



Regular Library Board Meeting
Aledo Municipal Complex, 200 Old Annetta Road, Aledo, Texas 76008
Monday, July 27, 2026, at 6:00 PM

AGENDA

1. Call to Order

2. Public Comment

This is an opportunity to address the Board on any matter, whether or not it is posted on the agenda. Individual public comments are normally limited to 3 minutes; however, time limits can be adjusted by the presiding officer. Time is not transferable. The presiding officer may ask the public to hold their comment on an agenda item if the item is posted as a Public Hearing. The Board cannot, by law, take any action, nor have any discussion or deliberations on any presentation made at this time concerning an item not listed on the agenda. The Board will receive the information and ask City Staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.

3. Presentations

a. Library Board Roles & Responsibilities Presentation

b. Aledo Public Library Statistics Presentation

c. Friends of the Library Presentation

4. Regular Agenda

a. Approval of the June 25, 2026 Regular Meeting Minutes

b. Review the proposed FY 2027 Library Budget and make a recommendation to the City Council

c. Consider approval of a Memorandum of Understanding between the Aledo Friends of the Library and the Aledo Public Library

5. Staff Comments

a. Strategic Plan Update

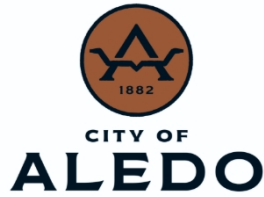
6. Adjourn

This facility is wheelchair accessible and accessible parking spaces are available. In accordance with the Americans with Disabilities Act, persons who need additional accommodations to attend or participate in the meeting should contact the City Secretary's office at (817) 441-7016 at least 48 hours prior to the meeting to request such assistance.

CERTIFICATION

I, Erika Cooper-Bateman, Director of Community Services, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act, in a place convenient and readily accessible to the general public, and was also posted to the [City's website](#), and said notice remained posted for at least two hours after the meeting was convened.

Erika Cooper-Bateman
Director of Community Services



Date: July 27, 2026
To: Library Board
From: Erika Cooper-Bateman, Director of Community Services
Subject: Library Board Roles & Responsibilities Presentation

Summary:

Staff will present an overview of the Library Board's roles and responsibilities, including the Board's purpose as an advisory body to the City Council, membership requirements, terms of office and attendance expectations, required State of Texas training, and an overview of parliamentary procedures.

Attachments:

1. Library Board Handbook Excerpt

CITY OF ALEDO LIBRARY BOARD

Board	Erika Cooper-Bateman, Director of Community Services
Liaisons:	Beck Gorman, Library Director
Purpose:	The Board shall act as an advisory board to the City Council relating the nature of library facility planning and programming through cooperation with the Library Director.
Membership:	Five-member board with two alternate members. Members must be residents and qualified voters of the City of Aledo and must have an active Aledo Public Library card at the time of application. One regular member and one alternate member may be appointed who are not residents of the City of Aledo if they are the parent of a child attending Aledo ISD for at least a year prior to their appointment.
Term:	The term of office begins October 1, with odd-numbered places beginning in odd-numbered years, and even-numbered places beginning in even-numbered years. Board members are subject to a three-term limit.
Attendance:	Three consecutive absences from meetings of the board shall be considered a voluntary resignation. The council shall fill vacancies created by voluntary resignations in the same manner as all other vacancies.
Meetings:	The Library Advisory Board shall meet at least quarterly on the fourth Thursday of the month at 6:00 p.m. The board chair may work with the staff liaison to develop the meeting agenda.
Quorum:	Three members must be present to constitute a quorum for the transaction of business.

Library Board Structure

The Board shall act as an advisory board to the City Council relating the nature of library facility planning and programming through cooperation with the Library Director.

- 5 Regular Board Members
- 2 Alternate Board Members
- Chair
- Vice Chair

Regular Board Member

- Appointed by majority vote of the City Council for two (2)-year terms.
- City of Aledo voter or a resident of the Aledo Independent School District with a currently enrolled student and can establish residency for a period of one (1) year preceding the effective date of their appointment.
- Serve without compensation at the will of the City Council until their successors are appointed.
- Places on the Board shall be numbered one through five.
- Members shall serve staggered terms with odd numbered places expiring in odd numbered years and even numbered places expiring in even numbered years.

Alternate Board Member

- Serve in the absence of one or more regular members.
- Appointed for two (2) year terms
- Terms for alternate 1 shall expire in odd numbered years
- terms for alternate 2 shall expire in even numbered years
- Participate in discussions but can't vote unless a regular board member is absent or has recused themselves. In this case, the alternate with the most seniority and who is present shall sit as a regular member, so that the full number of members shall be able to participate.

Board Chair

- Regular member of the board that is appointed by City Council
- Responsible for leading the board meetings and the liaison for the Library Board.

Board Vice Chair

- Regular member of the board that is elected by regular board members.
- Fills in for the chair as needed

Vacancies on the Board are to be filled by appointment by the City Council for the length of the unexpired term.

Library Board Duties & Responsibilities

- Act in an advisory capacity to the City Council in all manners pertaining to library facility planning and programming, including the development of strategic plan and long-range capital improvement programs.
- Cooperate with other City boards, commissions, and committees, or other governmental agencies, civic groups, and all citizens of the City in advancement of sound library planning and programming.
- Recommend policies for library services.
- Recommend the adoption of standards for public library facilities and their financial support.
- Receive requests for public funding for educational purposes of any public or private person, persons, associations, or business entities, and forward such requests with a recommendation to the City Council.
- Review the annual operating budget and capital improvement requests relating to library programs prior to submission by the City Manager to the City Council and submit a recommendation on the budget and capital improvement request.

Library Board Requirements

- The Board will meet once per quarter
- The Board shall present an annual report to the City Council at least once per year
- One Board Member shall be present when proposals on behalf of the library are presented to the City Council.
- Complete all statutorily required open government training within 90 days of either the date upon which the member is sworn into service or the date by which the member assumes their responsibilities, whichever is sooner.

Required Training

Texas Public Information Act

The Texas Public Information Act (sometimes referred to as the Open Records Act) gives the public the right to request access to government information. Put simply, public information includes any information that is written, produced, collected, assembled, or maintained under a law or ordinance or in connection with the transaction of official business by or for a governmental body or by an individual officer or employee of a governmental body in the officer's or employee's official capacity.

Texas Government Code 552.012 requires elected or appointed public officials to complete an open records training course within 90 days of their election or appointment. Training can be completed online through the Texas Attorney General's Office at <https://www.texasattorneygeneral.gov/og/open-government-training>.

Texas Open Meetings Act

Meetings of governmental agencies and some of their Boards and Commissions are subject to the Texas Open Meetings Act. The Act was adopted in 1967 to ensure that governmental decision-making was accessible to the public. While some boards are not legally subject to the Act, it is the policy of the City of Aledo that all boards and commissions will operate under the rules of the Texas Open Meetings Act.

Texas Government Code 551.005 requires that members subject to the Open Meetings Act to complete a training course within 90 days of their election or appointment. Training can be completed online through the Texas Attorney General's Office at <https://www.texasattorneygeneral.gov/og/open-government-training>.

Once you have completed the required training, you must provide the City Secretary with a copy of the certificate of completion.

Remember the golden rule of government:

Except for a few exceptions, public business must be conducted in public.

Conducting Meetings

Introduction

Parliamentary procedure is a set of rules for conducting business at meetings and public gatherings. Its roots are in early English Parliaments, and in 1876, Henry M. Robert published his manual on Parliamentary Law. Parliamentary Procedure is important because it allows everyone to be heard and to make decisions without confusion. It can be adapted to fit the needs of any organization.

Agenda

The City of Aledo makes the public aware of the business to be conducted by the Council or Board with the use of a fixed agenda. Under the Texas Open Meetings Act, all agendas must be posted at City Hall and on the city's website at least three business days before the meeting.

Items to be discussed during the meeting must be listed and stated as specifically as possible. The agenda should allow anyone reading it to know what the body is discussing and what action they are planning to take.

In addition to being posted, the agenda and supporting documents will be sent to each member of the board, commission, or committee. Please check with the staff liaison for your board or commission to obtain instructions on how to receive the agenda for that board or commission.

Motions, Seconds, Debate, and Vote

Prior to making a motion or taking a vote, the board chair will open with discussion. At this time, the members of the board will be given an opportunity to discuss their opinions on the matter. After discussion, a motion is made. Regular board members can offer a motion on the item up for discussion. The motion is a proposal stated "I make a motion...." or "I move that..." In order for a motion to move to vote, there must be a second. A second is made by saying, "I second the motion" or simply "I second". Without a second, the motion dies for lack of a second. The item is then voted on.

Tabling an Item

An item may be delayed to the next meeting by tabling the item. This can be done for any number of reasons, the most common of which is the need for additional time in research or additional information from the presenter. The item may also be tabled to beyond the next meeting by stating when the item should be brought back for consideration. Tabling an item takes a motion, second, and vote.

Voting

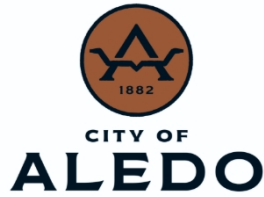
When a motion is made and seconded and discussion has concluded, the board chair will call for a vote by asking first for "All those in favor" followed by "All those opposed." Votes

are taken verbally unless it is unclear if there are more ayes or noes. In this case, the chair may call for a “roll call vote” in which each member states their vote individually. Please note that only regular board members or alternates filling in for a regular board member can vote. Under no circumstances is a private ballot or a private vote allowed under the Open Meetings Act.

Attendance

Active participation by all appointed members is necessary for boards to function properly. Once notice of a meeting has been provided to a board member, it shall be the responsibility of that member to either attend or, prior to the meeting, notify the Staff Liaison of his/her inability to attend.

Three consecutive absences from board meetings shall constitute a voluntary resignation. The council shall fill vacancies created by voluntary resignations or removal in the same manner as all other vacancies.



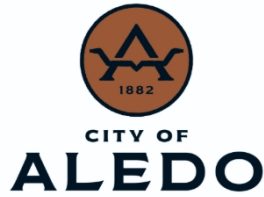
Date: July 27, 2026
To: Library Board
From: Beck Gorman, Library Director
Subject: Aledo Public Library Statistics Presentation

Summary:

The Library Director will present Aledo Public Library performance statistics for FY25 and FY26. The presentation will provide an overview of key library service metrics, including hours open, new library cards issued, door count, program and event participation, volunteer hours, physical and digital circulation, and library cardholder activity. The statistics will highlight library usage trends, community engagement, and patron participation across both physical and digital services.

Attachments:

None



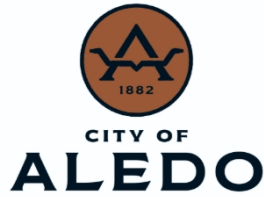
Date: July 27, 2026
To: Library Board
From: Erika Cooper-Bateman, Director of Community Services
Subject: Friends of the Library Presentation

Summary:

The Friends of the Library (FOL) President will provide an overview of the Friends of the Library and its role in supporting the Aledo Public Library. The presentation will highlight the organization's mission to support enhancing library programs, services, and resources for the community.

Attachments:

None



Date: July 27, 2026

To: Library Board

From:

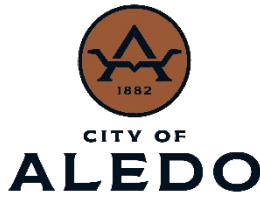
Subject: Approval of the June 25, 2026 Regular Meeting Minutes

Summary:

The minutes from the June 25, 2026 Library Board Meeting are presented to the Board for review. Members have the opportunity to examine the recorded actions and discussions from that meeting. The minutes are submitted to the Board for approval.

Attachments:

1. 2026.06.25 Library Board Minutes



Regular Library Board Meeting

Aledo Municipal Complex, 200 Old Annetta Road, Aledo, Texas 76008
Thursday, June 25, 2026, at 6:00 PM

MINUTES

The Library Board convened on Thursday, June 25, 2026 at 6:00 p.m., at the Aledo Municipal Complex, Aledo, Texas, for the purpose of a Regular Meeting, with the meeting being open to the public and notice of said meeting having been posted as prescribed by Chapter 551, Texas Government Code, with the following members being present:

BOARD PRESENT: Melissa Handley, *Chair*
Rhonda Cooper
Rachel Malone
Amanda Streetman
Pamela Christiansen
Kit Marshall, *Alternate 1*
James Hollis, *Alternate 2*

STAFF PRESENT: Candice Edmondson, City Manager
Erika Cooper-Bateman, Director of Community Services
Staci King, City Secretary
Beck Gorman, Library Director

1. CALL TO ORDER

Mayor Shane Davis, Mayor, called the meeting to order at 6:06 p.m.

2. REGULAR AGENDA

a. Administration of Oaths of Office

Staci King, City Secretary, administered the oaths of office for all board members.

b. Selection of board place numbers and election of a Vice-Chair.

Staci King, City Secretary, had all board members draw places and the following places were assigned:

1. Melissa Handley, Place 1
2. Rhonda Cooper, Place 2
3. Rachel Malone, Place 3
4. Amanda Streetman, Place 4
5. Pamela Christiansen, Place 5
6. Kit Marshall, Alternate 1
7. James Hollis, Alternate 2

Melissa Handley nominated Amanda Streetman for the role of Vice-Chair. MOTION by Amanda Streetman, second by Pamela Christiansen, to appoint Amanda Streetman as Vice Chair of the Library Board. MOTION CARRIED by unanimous vote.

c. Establish regular Library Advisory Board meeting date and time.

Staff presented a proposed meeting schedule, including a special meeting to review budget prior to the end of the fiscal year and future quarterly meeting dates. Board members agreed to hold the budget review meeting on July 27, 2026, at 6:00 p.m. Additionally, the Board agreed that future quarterly meetings will be held on the fourth Thursday of the designated month. The scheduled dates are October 22, 2026, January 28, 2027, and April 22, 2027 at 6:00pm.

3. STAFF COMMENTS

In compliance with the Texas Open Meetings Act, staff members may comment on routine City operations and projects. Staff members may respond to questions from others only with statements of factual information or existing City policy.

a. Library Strategic Plan Update

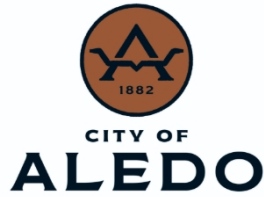
Erika Cooper-Bateman, Director of Community Services, provided an update on the library strategic plan, scheduled to begin in Fall 2026, including the transition of planning services from the University of Texas at Arlington to the University of Texas at Dallas. The strategic plan will establish the library's long-term vision, priorities, and goals to guide services, programs, and resources while aligning with city priorities and community needs.

b. Aledo Public Library Operations Overview & Tour

Beck Gorman, Library Director, provided an overview of the Aledo Public Library, including current operations, programs, staffing, and resources. Staff also highlighted the Summer Reading Program and its community engagement efforts. The presentation concluded with a tour of the library facilities.

ADJOURN

Library Chair Melissa Handley adjourned the meeting at 7:16 p.m.



Date: July 27, 2026
To: Library Board
From: Erika Cooper-Bateman, Director of Community Services
Subject: Review the proposed FY 2027 Library Budget and make a recommendation to the City Council

Summary:

The Library Board will review the proposed FY 2027 Library. The budget provides an overview of proposed revenues, expenditures, and funding priorities to support library services, programs, facilities, and strategic objectives. Following review and discussion, the Board will consider a recommendation to the City Council regarding the proposed FY 2027 Library Budget.

Recommendation:

Staff recommends that the Library Board review the proposed FY 2027 Library Budget and provide a recommendation to the City Council.

Fiscal Impact:

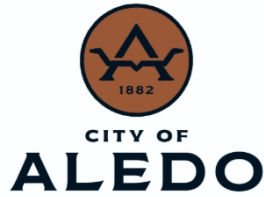
Attachments:

1. LIBRARY

**CITY OF ALEDO
BUDGET DETAIL
2026-2027**

LIBRARY EXPENDITURES

ACCOUNT DESCRIPTION	ADOPTED BUDGET 2025-2026	YTD ACTUAL 2025-2026	Year End Projection 2025-2026	PROPOSED BUDGET 2026-2027	\$ INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)
Salaries-Full Time	216,908	96,963	148,296	139,498	(77,410)	-36%
Salaries-Part Time	-	15,471	23,661	90,094	90,094	0%
FICA	15,511	8,759	13,397	22,360	6,849	44%
Health/Dental/Vision/Disabil.	28,174	8,283	12,668	30,425	2,251	8%
Mission Square 457(b) Plan Retirement	4,160	340	520	1,040	(3,120)	-75%
TMRS Benefits	14,266	6,120	9,360	15,663	1,397	10%
Workers Compensation Insurance	3,548	-	-	3,518	(30)	-1%
Dues & Subscriptions	3,950	1,362	2,084	1,050	(2,900)	-73%
Building Maintenance	-	2,810	3,500	-	-	0%
Computer Program and Maintenance	-	2,493	3,812	-	-	0%
Insurance	-	-	-	-	-	0%
Employee Uniforms				720	720	0%
Technology/Software				5,850	5,850	0%
Penalty/Interest Expenses	50	-	-	50	-	0%
Janitorial Service & Supplies	2,600	1,029	1,574	-	(2,600)	-100%
Advertising	300	580	887	600	300	100%
Meeting Expenses				280	280	0%
Mileage Reimbursement				1,500	1,500	0%
Professional Development	3,300	1,287	1,968	5,550	2,250	68%
Furniture & Equipment	500	60	92	2,310	1,810	362%
Office Supplies	5,000	1,474	2,254	2,500	(2,500)	-50%
Postage	100	-	-	-	(100)	-100%
Professional Services	3,000	736	1,126	-	(3,000)	-100%
Utility-Electric	-	1,341	2,051	-	-	0%
Utility-Gas	-	800	1,223	-	-	0%
Books	4,000	2,459	3,761	7,850	3,850	96%
E-Book Subscriptions	4,750	3,750	5,735	4,000	(750)	-16%
Courier Service	3,000	2,330	3,564	2,500	(500)	-17%
Library Supplies	325	1,284	1,964	1,500	1,175	362%
Programs - Summer Reading	7,500	1,021	5,000	5,300	(2,200)	-29%
Programs - Other	1,000	881	1,348	3,500	2,500	250%
Miscellaneous Expense				230	230	0%
Grant Expenses	-	24,805	37,208	-	-	0%
TOTALS	\$ 321,942	\$ 186,437	\$ 287,051	\$ 347,888	\$ 25,946	8%



Date: July 27, 2026
To: Library Board
From: Erika Cooper-Bateman, Director of Community Services
Subject: Consider approval of a Memorandum of Understanding between the Aledo Friends of the Library and the Aledo Public Library

Summary:

Board members will review and consider approval of a Memorandum of Understanding (MOU) between the Aledo Friends of the Library and the Aledo Public Library. The proposed agreement formalizes the partnership between the two organizations and outlines their respective roles and responsibilities in supporting library programs, services, fundraising efforts, and community engagement activities. The MOU is intended to strengthen collaboration and ensure a clear understanding of how the organizations will work together to benefit the library and the community.

Recommendation:

Staff recommends approval of the Memorandum of Understanding between the Aledo Friends of the Library and the Aledo Public Library.

Fiscal Impact:

Attachments:

1. Friends of the Aledo Public Library and Aledo Public Library MOU Agreement

Memorandum of Understanding

Between Friends of the Aledo Public Library and the Aledo Public Library

The following will constitute a mutual agreement between the Friends of the Aledo Public Library (“Friends”) and the City of Aledo on behalf of the Aledo Public Library (“Library”). It will stand until and unless it is modified by mutual agreement of the Friends executive board and the City administration. The primary purpose of the Friends is to raise money and public awareness in the community to support the services and programs of the Library. Their fundraising exists to supplement the normal Library budget, not replace it. As a non-profit, 501(c)3 organization, however, it is a legally distinct entity and is not a part of the Library.

The Library agrees to keep the Friends informed of its long-term planning efforts to ensure the Friends are aware of the Library's goals and direction.

The Library agrees to share its strategic initiatives with the Friends at the beginning of each fiscal year, but no later than October 31, and discuss how the Friends’ resources and support can help advance those initiatives.

The Library agrees to provide the Friends with a “wish list” each year that indicates the anticipated needs for Friends support. The Library may ask the Friends executive board for funds for specific requests in addition to the wish list as they arise.

The Library and the Friends agree to accept donations, and the Library will periodically review materials donated through the Friends to determine whether any items should be added to the Library’s collection. The Library is not required to keep donations, but will make determinations in accordance with the collection policy.

The Library agrees to provide public space for Friends membership brochures and promotional materials and to offer complimentary access to space for joint Library and Friends events that directly support and advance Library services.

The Library Board meetings are public and the Library invites members of the Friends to attend regular meetings. The Friends may be asked to provide a report on fundraising efforts that support Library operations.

The Friends agree to invite a liaison from Library administration to all Friends’ meetings and to allow room on the agenda for a Library report.

The Friends agree to publicly support the Library and its policies, programs, and services.

The Friends agree that all funds raised to support the Library will be used exclusively to support Library programs, services, Library-identified needs, and necessary organizational expenses, unless otherwise agreed upon by the Friends and the Library. The Friends agree that Library administration has the final say in accepting or declining any and all gifts made to the Library.

The Friends agree to engage in advocacy efforts on behalf of the Library under the guidance of the Library and the Library Board.

The Friends agree that if they cease actively fundraising for or promoting the Library, they will disband, allowing a new Friends group to be formed in the future. Upon disbandment, and after all existing operational obligations are satisfied, any remaining unspent funds will be transferred to the Library for deposit.

IN WITNESS HEREOF, the Parties, by our duly authorized agents, hereby affix our signatures and seals on this _____ day of _____, 2026.

FRIENDS OF THE ALEDO PUBLIC LIBRARY
a Texas non-profit organization

By: _____

Printed: _____

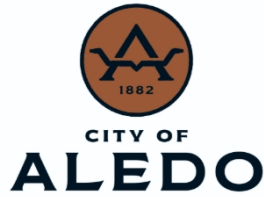
Title: _____

The City of Aledo, Texas
on behalf of the Aledo Public Library

By: _____

Printed: Candice Edmondson

Title: City Manager



Date: July 27, 2026
To: Library Board
From: Erika Cooper-Bateman, Director of Community Services
Subject: Strategic Plan Update

Summary:

Staff will provide a brief overview of the Library's Strategic Plan, which is scheduled to launch in Fall 2026. The strategic plan outlines the library's long-term vision, priorities, and goals, helping guide decisions about services, programs, resources, and community needs. Its purpose is to ensure the library grows in a thoughtful way that aligns with city priorities, supports residents, and strengthens the library's role in the community.

Attachments:

None