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**LIBRARY BOARD REGULAR MEETING
CELINA COUNCIL CHAMBERS
112 N COLORADO ST
THURSDAY, NOVEMBER 6, 2025
6:00 PM
AGENDA**

I. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT:

II. OPEN FORUM:

Open Forum is for information only. If you wish to speak, please sign one of the “Speaker Cards” and present to the Staff Liaison prior to the beginning of the meeting. Speakers are limited to three (3) minutes. No action can be taken. No charges and/or complaints will be heard against any elected official or employee of the city that are prohibited by law.

Please note Anyone wishing to furnish copies/handouts regarding their item of interest must provide nine (9) copies and present them to the Staff Liaison for distribution.

III. WORKSESSION:

- A. Update from Friends of the Library (Friends of the Library)
- B. Library Monthly Report (Ortiz)
- C. Library Policy Review and Recommendations (Ortiz)
- D. Discussion of Future Items (Ortiz)

IV. ACTION:

- A. Swearing In of New Board Members
- B. Minutes Approval - Regular Meeting - October 2, 2025

V. ADJOURNMENT:

City Council Chambers is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf, or hearing impaired, or readers of large print, are requested to contact the City Secretary's Office at 972-382-2682, or fax 972-382-3736 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

“I, the undersigned authority, do hereby certify that the Notice of Meeting was posted on the bulletin board at City Hall of the City of Celina, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: _____ at ____:_____ and remained so posted continuously for at least three (3) business days prior to the scheduled time of said meeting.”

Staff Liaison



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LIBRARY BOARD REGULAR MEETING
CELINA CITY HALL CONFERENCE ROOM
142 N OHIO ST.
THURSDAY, OCTOBER 2, 2025
6:00 pm
MINUTES

I. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT:

Board Member Tom Parsons called the meeting to order at 6:04 pm.

Members Present:

Board Member Tom Parsons

Board Member Trice Whitaker

Board Member Tiffany Hoggard

Board Member Jo Rutt

Board Member Vicky Hogue

Members Absent:

Board Member Albert Aguilera

Board Co Chair Becky Thomas

Board Member Shirley Dietz

II. OPEN FORUM:

No members of the public spoke during the Open Forum session.

III. WORKSESSION:

A. Introduction of New and Current Board Members (A. Ortiz)

New Board Members were not present for introductions

B. Library Involvement with the Christmas on the Square event (J. Monaco)

Marketing Manager Joe Monaco presented Christmas on the Square information on the library's theme and possible involvement for the Board and Friends.

Building on the small attraction from last year, Marketing and Special Events will create a larger, more professional tent, Library entrance décor, Letters to Santa, as well as the cookie hand-out. The idea is for guests to have a quick and friendly interaction with the Library and Board.

C. Training Overview with City Secretary's Office (J. Rubio)

Assistant City Secretary Jeovanna Rubio presented information for members regarding how to conduct meetings, public address open forum, actions, motions,



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finalizing, and board policy overviews. Assistant City Secretary Rubio allowed time for questions, and let the Board know about bi-yearly training that must be completed, as well as suggested trainings.

D. Friends Monthly Report (J. Rutt)

Board Member Jo Rutt, acting as Friends of the Library member, gave a quick review of Friends news. She did mention that the Friends are in need of more members, as some of the chairs have stepped down. They want to have more division of time and duties. Board Member Tiffany Hoggard, acting as Friends member, gave a recap of the Volunteer Fair, and how positive the event was.

E. Library Monthly Report (A. Ortiz)

Library Director Andrea Ortiz reviewed the monthly report including statistics, FAQ regarding division of Library Board vs Friends of the Library, new staff and ILS updates, addition of Hoopla, new building updates, and current preparations for moving.

F. Library Policy Review - SB 20 and Programming Policy (A. Ortiz)

Director Ortiz opened the floor for review notes or recommendations and there were no recommendations. Board Member Hoggard commented that the files for review are helpful for old and new members.

G. FY 26 Budget Overview (A. Ortiz)

Director Ortiz reviewed the FY26 strategic plan overview including more programming goals, cultural outreach, reading initiatives, more robust services offered, and additional staff. Board Member Parsons commented that the presentations have been very positive, robust and helpful.

H. Discussion of Future items (A. Ortiz)

Board Member Parsons commended staff for their diligence in creating comprehensive and positive presentations for Board, making the job as advocates easier. Board Member Hoggard wanted to know what else the board can do as advocates. Director Ortiz said working through and being informed of library policies, asking library staff questions from a public standpoint, and coming to the library staff with any FAQs and complaints to quickly address.



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IV. ACTION:

- A. Appointment of a Chair (A. Ortiz) Board Member Tom Parsons nominated Board Member Jo Rutt for the position of Chair. Board Member Trice Whitaker seconded the motion. With a vote of 5-0, the motion passes.
- B. Appointment of a Vice Chair (A. Ortiz) Board member Jo Rutt nominated Board member Tiffany Hoggard for the position of Co-Chair. Board Member Trice Whitaker seconded the motion. With a vote of 5-0. the motion passes.
- C. Appointment of a Secretary (A. Ortiz) Board Member Jo Rutt nominated Board Member Trice Whitaker for the position of Secretary. Board Member Tom Parsons seconded the motion. With a vote of 5-0, the motion passes.

D. MINUTES APPROVAL

Library Board – Regular Meeting – September 4, 2025

Upon a motion by Board Member Tom Parsons, and a second by Board Member Tiffany Hoggard, the Board voted (5) for and none (0) opposed to approve the September 4 Library Board Meeting minutes. The motion carried 5-0

V. ADJOURNMENT:

Board Member Tom Parsons adjourned the meeting at 7:39pm.

Chair

Staff Liaison

Date