

**LIBRARY BOARD OF THE CITY OF SACHSE
DECEMBER 8, 2025, MEETING MINUTES**

The Library Board of the City of Sachse held a regular meeting on Monday, December 8, 2025, at 7:00 PM at Sachse City Hall, 3815-B Sachse Road. Those present were: Shanna Conde, LaWan-Dia Rhoden, Meghan Kershaw, Allyssa Loya, Betsy Urschel, Adashea Dugan, Rafay Sheikh.

A. Regular Meeting

1. Call to Order: The Library Board of the City of Sachse will hold a regular meeting on Monday, December 8, 2025, at 7:00 PM to consider the following items of business:

Chairperson Rhoden called the meeting to order at 7:00 PM.

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Ms. Rhoden offered the invocation and Ms. Kershaw led the pledges.

3. Consider and elect a Chairperson, Vice Chairperson, and Secretary for the Library Board.

Dia Rhoden made a motion to elect Shanna Conde to be the Chairperson of the Library Board. Allyssa Loya seconded the motion, and it carried 7 - 0. None voted against.

Shanna Conde made a motion to elect Betsy Urschel to be the Vice Chair of the Library Board. LaWan-Dia Rhoden seconded the motion, and it carried 7 - 0. None voted against.

Shanna Conde made a motion to elect Dia Rhoden to be Secretary of the Library Board. Betsy Urschel seconded the motion, and it carried 7 - 0. None voted against.

B. Public Comment

The public is invited to address the Board regarding any topic not already on the agenda for action or public hearing. **Comments regarding any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the acting secretary prior to the meeting. According to the Texas Open Meetings Act, the Board is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

No public comments were offered.

C. Action Items

Action items are for Board discussion and consideration for action. **The presiding officer will invite comments before the Board votes.** A Public Comment Card should be given to the acting secretary prior to the start of the meeting.

1. Consider approving the November 10, 2025, meeting minutes.

Ms. Urschel made a motion to approve the minutes as presented. Ms. Kershaw seconded the motion, and it carried 7 - 0. None voted against.

2. Consider approval of the Library Behavior Policy.

Mr. Cross presented the updated library behavior policy to the board for approval. He opened a discussion portion for the board to ask questions and discuss the updates to the policy. The board agreed that a statement should be added to the policy to the effect of: Library staff may keep a

record of incidents for informational purposes.

Ms. Loya made a motion to postpone approval of the policy until it can be reviewed again at the next meeting. Ms. Conde seconded the motion, and it carried 7 - 0. None voted against.

D. Discussion Items

These items are for the Board and staff to discuss as needed. **Comments on Discussion Items should be addressed in the Public Comment Section of this meeting.**

1. Receive and discuss the Library Manager's monthly report.


Library Manager Randall Cross presented monthly statistics and highlights from the past month. The Dinovember event had good attendance. The Animal Shelter Blanket Drive and the winter clothing drive were a success. The Library participated in the annual Christmas Extravaganza.

2. Discuss Library Board announcements regarding special events, current activities, and local achievements.

Mr. Cross announced upcoming programs and events over the coming weeks.

E. Adjournment

Chairperson Rhoden adjourned the meeting at 7:35 PM.


Shanna Conde, Chairperson

ATTEST:

Dia Rhoden, Secretary