



CITY OF HUTCHINS
ATWELL PUBLIC LIBRARY BOARD MEETING
AGENDA

Tuesday, October 15, 2024 at 6:30 PM
City Hall, 321 N. Main Street

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, October 15, 2024 at 6:30 p.m. at the Hutchins City Hall - Council Chambers located at 321 N. Main 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, Glenda Gilliam
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. Introduction of new board member. Presented by Olivia Daniels, Librarian.

2. Overview of library activities. Presented by Olivia Daniels, Librarian.

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.*

3. Consider approval of the July 16, 2024, 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.*

4. Discuss and consider the election of a new President, for a one-year term ending July 2025.

- [5.](#) Discuss and consider the election of a new Vice President, for a one-year term ending July 2025.
- [6.](#) Discuss and consider the election of a new Secretary President, for a one-year term ending July 2025.

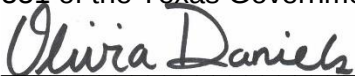
F. ITEMS OF COMMUNITY INTEREST

7. Spooky Tales to Tell in the Light, Thursday, October 24, 2024, 4:30 p.m. - Atwell Public Library, 300 N. Denton St., Hutchins, TX 75141.
8. Voting for Book Character Pumpkin Contest, October 17-24, 2024, all day, -Atwell Public Library, 300 N. Denton St., Hutchins, TX 75141.
9. Halloween Day Treats, Thursday, October 31, 2024, 9:00 a.m. - 3:00 p.m., - Atwell Public Library, 300 N. Denton St., Hutchins, TX 75141.

G. ADJOURNMENT

CERTIFICATION

I certify that a copy of the October 15, 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 October 11, 2024 before 5:00 p.m.



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 Library at 972-225-4711 or email the Librarian at odaniels@cityofhutchins.org



STAFF REPORT

MEETING DATE:	October 15, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Introduction of new board member.

Background Information

On September 2, 2024, the Hutchins City Council appointed our new library board member, Glenda Gilliam. The library board is fully seated with six board members.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

None.

Supporting Documentation and Attachments



STAFF REPORT

MEETING DATE:	October 15, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Overview of Library activities.

Background Information

The Atwell Public Library Advisory Board voted on the July 16, 2024, board meeting to change meeting dates from monthly to quarterly. Our October meeting is the first quarterly meeting since the change, and staff will be giving an overview of the library’s activities since July.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends board members continue to promote the library activities to their neighbors and general public.

Supporting Documentation and Attachments

Library Board October 15 2024 presentation.pdf

Atwell Public Library Advisory Board Meeting

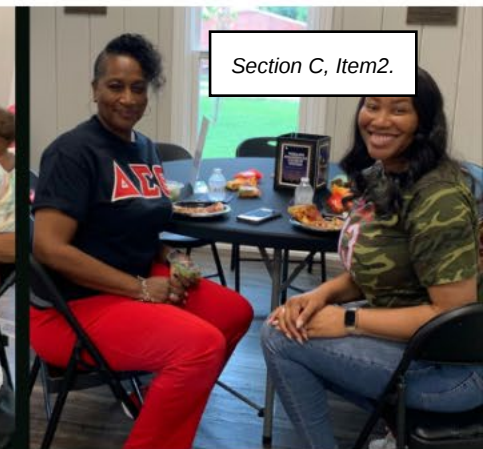
Tuesday,
October 15, 2024

Presented by:
Olivia Daniels, Librarian

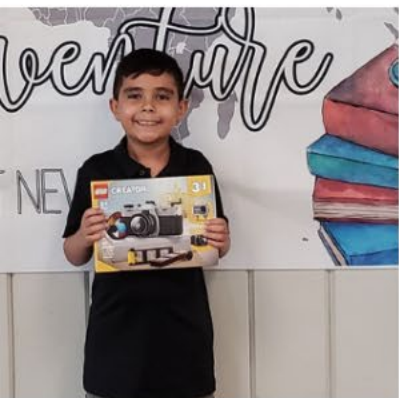


Overview of Library Activities

July-September 2024



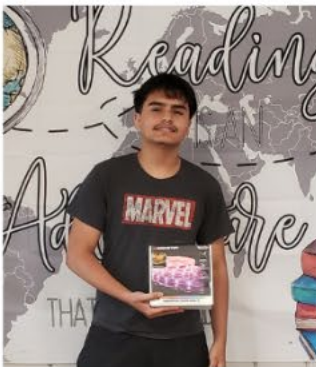
Saturday, July 27, 2024



Fun with Magician Kendal Kane!

Summer Reading Challenge Winners!

Section C, Item2.



¡Ganadores del Desafío de Lectura de Verano!

Texas Secretary of State- SOS



Hutchins- Atwell Public Library has been designated by the Secretary of State (SOS) to provide voter registration services.

The library submitted NVRA- National Voter Registration Act Implementation Plan with SOS in June 2024.

Staff received annual training in accordance with plan.

July 2024, Dallas County Election Department made the library a HUB location. We received the multilingual voter registration stand which distributes forms addressed directly to Dallas County Election Department.

31 voter registration cards distributed since June 2024.

Voter's Registration Drive hosted on
August 22, 2024

A poster for a Voter's Registration Drive. The poster has a dark blue background with a border of white and red stars. The text is in white and red. It reads: "VOTER'S REGISTRATION DRIVE" in large, bold letters. Below this is a graphic of a ballot box with a checkmark and the word "VOTE". To the left of the ballot box is the "Hutchins TEXAS" logo, and to the right is the "ATWELL PUBLIC LIBRARY" logo. Below the logos, it says "AUGUST 22, 2024" and "5PM TO 7PM" in red. Then, "Atwell Library, 300 N. Denton" and "Hutchins, TX 75141" in white. At the bottom, it says "Let your voice be heard!" in red, flanked by red and blue stars.

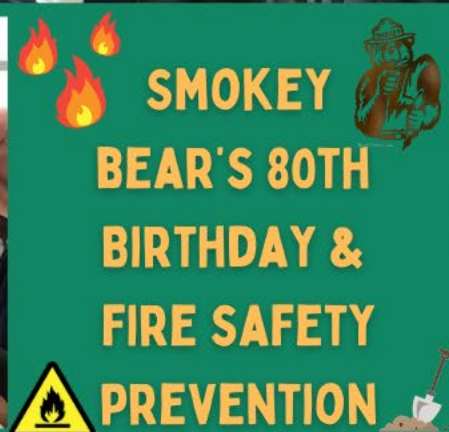
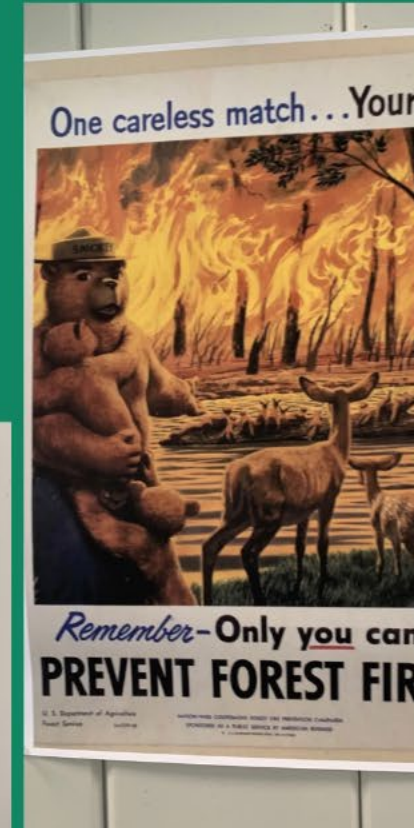
**VOTER'S
REGISTRATION
DRIVE**

**AUGUST 22, 2024
5PM TO 7PM**

**Atwell Library, 300 N. Denton
Hutchins, TX 75141**

★ ★ ★ ★ ★
Let your voice be heard!





September-Library Card Sign Up Month

Sign up events at:

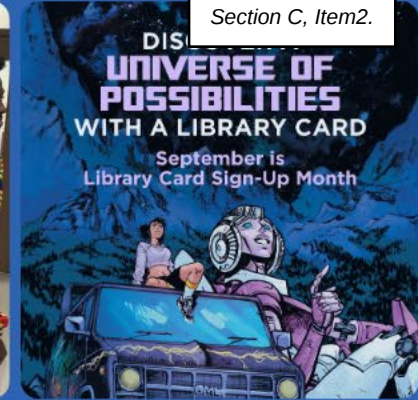
Wilmer-Hutchins
High School

& Wintergreen Terrace MHC

107 entries in Raffle drawing

74 new library Card sign ups





Wilmer-Hutchins High School – Friday, September 13, 2024

THE CITY OF HUTCHINS

HISPANIC HERITAGE MONTH EVENT

- FREE Event
 - Art, music, crafts, education
 - Refreshments
 - Celebration of Hispanic culture
-

Including special highlights of our educational art gallery

"Bittersweet Harvest: The Bracero Program"

courtesy of the Smithsonian Institution.

September 19th from 4PM - 6PM

**Location: Hutchins Community Center &
Atwell Public Library**





Hutchins Celebrates Hispanic Heritage







BLOOD DRIVE



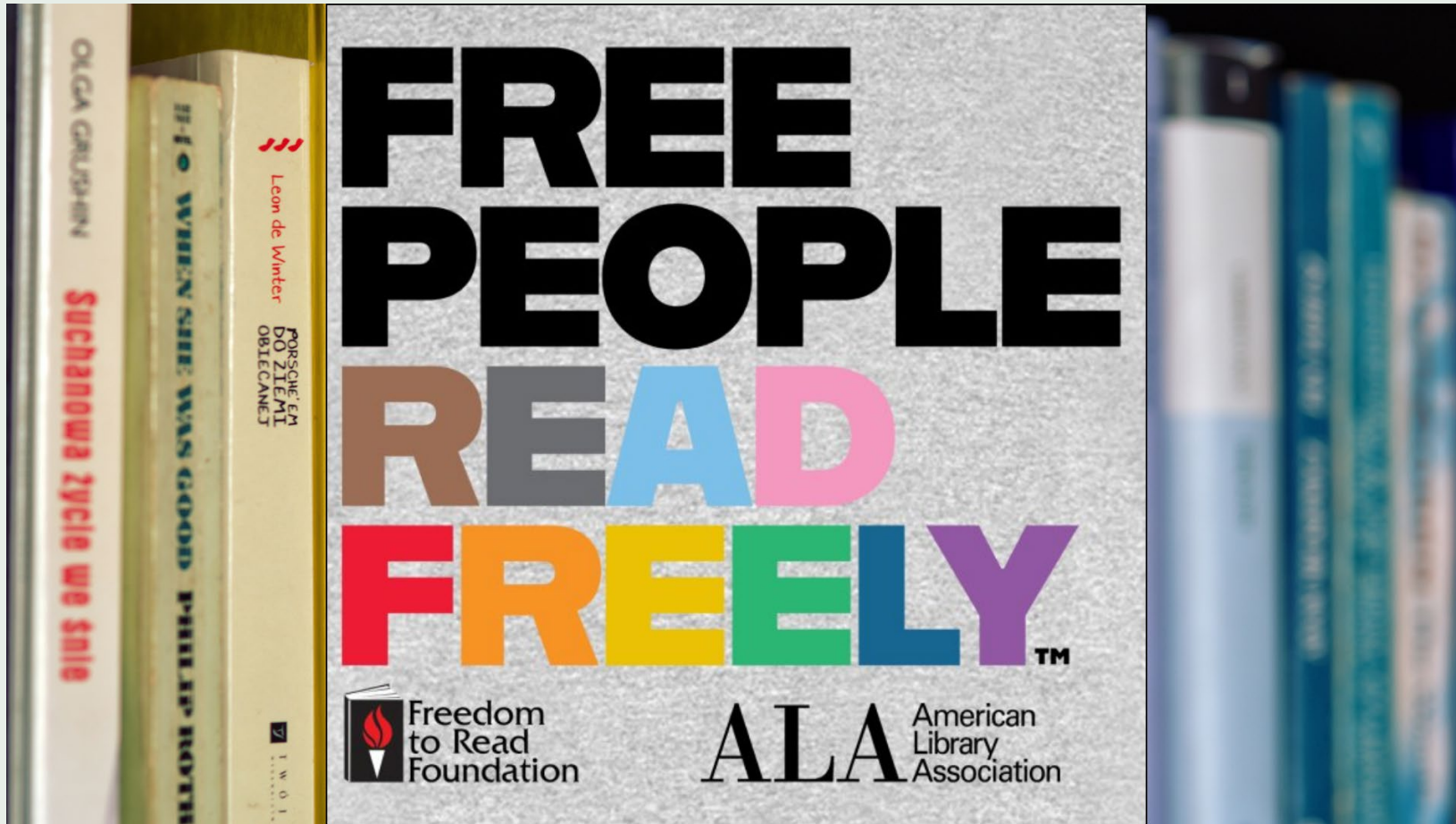
Donation Results

Section C, Item2.

- 9 units of blood donated
- Donation had potential to impact 27 lives.



**FRIDAY, SEPTEMBER 27TH
12:30PM - 5:30PM
ATWELL PUBLIC LIBRARY
300 N. DENTON ST**



Banned Books Week – Book Display

Current & Future Activities

October-December 2024



THINKING MONEY

FOR

Kids

FINRA
Investor Education
FOUNDATION

ALA
American
Library
Association

COMING SOON!

Visit us in-person at one of our
fun kids' programs or check out
a Launchpad tablet pre-loaded
with **financial education games!**



COMING SOON...

launchpad
THE PRE-LOADED LEARNING TABLET





City of Hutchins Fall Festival

ENTRY FREE | MUSIC | FOOD | FUN | CONTEST

12 | **OCT** | STARTS AT 12
2024 | ENDS AT 3:00PM

Campbell Park
200 N. Denton
Hutchins Texas 75141

BOOK CHARACTER KIDS & TEENS PUMPKIN CONTEST



SUBMIT BY OCTOBER 16TH

- In-library voting from October 17-24th.
- Winners announced October 25.
- Prizes (both Kids & Teens):
 - 1st place \$50 Amazon gift card
 - 2nd place Toy prize
 - 3rd place Candy bucket

Kids & Teens Book Character Pumpkin Contest



Section C, Item2.



New e-Book and audio platform.

Section C, Item2.



- **Find** your library
- **Browse** the catalog
- **Select** a book
- **Read** anywhere!



Login online or download the app.

Spanish language fiction and nonfiction lists added.

October **READING** Challenge

1

READ

Adults (18+) read any book in **Boundless** in the month of October.



2

ENTER TO WIN

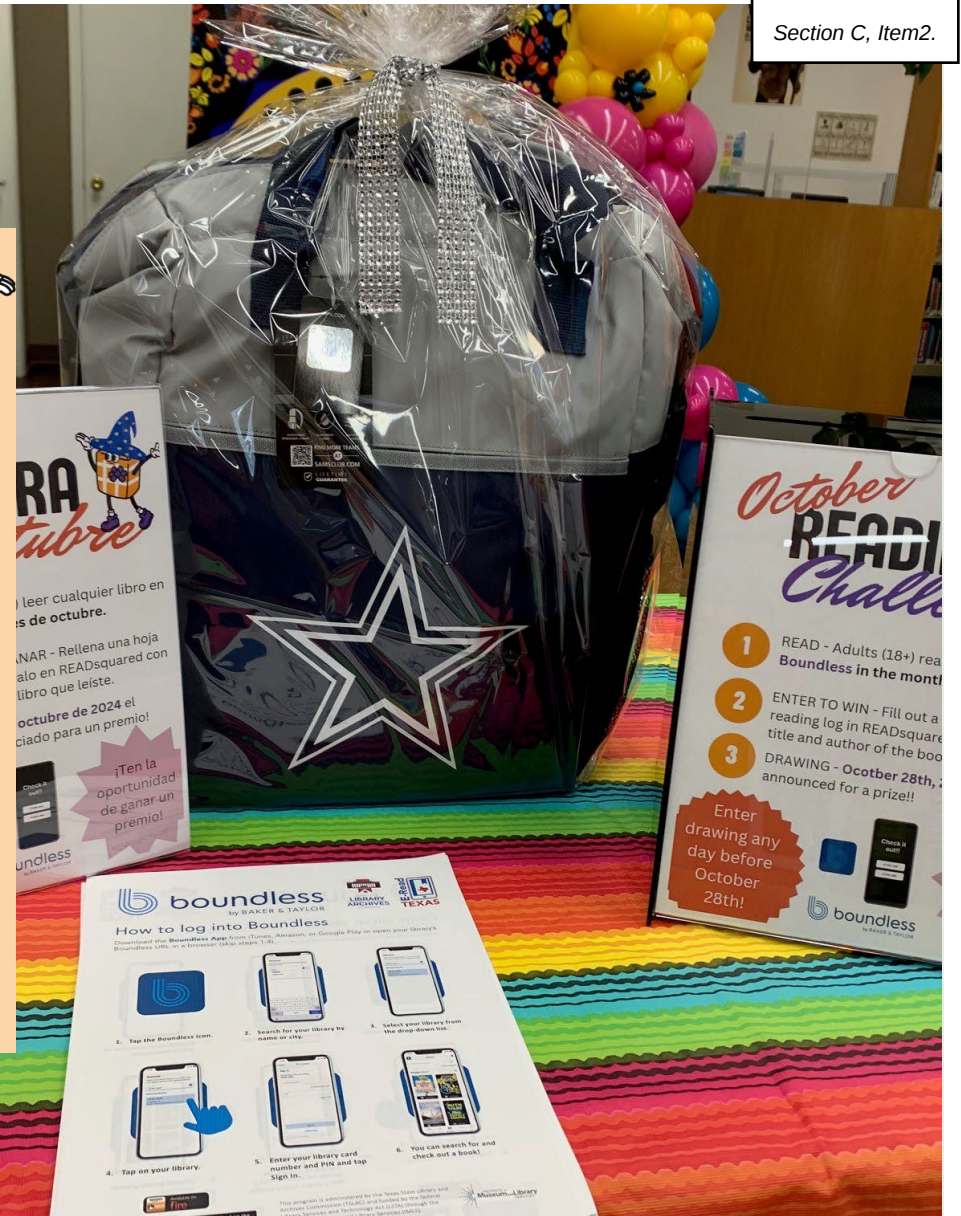
Fill out a drawing slip or a reading log in **READsquared** with title and author of the book(s) you read.

The drawing will be held on
OCTOBER 28, 2024

3

DRAWING HELD

October 28, 2024
winner
announced for a prize!



October is Breast Cancer Awareness Month:

Nonprofit Organization,
Mothers M.E.N.D.E.D
donated 10 Breast Self Exam Kits
and swag bags.
Free to the Public.



Upcoming October Story Time:



December 2024

City of Hutchins Christmas Parade

Winter Break Activities: dates approximately
December 20, 2024 – January 10, 2025

Activities may include “Thinking Money For Kids”
financial literacy games:

Making Moo-lah

Pet Cents

Or Piggy Bank Theater



Thank you

Olivia Daniels, Librarian

972-225-4711

odaniels@cityofhutchins.org

www.cityofhutchins.org/library

Instagram/ Facebook:

@atwellpubliclibrary



STAFF REPORT

MEETING DATE:	October 15, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Consider approval of the July 16, 2024, Atwell Public Library Advisory Board Meeting.

Background Information

Library board meeting minutes for the month of July 2024:
- July 16, 2024 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 February 2024.

Supporting Documentation and Attachments

1. Library Board Minutes July 16, 2024.



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

President Cristian Martinez
Vice President Angela Robertson
Secretary Brenda Campbell
Board Member Patriece Brown
Board Member Yvette Lewis
Board Member Jessica Sanchez

**MINUTES
CITY OF HUTCHINS
ATWELL PUBLIC LIBRARY ADVISORY BOARD MEETING
Tuesday, July 16, 2024– 6:30 PM
City Hall- 321 N. Main Street**

The Atwell Public Library Advisory Board met at the Hutchins City Hall- Council Chamber located at 321 N. Main St., Hutchins, Texas, on Tuesday, June 16, 2024, 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:** President Cristian Martinez called the meeting to order at 6:32 p.m.
- 1. Roll Call:** Board Members in attendance: President Cristian Martinez, Vice President Angela Martinez, Secretary Brenda Campbell, Board Member Yvette Lewis, and Board Member Jessica Sanchez. Board Member Patriece Brown was absent.
- B. CITIZEN COMMENTS:** None.
- C. PRESENTATIONS**
 - 1. Summer Reading Program Update.**
Presented by Jesus Rios, Library Assistant

Library Assistant, Jesus Rios gave an overview of the 2024 Summer Reading Program’s kickoffs at Quail Run MHC, Wintergreen Terrace MHC, and the library’s official Kickoff. He gave thanks to all volunteers, staff, and Texas State Teachers Association for support. Current stats of participation, highlights of programming, and notice of Grand Prize drawing event were reviewed.
 - 2. Board Member roles and responsibilities.**
Presented by Wanda Randle, Director – Community Services & Park Programs.

Director Wanda Randle praised library board and spoke about the importance of attendance and participation as a library board member. She reviewed methods of

how members can contribute to community through their service and further support the library through their advocacy.

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 February 20,2024, Atwell Public Library Advisory Board Meeting minutes.

Secretary Campbell made the motion seconded by Vice President Robertson to approve the Consent Agenda as presented. All in favor, the motion carried unanimously 5-0.

E. REGULAR AGENDA

**1. Discuss and consider meeting quarterly for library board meetings.
Presented by Olivia Daniels, Librarian**

Librarian, Olivia Daniels asked to the board to discuss and consider meeting quarterly rather than monthly starting in October 2024. President Martinez voted to meet quarterly going forward for the Atwell Public Library board with the option to call for a special call meeting if needed. All in favor, the motion was carried unanimously 5-0.

F. ITEMS OF COMMUNITY INTEREST

President Martinez announced the items of community interest.

G. ADJOURNMENT

Vice President Robertson made the motion seconded by Board Member Sanchez to adjourn the meeting at 7:26 p.m. All in favor, the motion carried unanimously 5-0.

**PASSED AND APROVED BY THE ATWELL PUBLIC LIBRARY ADVISORY BOARD
AT A REGULAR MEETING HELD ON OCTOBER 16, 2024.**

APPROVED:

Cristian Martinez, President

ATTEST:

Brenda Campbell, Secretary



STAFF REPORT

MEETING DATE:	October 15, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Discuss and consider the election of a new President, for a one-year term ending July 2025.

Background Information

The Atwell Public Library Advisory board will elect a new President according to the following ordinance:

City of Hutchins- Code of Ordinances- Library Board- Sec. 1.12.034

Library board officers shall be president, vice president and secretary, to be elected for one-year terms by the membership of the board at its first meeting after appointment by the city council.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends the library board elect a President from the board members present.

Supporting Documentation and Attachments



STAFF REPORT

MEETING DATE:	October 15, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Discuss and consider the election of a new Vice President, for a one-year term ending July 2025.

Background Information

The Atwell Public Library Advisory board will elect a new Vice President according to the following ordinance:

City of Hutchins- Code of Ordinances- Library Board- Sec. 1.12.034
Library board officers shall be president, vice president and secretary, to be elected for one-year terms by the membership of the board at its first meeting after appointment by the city council.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends the library board elect a Vice President from the board members present.

Supporting Documentation and Attachments



STAFF REPORT

MEETING DATE:	October 15, 2024
MEETING TYPE:	Atwell Public Library Advisory Board
SUBMITTED BY:	Olivia Daniels, Librarian
AGENDA CAPTION:	Discuss and consider the election of a new Secretary President, for a one-year term ending July 2025.

Background Information

The Atwell Public Library Advisory board will elect a new Secretary according to the following ordinance:

City of Hutchins- Code of Ordinances- Library Board- Sec. 1.12.034

Library board officers shall be president, vice president and secretary, to be elected for one-year terms by the membership of the board at its first meeting after appointment by the city council.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends the library board elect a Secretary from the board members present.

Supporting Documentation and Attachments