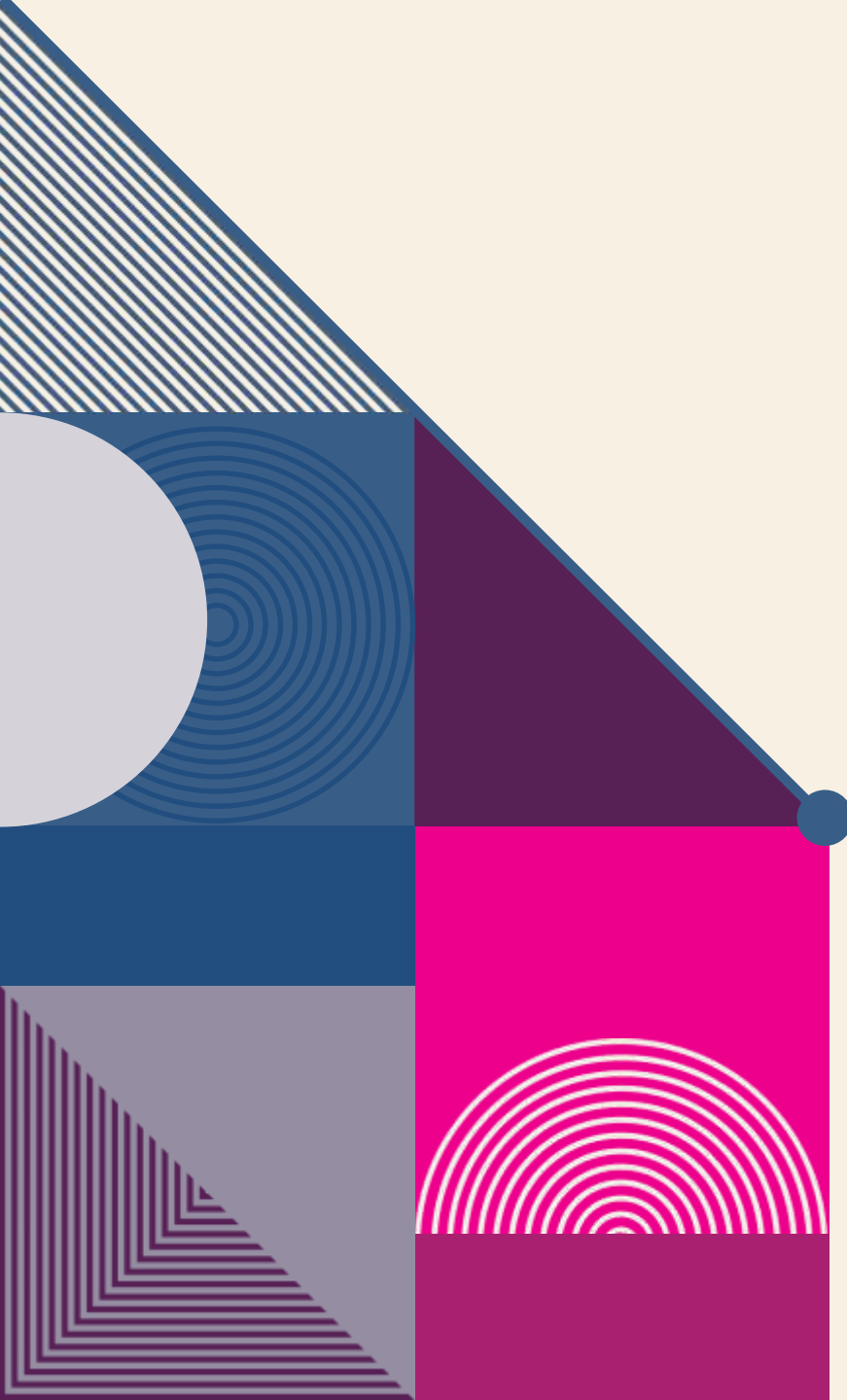
Staff recommends board members supporting the library by learning about the current programs, checkout materials, and advocate programs and app to the public.

Supporting Documentation and Attachments

February2024Presentation-libraryboard.pptx

ATWELL PUBLIC LIBRARY ADVISORY BOARD MEETING

TUESDAY, FEBRUARY 20, 2024



PRESENTATIONS

Overview of library grants and programs

REGULAR AGENDA

Library and Recreation Center

Summer Reading - Top Readers Prizes

Library Survey



OVERVIEW OF LIBRARY GRANTS AND PROGRAMS

A.R.T. LIBRARY PROGRAM



**THE
PERFORMANCE
OF BECOMING
HUMAN**
**DANIEL
BORZUTZKY**



The organization A.r.t R.esources T.ransfer's program "A.R.T. Library Program" grant public libraries, schools, and reading centers a selection of contemporary art books annually.

Atwell Public Library was granted 405 books for the permanent collection and Community Library.

SOLAR ECLIPSE ACTIVITIES FOR LIBRARIES (SEAL)



Through the Space Science Institute sponsored by the Gordon and Betty Moore Foundation:

The SEAL Program has granted the Atwell Public Library with **500 eclipse glasses** and resources to host activities and safety information for our community before the **total solar eclipse on Monday, April 8, 2024.**



THINKING MONEY FOR KIDS PROGRAM (TM4K)



THINKING
MONEY
FOR
Kids
PROGRAM KIT



ALL-IN-ONE KIT
FOR CHILDREN'S
FINANCIAL EDUCATION
PROGRAMMING



Grant from American Library Association (ALA) and Firna Investor Education Foundation:

- Kids' programs for children to learn about personal finance.
- Launchpad tablets with pre-loaded financial educational games.
- Program starts September 2024.

READSQUARED APP

The library is subscribed to READSquared for 1 year.

The reading program app:

- Helps to manage patron accounts and prizes.
- Motivates children and adults to join ongoing reading challenges.
- Ties into national challenges -Ex: **Smokey Bear 80th Birthday Reading Challenge.**
- Incentives - prizes, virtual badges, reading certificates.
- Minigames, in-app books, missions and activities for more points!

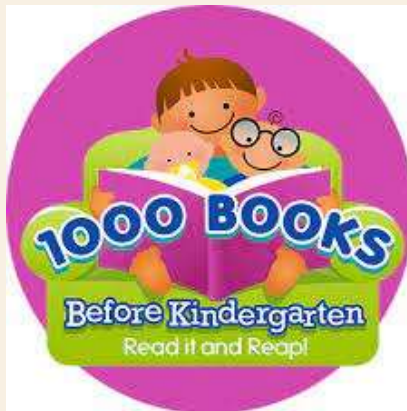


The screenshot shows the READSquared app interface for a user named John Doe. The app is titled 'READSquared' and is associated with 'R2 PUBLIC LIBRARY DEV 3'. The main section is titled 'Women's History Month' and displays a progress bar at 57%. The user has a total of 142 points and has earned 116 points this month. Below the progress bar are buttons for 'Enter Activity', 'Enter Code', 'Missions', 'Bingo Card', and 'Dashboard'. The 'Program Games' section lists several activities with book covers: Strega Nona, No Mirrors in My Nana's House, Hidden Figures, Ada Byron Lovelace & The Thinking Machine, Molly, By Golly! by Dianne Ochiltree, and Amelia Earhart by Ma Isabel Sanchez Vegara. Other games include Waffle Game, Letter Matching, Word Puzzle, Improving Your Community, Matching Colors, and Farm Puzzle. The 'Book Recommendations' section features 'Spiders' by Nic Bishop, with a description: 'NSpiders are meat eaters, like lions and tigers. But they are much more'. The app is currently loading more content.

READSQUARED PROGRAMS

1,000 Books Before Kindergarten

- For kids 0-5 years old who have not entered into kindergarten.
- All books read to children by parents, siblings, or library story times count toward goal.
- Atwell Public Library offering a small prize at each 100 book milestone.



Smokey Bear Reading Challenge:

- Kids 0-18 read 3 books on fire prevention or the environment.
- They complete "missions" for virtual badges.
- Prize is a limited edition button.



ATMOS ENERGY SPONSORSHIP



Atmos Energy, Community Outreach Coordinator, K. Smith has agreed to fund a portion of our Summer Reading Program grand prizes.

We are in discussion of sponsorship of other events or activities this year, TBD.

REGULAR AGENDA

Library and Recreation Center

Summer Reading - Top Readers Prizes

Library Survey

LIBRARY & RECREATION CENTER

As library advocates, the board will have an open discussion of what would be most advantageous for the community in a future building.



TOP READERS - WINNER PRIZES

With the expansion of the Summer Reading Program in 2021, and the further inclusion of adults in 2023, the top readers categories are:

1. Children and Families
2. Teens
3. Adults

We are asking library board to help with these 3 prizes either through sponsorship or soliciting prizes through donations.



LIBRARY SERVICES SURVEY

This agenda item was first discussed at October 2023 library board meeting. Library Survey was conducted in 2021. This item was tabled for January 2024.

- Does the library board recommend a new library services survey?
- Does the library board recommend to issue a new survey when population increases ?
- New community of Southaven of 700 houses to be built . Construction currently in progress.



THANK YOU

Olivia Daniels, Librarian

972-225-4711

odaniels@cityofhutchins.org

www.firstupconsultants.com



STAFF REPORT

MEETING DATE:	February 20, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Consider approval of the October 17, 2023 Atwell Public Library Advisory Board Meeting .

Background Information

Library board meeting minutes for the month of October 2023:
- October 17, 2023 Regular Atwell Public Library Board Advisory Meeting.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends approval of the library board meeting minutes for the month of October 2023.

Supporting Documentation and Attachments

1. Library Board Minutes 10.17.23



Hutchins City Hall
321 N. Main Street
Hutchins, TX 75141
www.cityofhutchins.org

President Cristian Martinez
Vice President Angela Roberts
Secretary Brenda Campbell
Board Member Sherri Edwards
Board Member Yvette Lewis
Board Member Jessica Sanchez

**MINUTES
CITY OF HUTCHINS
ATWELL PUBLIC LIBRARY ADVISORY BOARD MEETING
Tuesday, October 17, 2023– 6:30 PM
Hutchins City Hall- Council Chamber
321 N. Main St., Hutchins Texas**

The Atwell Public Library Advisory Board met at the Hutchins City Hall- Council Chamber located at 321 N. Main St., Hutchins, Texas, on Tuesday, October 17, 2023, with the Regular Library board meeting beginning at 6:30 p.m. at which time the following items were discussed and considered:

REGULAR SESSION:

A. CALL TO ORDER: Vice President Angela Robertson called the meeting to order at 6:30 p.m.

1. Roll Call: Board Members in attendance: Vice President Angela Robertson, Secretary Brenda Campbell, Board Member Yvette Lewis, and Board Member Jessica Sanchez. President Cristian Martinez and Board Member Sherri Edwards were absent.

B. CITIZEN COMMENTS: None.

C. PRESENTATIONS: None.

D. CONSENT AGENDA – *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

1. Consider approval of the September 19, 2023, Atwell Public Library Advisory Board Meeting minutes.

Secretary Campbell made the motion seconded by Board Member Sanchez to approve the Consent Agenda as presented. All in favor, the motion was carried unanimously 4-0.

E. REGULAR AGENDA

1. Discuss and consider patron survey on library services and hours and distribution.

Presented by Olivia Daniels, Librarian

Olivia Daniels, Librarian provided information about the library hours and staff for the surrounding eight closest libraries as well as a draft of a current patron survey. Wanda Randle, Director-Community Services & Park Programs, spoke on the previously issued patron services survey. Board members discussed and considered a patron survey to be issued this year. Board members voted to table the issue until the January 16, 2023 board meeting. All in favor, the motion was carried unanimously 4-0.

F. ITEMS OF COMMUNITY INTEREST

Vice President Angela Robertson announced the items of community interest.

G. ADJOURNMENT

Vice President Robertson made the motion seconded by Board Member Sanchez to adjourn the meeting at 7:17 p.m. All in favor, the motion was carried unanimously 4-0.

PASSED AND APROVED BY THE ATWELL PUBLIC LIBRARY ADVISORY BOARD AT A REGULAR MEETING HELD ON NOVEMBER 21, 2023.

APPROVED:

Cristian Martinez, President

ATTEST:

Brenda Campbell, Secretary



STAFF REPORT

MEETING DATE:	February 20, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Discuss and consider recommendations for a new recreation center and library building.

Background Information

The building project for the new Hutchins City Hall is slated for completion in 2025. City administrators are openly discussing the possibility of a new library and recreation center as a future city project. As a library board member with insights into our current library facilities, the board is being asked for their input on recommendations and opinion on a new building.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends an open discussion of ideas and recommendations about preliminary plans for a recreation and library center that would be beneficial to the library and citizens.

Supporting Documentation and Attachments

N/A



STAFF REPORT

MEETING DATE: February 20, 2024

MEETING TYPE: Atwell Public Library Advisory Board

SUBMITTED BY: Olivia Daniels, Librarian

AGENDA CAPTION: Discuss and consider library board soliciting or providing sponsorship for the Top Readers prizes for the 2024 Summer Reading Challenge.

Background Information

Since the library has expanded the Summer Reading Challenge in 2021, it has wanted to bring special attention to those participants who went above and beyond the minimal requirements of the reading challenge. For example, in 2021 one child under 13 read over 10,000 minutes, which was a milestone achievement that the library wanted to take time to recognize. Rewards for being the top reader(s) have been modest prize baskets, bags, or randomly donated items. We received feedback in 2023, some of the winners had hoped to win larger prizes such as electronics, although the top reader's prizes have never been advertised specifically. All grand prizes have been won and distributed as advertised.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends the library board solicit donations for the Top Readers prizes for the 2024 Summer Reading Program and deliver those items to the library by April 30, 2024.

Supporting Documentation and Attachments

N/A



STAFF REPORT

MEETING DATE: February 20, 2024

MEETING TYPE: Atwell Public Library Advisory Board

SUBMITTED BY: Olivia Daniels, Librarian

AGENDA CAPTION: Discuss and consider patron survey on library services and hours.

Background Information

At the September 19, 2023 library board meeting, board members asked for more information regarding the library's current operating hours. At the October 17, 2023, library board meeting, Olivia Daniels, Librarian provided information about the library hours and staff for the surrounding eight closest libraries, the 2021 library services, survey results, and an example of a new survey. Wanda-Randle, Director-Community Services & Parks Programs, spoke on the previously issued patron services survey. Board members ultimately voted to table the issue until the January 16, 2023, board meeting, but due to conflict of meeting schedule, the January meeting was canceled.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends a new survey on services and library hours be conducted after introduction of new residents, i.e. the completion of the new residential neighborhood Southaven, on Lancaster-Hutchins Rd., as the population has not changed significantly since the 2021 library services survey was conducted.

Supporting Documentation and Attachments

N/A