



Chad Mees, Mayor  
Philip Weaver, Mayor Pro-Tempore  
Vicky Cooper, Council Member  
Jesse Luna, Council Member  
Gayle Jones, Council Member  
Ray Uson, Council Member

**NOTICE OF REGULAR MEETING OF THE  
CITY OF BARTLETT, TEXAS**

**TEINERT LIBRARY BOARD OF TRUSTEES**

**6:00 PM**

**Wednesday, February 8<sup>th</sup>, 2023**

**Teinert Memorial Library  
337 North Highway 95, Bartlett, TX 76511**

**In-person visitors are welcome and encouraged to attend.**

**CALL TO ORDER, ROLL CALL & DECLARE A QUORUM**

**CITIZEN COMMUNICATION**

*The Library Board welcomes public comments on items not listed on the agenda. However, the Board cannot respond until the item is posted on a future meeting agenda. Public comments are limited to three (3) minutes.*

**CONSENT AGENDA**

*The consent agenda includes non-controversial and routine items the Board may act on with a single vote. Any Board member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.*

1. Approve minutes from the following meetings:
  - a. January 14, 2023
2. Donation & Volunteer Acknowledgment & Recognition for January 2023
3. Financial Ledger & Bank Balances
  - a. January 2023

**REGULAR AGENDA**

1. Discuss, review, and take any necessary action related to updates on weekly & monthly library programs.
2. Discuss, review, and take any necessary action related to updates on the TSL 2023 Summer Reading Program (CSLP)
3. Discuss, review, and take any necessary action related to updates on Dollar General Grant.
4. Discuss, review, and take any necessary action related to updates on Library Rescue Grant.
5. Discuss, review, and take any necessary action related to updates on TSL Book Grant Application for Read Across Texas: Empathy.
6. Discuss, review, and take any necessary action related to the election of officers.
7. Discuss, review, and take any necessary action related to updates on the purchase of new laptops or desktops with the money donated by Atmos Energy.
8. Discuss, review, and take any necessary action related to AARP Community Challenge Grant.

**FUTURE AGENDA ITEMS**

**ADJOURN**



Chad Mees, Mayor  
Philip Weaver, Mayor Pro-Tempore  
Vicky Cooper, Council Member  
Jesse Luna, Council Member  
Gayle Jones, Council Member  
Ray Uson, Council Member

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I certify that this Notice of Meeting was posted at City Hall, 140 W Clark Street, Bartlett, TX 76511, a place readily accessible to the general public as well as at Teinert Memorial Library at 337 N. Dalton @ 95, Bartlett, TX 76511 required by law, on the **3<sup>rd</sup> of February 2023**, by 6:00 (pm) and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

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Posted by /s/ Susan Weaver - Teinert Memorial Library Board of Trustees



Chad Mees, Mayor  
Philip Weaver, Mayor Pro-Tempore  
Vicky Cooper, Council Member  
Jesse Luna, Council Member  
Gayle Jones, Council Member  
Ray Uson, Council Member

**NOTICE OF SPECIAL CALLED MEETING OF THE  
CITY OF BARTLETT, TEXAS**

**TEINERT LIBRARY BOARD OF TRUSTEES**

**10:00 AM**  
**Saturday, January 14<sup>th</sup>, 2023**  
**Teinert Memorial Library**  
**337 North Highway 95, Bartlett, TX 76511**

**In-person visitors are welcome and encouraged to attend.**

**CALL TO ORDER, ROLL CALL & DECLARE A QUORUM**

Name	Present	Absent	Called to order at <b>10:03am</b> by Thadra Vrubel
Jesse Luna	x		
Matthew Fox		x	
Thadra Vrubel	x		
Deana Shiplett	x		
Susan Weaver	x		

**Public:** Trudy Brown, Phil Weaver and Amanda Ulrich

**CITIZEN COMMUNICATION**

*The Library Board welcomes public comments on items not listed on the agenda. However, the Board cannot respond until the item is posted on a future meeting agenda. Public comments are limited to three (3) minutes.*

**CONSENT AGENDA**

*The consent agenda includes non-controversial and routine items the Board may act on with a single vote. Any Board member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.*

1. Approve minutes from the following meetings:
  - a. December 19, 2022
2. Donation & Volunteer Acknowledgment & Recognition for December 2022
3. Financial Ledger & Bank Balances
  - a. November 2022
  - b. December 2022

**Motion:** Susan Weaver made the motion to accept the minutes with the changes made during the meeting

**Second:** Deana Shiplett

**Vote:** 4:0

**Discussion:**

**REGULAR AGENDA**

1. Discuss, review, and take any necessary action related to updates on:
  - a. Library Rescue Grant
  - b. Tocker Foundation Grant
  - c. Dollar General Grant



Chad Mees, Mayor  
Philip Weaver, Mayor Pro-Tempore  
Vicky Cooper, Council Member  
Jesse Luna, Council Member  
Gayle Jones, Council Member  
Ray Uson, Council Member

**Motion:** Susan Weaver made the motion to get into the Literacy Foundation Network and apply for the Dollar General Literacy Grants

**Second:** Jesse Luna

**Vote:** 4-0

**Discussion:** Application for Library Rescue Grant has been submitted. Tocker Grant is for collection development and will request \$10,000 for new books.

2. Discuss, review, and take any necessary action related to updates on TSL Book Grant Application for Read Across Texas: Empathy.

**Motion:** Susan Weaver made the motion we apply and request the picture book Milo

**Second:** Deana Shiplett

**Vote:** 4-0

**Discussion:** None

3. Discuss, review, and take any necessary action related to Rural Area Texas Workforce Commission.

**Motion:** N/A

**Second:**

**Vote:**

**Discussion:** Teinert will house one employee on-site and the services offered will greatly depend on MOU between TWC and City of Bartlett

4. Discuss, review, and take any necessary action related to Opportunities for Williamson & Burnet Counties.

**Motion:** N/A

**Second:**

**Vote:**

**Discussion:** Opportunities will provide assistance with utility bills, essential services and classes for fathers

5. Discuss, review, and take any necessary action related to \$250.00 donation from Amanda Ullrich.

**Motion:** Susan Weaver motioned we spend the gift from Thrivent for Summer Reading Program towards STEAM Activities and they be multigenerational

**Second:** Deana Shiplett

**Vote:** 4-0

**Discussion:**

6. Discuss, review, and take any necessary action related to the election of officers.

**Motion:** tabled

**Second:**

**Vote:**

**Discussion:**

7. Discuss, review, and take any necessary action related to the purchase of new laptops or desktops with the money donated by Atmos Energy.

**Motion:** Susan Weaver made the motion to approve of at least 1 all in one and 3, possibly 4, laptops, not to exceed \$1,500 donated by Atmos

**Second:** Deana Shiplett

**Vote:** 4-0

**Discussion:**



**Chad Mees, Mayor**  
**Philip Weaver, Mayor Pro-Tempore**  
**Vicky Cooper, Council Member**  
**Jesse Luna, Council Member**  
**Gayle Jones, Council Member**  
**Ray Uson, Council Member**

8. Discuss, review, and take any necessary action related to programming & promotion ideas or action items needed for the TSL 2023 Summer Reading Program.

**Motion:** Thadra made the motion we use the funds from the Thrivent grant towards the CSLP Program. Thadra and Deana will co-lead activities

**Second:** Jesse Luna

**Vote:** 4-0

**Discussion:**

9. Discuss, review, and take any necessary action related to the current supply of library cards.

**Motion:** Susan Weaver made the motion we use sticky tape to cover the outdated information until ready to replace current supply.

**Second:** Deana Shiplett

**Vote:** 4-0

**Discussion:** There is the possibility with some of the work in the near future we will have a logo and a library graphic

10. Discuss, review, and take any necessary action related to requiring a criminal background check for volunteers or workers at the library.

**Motion:**

**Second:**

**Vote:**

**Discussion:** Susan Weaver talked to Chief Holt and Joseph Resendez. Josph is working with the City Attorney to get something in place. drafted.

11. Discuss, review, and take any necessary action related to paperback materials and donation to Will-o-Bell or local jails/prisons.

**Motion:** Susan Weaver made the motion we remove the paperback books from the shelves and give Will-o-bell right for 1st refusal. TDCJ wants those Will-o-bell does not. TDCJ will need a list of all the books including the author.

**Second:** Deana Shiplett

**Vote:** 4-0

**Discussion:** Most libraries don't keep paperbacks. Most libraries don't spend money on paperback books.

12. Discuss, review, and take any necessary action related updates and other library programming:

- a. Weekly Dominoes (Wednesdays @ 9:30)
- b. Weekly Childrens Storytime (Thursdays @ 10:30)
- c. New Possibilities: City Initiatives
  - i. Monthly Bartlett Town Hall Meeting (3<sup>rd</sup> Saturday each month)
  - ii. Citizen Academy (2<sup>nd</sup> Tuesday @ 9:30 each month)

**Motion:** Susan Weaver made the motion the city initiate a monthly Bartlett Town Hall starting in February

**Second:** Jesse Luna

**Vote:** 4-0

**Discussion:** First meeting will explore what topics do people want to talk about, but include utility bills, tax bills, city streets, water, waste water. Participants will receive a participation award.



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13. Discuss, review, and take any necessary action related to video sale fundraiser and disposal of remaining videos.

**Motion:** Susan Weaver made the motion we allow Will-o-Bell and Head Start right of first refusal as donations and the remaining videos be donated to Book Purveyor, as donation to Veteran owned business to include Books on CD

**Second:** Jesse Luna

**Vote:** 4-0

**Discussion:**

#### FUTURE AGENDA ITEMS

AARPA Funda and Library Layout

#### ADJOURN

Thadra Vrubel adjourned the meeting at 12:03 pm.

Minutes Approved:

\_\_\_\_\_  
Library Board Chairman

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Library Board Member

\_\_\_\_\_  
Date

**Teinert Memorial Library**  
**Acknowledgement of Donations & Volunteers**  
**January 2023**

**Donations:**

- ❖ Board Games & Puzzles
  - Joseph Resendez
- ❖ Coffee, snacks, water in kitchen area
  - Thadra Vrabel
  - Deana Shiplett
  - Joseph Resendez
  - Philip and Susan Weaver
- ❖ Books
  - Becky Cooper

**Volunteers:**

- ❖ Thadra Vrabel
- ❖ Susan Weaver
- ❖ Deana Shiplett
- ❖ Deb Caldwell
- ❖ Madison Henschman
- ❖ A.P. Mitchell (AARP-Library Staff Member)
- ❖ Victoria Castillo-Edwards



# Teinert Memorial Library - Ledger

## LEGEND

AD = Deposit  
DC = Debit Card

BF = Bank Fees  
BP = Bill Pay

CR = Online or Phone Transfer  
ATM = Automated Teller Withdrawal

CURRENT BALANCE  
**\$2,375.81**

Check/Code	Date	Transaction	Description	Withdrawal	Deposit	Balance
	10/31/2022	Cadence Bank	Balance Forward		\$2,087.77	\$2,087.77
AD	11/15/2022	Donation	ATMOS Energy		\$1,500.00	\$3,587.77
AD	12/14/2022	Fundraiser	Video Sales		\$54.50	\$3,642.27
AD	12/19/2022	Fundraiser	Video Sales		\$70.00	\$3,712.27
AD	12/27/2022	Fundraiser	Video Sales		\$46.00	\$3,758.27
AD	1/23/2023	Fundraiser	Video Sales		\$37.50	\$3,795.77
BP	1/28/2023	Staples	Computers-ATMOS Grant	\$1,419.96		\$2,375.81
Always use to add row before adding entries						
<b>Totals</b>		<b>Transaction count: 7</b>		<b>\$1,419.96</b>	<b>\$3,795.77</b>	<b>\$2,375.81</b>

**Jan-23**



Company Name: TEINERT MEMORIAL LIBRARY  
Period End: JANUARY 2023

Bank Name(s): Bancorp/Cadence  
Bank Account(s): ENDING 067-3

<b>Adjust cash account in general ledger (Section 1)</b>		
Balance per cash account in general ledger		2,375.81
<i>Adjustments to cash account (based on bank statement):</i>		
Add:	Bank interest	-
	Credit / wire transfers	
Subtract:	Bank charges	
	Standing orders	
	Direct debits / ACH	
	Dishonoured checks	
Add/Subtract:	Errors	
Adjusted cash account in general ledger		2,375.81
<b>Adjust balance on bank statement (Section 2)</b>		
Balance per bank statement		3,795.77
<i>Adjustments to bank statement balance (based on accounting records):</i>		
Add:	Deposits in transit	* -
Subtract:	Checks issued, but have not cleared bank	1,419.96
Add/Subtract:	Bank errors	
Adjusted balance per bank statement		2,375.81
<b>Compare adjusted balances (Section 3)</b>		
Adjusted cash account in general ledger		2,375.81
Adjusted balance per bank statement		2,375.81
Difference		-
<b>Reconciling items</b>		
Item a -		
Item b -		
Item c -		
Add more reconciling item descriptions here		
...		
...		
...		
Total reconciling items (= Difference)		-

Best Practice: Keep (attach) supporting documentation to this reconciliation.

Prepared by: S. Weaver

\* Computers purchased  
w/ ATMOS money.

×

STATEMENT DATE  
01/31/23  
ACCOUNT NUMBER  
140411-067-3

```

INPOLINE 1-888-797-7711
***** CHECKING ACCOUNT SUMMARY *****
PREVIOUS BALANCE          3,587.77      AVERAGE BALANCE
+      2 CREDITS          208.00              3,714
-      0 DEBITS              .00      YTD INTEREST PAID
- SERVICE CHARGES          .00              .00
+ INTEREST PAID            .00
ENDING BALANCE          3,795.77

```

```

DAYS IN PERIOD                                     31

* * * * * CHECKING ACCOUNT TRANSACTIONS * * * * *

DEPOSITS AND OTHER CREDITS
DATE.....AMOUNT.....TRANSACTION DESCRIPTION      CHK NO/ATM CD
01/10          170.50 DEPOSIT
01/27          37.50 DEPOSIT

* * * * * DAILY BALANCE SUMMARY * * * * *

DATE.....BALANCE      DATE.....BALANCE      DATE.....BALANCE
12/31          3587.77  01/10          3758.27  01/27          3795.77

```

**THANK YOU FOR BANKING WITH US**

[illegible]

**IN CASE OF PROBLEMS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS**

Direct telephone inquiries to 1-866-787-7771 (TOLL FREE) or write to US Customer Service, 200 West Jackson St., Tapco, MI 48061 or e-mail us at [uscs@tapco.com](mailto:uscs@tapco.com). We will respond to you as soon as we can. If you think your statement or receipt is missing or if you don't have information about a transfer or the statement or receipt, we must hear from you at least 30 days after we send you the first TDS1 statement or within the error or omission window.

## Teinert Memorial Library

### Listing of Programs

- Weekly
  - Dominos
    - Wednesdays
  - Storytime
    - Thursdays
- Bi-weekly or Semi-Monthly
  - Game Night
    - Dominos, Chess, Farkle, etc.....
  - Crafting Get Together??
    - Scrapbooking, knitting, diamond painting, etc.....
  - Study Group Night for Highschoolers??
- Monthly
  - Library Board of Trustees
    - 2<sup>nd</sup> Wednesday at 6:00 pm
  - Bartlett Town Hall
    - 2<sup>nd</sup> Saturday at 9:30 am
      - See attachment for topics
  - Book Club
    - Last Friday at 6:00 pm
  - STEAM Challenge or Contest??

**BEING PROPOSED -- ??OTHER SUGGESTIONS OR IDEAS??**

## **Teinert Memorial Library & Community Center Presents Bartlett Townhall Series 2023**

### **❖ Quarter 1**

- Public Infrastructure
  - February (Saturday - 2/11 - 9:30 AM – 11:00 AM)
    - Electricity and Streets
  - March (Saturday – 3/11- 9:30 AM – 11:00 AM)
    - Water and Wastewater

### **❖ Quarter 2**

- Sustainable Growth
  - April (Saturday - 4/8 - 9:30 AM – 11:00 AM)
    - Impact of Samsung & Growth of Region
  - May (Saturday - 5/13 - 9:30 AM – 11:00 AM)
    - City Comprehensive Plan & Long-Range Planning
  - June (Saturday - 6/10 - 9:30 AM – 11:00 AM)
    - Budget/Tax Rate

### **❖ Quarter 3**

- Public Safety
  - July (Saturday - 7/8 - 9:30 AM – 11:00 AM)
    - Permits/Code Compliance/Building Codes
  - August (Saturday - 8/12 - 9:30 AM – 11:00 AM)
    - Fire Department
  - September (Saturday - 9/9 - 9:30 AM – 11:00 AM)
    - Police Department/Animal Control

### **❖ Quarter 4**

- Community Services
  - October (Saturday - 10/14 - 9:30 AM – 11:00 AM)
    - Parks/Cemetery
  - November (Saturday -11/11 - 9:30 AM – 11:00 AM)
    - Municipal Court/City Secretary
  - December (Saturday - 12/9 - 9:30 AM – 11:00 AM)
    - Library/End of Year Review

# COLLECTION ANALYSIS: MEDIAN VS. AVERAGE



November 6, 2014



Holly



Practical Librarian

3 comments

There is more to understanding a collection age beyond average and thanks to [Emma](#), who made a comment on my last collection analysis post, I thought it would also help to discuss median age in a collection. My experience has been that often “average” and “median” are used interchangeably (which is so very wrong!). Median age of a collection really has some serious power in helping librarians talk about collection age.

First, let us get clear on the difference is between median age and average age of a collection. (Again, as I have done in previous posts, the best way to get a handle on the process is to use a small set of numbers until you feel comfortable.) The average is the sum of all the dates in the set divided by the number of items in the set. (If you are using Excel, it will be the @average function)

Here is the example of some publication dates:

Year Published	
Book A	1975
Book B	1980
Book C	1980
Book D	1980
Book E	1982
Book F	1982
Book G	2010
Book H	2010
Book I	2013
Book J	2013

Calculating the average is done by adding all the years published is: 19,925. Then dividing by the 10 books in the set, the average age is 1992.5.

The Median age is similar to average in that it can indicate an overall age of the collection, but it actually gives us more information by considering the distribution of that range. Taking the same 10 books, the oldest in the collection is 1975 and the newest is 2013. Median is calculated by examining the middle point of the range. In our example, the median age is 1982. Of course, the wonderful Excel will also help you calculate this with the @median function. You can find this under formulas tab in the statistical functions group.

In our little example, you can already see the dramatic difference in the resulting statistics. Average indicates an age around 1993 and the median is 1982. So what does this statistic mean? It means that most of the books are older and not just slightly older, but REALLY old. Remember 1982 is the middle of the age range.

The difference between median and average is pretty significant in this small set. Over a large set of data this can be very helpful in getting sense of the age. As with average, it is unfair to include items that are in special collections such as a genealogy or local history collection. Archival material should be excluded in such a context. Like average, using this statistic on the overall library collection. Distinct collections or subjects benefit from this statistic, especially where currency is an issue. (Think legal, medical etc.) I like using it with the teen fiction collection, where I really want the latest and greatest. Practice and compare the median and average ages of your particular collection.

Statistics and analysis of your collection should be a regular part of your management and decisions. Boards, directors and other assorted folks in the money part of the collection equation will appreciate this analysis. It shows consideration and care in your collection.

-Mary



	Number of public libraries <sup>1</sup>		Number of books and serial volumes				Per capita <sup>2</sup> usage of selected services per year							
			In thousands		Per capita <sup>2</sup>		Number of library visits <sup>3</sup>		Circulation (number of materials lent)		Reference transactions <sup>4</sup>		Uses of public-access internet computers	
State	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Ohio	251	251	39,486	37,947	3.4	3.3	5.9	5.9	15.3	15.6	1.4	1.4	1.2	1.1
	119	119	6,231	6,152	1.9	1.9	4.1	4.1	7.7	7.9	0.6	0.5	0.9	0.9
	131	132	8,775	8,702	2.6	2.5	5.7	5.6	15.7	15.4	0.5	0.5	0.8	0.8
	451	452	24,144	23,930	1.9	1.9	3.3	3.2	4.9	5.2	0.6	0.6	0.4	0.4
	48	48	3,391	3,144	3.2	3.0	5.2	4.9	5.6	6.3	0.5	0.5	0.8	0.7
South Carolina	42	42	8,581	8,483	1.8	1.8	3.0	2.9	5.0	5.3	0.5	0.6	0.7	0.7
	110	111	2,767	2,767	3.6	3.6	5.0	4.8	7.6	7.5	0.5	0.5	1.3	1.2
	186	186	10,962	10,884	1.7	1.6	2.8	2.7	4.2	4.3	0.5	0.5	0.7	0.6
	543	544	38,100	36,348	1.5	1.4	2.5	2.5	4.5	4.4	0.5	0.5	0.5	0.4
	74	70	6,400	6,359	2.1	2.1	5.0	4.8	11.5	11.5	0.9	0.9	0.8	0.6
Vermont	161	162	2,768	2,747	4.7	4.7	5.9	5.9	7.1	7.3	0.7	0.7	0.8	0.7
	93	93	15,785	15,400	1.9	1.8	4.1	4.0	7.5	7.3	0.8	0.8	0.8	0.7
	60	60	12,268	11,857	1.7	1.6	5.1	4.8	11.7	11.7	0.5	0.4	0.9	0.8
	97	97	4,897	4,736	2.6	2.6	2.7	2.5	3.5	3.5	0.3	0.3	0.5	0.4
	381	381	17,862	17,777	3.1	3.0	5.2	5.0	9.5	9.3	0.6	0.6	0.7	0.6
Wisconsin	23	23	2,229	2,247	3.9	3.9	5.8	5.4	7.9	7.8	0.8	0.8	1.1	1.1

<sup>1</sup> Refers to the number of administrative entities that are legally established under local or state law to provide public library service to the population of a local jurisdiction. A public library (administrative entity) may have a single outlet that provides direct service to the public, or it may have multiple service outlets. In 2018, a total of 16,589 stationary service outlets (8,887 central libraries and 7,702 branch libraries) were open to the public; 664 additional service outlets were bookmobiles. In 2019, a total of 16,607 stationary service outlets (8,884 central libraries and 7,723 branch libraries) were open to the public; 671 additional service outlets were bookmobiles.

<sup>2</sup> Per capita (or per person) data are based on unduplicated populations of the areas served by public libraries.

<sup>3</sup> Includes only the number of physical visits (entering the library for any purpose). The survey does not collect data on the number of online visits.

<sup>4</sup> A reference transaction is an information contact that involves the knowledge, use, recommendations, interpretation, or instruction in the use of one or more information sources by a member of the library staff.

NOTE: Data include imputations for nonresponse. Detail may not sum to totals because of rounding.

SOURCE: Institute of Museum and Library Services, Public Libraries Survey, fiscal years 2018 and 2019, retrieved September 8, 2021, from <https://www.imls.gov/research-evaluation/data-collection/public-libraries-survey>. (This table was prepared September 2021.)

TML = # of books 14,752 %

Population 1643

8.98 per capita

T.M.L. Holding

**Report note:**

### Report criteria:

Material Type	Unknown	Earlier	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Total w/c	Total	Average	Median
0 — Adult Fiction	6	296	24	5	18	8	20	40	29	16	31	23	12	7	34	38	30	29	23	53	70	56	61	22	0	0	0	945	951	2003	2006
1 — Unassigned	4	130	4	16	7	9	8	23	6	17	10	13	8	14	8	18	28	13	13	5	5	1	2	0	0	0	0	358	362	2000	2003
2 — 0xx	0	6	1	3	1	0	2	0	0	0	3	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	19	19	1998	1999
3 — 1xx	1	30	4	2	3	6	0	1	0	1	0	1	2	4	2	2	0	1	0	0	0	0	0	0	0	0	0	59	60	1994	1997
4 — 2xx	1	39	6	4	3	8	7	9	5	6	7	3	1	5	3	3	3	1	3	1	0	0	0	0	0	0	0	117	118	1997	2001
5 — 3xx	3	108	17	5	11	5	13	12	8	5	14	4	7	9	12	3	2	0	2	2	0	1	0	2	0	0	0	242	245	1996	1998
6 — 4xx	2	1	0	0	0	0	0	0	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	4	6	2001	2005
7 — 5xx	1	103	1	4	1	5	3	3	7	11	3	3	2	1	1	1	1	1	1	0	1	0	0	0	0	0	0	152	153	1989	1989
8 — 6xx	6	245	21	15	16	20	13	7	7	13	4	12	9	9	8	2	3	1	0	2	1	1	1	0	0	0	0	410	416	1992	1994
9 — 7xx	3	183	31	11	9	7	17	9	7	12	4	1	4	7	10	4	6	1	4	1	5	2	0	1	0	0	0	336	339	1992	1997
10 — 8xx	7	121	3	3	5	10	2	5	10	0	3	4	1	3	4	1	2	0	0	0	0	0	0	0	0	0	0	178	185	1984	1992
11 — 9xx	9	330	9	17	6	11	13	6	15	19	14	8	4	2	7	5	6	4	0	0	1	1	0	0	1	0	0	479	488	1988	1989
12 — B	3	176	12	13	8	10	10	12	24	26	27	20	12	16	10	5	5	0	0	0	0	0	0	0	0	0	0	386	389	1997	1999
13 — CD	0	2	0	0	0	0	0	1	4	2	11	5	10	2	2	0	0	0	0	0	0	0	0	0	0	0	0	39	39	2006	2006
15 — CTLS HF	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
20 — DVD	14	4	1	1	0	1	5	1	6	7	3	3	3	0	0	1	0	1	0	0	0	0	0	0	0	0	0	37	51	2003	2004
21 — E	21	1266	91	79	69	69	88	40	78	116	44	27	37	63	36	6	11	13	10	5	7	1	0	0	0	0	0	2156	2177	1994	1995
22 — F	36	1077	146	157	197	223	219	220	252	344	316	283	333	308	270	246	112	51	40												

[illegible]

Material Type	Unknown	Earlier	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Total w/c	Total	Average	Median
35 — Juvy Reference	0	3	2	1	1	4	4	3	10	8	16	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	55	55	2004	2004
36 — LP	4	94	20	16	8	31	47	44	13	81	156	42	0	2	3	4	11	19	24	1	0	0	0	0	0	0	0	616	620	2003	2005
37 — REF	77	159	22	14	25	25	66	14	32	52	40	10	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	461	538	1995	2001
38 — Texana	5	48	1	5	1	0	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	59	64	1981	1978
39 — VHS	2	4	3	0	1	1	4	5	1	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	21	23	2001	2002
40 — YA	1	29	6	1	3	3	4	3	4	8	13	6	9	8	14	13	12	9	12	17	16	1	0	1	0	7	1	200	201	2006	2010
41 — JA	1	36	4	0	6	5	6	1	7	4	4	2	5	3	4	1	2	2	1	0	0	0	0	1	0	0	0	94	95	1998	2001
42 — PB	4	11	3	3	5	3	5	9	4	7	2	9	7	11	13	15	15	14	18	6	3	1	3	0	0	0	0	167	171	2008	2010
43 — Aud	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	0	0	0	0	0	0	0	0	0	3	3	2011	2011
44 — Missing	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2006	2006
NONE	1	1	0	3	3	1	1	1	1	3	2	0	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	19	20	2003	2003
<b>Total</b>	<b>219</b>	<b>5658</b>	<b>472</b>	<b>446</b>	<b>491</b>	<b>539</b>	<b>677</b>	<b>542</b>	<b>619</b>	<b>865</b>	<b>796</b>	<b>571</b>	<b>510</b>	<b>505</b>	<b>472</b>	<b>388</b>	<b>262</b>	<b>166</b>	<b>156</b>	<b>113</b>	<b>116</b>	<b>66</b>	<b>67</b>	<b>27</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>14533</b>	<b>14752</b>	<b>1998</b>	<b>2001</b>
% of holdings known to be this old or newer:		60.16%		56.96%		50.61%		46.96%		34.50%		23.24%		19.37%		12.49%		4.88%		3.76%		1.93%		0.70%		0.06%		0.05%		0.01%	

## 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.



For Customer Service, call  
1-800-333-3330, or email at  
support@orders.staples.com. Order  
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hours a day, 7 days a week.

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SHIPPING LOCATION: Beloit, WI FC

CARRIER ROUTE: SP1/UPS /U3

TOTAL PACKAGES: 1

PAGE: 1

SPECIAL INSTRUCTIONS

80.00  
000100000000

Line	ITEM NUMBER	ITEM DESCRIPTION / MODEL NUMBER	UNIT OF MEAS	QTY ORDERED	QTY SHIPPED	Staples Price	Extended Amount
1	24506591	HP 24 AllinOne Desktop Compute/318L8AA#ABA	EA	1	1	659.99	659.99
2	24526653	Lenovo IdeaPad 3 156 Laptop In/82RK001JUS	EA	3	3	549.99	1649.97
Safety Data Sheet (SDS) may be found by visiting <a href="http://sds.staples.com/msds/24526653.pdf">http://sds.staples.com/msds/24526653.pdf</a>							
Coupon discounts are prorated across all items purchased. Applicable refunds will not include the prorated coupon amount. Check your order status online by going to <a href="http://www.Staples.com">www.Staples.com</a> and clicking on "Track Order".							
		Merchandise Total.....					2309.96
		Shipping & Delivery.....					.00
		Coupon Credit.....					890.00CR
		Handling.....					.00
		Tax .....					.00

Staples

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PRODUCT OPTIONS TO BETTER SERVE  
YOUR BUSINESS NEEDS.

PAYMENT METHOD: PP

TOTAL ORDER: 1419.96

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SCS

2112 SW H.K. Dodgen Loop Suite

183

Temple, TX, 76504

(254) 899-1330

## Customer Copy

**Order Number: 9846629808**

Placed On: Jan 28, 2023

**This Order is Valid through next 48 hours  
from the time order was placed.**

**Expected Delivery: Thu 02/02**

Item: 1	Qty.	Subtotal
	1	\$519.99

HP 24" All-in-One Desktop Computer, Intel  
Core i3-1115G4, 8GB Memory, 256GB SSD  
(1J7Q3AA#ABA)

Unit Price: \$659.99

Item: 24506591

Model: 318L8AA#ABA

**Expected Delivery: Wed 02/01**

Item: 2	Qty.	Subtotal
	3	\$899.97

Lenovo IdeaPad 3 15.6" Laptop, Intel Core  
i3-1215U, 8GB Memory, 256GB SSD,  
Windows 11 (82RK001JUS)

Unit Price: \$549.99

Item: 24526653

Model: 82RK001JUS

### Customer Savings\*\*:

\$150.00 Off Lenovo - \$450.00  
IP 3i 15  
82RK001JUS

\$80.00 Off HP AIO - \$80.00  
24/8/256/i3

\$60.00 Off HP AIO - \$60.00  
24/8/256/i3

\$100.00 Off Lenovo - \$300.00  
IP 3i 15  
82RK001JUS

Merchandise Total: \$2,309.96

Customer Savings\*\*: -\$890.00

Delivery Fee: Free

Pre-Tax Subtotal: \$1,419.96



2112 SW H.K. Dodgen Loop Suite 183  
Temple, TX 76504  
254-899-1330

Sale

Store: 1179 Register: 3  
Date: 1/28/23 Time: 2:48 PM  
Transaction: 28226 Cashier: 2052684  
REWARDS NUMBER 5061373238

Qty Item Price Amount  
\*\*\*\*\* Order Number 9846629808\*\*\*\*\*

1 HP AIO DT 24/8/256 659.99 519.99 T  
24506591  
Item tax manually modified.  
(0) 17912 (80.00)  
(0) 76635 (60.00)  
3 LNOV IP31 15/8/256 549.99 899.97 T  
24526653  
Item tax manually modified.  
(0) 25949 (450.00)  
(0) 78077 (300.00)

Questions on Customer Order 9846629808  
Call Customer Service at 1-800-3STAPLES

\*\*\*\*\*  
Subtotal 1,419.96  
Modified Tax: 0% 0.00

Total 1,419.96  
Mastercard USD\$1419.96  
Card No. : XXXXXXXXXXXX0339 [C]  
Chip Read  
Auth No. : 02882E  
AID.: A0000000041010

\*\*\*\*\*  
The tax on one or more items has been  
modified shown with a T next to the price.  
\*\*\*\*\*  
\*\*\*\*\*

#### Coupon Summary

Coupon	Exp Date	Amount
25949		450.00
17912		80.00
76635		60.00
78077		300.00

\*\*\*\*\*

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the working and learning store.  
Discover every tool to take on tomorrow  
including products, services  
and inspiration that help you  
unlock what is possible.

Shop Smarter. Get Rewarded.  
Staples Rewards members get up to  
5% back in Rewards.  
Exclusions Apply. See an associate for  
full program details or to enroll.

THANK YOU FOR SHOPPING AT  
STAPLES CONNECT!



11133PE11613KPL4AXALK

Customer Copy

Only \$25 for Virtual



2112 SW H.K. Dodgen Loop Suite  
183  
Temple, TX, 76504  
(254) 899-1330

#### Customer Copy

Order Number: 9846629808

Order On: Jan 28, 2023

Order is Valid through next 48 hours  
from the time order was placed.

Expected Delivery: Thu 02/02

Item	Qty.	Subtotal
1	1	\$519.99

24" All-in-One Desktop Computer, Intel  
Core i3-1115G4, 8GB Memory, 256GB SSD  
(I7Q3AA#ABA)  
Unit Price: \$659.99  
Item: 24506591  
Model: 318L8AA#ABA

Expected Delivery: Wed 02/01

Item	Qty.	Subtotal
3	3	\$899.97

Lenovo IdeaPad 3 15.6" Laptop, Intel Core  
i3-1215U, 8GB Memory, 256GB SSD,  
Windows 11 (82RK001JUS)  
Unit Price: \$549.99  
Item: 24526653  
Model: 82RK001JUS

#### Customer Savings\*\*:

\$150.00 Off Lenovo IP 3i 15 82RK001JUS	-\$450.00
\$80.00 Off HP AIO 24/8/256/i3	-\$80.00
\$60.00 Off HP AIO 24/8/256/i3	-\$60.00
\$100.00 Off Lenovo IP 3i 15 82RK001JUS	-\$300.00

Merchandise Total: \$2,309.96

Customer Savings\*\*: -\$890.00

Delivery Fee: Free

Pre-Tax Subtotal: \$1,419.96



## GRANT Opportunity -- 2023 AARP Community Challenge

Buchanan, Ken <kbuchanan@aarp.org>

Thu 1/26/2023 10:36 AM

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

Good Morning Susan

I recently saw a grant opportunity available from AARP (the parent organization of the AARP Foundation) and wanted to share it with your community.

Please forward to the best person.

### Ken Buchanan

Ken Buchanan | Project Director

Workforce Programs | SCSEP

900 Austin Avenue, Suite 303 | Waco, Texas 76701

Office: 254-730-4190 | Fax: 254-732-0479



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The [AARP Community Challenge](https://www.aarp.org/livable-communities/community-challenge/info-2023/2023-challenge.html?cmp=EMC-DSM-NLC-OTH-LC-1537503-1789009-6979516-NA-011823-LivableCommunities-MS1-Info2023-HDL-CTRL-Community&encparam=DkL18PwNILsWbqD%2bVGycfVZRb8PLI628ax1%2bXlZV%2fvA%3d) provides small grants to fund quick-action projects that can help communities become more livable for people of all ages. In 2023, the AARP Community Challenge is accepting applications across three different grant opportunities, two of which are new this year.

Apply for a quick-action grant. Deadline: Wednesday, March 15, 5 p.m. (ET)

<https://www.aarp.org/livable-communities/community-challenge/info-2023/2023-challenge.html?cmp=EMC-DSM-NLC-OTH-LC-1537503-1789009-6979516-NA-011823-LivableCommunities-MS1-Info2023-HDL-CTRL-Community&encparam=DkL18PwNILsWbqD%2bVGycfVZRb8PLI628ax1%2bXlZV%2fvA%3d>

Web Page

<https://www.aarp.org/livable-communities/community-challenge/info-2023/2023-challenge.html?cmp=EMC-DSM-NLC-OTH-LC-1537503-1789009-6979516-NA-011823-LivableCommunities-MS1-Info2023-HDL-CTRL-Community&encparam=DkL18PwNILsWbqD%2bVGycfVZRb8PLI628ax1%2bXlZV%2fvA%3d>

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# Grant Opportunities

In 2023, the AARP Community Challenge is accepting applications across **three different grant opportunities, two of which are new this year**. (See [Attachment C](#) for examples of previous AARP Community Challenge funded projects.) Organizations are eligible to apply for more than one grant opportunity and may submit multiple applications.

## 1. Flagship Grants

☆☆☆ March 15<sup>th</sup> deadline

The flagship AARP Community Challenge grants have ranged from several hundred dollars for smaller, short-term activities to tens of thousands of dollars for larger projects. Since 2017, AARP has funded projects ranging from \$500 to \$50,000 with an average grant amount of \$11,900 (83 percent of grants have been under \$20,000.) AARP reserves the right to award compelling projects of any dollar amount.

We are accepting applications for projects that benefit residents — especially those age 50 and older. Projects can:

- Create vibrant **public places** that improve open spaces, parks and access to other amenities
- Deliver a range of **transportation and mobility options** that increase connectivity, walkability, bikeability, and access to public and private transit
- Support **housing options** that increases the availability of accessible and affordable choices
- Ensure a focus on **diversity, equity and inclusion** while improving the built and social environment of a community;
- Increase **digital connections** by expanding high-speed internet and enhancing digital literacy skills of residents
- Support **community resilience** through investments that improve disaster management, preparedness and mitigation for residents
- Increase **civic engagement** with innovative and tangible projects that bring residents and local leaders together to address challenges and facilitate a greater sense of inclusion
- Improve **community health and economic empowerment** in support of financial well-being and improved health outcomes

## 2. NEW! Capacity-Building Microgrants

By combining \$2,500 grants with additional resources — such as webinars, AARP Livable Communities publications, cohort learning opportunities and/or up to two hours of one-on-one coaching with leading national organizations — this new grant opportunity will benefit residents (especially those age 50 or older) in the following categories:

- **Walkability:** Implement a walk audit to assess and enhance the safety and walkability of a street or neighborhood with support from [America Walks](#), using the [AARP Walk Audit Tool Kit](#).
- **Community Gardens:** Start or enhance a community garden with support from [880 Cities](#), using the new AARP publication [Creating Community Gardens for People of All Ages](#).

## 3. NEW! Demonstration Grants

By supporting demonstration efforts that encourage the replication of promising local efforts, this new grant opportunity will benefit residents (especially those age 50 and older) by:

- Advancing solutions that build capacity towards **transportation systems change**. This opportunity for grant funding of approximately \$30,000 to \$50,000 per project is sponsored by Toyota Motor North America.
- Implementing **accessory dwelling unit (ADU) design competitions** that increase public understanding of this housing option and encourage the implementation of ADU supportive policies. This opportunity for grant funding will provide approximately \$10,000 to \$15,000 per project.

## Eligibility

*Each project must satisfy the guidelines as described in the Grant Opportunities section above as well as in the following three criteria:*

### The following projects are NOT eligible for funding:

- Partisan, political or election-related activities
- Planning activities and assessments and surveys of communities without tangible engagement
- Studies with no follow-up action
- Publication of books or reports
- Acquisition of land and/or buildings
- Purchase of a vehicle (such as a car or truck)
- Sponsorships of other organizations' events or activities
- Research and development for a nonprofit endeavor
- Research and development for a for-profit endeavor
- The promotion of a for-profit entity and/or its products and services

## 1. Organization Type:

The program is open to the following types of organizations:

- **501(c)(3), 501(c)(4) and 501(c)(6) nonprofits** (Nonprofit organizations must be recognized by the IRS in order to receive funds.)
- **Government entities**
- **Other types** of organizations considered on a case-by-case basis. (Funds will not be provided to any for-profit company, nor individuals. However, AARP does allow for IRS recognized 501(c)(3), 501(c)(4) and 501(c)(6) tax-exempt non-profit organizations or government entities to serve as fiscal sponsors of grants.)

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## 2. Project Type:

AARP Community Challenge grants may be used to support three project types. Project types described below will be prioritized over those that support ongoing programming or events.

- **Permanent physical improvements** in the community
- **Temporary demonstrations** that lead to long-term change
- **New, innovative programming** pilots or services

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## 3. Mission Focus:

AARP will evaluate each project based on its consistency with the AARP mission to serve the needs of people 50-plus.

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## Community Criteria

Although communities that belong to the [AARP Network of Age-Friendly States and Communities](#) are encouraged to apply, projects that benefit *any* community and satisfy all other criteria are eligible for consideration.

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## Grant Selection Process

Grant recipients will be selected by an AARP panel of experts on aging, community development and livable communities. Projects will be judged on the degree to which their goals make an immediate change that leads to longer-term impact and meet all other selection criteria.

### Assessment Criteria:

- **Impact** (60 points): The project addresses a clear need that brings positive change and demonstrates the ability to overcome barriers and accelerate, grow and/or sustain the community's efforts to become more livable for residents — especially those age 50 or older — focuses on diversity, inclusion and addresses disparities
- **Execution** (30 points): Applicants demonstrate the capacity to deliver the AARP Community Challenge project on time and within the awarded budget, effectively engage residents and key stakeholders, and leverage volunteers — especially those age 50 or older — in the execution.
- **Innovation** (10 points): The project demonstrates creativity or unique design or engagement elements that will contribute to its impact on residents — especially those age 50 or older

*In addition to the criteria provided, AARP will also evaluate each project based on its consistency with the AARP mission to serve the needs of people age 50-plus.*

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# Application Requirements

- Applicants must meet the eligibility requirements
  - Applications must be submitted through the online application form (see the box above) with all pertinent information by Wednesday, March 15, 2023, 5 p.m. (ET)
  - Incomplete applications will not be reviewed
- 

## Notification

Grant recipients and unselected applicants will be notified by email in May 2023. Grantees must execute and email a binding Memorandum of Understanding and completed vendor forms to AARP by Wednesday, June 14, 2023. Noncompliance with this deadline may result in disqualification or delayed funding.