



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

President Brenda Campbell
Vice President Angela Robertson
Secretary Gerald Hollis
Board Member Dominic Didehbani
Board Member Yvette Lewis
Board Member Felix Nelson

**MINUTES
CITY OF HUTCHINS
ATWELL PUBLIC LIBRARY ADVISORY BOARD MEETING
Tuesday, August 17, 2021 – 6:30 PM
Hutchins Community Center
500 W. Hickman St., Hutchins Texas**

The Atwell Public Library Advisory Board met at the Hutchins Community Center Located at 500 W. Hickman St., Hutchins, Texas, on Tuesday, August 17, 2021, 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 Brenda Campbell called the meeting to order at 6:30 p.m.
1. **Roll Call:** Board Members in attendance: Vice President Angela Robertson, Secretary Gerald Hollis, Board Member Dominic Didehbani, Board Member Yvette Lewis, Board Member Felix Nelson, and President Brenda Campbell.

B. CITIZEN COMMENTS: None

C. PRESENTATIONS

1. **Introduction of New Board Member
Presented by Cheryl Hawkins, Librarian**

Librarian Cheryl Hawkins introduced Mr. Felix Nelson as the newest Atwell Public Library Board Member for the term of 2021-2023. Ms. Hawkins noted Board Member Nelson has been a long-time resident of the City of Hutchins as well as a patron at the Atwell Public Library.

2. **Back to School Event Thank You and Feedback
Presented by Wanda Randle, Director of Community Service**

Director of Community Service, Wanda Randle congratulated and thanked the library board members for their contributions and time to the Back-to-School Extravaganza. Ms. Randle reported that the library board received positive feedback from the public where attendees stated the event was well organized, and that they felt welcome and

safe here in Hutchins. Ms. Randle suggested for next year, the library board will engage other boards, engage the Hutchins Fire and Police departments, engage administration, have more time to plan, and purchase event shirts to designate the library board members.

3. Community Library Update

Presented by Wanda Randle, Director of Community Services

Director of Community Services, Wanda Randle discussed the Community Libraries currently being placed at three city parks: Sunrise Creek Park, Campbell Park, and Valley View Park. Ms. Randle reported that the library box had been uninstalled from MLK Park due to vandalism but would be painted and returned soon. Ms. Randle noted that the Half Price Books donation had been counted at 3,940 books. Ms. Randle also stated that the library was offered an oversized box of adult books, although there was no box truck available to retrieve it. Board Member Didehbani volunteered a van to retrieve future book donations, and Secretary Hollis volunteered his truck. Board Member Robertson noted that the Valley View Park book box was not in the park, as she checked before attending the library board meeting.

4. Upcoming Fiscal Year Outlook

Presented by Wanda Randle, Director of Community Services

Director of Community Services, Wanda Randle discussed the completion of the library survey that was offered to the public in the library and online between July and August. Librarian, Cheryl Hawkins is assigned to analyze the data from the surveys and develop enhanced programming for the library. Ms. Randle announced the library will be partnering with NASA's Cinescape 2021 program to screen short amateur films from October to December in the library and by weblink through the library's webpage. Advertising for this upcoming program will be made with flyers, Instagram posts, and through the City of Hutchins website.

- 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. Approval of Atwell Public Library Board Meeting Minutes June 15, 2021.

Secretary Hollis made the motion seconded by Board Member Didehbani to approve the Consent Agenda as presented. All in favor, the motion carried 6-0.

E. REGULAR AGENDA

1. Discuss and consider Library Board Restocking Sign Up Presented by Olivia Daniels, Library Assistant

Library Assistant, Olivia Daniels discussed the Library Board restocking the Community Libraries and signing up for the remainder of the 2021 calendar year. Each library board member volunteered their name for the sign up, and the schedule was complete. Board Member Robertson inquired about the process for taking inventory of the community libraries. Ms. Randle and Ms. Hawkins both stated they were managing the boxes and inventory through weekly checks.

E. ITEMS OF COMMUNITY INTEREST

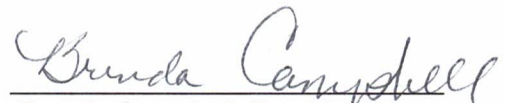
President Campbell announced the items of community interest.

F. ADJOURNMENT

Board Member Didehbani made the motion seconded by Board Member Robertson to adjourn the meeting at 7:01 p.m. All in favor, the motion carried 6-0.

**PASSED AND APPROVED BY THE ATWELL PUBLIC LIBRARY ADVISORY BOARD
AT A REGULAR MEETING HELD ON SEPTEMBER 21, 2021.**

APPROVED:


Brenda Campbell, President

ATTEST:


Gerald Hollis, Secretary