

City of Bastrop Public Library Board

Meeting Minutes

February 7, 2022

1. Call to Order

- a. Meeting was called to order by President Mary Jo Jenkins at 5:58 pm. Members present were President Mary Jo Jenkins, Barbara Clemons, Meagan Webb, Laura Goodwin, Jennifer Leisure, Rebecca Bennett, Library Director Bonnie Pierson, and Mayor Connie Schroeder.

2. Presentations

- a. Announcements from Library Director: the library will be closed on March 2nd in observation of Texas Independence Day, and the library is currently interviewing for the open associate position

3. Staff and Board Reports

- a. Monthly Report on Library Activities
 - i. The library currently has a Black History Month display in place
 - ii. Coffee with Catherine was recently held and included a special guest talk about ballroom dancing, which created a lot of interest from participants
 - iii. City Friends story time in March will be presented by Ann Franklin
 - iv. A tour was given recently to a group of 7th and 8th graders from Founders Classical Academy, led by Carmen. One of the school's leadership gave very positive feedback about the experience
 - v. Shelia Bowman has celebrated 18 years with the library
 - vi. There have been over 7 applications submitted for the librarian position and more than 17 for the associate position
 - vii. The library submitted its quarterly report to the Bastrop City Council, including information about the library's involvement in several interdepartmental teams, like the admin team, the employer of choice team, and the CSET team. The library will also soon join the newly formed technology team
 - viii. The Friends of the Bastrop Public Library met and provided their quarterly donation of \$3,000, as well as over \$3,000 from the plant sale. Their next book and plant sale will take place on April 29th and 30th
- b. Monthly Statistical Report
 - i. The presentation of statistics was aligned with the strategic focus areas:
 1. Community Engagement: Circs by Patron – non-resident usage has increased over last year, strengthening the idea that patrons are willing to pay for the library's services; door count is also up, as is programming
 2. Lifelong Learning: total public computer use is up from last year
- c. Monthly Financial Report
 - i. Year to Date Revenue: \$12,677.17
 - ii. December 2021 Revenue: \$3,055.57

iii. First Quarter Budget Update

1. Book budget expenses are slightly ahead of the 25% guideline, at 34%; Audio Visuals are on track at 26%: book spending typically happens more in the earlier part of the year in order to ensure books are received before the end of the fiscal year
2. Supply budget is on track at 22%: more supply spending occurs during the summer months when programs are being run
3. Dues, Subscriptions, and Publications spending is at 30% due to recent annual renewal of magazine/newspaper subscriptions

4. **Citizen Comments**

- a. No citizen comments

5. **Consent Agenda**

- a. Jennifer Leisure made a motion to approve the minutes with no corrections noted and Barbara Clemons seconded; minutes were approved

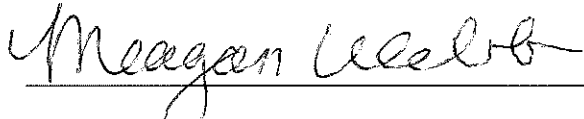
6. **Items for Individual Consideration and Discussion**

- a. A discussion was had concerning informational marketing materials, titled "Five Things to Know". Board members provided suggestions for getting materials to new Bastrop residents through home builders and relators and to current citizens through Visit Bastrop and the visitor center

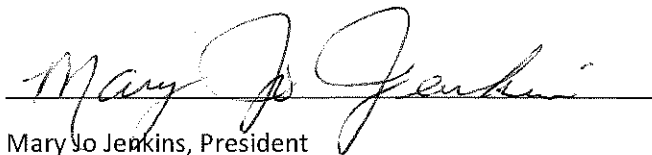
7. **Adjournment**

- a. Meeting was adjourned at 6:26 pm.

Respectfully Submitted,



Meagan Webb, Secretary



Mary Jo Jenkins, President