



**TAKE NOTICE THAT A REGULAR MEETING  
OF THE LIBRARY BOARD  
OF THE CITY OF PHARR, TEXAS  
WILL BE HELD AT CITY HALL, COMMISSIONERS' ROOM,  
118 S. CAGE BLVD., 2<sup>ND</sup> FLOOR, PHARR, TEXAS  
COMMENCING AT 6:00 PM ON  
THURSDAY, SEPTEMBER 19, 2024**

*In compliance with Chapter 551 of the Texas government Code, Vernon's Texas Codes annotated (Open Meeting Act), NOTICE IS HEREBY GIVEN THAT THE LIBRARY BOARD OF THE CITY OF PHARR, TEXAS will be meeting in a regular called meeting to consider and discuss the following.*

**1. CALL MEETING TO ORDER:**

A) Roll call and possible action on the excusing of any absent member.

**2. REGULAR AGENDA - OPEN SESSION:**

A) Approval of minutes for November 16, 2023 - Regular Called Meeting

**3. PRESENTATION OF DIRECTOR'S REPORT:**

- A) Library Director's Report
- B) DRC Branch Manager's Report
- C) Reference Department Report
- D) Children's Department Report

**4. ADJOURNMENT:**

I, the undersigned authority, do hereby certify that the above notice of said Meeting of the Library Board of the City of Pharr was posted on the bulletin board at City Hall and on the City's web page at [www.pharr-tx.gov](http://www.pharr-tx.gov). This Notice was posted on the 16<sup>th</sup> day of September 2024 at 10:00 A.M. and will remain posted continuously for at least 72 hours preceding the scheduled time of said Meeting, in compliance with Chapter 551 of the Government Code, Vernon's Texas Codes, Annotated (Open Meetings Act).

**WITNESS MY HAND AND SEAL, this 16<sup>th</sup> day of September 2024**



  
MELDA PEREZ, TRMC  
CITY CLERK



## AGENDA MEMORANDUM



**BOARD:** Pharr Memorial Library Board

**AGENDA ITEM #:** 2.A.

**DATE SUBMITTED:** September 13, 2024

**MEETING DATE:** September 19, 2024

**FROM:** LINDA DEL TORO, Secretary

**DEPARTMENT:** Administration

**DIRECTOR:** Adolfo Garcia

**Agenda Item:** Approval of minutes for November 16, 2023 - Regular Called Meeting

**Classification:** Regular

(\* If closed session, City Attorney must review and approve.)

**Issue:** N/A

**Fiscal Consideration:**

**Staff Recommendation:** N/A

**Alternatives:** N/A

**Exclude Material from Public Packet?** No

**Reason:** N/A

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### **ROUTING:**

LINDA DEL TORO  
Adolfo Garcia  
City Management Office

Created/Initiated - 9/13/2024  
Approved - 9/13/2024  
Final Approval - 9/13/2024

**MINUTES**  
**PHARR MEMORIAL LIBRARY BOARD MEETING**  
**THURSDAY, NOVEMBER 16, 2023**  
**118 S CAGE 2<sup>ND</sup> FLOOR**

The Pharr Memorial Library Board met in a regular called meeting on Thursday, November 16, 2023, and following is the record of attendance.

**MEMBERS PRESENT:** Aida Escobar  
Claudia Garcia  
Anita Vela  
Olga L. Cardoza  
Mary Q Gonzalez  
Emma Rosalez-Garcia

**MEMBERS ABSENT:** Diana Ruiz

**STAFF PRESENT:** Adolfo Garcia, Library Director  
Linda Coronado, Administrative Assistant  
Itzel Armendariz, Secretary  
Brianna Bullion, Children's Supervisor  
Jose Miguel Singleterry, DRC Manger

**ITEM 1. CALL MEETING TO ORDER**

**A) ROLL CALL AND POSSIBLE ACTION ON THE EXCUSING OF ANY ABSENT MEMBER**

Chairperson, Aida Escobar, called the meeting to order at 6:00 p.m. Roll call established a quorum.

Emma Rosalez-Garcia moved to excuse absent board members. Olga Cardoza seconded the motion and when put to a vote, it carried unanimously.

**ITEM 2. REGULAR AGENDA – OPEN SESSION:**

**A) APPROVAL OF MINUTES FOR SEPTEMBER 21, 2023 REGULAR CALLED MEETING**

Chairperson Aida Escobar introduced the item.

Mary Q Gonzalez **moved** to approve the minutes as submitted. Olga Cardoza seconded the motion and when put to a vote, it carried unanimously.

**ITEM 3: PRESENTATION OF DIRECTOR’S REPORT:**

**A) LIBRARY DIRECTOR’S REPORT**

Chairperson Aida Escobar introduced the item.

Adolfo Garcia, Library Director, reported the door gate count to date was 27,000 at the Development and Research Center (DRC) and the gate count at the main library was 116,249 and stated the traffic has increased. He further reported circulation transactions at the Main Library were 45,000 and for the Development and Research Center were 8,000.

Adolfo Garcia, Library Director, also reported the revenues at the Development and Research Center were \$7,000 for fax services, copies, late fees and other services and the revenue at the Main Library was \$41,096 and over \$19,000 at the Cafe. He further reported the new special project for the main library was to update the lighting and furniture.

**B) DRC BRANCH MANAGER’S REPORT**

Jose M. Singletery, Branch Manager, went over the events held at the Development and Research Center (DRC) for the month of September and October 2023. He stated the events that took place were Arise Citizenship/ESL Classes, Border Perspectives, Pharr IT Department, C.B.P, and Hidalgo County Elections Office Early Voting.

**C) REFERENCE DEPARTMENT REPORT**

Adolfo Garcia, Library Director, went over the events held for the teens and adults at the Reference Department for the months of September, October, and November 2023. He further reported the library received the community literacy champion award from South Texas Literacy Coalition and introduced Nora Galvan from PSJA Adult Literacy program.

**D) CHILDRENS’S DEPARTMENT REPORT**

Brianna Bullion, Children’s Supervisor, went over the events held for the children’s department in the months of October and November 2023. She further extended an invitation to the board members to see the children’s department Christmas decorations.

**ITEM 4. ADJOURNMENT:**

There being no other business to come before the Library Advisory Board, Olga L. Cardoza **moved** to adjourn the meeting and Claudia Garcia seconded the motion. Meeting was adjourned at 6:38 p.m.

**LIBRARY BOARD**

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Aida Escobar, Chairperson

ATTEST:

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Linda Del Toro, Administrative Assistant

APPROVED DATE: \_\_\_\_\_



## AGENDA MEMORANDUM



**BOARD:** Pharr Memorial Library Board

**AGENDA ITEM #:** 3.A.

**DATE SUBMITTED:** September 13, 2024

**MEETING DATE:** September 19, 2024

**FROM:** LINDA DEL TORO, Secretary

**DEPARTMENT:** Library

**DIRECTOR:**

**Agenda Item:** Library Director's Report

**Classification:** Regular

(\* If closed session, City Attorney must review and approve.)

**Issue:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

LINDA DEL TORO  
Adolfo Garcia

Created/Initiated - 9/13/2024  
Final Approval - 9/13/2024



**Pharr**  
Memorial Library



Library Board Meeting  
September 19, 2024

## Library Director's Report



**Family Place Libraries**  
Building Foundations for Early Learning



### Library Statistics FY '23- '24 YTD (end of August 2024)

DRC Library Gate Count	24,933
Main Library Gate Count	120,791
DRC Circulation	5,602
Main Library Circulation	47,898
DRC Library Revenue	\$6,879
Library Revenue	\$39,848
Café 121	\$21,993

### Current Library Finances FY '23-24

Amount Budgeted	\$1,807,100
YTD Expenses	\$1,547,730
Percent Used	86%

### Library Recap

- \* **Library Reference YA SRP programs increased in participation**
- \* **Children's SRP programs have increased**
- \* **Library attendance has increased**
- \* **Library staff took part in 4<sup>th</sup> of July festival and city birthday**
- \* **All computers at DRC have been upgraded as part of KPI goals**
- \* **Completed furniture project, replaced 1<sup>st</sup> and 2<sup>nd</sup> floor furniture**
- \* **Lucha Libros was a success**

### New Special Project for main and DRC:

- \* **City approved '24-'25 Library Budget**
- \* **Frequent carpet cleaning**
- \* **increase library visits thru library programs**
- \* **Make needed roof repairs**
- \* **Continue with Family Place Libraries**



## AGENDA MEMORANDUM



**BOARD:** Pharr Memorial Library Board

**AGENDA ITEM #:** 3.B.

**DATE SUBMITTED:** September 13, 2024

**MEETING DATE:** September 19, 2024

**FROM:** LINDA DEL TORO, Secretary

**DEPARTMENT:** Library

**DIRECTOR:**

**Agenda Item:** DRC Branch Manager's Report

**Classification:** Regular

(\* If closed session, City Attorney must review and approve.)

**Issue:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

LINDA DEL TORO  
Adolfo Garcia

Created/Initiated - 9/13/2024  
Final Approval - 9/13/2024

## Events held at the DRC for the month of July 2024

July 2 - Arise

July 11 – C.B.P

July 15 – Border Perspective

July 18 – UTRGV Early HeadStart (Graduations)

July 22 – Border Perspective

July 24 – TXDOT (Mental Health Training)

July 26 – Pharr Housing Authority

July 29 – Border Perspective



## Events held at the DRC for the month of August 2024

Aug 1 – C.B.P

Aug 14 – Bridge Connect (Pharr International Bridge)

Aug 15 – Pharr Parks and Recreation (Coalition Meeting)

Aug 15-17 – Pharr Events (Night Under the Stars Concert)

Aug 20 – Angels of Love (Bingo)

Aug 21 – Region 1 (GEAR UP Pathways to the Future)

Aug 24 – Lucha Libros

Aug 28 – Bridge Connect (Pharr International Bridge)





## AGENDA MEMORANDUM



**BOARD:** Pharr Memorial Library Board

**AGENDA ITEM #:** 3.C.

**DATE SUBMITTED:** September 13, 2024

**MEETING DATE:** September 19, 2024

**FROM:** LINDA DEL TORO, Secretary

**DEPARTMENT:** Library

**DIRECTOR:**

**Agenda Item:** Reference Department Report

**Classification:** Regular

(\* If closed session, City Attorney must review and approve.)

**Issue:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

LINDA DEL TORO  
Adolfo Garcia

Created/Initiated - 9/13/2024  
Final Approval - 9/13/2024

## TEEN AND ADULT PROGRAMS / EVENTS

SUMMER 2024

<b>TEENS (12 – 18)</b>			
<i>Date</i>	<i>Title</i>	<i>Description</i>	<i>Attendance</i>
6/18/24	Paracord Bracelets	Making colorful paracord bracelets.	12
6/29/24	Flower Crowns	Creating their own unique flower crowns.	11
7/02/24	Screen Printing Tote Bags	Painting fun stencils on tote bags through a DIY screen printing technique.	24
5/18 – 7/07	Summer Reading Program	Encouraging the joy of reading.	51
7/16/24	Teen Painting	Painting unique art on a round canvas.	5
7/30/24	Friendship Bracelets	Crafting bracelets to celebrate friendship.	12
8/06/24	Olympic Ring Art	Olympic-inspired painting session.	4
8/20/24	Charm Your Gloss	Jewelry crafting with charms and lip gloss.	20
9/17/24	Candle Decorating	Creating DIY candles with paint markers.	TBA

<b>ADULTS (18+)</b>			
<i>Date</i>	<i>Title</i>	<i>Description</i>	<i>Attendance</i>
Mondays	Computer Assistance	One-on-one help with computer and internet basics.	5 W / 57 T
Mondays	The Feel-Good Book Club	Promotes self-improvement.	6
Wednesdays	Hub City Toastmasters	Learning and practicing public speaking skills.	5 – 8
Thursdays	Club de Lectura (CLAAP)	Promotes self-learning and self-help.	5-7 IN PERSON (15 + VIRTUAL)
Once a Month	Beyond Borders Book Club	Promotes books as tools for social change.	10 – 12
Mondays (June ONLY)	Adventure Word Search Puzzles	A fun destressing puzzle to do at the library weekly.	52
5/18 – 7/07	Summer Reading Program	Encouraging the joy of reading.	26
Every 2 <sup>nd</sup> & 4 <sup>th</sup> Monday Until Nov.	Senior Social Hour	Informs citizens of Medicare basics and primary care importance.	4

Reference Team: Paola Del Angel (Supervisor), Jaime Serna (FT), Olivia Salazar (FT), Enrique Martinez (FT), Aaron Salinas (PT), Natalia Rodriguez (PT)

MIXED (12+)			
Date	Title	Description	Attendance
7/6/24 & 7/20/24	Graduation Photos	Celebrating educational achievements.	30
7/13/24	Fantasy Map Drawing	Creating their own fantasy world map.	3
7/22/24	Let's Try: Chess	Trying chess in a beginner-friendly environment.	6
7/27/24	Scavenger Hunt	Exploring the Reference Dept. through fun clues.	11
7/20 – Sept Once a Month	Dungeons & Dragons	Promoting creativity, storytelling & teamwork.	3
7/27 – 9/28 Saturdays	Python Workshops	10-week workshop about Python computer programming language.	12
9/07/24	Checkmate Boredom	Playing chess in a beginner-friendly environment.	6
9/28/24	Skeleton Door Hanger	Creating a 40-inch skeleton for early fall season enthusiasts.	TBA



# SEPTEMBER 2024

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

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**LIBRARY CLOSED**

**ADULTS**  
Senior Social Hour  
9-10 AM  
Feel Good Book Club  
10 AM - 12 PM

**ADULTS**  
Feel Good Book  
Club | 10 AM - 12 PM

**ADULTS**  
Senior Social Hour  
9-10 AM  
Feel Good Book Club  
10 AM - 12 PM

**ADULTS**  
Feel Good Book  
Club | 10 AM - 12 PM

**ADULTS**  
HUB City Toastmasters  
Public Speaking Session  
12 pm - 1 pm  
Computer Assistance  
10 AM - 7 PM

**ADULTS**  
HUB City Toastmasters  
Public Speaking Session  
12 pm - 1 pm  
Computer Assistance  
10 AM - 7 PM

**ADULTS**  
HUB City Toastmasters  
Public Speaking Session  
12 pm - 1 pm  
Computer Assistance  
10 AM - 7 PM

**ADULTS**  
HUB City Toastmasters  
Public Speaking Session  
12 pm - 1 pm  
Computer Assistance  
10 AM - 7 PM

**ADULTS**  
(CLAAP) Club de  
Lectura Autodidacta y  
de Autoayuda Practico  
6 pm - 8 pm

**ADULTS**  
(CLAAP) Club de  
Lectura Autodidacta y  
de Autoayuda Practico  
6 pm - 8 pm

**ADULTS**  
(CLAAP) Club de  
Lectura Autodidacta y  
de Autoayuda Practico  
6 pm - 8 pm

**ADULTS**  
(CLAAP) Club de  
Lectura Autodidacta y  
de Autoayuda Practico  
6 pm - 8 pm

**ADULTS & TEENS**  
Chess Session  
10 AM - 4 PM  
Python Workshop  
Ages 15+ | 2 - 4 PM

**ADULTS & TEENS**  
Dungeons & Dragons  
Session | 10:30 - 12 PM  
Python Workshop  
Ages 15+ | 2 - 4 PM

**ADULTS & TEENS**  
Python Workshop  
Ages 15+  
2 - 4 PM

**ADULTS & TEENS**  
Skeleton Door Hanger  
10 AM - 12 PM  
Python Workshop  
Ages 15+ | 2 - 4 PM

Programs will be offered while supplies last. Activity supplies will be provided on a first-come-first-serve basis. For more information please call the Pharr Memorial Library Reference Department at 956-402-4650.



## TEEN EVENTS

**CANDLE DECORATING** (Tues. Sept. 17th @ 5 PM)  
- Get ready to DIY some candles with pressed flowers and paint markers! The perfect decor for fall or just to express yourself.

## ADULT EVENTS

**FEEL GOOD BOOK CLUB FOR WOMEN**  
(Mondays @ 10 AM)

- Embrace your spirituality through devotionals based on biblical scripture.

**SENIOR SOCIAL HOUR**

(Every 2nd and 4th Monday @ 9 AM)

- Adults 60+ join us for a morning of crafts and medicare basics. Sponsored by WellMed.

**COMPUTER ASSISTANCE**

(Wednesday by appointment)

- Want to learn how to use the computer or need help with an email/résumé? Register for one-on-one assistance.

**HUB CITY TOASTMASTERS**

(Wednesdays @ 12 PM)

- Learn more by visiting these public speaking sessions.

**CLUB DE LECTURA: CLAAP**

(Thursdays @ 6 PM)

- Sharing the love of reading with a spanish book. For women.

## ADULTS & TEENS EVENTS

**SKELETON DOOR HANGER**

(Sat. Sept. 28th @ 10 AM)

- Let's start the fall season with a colorful 40 inch skeleton for your door.

More  
Events

## ADULTS & TEENS EVENTS

**CHESS SESSION** (Sat. Sept. 7th @ 10 AM)

- Join us for some friendly games of chess. Beginners and advanced players are welcome. Self-paced.

**DUNGEONS & DRAGONS SESSION**

(Sat. Sept. 14th @ 10:30 AM)

- Embark on an epic adventure where your imagination is the only limit—join us for a beginner-friendly Dungeons and Dragons one-shot and discover the hero within!

No experience needed.

**PYTHON WORKSHOP: PHARR FETCHED**

**CODERS** (Saturdays @ 2 PM)

- For ages 15+ sign up to learn all about Python CS50 using a free Harvard guided curriculum.

Basic computer skills needed. Current session filled. Join a waitlist today!



Unlock a world of endless knowledge,  
adventure, and entertainment—  
get your library card today  
and discover

all that the Pharr Memorial Library  
has to offer!

PHARR MEMORIAL LIBRARY

121 E. CHEROKEE AVE. PHARR, TX 78577

(956) 402-4650

# SEPTEMBER

## EVENTS FOR ADULTS & TEENS





## AGENDA MEMORANDUM



**BOARD:** Pharr Memorial Library Board

**AGENDA ITEM #:** 3.D.

**DATE SUBMITTED:** September 13, 2024

**MEETING DATE:** September 19, 2024

**FROM:** LINDA DEL TORO, Secretary

**DEPARTMENT:** Library

**DIRECTOR:**

**Agenda Item:** Children's Department Report

**Classification:** Regular

(\* If closed session, City Attorney must review and approve.)

**Issue:**

**Fiscal Consideration:**

**Staff Recommendation:**

**Alternatives:**

**Exclude Material from Public Packet?** No

**Reason:**

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**ROUTING:**

LINDA DEL TORO  
Adolfo Garcia

Created/Initiated - 9/13/2024  
Final Approval - 9/13/2024

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Pharr Memorial Library and  
Development and Research  
Center Children's Department  
Program Report  
June 2024-August 2024

Pharr Memorial Library and Development and Research Center Children's Department

June 2024

**Program Statistics:**

- Summer Reading Program: Adventure Begins at Your Library
  - Total Children Registered for Program: 802
  - Total Program Completions: 525
  - Retention Rate: Approx. 65%
- Summer Reading Program Classes:
  - Average of 5 programs per day between DRC and PML
  - Average of 30 attendees per class
  - 1,671 total attendees



Pharr Memorial Library and Development and Research Center Children's Department

**July 2024**

**Summer Reading Program Pool Party**

- July 12, 2024
- 525 total children invited

**Upcoming Programs**

- July 20: Frida Art Workshop with Suanne Goings
- July 15-31: Reading Challenges and Ongoing Scavenger Hunt

Pharr Memorial Library and Development and Research Center Children's Department

**August 2024**

**Program Statistics:**

- 34 General Programs
- 21 Toddlers Programs

**Programs Attendees:**

- 1,466 General Programs
- 239 Toddlers Program

**Workshop Program with Ms. Goings**

- 30 attendees



# September



**SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY**

1 STREAM 2 p.m. PML / DRC	2 LABOR DAY SORRY! WE'RE CLOSED	3 Art Class 4 p.m. PML/DRC	4 Story Time 4 p.m. PML/DRC	5 HOW DOES IT WORK 5 P.M. PML/DRC	6 Fun Friday 11 a.m. PML / DRC	7 Super Saturday 10 a.m. PML
8 STREAM 2 p.m. PML / DRC	9 ANTASTIC MR. FOX 5 p.m. PML / DRC	10 Art Class 4 p.m. PML/DRC	11 Story Time 4 p.m. PML / DRC	12 HOW DOES IT WORK 5 P.M. PML/DRC	13 Fun Friday 11 a.m. PML / DRC	14 Super Saturday 10 a.m. PML
15 STREAM 2 p.m. PML / DRC	16 5 p.m. PML / DRC	17 Art Class 4 p.m. PML / DRC	18 Story Time 4 p.m. PML / DRC	19 Home-school 11 a.m. HDIW 5 P.M. PML/DRC	20 Fun Friday 11 a.m. PML / DRC	21 Art Workshop 2 p.m.- 4 p.m. PML
22 STREAM 2 p.m. PML / DRC	23 HOTEL TRANSYLVANIA 2 5 p.m. PML / DRC	24 Art Class 4 p.m. PML / DRC	25 Story Time 4 p.m. PML / DRC	26 HOW DOES IT WORK 5 P.M. PML / DRC	27 Fun Friday 11 a.m. PML / DRC	28 Super Saturday 10 a.m. PML
29 STREAM 2 p.m. PML / DRC	30 5 p.m. PML / DRC					



**Pharr**  
Memorial Library



# SEPTEMBER



**SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY**

1	2 HAPPY LABOR DAY Library will be closed	3 Toddler Art Class 1 p.m. PML/DRC	4 Toddler Time 10 a.m. PML / DRC	5	6 Movin' n Grovin' 10 a.m. PML/DRC	7 Super Saturday 10 a.m. PML
8	9	10 Toddler Art Class 1 p.m. PML/DRC	11 Toddler Time 10 a.m. PML / DRC	12	13 Sensory Time 10 a.m. PML/DRC	14 Super Saturday 10 a.m. PML
15	16	17 Toddler Art Class 1 p.m. PML/DRC	18 Toddler Time 10 a.m. PML / DRC	19	20 Movin' n Grovin' 10 a.m. PML/DRC	21 Art Workshop 2 p.m.- 4 p.m. PML
22	23	24 Toddler Art Class 1 p.m. PML/DRC	25 Toddler Time 10 a.m. PML / DRC	26	27 Sensory Time 10 a.m. PML/DRC	28 Super Saturday 10 a.m. PML
29	30					



**Pharr**  
Memorial Library

