



# STAFF REPORT

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**MEETING DATE:** February 19, 2024

**MEETING TYPE:** City Council

**SUBMITTED BY:** Cynthia Olguin, City Secretary

**AGENDA CAPTION:** Discuss and consider an appointment to the Atwell Public Library Board.

Presented by: Cynthia Olguin, City Secretary

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## **Background Information**

Per the City of Hutchins' Code of Ordinance, Article 1.12.035 Public Library, Dismissal, and Replacements, city staff is submitting to the city council a recommendation to replace an Atwell Public Library Board member due to absences.

Ms. Sherrie Edwards was appointed to the Atwell Public Library Board on August 21, 2023. However, she was absent for three consecutive meetings from October to December 2023. Despite being reminded of her responsibilities, Ms. Edwards continued to miss important meetings that affected the board's ability to conduct business. City Secretary Olguin informed Ms. Edwards of the city's policy and her intent to recommend reappointing her seat due to her absences. On January 3, 2024, Ms. Edwards submitted her request to "withdraw" from the Library Board.

We are pleased to present for consideration an application submitted by Tijwanike Brown as a suitable candidate to fill the vacant seat on the Atwell Public Library Board. Ms. Brown is being recommended to fill the remainder of a two-year term, which expires in July 2025.

City of Hutchins Code of Ordinance, Article 1.12.035 Public Library, Dismissal, and Replacements

(1) Any board member having three (3) consecutive unexplained absences from regular meetings of the library board shall be reported to the city council for replacement, and a name will be submitted at the same time to fill the vacancy.

## **Staff Recommendation**

Staff recommends an appointment by the following motion:

Motion to appoint Tijwanike "Patriece" Brown as a regular member of the Atwell Public Library Board to fill the remainder of a two-year term expiring in July 2025.

## **Supporting Documentation and Attachments**

2023/2024 Atwell Public Library Board Attendance Roster  
Library Board Application – Ms. Patriece Brown