



# El Paso Public Libraries

**MAYOR**  
Renard U. Johnson

**Youth Advisory Board Minutes  
December 8, 2025 at 5:00pm  
Main Conference Room, 300 N. Campbell – 2<sup>nd</sup> floor**

**CITY COUNCIL**

Call to Order: The meeting was called to order at 5:11pm

**District 1**  
Alejandra Chávez

The following members answered Roll Call: Aliana Acuña, Madyson Cerda, David Dorsey, Rebekah Holguin, Arianna Jaime and Madison Miller.

**District 2**  
Dr. Josh Acevedo

The following members were absent: Ana Talavera and Adlai Yanez.

**District 3**  
Deanna M. Rocha

Public Comment: None

**District 4**  
Cynthia Boyar Trejo

**District 5**  
Ivan Niño

**1. Overview of Robert's Rules of Order**

*Richard Bristol, Deputy City Manager, requested item 1 be moved down the agenda, in front of item 4. Rebekah Holguin motioned to approve; Madison Miller seconded, all members voted in favor, none opposed, and motion passed unanimously.*

**District 6**  
Art Fierro

AYES: Aliana Acuña, Madison Cerda, David Dorsey, Rebekah Holguin, Arianna Jaime and Madison Miller

**District 7**  
Lily Limón

NAYS: None

**District 8**  
Chris Canales

ABSENT: Ana Talavera and Adlai Yanez

**CITY MANAGER**  
Dionne Mack

Diego Carlos, Legislative Aide for District 2, presented on Robert's Rules of Order and provided members with a handout containing simplified instructions and examples of behavior and motions when in a meeting (attached as part of these minutes). He followed this with a board meeting simulation for members, who are new to the procedures required.

**2. Overview of Training Requirements**

Richard Bristol briefly reviewed board member training requirements with the group, which would include Ethics in City Government for Board & Committee Appointed Officials, Code of Conduct for Appointed Officials, Rules of Order for the City of El Paso's Board and Commissions, Public Information Act and Texas Open Meetings Act.

**Norma Martinez – Director of Library Services**  
Library Administration | 915-212-3200 | www.EIPasoTexas.gov





# El Paso Public Libraries

## MAYOR

Renard U. Johnson

## CITY COUNCIL

### District 1

Alejandra Chávez

### District 2

Dr. Josh Acevedo

### District 3

Deanna M. Rocha

### District 4

Cynthia Boyar Trejo

### District 5

Ivan Niño

### District 6

Art Fierro

### District 7

Lily Limón

### District 8

Chris Canales

## CITY MANAGER

Dionne Mack

### 3. Overview of Next Steps for YAB Including Strategic Planning and Child Friendly Cities Initiative

Julie Baldwin-Muñoz, Chief Strategy Officer, provided a PowerPoint presentation on the 2026 Strategic Planning Session (SPS) Preview. She discussed why it matters, the SPS process cycle, key assessment factors and board members' roles as far as engagement and participation.

Stephanie Otero with the El Paso Community Foundation added that El Paso is trying to get a Child Friendly Cities Initiative designation, noting that three (3) cities already have it and six (6) cities are in the process. Different stakeholder groups will be engaged to come up with initiatives for presentation to UNICEF, tentatively in November 2026.

### 4. Discussion and Action on Election of Chair

Richard Bristol explained that a random number draw would determine the role of Board Chair, per the enabling resolution. He directed that the member who drew the number 1 would serve as Board Chair. Board Secretary Misty Monteros provided the opportunity for each member to select a randomly numbered piece of paper, from 1 - 8. The member who drew the number 1 was Madison Cerda, who accepted the opportunity to serve as Board Chair.

*No action required.*

### 5. Discussion and Action on Election of Vice-Chair

In her new role as Chair, Madison Cerda assisted with the random number draw for Vice-Chair. Richard Bristol explained that a random number draw would determine the role of Board Vice-Chair, per the enabling resolution. He directed that the member who drew the number 1 would serve as Board Vice-Chair. Chair provided the opportunity for each member to select a randomly numbered piece of paper, from 1 - 7. The member who drew the number 1 was Rebekah Holguin, who accepted the opportunity to serve as Board Vice-Chair.

*No action required.*

### 6. Discussion and Action on the next YAB Meeting Date and Time

Chair opened the floor to Julie Baldwin-Muñoz to take suggestions for the next meeting date and time. There were none, so Julie suggested January 12<sup>th</sup> at 5pm in the Main Room at City 1.

**Norma Martinez – Director of Library Services**

Library Administration | 915-212-3200 | [www.EIPasoTexas.gov](http://www.EIPasoTexas.gov)



DELIVERING EXCEPTIONAL SERVICES



# El Paso Public Libraries

---

## **MAYOR**

Renard U. Johnson

*Madison Miller motioned to approve; David Dorsey seconded, all members voted in favor, none opposed, and motion passed unanimously.*

---

## **CITY COUNCIL**

### **District 1**

Alejandra Chávez

AYES: Aliana Acuña, Madison Cerda, David Dorsey, Rebekah Holguin, Arianna Jaime and Madison Miller

NAYS: None

ABSENT: Ana Talavera and Adlai Yanez

### **District 2**

Dr. Josh Acevedo

### **District 3**

Deanna M. Rocha

### **District 4**

Cynthia Boyar Trejo

### **District 5**

Ivan Niño

### **District 6**

Art Fierro

### **District 7**

Lily Limón

### **District 8**

Chris Canales

## **ADJOURN**

*Motion to adjourn made by Arianna Jaime, seconded by Madison Miller, and unanimously carried to adjourn the meeting at 6:12pm.*

AYES: Aliana Acuña, Madison Cerda, David Dorsey, Rebekah Holguin, Arianna Jaime and Madison Miller

NAYS: None

ABSENT: Ana Talavera and Adlai Yanez

-----  
APPROVED AS TO CONTENT BY:

Norma P. Martinez, Director of Library Services

---

## **CITY MANAGER**

Dionne Mack

**Norma Martinez – Director of Library Services**  
Library Administration | 915-212-3200 | [www.EIPasoTexas.gov](http://www.EIPasoTexas.gov)



DELIVERING EXCEPTIONAL SERVICES

## Roberts Rules of Order – Simplified

### Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A **motion** is the topic under discussion (e.g., "I move that we add a coffee break to this meeting"). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

### How to do things:

You want to bring up a new idea before the group.

After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

You want to change some of the wording in a motion under discussion.

After recognition by the president of the board, move to amend by

- adding words,
- striking words or
- striking and inserting words.

You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.

Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

You want more study and/or investigation given to the idea being discussed.

Move to refer to a committee. Try to be specific as to the charge to the committee.

You want more time personally to study the proposal being discussed.

Move to postpone to a definite time or date.

You are tired of the current discussion.

Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3<sup>rd</sup>s vote.

You have heard enough discussion.

Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3<sup>rd</sup>s vote.

You want to postpone a motion until some later time.

Move to table the motion. The motion may be taken from the table after 1 item of business has been conducted. If the motion is not taken from the table by the end of the next meeting, it is dead. To kill a motion at the time it is tabled requires a 2/3<sup>rd</sup>s vote. A majority is required to table a motion without killing it.

You believe the discussion has drifted away from the agenda and want to bring it back.  
 "Call for orders of the day."

You want to take a short break.  
 Move to recess for a set period of time.

You want to end the meeting.  
 Move to adjourn.

You are unsure the president of the board announced the results of a vote correctly.  
 Without being recognized, call for a "division of the house." A roll call vote will then be taken.

You are confused about a procedure being used and want clarification.  
 Without recognition, call for "Point of Information" or "Point of Parliamentary Inquiry." The president of the board will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.  
 Move to reconsider. If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

You want to change an action voted on at an earlier meeting.  
 Move to rescind. If previous written notice is given, a simple majority is required. If no notice is given, a 2/3<sup>rd</sup>s vote is required.

**Unanimous Consent:**

If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

- **You may INTERRUPT a speaker for these reasons only:**
  - to get information about business –point of information to get information about rules– parliamentary inquiry
  - if you can't hear, safety reasons, comfort, etc. –question of privilege
  - if you see a breach of the rules –point of order
  - if you disagree with the president of the board's ruling –appeal
  - if you disagree with a call for Unanimous Consent –object

| Quick Reference          |                  |                     |                |                             |                                  |
|--------------------------|------------------|---------------------|----------------|-----------------------------|----------------------------------|
|                          | Must Be Seconded | Open for Discussion | Can be Amended | Vote Count Required to Pass | May Be Reconsidered or Rescinded |
| Main Motion              | √                | √                   | √              | Majority                    | √                                |
| Amend Motion             | √                | √                   |                | Majority                    | √                                |
| Kill a Motion            | √                |                     |                | Majority                    | √                                |
| Limit Debate             | √                |                     | √              | 2/3 <sup>ds</sup>           | √                                |
| Close Discussion         | √                |                     |                | 2/3 <sup>ds</sup>           | √                                |
| Recess                   | √                |                     | √              | Majority                    |                                  |
| Adjourn (End meeting)    | √                |                     |                | Majority                    |                                  |
| Refer to Committee       | √                | √                   | √              | Majority                    | √                                |
| Postpone to a later time | √                | √                   | √              | Majority                    | √                                |
| Table                    | √                |                     |                | Majority                    |                                  |
| Postpone Indefinitely    | √                | √                   | √              | Majority                    | √                                |