

Library Rescue Grant Application 2023

Please take into account when describing your proposed project that the purpose of the library rescue grant is to assist a library in implementing a project that will significantly improve library services to have a positive impact on the community / library users / library staff. The program will engage a team of volunteers, consultants, and stakeholders who will conduct intensive hands-on work, lead training, and provide support over the course of a 5-day work week. At the end of the week, the participating library will have its immediate and short-term challenges addressed, with an action plan for follow-up tactics and strategies.

Please fill out all sections below:

Library Name: _____

Address: _____

City: _____ ZIP _____

Phone Number: _____ Email: _____

Library's Website (if you have one): _____

Your Name: _____

Position/Title: _____

Do you have a library board? Yes / No

Board Chair / President's Name: _____

How often does your board hold meetings? _____

Is the board in support of this application or do you need help in this area?

Please explain: _____

Do you have a Friend's of the Library Group or Foundation? Yes / No

Will your Friend's group or Foundation support your application or have any interest in helping with your project? Yes / No

Are there any other community organizations or groups that will support your application or provide assistance in the future to maintain improvements? Yes / No

Please briefly describe your proposed project or your biggest challenge where you need assistance to improve services. (This could include, but not limited to: collections, facilities, technology, staff training, policies, board or Friend's support, community perception of the library.)

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How will you measure or determine that this library rescue grant is a success for your library/community? (This could include certain statistics pre and post rescue grant, community survey, descriptions of changes in board or Friend's group support of library or transparency to community, annual report, etc.)

Please submit application to Dayna Williams-Capone by email: dayna@libaction.net.

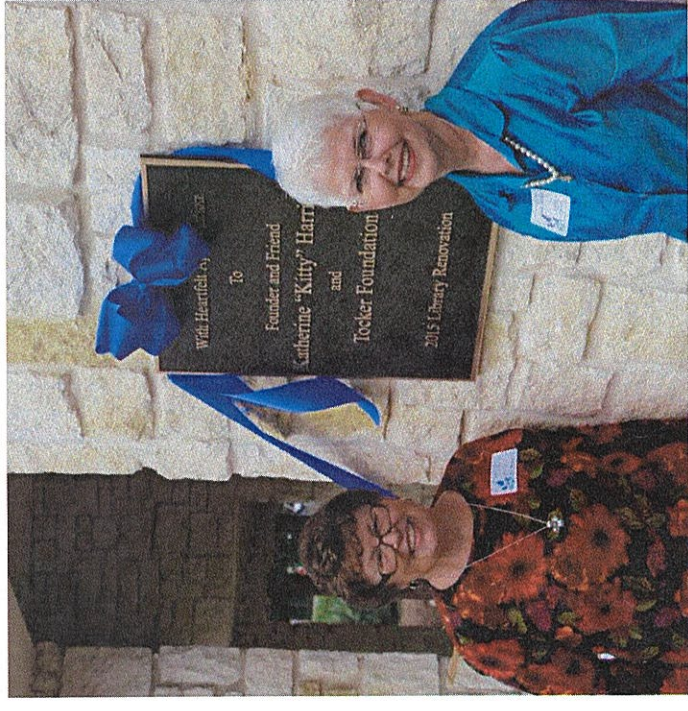
Call 361.424.2845 or email if you have questions.

Applications accepted until filled. Final deadline is March 31, 2023.

ABOUT THE TOCKER FOUNDATION

The Tocker Foundation was created in 1964 to implement the philanthropic interests of Phillip and Olive Tocker. Phillip Tocker was a practicing attorney, but changed careers in his later years when he purchased the Waco outdoor advertising plant and later expanded to own outdoor advertising plants throughout the United States. His vocational career culminated to the position of President of the Outdoor Advertising Association of America. After retiring to Austin Texas in 1973, Phillip and Olive Tocker actively pursued their avocations.

Phillip and Olive Tocker endowed the foundation with their estates in 1994 and 1993 respectively. After years of supporting a wide range of community-based causes, the foundation discovered a need in small, rural Texas libraries serving populations of 12,000 or less. In 1992 the foundation board decided to focus grant distributions in this way. The foundation partners with community libraries to meet the particular needs of the community.



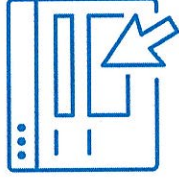
APPLICATION PROCESS

Two Funding Cycles Per Year

Visit our online portal to apply for library grants and reach out to us with any questions.
Remember: Only public libraries in Texas towns with a population of 12,000 or less are eligible to apply.

APPLICATION DEADLINES

JANUARY 15TH & JUNE 1ST



APPLY ONLINE



All applications are first reviewed by a committee of professional librarians appointed by the Texas Library Association. This committee makes recommendations to the Foundation's Board of Directors.

Final grant decisions are made by the board approximately six weeks after the application deadline. Grant decision notifications can be expected two to three weeks later.

How to Apply

The foundation receives all applications through an online application system that was selected for its ease of use.

Do you still want to do your writing in Word? No problem. The software allows you to copy and paste into the appropriate spots when ready. And for those who work directly on the site, it also allows you to save your work, return to it and edit as often as necessary before hitting the submit button. See the application instructions and video tutorial for guidance or call our office. We are always happy to help.

 [ONLINE APPLICATION INSTRUCTIONS](#)



GET STARTED WITH YOUR APPLICATION



Evaluate your current needs. Determine your goals and objectives. Research, Research, Research. Plan, Plan, Plan.

Take a team approach to the project and involve a diverse group from your community.

TAMMY GAWRYSZEWSKI
FAIRFIELD LIBRARY | FAIRFIELD, TX

Final Reports for Library Grantees

Final reports are due one year from the date the grant was awarded as indicated in the grant contract. Download the report below and submitted via our online system or as an email attachment.

UNLOCKING POTENTIAL IN OUR COMMUNITIES.

We support programs in Dollar General hometown communities that are helping individuals take their next steps towards a bright future.

FAQS **ABOUT GRANT PROGRAMS**

ADULT LITERACY GRANTS

Creating access and opportunity for adults to learn.

BEYOND WORDS

Rebuilding school libraries affected by disasters.

FAMILY LITERACY GRANTS

Learning for the whole family.

SUMMER READING

Keeping students engaged
in reading throughout the
summer.

YOUTH LITERACY GRANTS

Supporting students on
their K-12 educational
journey.

ADULT LITERACY GRANTS

We award funding to organizations
that provide direct services to adults
in need of literacy assistance in one
of the following areas:

- Adult Basic Education
- GED or high school equivalency
preparation
- English Language Acquisition

Click here to download the 2022
Adult Literacy grant recipients.

The 2023 Adult Literacy grant
applications will be available January
2023.



[TERMS & CONDITIONS](#) [PRIVACY POLICY](#) [SWEEPSTAKES RULES](#) [CONTACT US](#)

Dates for DG Grants

Vrubel, Thadra R <VrubelT@rfl.com>

Mon 11/21/2022 12:00 PM

To: Susan Weaver <weaver1090@sbcglobal.net>;Teinert Library Board of Trustees <library@bartlett-tx.us>

Important dates for 2022:

Date	Application Type	Action
10-Jan	Adult, Family & Summer Reading	Applications go live
17-Feb	Adult, Family & Summer Reading	Grant deadline
10-Mar	Youth Literacy	Applications go live
12-May	Adult, Family & Summer Reading	Grant announcement
19-May	Youth Literacy	Grant deadline
8-Sep	Youth Literacy	Grant announcement



NOTICE TO RECIPIENT OF INFORMATION:

This e-mail may contain confidential or privileged information. If you think you have received this e-mail in error, please advise the sender by reply e-mail and then delete this e-mail immediately.

This e-mail may also contain protected health information (PHI) with information about sensitive medical conditions, including, but not limited to, treatment for substance use disorders, behavioral health, HIV/AIDS, or pregnancy. This type of information may be protected by various federal and/or state laws which prohibit any further disclosure without the express written consent of the person to whom it pertains or as otherwise permitted by law. Any unauthorized further disclosure may be considered a violation of federal and/or state law. A general authorization for the release of medical or other information may NOT be sufficient consent for release of this type of information. Thank you

Importance of Mission Vision in Organizational Strategy

Small Business | Business Models & Organizational Structure | Non Profit Organizations

By [Anam Ahmed](#) Updated March 14, 2019



Regardless of whether you're running a small one-person operation or a large corporation, having a company mission and vision help to provide employees with a purpose. The mission and vision of an organization are integral to the company's strategy because they are used to define future goals and operational tactics. While mission and vision are terms that are often interchanged, they actually refer to two separate aspects of the company.

Understanding Mission Statements

The mission statement of the organization outlines the company's business, its goals and its strategy for reaching those goals. It focuses more on where the company is at the present time and the tactical steps it wants to use to achieve its objectives. The mission statement of a company can be used to shape the culture of the organization.

When establishing a mission statement for your company, outline what it is your business does, who you serve and how you serve them. Those are the three most critical elements of a business' mission statement. For example, Amazon's mission statement is, *"We strive to offer our customers the lowest possible prices, the best available selection, and the utmost convenience."*

If a small business sells handcrafted baby clothes, for example, its mission statement might be, *"We offer new parents beautiful clothes for their babies that are handmade with love."* This includes what the business does, who their audience is and how they serve them. It provides employees with a clear goal.

Understanding Vision Statements

While the mission statement focuses on more tactical aspects of the business, the vision statement looks to the future of the company. The vision statement provides the direction in the which the company wants to go. Together with the mission statement, it helps to create the organizational strategy for the business.

When drafting a vision statement for your business, answer questions about what your hopes and dreams are. What kind of future do you want to see, and how does the company play a part in making that happen? Are you aspiring to make some kind of change, and how will you make it? Amazon's vision statement is *"to be Earth's most customer-centric company, where customers can find and discover anything they might want to buy online."* It provides a clear direction for employees.

For the small business that makes handcrafted baby clothes, a vision statement might be *"to be the first choice for new parents looking to outfit their babies in artisanal handmade clothing that is designed and crafted with the utmost attention to detail."* It shows exactly where the company wants to go in the future and how it intends to attain that status. It also contains their key selling point.

Applying Mission and Vision Statements to Your Organizational Strategy

The mission and vision statements of a company help direct the organizational strategy. Both provide purpose and goals, which are necessary elements of a strategy. They outline the audience for the business, and what that audience finds important. By identifying these elements, the business executives can develop a more step-by-step strategy that helps the company achieve its mission in the short term, and its vision in the long term.

Mission and vision statements help businesses to outline performance standards and metrics based on the goals they want to achieve. They also provide employees with a specific goal to attain, promoting efficiency and productivity.

Mission and vision statements aren't only necessary for employees and business owners when it comes to the organizational strategy. They also apply to external stakeholders like customers, partners and suppliers. The mission and vision statements can be used as a public-relations tools to attract media attention, engage specific audience segments and develop business partnerships with like-minded companies.

Teinert Memorial Library

1 OUR LIBRARY MISSION & VISION STATEMENTS

1.1 MISSION

The Teinert Memorial Library is guided by the past and focused on the future. Its mission is to enrich the lives of the community by empowering its citizens' personal, educational, and professional growth. The library is dedicated to advancing literacy and fostering life-long learning.

1.2 VISION

The Teinert Memorial Library aims to provide a center for information and discovery through innovative programming, robust collections, and responsive services. The library is a place for Bartlett and the surrounding communities to learn, share, and create.

2 CORE VALUES

The library belongs to the people of Bartlett. We are your library and you – our library patrons – shape our work. The following values guide our work:

2.1 *WE BELIEVE THAT LEARNING IS A HUMAN RIGHT*

To live, adapt, and thrive in a constantly changing world, all people need supportive learning environments and free access to information and ideas from diverse points of view.

2.2 *WE BELIEVE IN CURIOSITY*

Curiosity can change the world and the path of one's life. We believe in igniting its spark through discovery and creative exploration.

2.3 WE BELIEVE IN CONNECTION

The library is a place for quiet reflection and boisterous activity, for likeness and for difference. It is comfortable, inclusive, and vital to creating healthy, strong communities.

2.4 WE BELIEVE IN THE POWER OF BELONGING

When people feel they belong, they are able to learn and grow. The library brings people together to access knowledge, information, and connection. We actively work to ensure that all people see themselves and our city's rich diversity reflected in our library.

3 STRATEGIC ROAD MAP

FOUNDED ON THE 5 I'S:

3.1 INFORMATION & EXPLORING

Knowledge, Resources, and Access: All Formats for All Ages

3.2 INSTRUCTION & LEARNING & ENRICHING

Guiding Life-Long Learners Through Literacy & Technology

3.3 INTERACTION & COMMUNITY BUILDING

Partnering with the Community: A Library Without Walls

3.4 INNOVATION & CREATING & DREAMING

Today's Librarians & Tomorrow's Technology: Educating & Empowering

3.5 INSPIRATION & DISCOVERING AT OUR LIBRARY

Be Inspired at your Bartlett Memorial Library, The Doorway to Opportunity

Fwd: [Library Developments] Ordering is OPEN for 2023 Summer Library Program Materials!

Thadra Vrubele

Tue 11/15/2022 1:38 PM

To: Teinert Library Board of Trustees <library@bartlett-tx.us>

Let's add to the agenda to Discuss if we want to be involved in the Summer Reading Program

Thadra

----- Forwarded message -----

From: **Library Developments** <ld@tsl.texas.gov>

Date: Tue, Nov 15, 2022, 13:27

Subject: [Library Developments] Ordering is OPEN for 2023 Summer Library Program Materials!

To:

Library Developments has posted a new item, 'Ordering is OPEN for 2023 Summer Library Program Materials!'

Ordering is now OPEN for the Collaborative Summer Library Program (CSLP) promotional materials provided free of charge by the Texas State Library and Archives Commission.

For your convenience, ordering instructions are outlined in a special edition of TSLAC's Texas Summer Library Program Newsletter. Please contact Christina Taylor at LD@tsl.texas.gov if you did not receive this information.

Libraries [...]

You may view the latest post at

<https://www.tsl.texas.gov/ld/librarydevelopments/2022/11/15/2023-cslp-ordering-open/>

You received this e-mail because you asked to be notified when new updates are posted.
Best regards,

Ordering is OPEN for 2023 Summer Library Program Materials!

Christina Taylor / 6 days ago



Ordering is **now OPEN** for the Collaborative Summer Library Program (CSLP) promotional materials provided *free of charge* by the Texas State Library and Archives Commission.

For your convenience, ordering instructions are outlined in a special edition of TSLAC's [Texas Summer Library Program Newsletter](#). Please contact Christina Taylor at LD@tsl.texas.gov if you did not receive this information.

Libraries that submit their orders prior to the deadline will be entered into drawings for customer appreciation prize packs that include book bundles and branded merchandise from the [CSLP store](#).



Timeline

- **November 15, 2022** – Ordering Opens
- **December 1, 2022** – Midpoint Deadline; Eligible for an Midpoint Submission Prize Pack
- **December 15, 2022** – Deadline; Eligible for a Submission Prize Pack

Since our [Texas Summer Library Program Newsletter](#) is the primary vector for publicizing program information such as access codes for manual downloading and materials ordering, be sure to subscribe—if you haven't already—in order to remain abreast of future updates.

ESL classes benefit participants and communities by enhancing participants' civic pride. They may become full members of their communities and prepare to enjoy the responsibilities and benefits of citizenship.

Benefits for Youth

Youth derive additional benefits from ESL classes by being able to do well in school and participate in social activities. Their immersion in the community and connecting with peer groups is made easier when they are able to communicate in, and fully understand, English.

Community Benefits

The community benefits from ESL classes by alleviating the cost of support services and special accommodations for individuals and families with limited English proficiency. Increased opportunities for education, employment and financial stability allow families to function with fewer supports.

Family Life

Families benefit when parents become proficient in English, enabling them to participate in their children's education and social lives. The family benefits when children are not required to act as interpreters for their parents, thereby preserving the family structure and parental roles.

Health and Safety

English-language learners benefit from being able to read or understand safety instructions, road signs, medication instructions, workplace safety literature, and weather and safety advisories. English learners are able to speak to law enforcement and emergency medical personnel.

Self-sufficiency

Non-English speakers benefit by becoming more self-sufficient and reducing the need for translators to assist with daily or personal business. They are able to use public transportation, read street signs and directions, get a driver's license and communicate with the public to make their needs known.

Education and Employment

ESL students benefit by being able to take advantage of educational and training opportunities, which lead to employment, promotions or higher salaries, all of which benefit families by improving their opportunities and access to benefits such as health care.

Civic Pride and Citizenship

According to the National Clearinghouse for English Language Acquisition (NCELA), state-collected data for 2005 to 2006 shows more than five million students with limited English proficiency (LEP) enrolled in kindergarten through 12th grade, and 1,172,569 adults in state-run ESL programs in 2003 to 2004. Public schools are legally required to address the educational needs of non-English-speaking youth, assuring they can achieve academic success. The Orange County Literary Council finds that non-English-speaking adults voluntarily take English as a Second Language (ESL) classes to participate more fully in their communities.

Community Participation

ESL classes prepare students to be fully engaged with their communities. English learners benefit by being informed and achieving a level of inclusiveness that enhances their lives. Communities benefit from an increased level of inclusiveness for all community members.



Valerie Bartlett-Director Alice Cortez-Librarian

Bartlett TX. 76511

P.O. Box 12

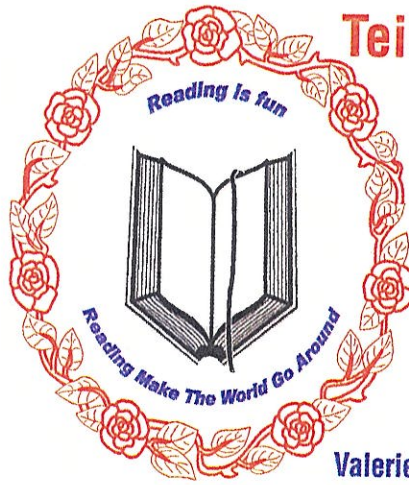
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Teinert Memorial Library



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Valerie Bartlett-Director Alice Cortez-Librarian

Have 1,000's but :

- Phone wrong
- Fax wrong
- email wrong
- Names wrong

WHY SHOULD YOU HAVE ORIENTATION PROGRAMS?

What are some of the advantages of a structured orientation program?

- Imparting knowledge. The orientation program will help new volunteers learn about your organization and its mission and goals, and it may instruct the volunteer on policies and procedures in your organization.
- Increasing confidence. An orientation program can make future volunteers more comfortable and confident in their work by helping the volunteer better understand what the agency does, and may help him or her see the purpose of what he or she is doing.
 - For example, Vaiju, a second grade teacher, signs up to help collect donations for a local community toy drive a bit hesitantly, as she is not used to asking for donations. However, after the orientation session, she understands that the donations she will be collecting will help make sure some local children will have enough clothes to keep them warm in the winter months ahead. After understanding the goal and her part in it, she sets aside some of her usual reserve, and becomes an excellent champion for the cause.
- Increasing enthusiasm. Volunteer orientation is an important part of maintaining the motivation and enthusiasm that caused people to want to help to begin with. A positive orientation session affirms people's decisions to work for your organization. It reminds them that what they are doing is worthwhile, and shows them that your organization is the place to help.
- Avoiding future problems. By explaining important information from the start, you save time and energy that would be spent on questions, misunderstandings, and misconceptions.

Section II.8 Removal

Any member may be removed from their position on the Board for any reason, or for no reason, by a majority vote of the City Council.

Article III. BOARD OFFICERS

Section III.1 Officers

The Board of Officers are Chairman, Vice-Chairman and Secretary. The Board Officers are elected by a majority vote of the members.

Section III.2 Terms of Office for Board Officers

Board Officers serve for a term of one year. In the event of vacancy in the office of Chairman, the Vice Chairman shall serve as Chairman until the City Council appoints a replacement Chairman. A vacancy in the other offices shall be elected by majority vote of the members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term. If possible, a Board Officer shall continue to serve until the vacancy is filled.

Section III.3 Duties

- (a) The Chairman presides at Board meetings. The Chairman shall generally manage the business of the Board. The Chairman shall perform the duties delegated to the Chairman by the Board
- (b) The Vice-Chairman shall perform the duties delegated to the Vice-Chairman by the Board. The Vice-Chairman presides at Board meetings in the Chairman's absence. The Vice-Chairman shall perform the duties of the Chairman in the Chairman's absence or disability.
- (c) The Secretary shall perform the duties delegated to the Secretary by the Board.
- (d) All Board members are expected to actively serve in a volunteer capacity at the library.

Article IV. MEETINGS

Section IV.1 Time and Date of Regular Meeting

The board shall meet once a month on the same week of the month, the same day of the week, at the same time, and at the same place. The regular date, time and place of the Board meeting will be decided by the Members at the first meeting of the Board.

Section IV.2 Agenda

Items may be placed on the agenda by the Chairman, the City Manager or designee, or at the request of a Member. The party (or individual) requesting the agenda item will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items included on the agenda must be submitted to the Secretary no later than one week before the Board meeting at which the agenda item will be considered. Agenda packets for the regular meetings will be provided to the Members in advance of the scheduled Board meeting. Agenda packets will contain the posted agenda, agenda item cover sheets, and written minutes of the last meeting. Agenda must be submitted to the Bartlett City Administrator no later than 96 hours prior to the meeting for official posting.

Section IV.3 Special Meetings

Special meetings may be called by the Chairman or three (3) Members.

Section IV.4 Quorum

A quorum shall consist of a majority of the Members. A quorum is required for the Board to convene a meeting and to conduct business at a meeting.



Local Schedule GR. Retention Schedule for Records Common to All Local Governments

Related:

Fifth Edition, Effective April 17, 2016 - 13 TAC §7.125(a)(1)

- [Local Retention Schedules](#)

(<https://www.tsl.texas.gov/slr/localretention>)

Download: [Word](#)

(</sites/default/files/public/tslac/slr/localretention/Schedule%20GR%20Revised%205th%20-%20Effective%202016-04-17.docx>) | [PDF](#)

(</sites/default/files/public/tslac/slr/localretention/Schedule%20GR%20Revised%205th%20-%20Effective%202016-04-17.pdf>)

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This schedule establishes mandatory minimum retention periods for records that are usually found in all local governments, regardless of type. No local government office may dispose of a record listed in this schedule prior to the expiration of its retention period. A records control schedule of a local government may not set a retention period that is less than that established for the record in this schedule. Original paper records may be disposed of prior to the expiration of their



Search the TSLAC Site

Archives &
Reference

Services for Libraries

Talking Book
Program

Records
Management

Local Schedule PW. Retention Schedule for Records of Public Works and Other Government Services

Related:

(Second Edition, Effective April 3, 2011) - 13 TAC 57.125(a)(2)

- [Local Retention Schedules](#)
(<https://www.tsl.texas.gov/slr/localretention>)

Download: [Word](#)

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(</sites/default/files/public/tslac/slr/localretention/Schedule%20PW%20-%20Effective%202011-04-03.pdf>)

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Legal Q&A

By Christy Drake-Adams, TML Legal Counsel

*
Texas Municipal League

What is personal property?

In the broadest sense, “personal property” is “everything that is subject to ownership not falling under the definition of real estate” and includes things such as money and goods. *San Antonio Area Found. v. Lang*, 35 S.W.3d 636, 640 (Tex. 2000). In contrast, “real property” is “land, and generally whatever is erected or growing upon or affixed to land.” *Id.*

Oftentimes, state law contains a more limited definition of personal property. For instance, a provision of the Transportation Code relating to the city police department’s authority to remove “personal property” from the road or right-of-way defines the term to mean a vehicle, spilled cargo, and certain hazardous materials and substances. TEX. TRANSP. CODE § 545.3051(a)(3).

What is salvage and surplus personal property?

Under state law, “salvage property” generally refers to personal property that is damaged, used, or consumed so that it has no value for the purpose for which it was originally intended. *See, e.g.*, TEX. GOV’T CODE § 2175.001; TEX. LOC. GOV’T CODE §§ 263.151, 352.002. And “surplus property” generally refers to personal property that is not needed or required for an entity’s foreseeable needs but still has some usefulness for the purpose it was originally intended; it may or may not have value. *See, e.g., id.*

Under what authority does a city dispose of its personal property?

For general law cities, the fundamental authority for the disposition of personal property is found in Chapter 51 of the Local Government Code. Under that Chapter, a Type A city may “lease, grant, or convey” property, and a Type B city may “dispose of” personal property. TEX. LOC. GOV’T CODE §§ 51.015, 51.034. A Type C city generally has, depending on certain factors, the same authority as a Type A or B city. *Id.* §§ 51.051–.052.

Authority to dispose of personal property is also found in statutes outside of Chapter 51. For example, a city with a population of more than 5,000 is authorized to sell or lease automated information systems software that the city develops. TEX. LOC. GOV’T CODE § 253.007.

For home rule cities, the authority to dispose of personal property may be addressed in the city’s charter. The City of Brownwood’s Charter, for instance, authorizes the purchasing division to “sell surplus, obsolete, or unused supplies, materials, and equipment.” BROWNWOOD, TEX., CITY CHARTER art. IV, § 50(d) (1955); *see also* Tex. Att’y Gen. Op. No. GA-0506 (2007) (discussing a home rule city’s authority to sell compost). In response to a 2008 survey, approximately 19 percent of home rule cities indicated that they have a charter provision that sets limits on the sale of personal property.

Are there any constitutional limitations on a city’s authority to dispose of its personal property?

Yes. In undertaking a transaction to dispose of personal property—regardless of whether the property is sold, leased, donated, or disposed of by other means—a city should always consider the constitutionality of the transaction.

Of particular relevance are those provisions of the Texas Constitution that work to prevent the gratuitous application of public funds for private purposes. TEX. CONST. arts. III, § 52(a) (prohibiting the legislature from authorizing a city to “grant public money or thing of value in aid of, or to any individual, association or corporation”), XI, § 3 (prohibiting a city from making any appropriation or donation to a private corporation or association). A transaction to dispose of personal property does not violate these provisions of the constitution if: (1) it has as its predominant purpose the accomplishment of a public purpose of the city (as opposed to a private purpose); (2) the city places sufficient controls on the transaction to ensure that the public purpose is carried out; and (3) the city receives a return benefit. *See* Tex. Att’y Gen. Op. Nos. GA-0583 (2007) (discussing the lease of a county-owned generator to a radio station), GA-0085 (2003) (discussing the sale of county-owned dirt to a private party), GA-0084 (2003) (discussing a city’s conveyance of personal property and equipment to a volunteer firefighter-EMS association).

What procedures must a city follow to sell, convey, or otherwise dispose of its personal property?

It depends upon the nature of the property at issue and provisions that govern that property. Thus, the precise manner in which a city may dispose of any particular personal property may depend on state law, city charter, and local policies or ordinances.

That being said, for most items of personal property there is no general statutory scheme that dictates the manner of disposition. In other words, there is no statute that generally requires that a city hold an auction or advertise and receive bids to sell its personal property. *See* TEX. LOC. GOV’T CODE § 252.022(a)(12)(C) (providing that personal property sold by a city is exempt from Local Government Code Chapter 252). Cities sometimes use these procedures, however, in order to avoid any appearance of impropriety in the transaction.

Are there specific statutory procedures that a city must follow to dispose of its salvage or surplus personal property?

No. Unlike other local governments in Texas, there are no statutes expressly concerning the procedures for the disposition of a city’s salvage and surplus personal property. Compare, for example, Local Government Code Section 263.152 governing the manner in which the commissioners court of a county may dispose of surplus or salvage property.

Cities sometimes have local ordinances, policies, or charter provisions that address this issue. For instance, the court in *City of Houston v. Kallina* describes a Houston ordinance as providing that “any surplus personal property that has a fair market value of not more than \$15.00 may, at the discretion of the city purchasing agent, be destroyed or disposed of in any lawful manner.” *City of Houston v. Kallina*, 97 S.W.3d 170, n.3 (Tex. App.—Houston [14th Dist.] 2003, pet. denied).

Every city should consider adopting policies that govern the disposition of such property. And in the absence of such policies a city should, at a minimum, take the following steps:

- (1) determine the fair market value (if any) of the property;
- (2) have the city council adopt a resolution finding that the property is surplus or salvage, and specifying how the property is to be disposed (e.g., sold, destroyed, recycled) and who is responsible for the disposition; and
- (3) have the city council make findings or take action that may be necessary to ensure that the disposition of the property does not run afoul of the constitution (see discussion above).

What rules govern a city's handling and disposition of a third-party's personal property?

It depends upon the nature of the property at issue and provisions that govern that property. Following is a non-exhaustive list of state statutes that govern a city's handling and disposition of a third-party's property:

- Texas Code of Criminal Procedure, Chapter 59 – contraband that has been forfeited
- Texas Health and Safety Code, Chapter 821 – treatment and disposition of impounded animals
- Texas Property Code, Chapter 74 – abandoned personal property valued at over \$100
- Texas Property Code, Chapter 76 – abandoned personal property valued at \$100 or less
- Texas Transportation Code, Chapter 22 – aircraft abandoned at a city airport
- Texas Transportation Code, Chapter 683 – abandoned and junked motor vehicles

The precise manner in which a city may handle and dispose of a third-party's personal property may depend on state law, city charter, and local policies or ordinances.

BOOK DONATIONS IN AUSTIN, TX

Welcome to The Book Purveyors! We are a veteran-owned business focused on helping disadvantaged and homeless veterans seek a renewed life. We collect book donations in Austin, TX.

Donate your old books today!

DONATE NOW

HOW DOES BOOK DONATION WORK?

PACK IT.

1. Pack up all your gently used books, DVD's, CDs, and/or video games into boxes or bags.

FILL IT.

2. Fill out our online form that lets us know when and where to pick up your items.

LEAVE IT.

3. Leave it at your front door the day of pick up and we can take it from there!

WHY DONATE YOUR BOOKS?

Through your donations of gently used books (and other media items), we can focus more of our

revenue into providing steady work for veterans, allowing them more opportunity to pursue a

revenue into providing steady work for veterans, allowing them more opportunity to pursue a healthy and happy life. By giving books, you're giving back!

WE ACCEPT DONATIONS FOR:

Books

DVDs

CDs

Video Games

LATEST NEWS & HAPPENINGS

Posts are coming soon

Stay tuned...

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Phone: 914-584-5543
Hours: Mon-Fri 9am-5pm

[DONATE NOW](#)

We offer pick up service for book donations in Austin, Pflugerville, Round Rock, Hutto, Leander, Cedar Park, Kyle, Buda, Bee Cave, Lakeway, and surrounding areas.

Communication

An idea for our website:

Friends of the Library, with the help of library staff member John Mead, had the City Directories digitalized in 2016 with a grant from the Oklahoma State prisons; they also digitalized the Pampa High School Yearbooks. Through a grant from the Southwest Collection in Lubbock, back issues of the Pampa Daily News were digitalized. A link to all of the above can be found on the library's website.

Donation Guidelines

The Bastrop Public Library welcomes your donated items, such as books, DVD's, audiobooks, and CD's. Materials will be added to the collection or sold in the Friends of the Library Book Nook. All proceeds from Book Nook sales come directly back to our library and fund our programs!

The library accepts:

- Books (new or in very good condition)
- Audiobooks • Music CD's
- DVD's and Blu-rays • Cake pans

The library does not accept:

- Damaged/moldy/musty books
- Encyclopedias
- Textbooks
- Workbooks

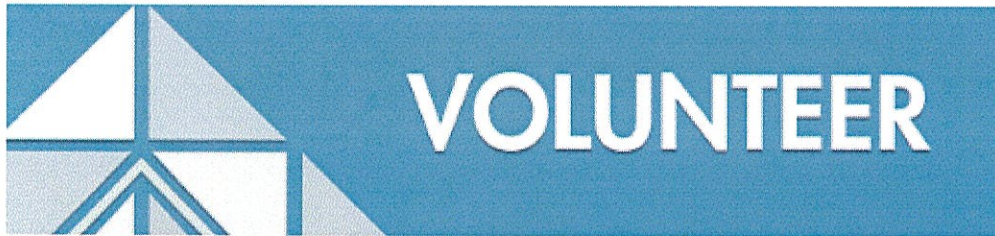
Material Consideration for Collection:

Materials (books/DVD's/audiobooks) must be in pristine condition to be considered for the collection.

Damaged/moldy materials will be immediately disposed of.

If desired, a receipt for your donation can be obtained at the circulation desk. The library staff isn't able to determine the value of your donation, but we will list the number of items donated. It is your responsibility to determine the value of the donation for tax purposes.

Donations are only accepted during the library's regular business hours.



Bastrop Public Library is very grateful to its many volunteers! We couldn't provide the services we do without our dedicated and hard-working volunteers!

We are always looking for more book-loving and loyal volunteers to help with shelving books; helping with behind-the-scenes tasks such as inventory, weeding, library cards, and program preparations; and more.

Teens who would like to volunteer can find details and the application form on our [teen site](#). Questions can be asked of Bethany Dietrich, Teen Librarian, at bdietrich@bastroplibrary.org or (512) 332-8880.

Adults who would like to volunteer are to contact Catherine Lombardo, Circulation and Volunteer Services Associate, at clombardo@bastroplibrary.org

Who are the Friends of the Library?

Bertram's library first opened in the early 1930's, upstairs over Sul-livan's Store. It was later upstairs over McFarland's Drugstore / Lewis Building (now known as the Allied Underground Building). In the late 1940's the library moved into an old store building at 140 N. Gabriel (now the Library Thrift Store).

The library was founded by a group of ladies from the Literary Club, who pooled together their own private home libraries to form a lending library. The library became a branch of the Burnet County Library System in 1948.

The Friends of the Bertram Free Library was organized on May 6, 1978. We are a non-profit 501 (c)(3) organization dedicated to enhancing the Joann Cole Mitte Memorial Library (commonly known as Bertram Library). The Friends' Thrift Shop opened in 1981, and proceeds from the shop fund new books, materials, Story Time, Summer Reading, maintenance of the buildings and many other library necessities.

Over the years, the generosity of many community supporters has made it possible for the Bertram library to continually expand and grow. The Friends currently own the building at 140 N. Gabriel, which now houses the Thrift Shop, and also own the library building on the corner of N. Gabriel and IH 29.



The Friends continue to build the library's momentum by supporting projects that enhance the love of reading and life-long learning. They support the library by fund-raising and promoting community awareness. The volunteers also operate the Thrift Shop.

Our meetings are held monthly in the Library Meeting Room. Check our website for exact dates and times. All are welcome!



**BERTRAM
LIBRARY**

JOANN COLE MITTE MEMORIAL LIBRARY

Est. 1978



Membership Fee

Business membership (annual) \$ 50.00

As a Library Business Friend you will be able to display your business cards in our card holder in the foyer next to the display cases.

A current business member will be showcased in our Library Newsletter.

Access to member-only events.

Contribute to important library decisions.



RETURN THIS APPLICATION TO:

BERTRAM LIBRARY
170 N. GABRIEL
BERTRAM, TX 78605
512-355-2113

Friends of the Museum/Library

Local 501 3(c) organization headed by Charles Tabor.

Yearly membership in the Friends of the Museum/Library is \$10. per person or \$15. per family. These funds go to help both entities in needed ways. You may also donate directly to either the museum or the library. The Friends have a membership drive and a supper in the spring of each year. Members of the Friends are not charged late book fines.

Who are the Friends of the Canyon Area Library (FOCAL)?

The Friends are a volunteer, non-profit organization bringing together persons interested in helping our Library in many different ways.

- Publicity and exposure in the community.
 - Built and maintain The Little Book Houses located at Hunsley Park, Madison Park, and Canyon East Park.
 - Annual flea market.
- Promote and support the Library.
 - Provide funds for the [Summer Reading](#) Program.
- Encourage gifts, endowments, and bequests.

Volunteer at the Friends Bookstore!

The Friends Bookstore is located in the Library foyer and is organized and run by volunteers. With bookstore profits, the Friends purchase items for the Library.

- Prizes for the Summer Reading Program.
- Tween and teen reading area.
- Fish Aquarium and equipment .

When do the Friends meet?

The Friends meet the second Monday of each month at 5:30 pm in the Library's Hull Room. Meetings are open to the public. To check the meeting status, call the library at 806-655-5015 at least one hour before the meeting begins.

The Friends welcome volunteers and new members to [join](#) them. Please [contact](#) the Library for more information.

Membership Information

Annual membership fees are as follows:

Individual memberships — \$5

Family Memberships — \$15

Business & Organization Memberships — \$25

Life Memberships — \$100

What do the Friends do?

We work hard to insure the future growth of the library in the Bastrop community through:

- Annual book drives and books sales through our [Book Nook](#)
- Fundraising events
- Volunteer work in the library
- Management of gifts, donations, and endowments
- Provision of programs for patrons and the community

Join the Friends!

Check out the [Friends of the Library website](#)

Would you like to meet interesting people and gain experience working around the library atmosphere?
When you join the Friends of the Library, you are

- Showing your support for our community's outstanding library
- Gaining the satisfaction of knowing that your membership is helping support a significant literacy and communications resource, right at home
- Insuring access to much needed learning resources for all the children in the Bastrop community
- Insuring that the financial resources are available to continue Bastrop Public Library's growth

The Friends of the Library are always looking for more cheerful book lovers to help our reading community as it grows.

For more information, please email friends.bastroplibrary@bastroplibrary.org.

Texas Public Libraries Annual Report

Thank you to all of the Texas public librarians who participate in this survey!

Information that is collected: [Texas Public Libraries Annual Report](#).

Forms are available in PDF format. PDF requires a free [Adobe Acrobat Reader](#).

Application and Accreditation Forms

All reports must be submitted online through a data collection portal. Emails containing user credentials are sent directly to library directors during the reporting period. The data collection portal is open January through April each year.

[Local Fiscal Year 2022 Annual Report Blank Worksheet](#) (PDF)

[2022 Application Form for Accreditation](#) (PDF)

Indirect Cost Information

Indirect costs can be included when a library fails to meet Maintenance of Effort.

[Indirect Cost Examples](#)

[Indirect Cost Documentation Sample](#)

Accreditation Appeal: Public libraries that do not meet certain accreditation criteria have the option to appeal loss of accreditation to the [Library Systems Act \(LSA\) advisory board](#). If you believe your library may need to appeal loss of accreditation, please contact LDN staff at accreditation@tsl.texas.gov for instructions and assistance with this process.



DRAFT

TEXAS PUBLIC LIBRARIES ANNUAL REPORT FOR LOCAL FISCAL YEAR 2022

This report is due to the Texas State Library and Archives Commission by April 30, 2023. We strongly urge libraries to report no later than March 31, 2023, to allow staff enough time to process all reports.

The Texas State Library and Archives Commission participates in a national public library data collection system. The purpose of this system is to ensure the collection of comparable data in all states. The data is used for the creation of a composite report on the public libraries of the United States and for state-to-state comparisons by the Institute of Museum and Library Services (IMLS). It is seen and used by researchers as well as policymakers at all levels of government. This report is also used to accredit Texas public libraries and some data elements are used for that purpose. Accreditation-related questions are marked within the questionnaire (◆).

Definitions are important to ensure comparability of data from different libraries and states. Please refer to the definitions as this survey is completed.

Please do not leave any items blank. Estimates are important if exact data are not available.

All questions relate to the library's local fiscal year 2022: the year that ended in calendar year 2022 and included January 1, 2022. If there was a change in the fiscal year, please contact LDN staff to update that information. All information must be entered into the online data collection portal.

Texas State Library and Archives Commission
Library Development and Networking (LDN)
Statistics and Accreditation Staff

SECTION 1: LIBRARY INFORMATION - Central/Administrative Library

Library Contact Information. This section requests information for contacting the library, its staff, board, and friends group. The information you submit on this form is Public Information (<https://www.tsl.texas.gov/agency/customer/pia.html>). In addition, the information being entered may be subject to interception via common Internet tools.

Please read our Web Policies and Disclaimers (<https://www.tsl.texas.gov/landing/webpolicies.html>).

NOTE: In the online form, contact questions in the section 1.1 through 1.21 have been prefilled and locked. You will not be able to change the data. If changes need to be made to these questions, contact LDN staff at accreditation@tsl.texas.gov or add an explanation in the Note box.

1.1 Library Name		1.2 County	
The local fiscal year covered by this report		1.3 Start	1.4 End
			-
1.5 Mailing Address - Street		1.6 Mail City	1.7 Mail Zip 1.8 (Zip)+4
			-
1.9 Physical/Shipping address - Street		1.10 City	1.11 Zip 1.12 (Zip)+4
◆ 1.13 Does the library have a published telephone number?		Yes	No
1.14 Phone number		1.15 Telefax	
1.16 Library Director/Head Librarian First Name		1.17 Library Director/Head Librarian Last Name	
1.18 Director's Email Address		1.19 Library General Email Address	