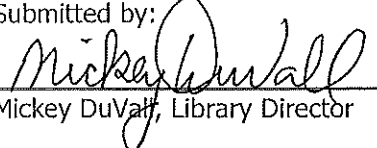


AGENDA
LIBRARY BOARD
Tuesday, January 3, 2017
6:00 PM

The Bastrop Public Library Board will meet in a meeting on Tuesday,
January 3, 2017 at 6:00 PM at the Bastrop Public Library,
1100 Church Street, Bastrop, TX.

1. **Call to order**
2. **Review and Approval of Minutes for December meeting** *Ruben-Resigned*
3. **Announcements**—*2-3 weeks out to finish replacing the roof.*
4. **Citizen Comments** *email Ruben's address*
5. **Librarian's report**—discussion and possible action
6. **Friends of the Library Report**
 - The Friends of the Bastrop Public Library did not meet in December
 - Friends held a drawing for their Razzle Dazzle Raffle
7. **Old business**
 - Brick pavers and tiles update—no bricks or tiles sold in December—discussion and possible action
 - Update—roof replacement—Roof construction started on Wednesday November 16—discussion and possible action
 - Update—Open House—final report—discussion and possible action
 - Volunteer Semi-annual luncheon—discussion and possible action
8. **New Business**
 - Received \$8,500 grant money from Bastrop County—discussion and possible action
 - Approve Display and Flyer Policy—discussion and possible action
 - Are there any items Board members would like to include on next month's agenda—discussion and possible action

Submitted by:


Mickey DuVal, Library Director

CERTIFICATION

I, Ann Franklin, City Secretary, certify that the above notice was posted on the bulletin board of the Bastrop City Hall, 1311 Chestnut, on _____ at _____.

Ann Franklin, City Secretary

Any- does anyone need to be sworn in ?

Bastrop Public Library
Librarian's Report
January 3, 2017

1. Library Statistics for the month of November. Circulation statistics are up 4% compared to November 2015; gate count is up 21% compared to November 2015; programming is up 50% compared to November 2015; Internet usage is up 2% compared to November 2015; reference requests are down 8% compared to November 2015 and meeting room reservations are up 3% compared to November 2015.
2. In the month of December 184 children and adults attended story time.
3. On Thursday, December 1 Bonnie Pierson hosted a homeschool class. Twenty-six homeschoolers created Christmas crafts.
4. On Thursday, December 1 Bonnie Pierson welcomed the Calvary Episcopal School fourth graders. Bonnie gave a book talk and twelve students searched the library for books they had chosen to read.
5. On Thursday, December 1 Ashley Guerrero hosted a Teen Anime meeting. Forty-three teens watched the anime movie "Spirited Away" and discussed what new material to add to the Teen collection.
6. On Monday, December 5 Bonnie Pierson read a story to six after school students from the Calvary School.
7. On Thursday, December 8 Ashley Guerrero hosted a Teen Open Video Games event. Thirty-five teens participated and played video games.
8. On Friday, December 9 library staff and board members attended the City's annual Christmas party.
9. On Saturday, December 10 the library held its annual Library Board Open House. A total of 1,210 patrons attended the open house. Children decorated graham cracker houses and visited with Santa. Families listened to entertainment, enjoyed a variety of cookies and other treats and beverages.
10. On Saturday, December 10 Bonnie Pierson, library staff and volunteers presented a graham cracker house decorating event. Children decorated 298 houses and total attendance at the event was 581.
11. On Saturday, December 10 Carmen Serna, library staff and volunteers helped children to visit with Santa Claus. 227 children visited with Santa.
12. On Saturday, December 10 Ashley Guerrero and eleven teens decorated the Christmas Parade float. Six teens and three staff members rode in the parade. A big thank you goes out to City of Bastrop Parks department for supplying the library with a trailer and generator and a Parks employee to drive the truck.

13. On Monday, December 12 Bonnie Pierson read a story to seven after school students from the Calvary School.
14. On Tuesday, December 13 Kelly Hamilton started work at the library. Kelly is in a program at the Texas Work Center and will work at the library for eight weeks.
15. On Wednesday, December 14 the Friends of the Bastrop Public Library held their Razzle Dazzle Raffle drawing.
16. On Thursday, December 15 library staff hosted the semi-annual Volunteer Luncheon. Forty-five volunteers and staff attended the luncheon.
17. On Thursday, December 15 Bonnie Pierson and Carmen Serna visited the local Head Start Center. Fifty-six children and parents visited with Bonnie and Carmen.
18. On Thursday, December 15 Ashley Guerrero hosted a Teen Cinema Club night. Thirty-two teens watched the movie "Suicide Squad."
19. On Tuesday, December 20 Carmen Serna hosted the Lego Club. Thirteen children built items using Legos.
20. On Thursday, December 22 Ralph, from Bastrop Copier, serviced the library's printers.
21. From Friday, December 23 through Monday, December 26 the library closed for the Christmas holiday.
22. The library will close on Monday, January 1, 2017 for the new year holiday.

Respectfully submitted: Mickey DuVall, Library Director

BASTROP PUBLIC LIBRARY DISPLAY AND FLYER POLICY

Allowing the distribution of flyers and providing a bulletin board to exhibit items of information highlights the library's commitment to community service. By allowing these actions the library provides a forum to publicize local groups, meetings, cultural events, non-partisan political groups, fundraising events for nonprofit organizations, educational opportunities, and other events or services that are available to the public. The term "display" is used collectively to include handouts, flyers, and Bulletin board exhibit items.

The library's displays are designed and intended to directly aid and supplement the primary activities of the library and the City of Bastrop. All library and/or City activities will take precedence over non-library activities, publications or displays.

The Library will display information received from federal, state, county and city governments.

The date items are received will be date stamped (by the Reference Librarian) and the items will be removed after two weeks, when they are no longer timely or when space is required for more current items. All displayed items are discarded after removal.

Members of the public are not permitted to display material. Only authorized library personnel may display items. Any display to be considered for posting or distributing must be submitted to Library Management for approval.

Displays posted without authorization will be removed and discarded.

Displays in the library are seen by anyone who walks into the building—both children and adults who may have various degrees of sophistication. Displays must therefore meet what is generally known as "a standard acceptable to the community."

The library does not necessarily advocate or endorse the viewpoints of organizations permitted to display notices, nor is it responsible for the reliability of information or services displayed. The Library accepts no responsibility for loss or damage to any item accepted for display.

Items displayed must not be in violation of any federal, state or local laws.

Failure to comply with these rules may result in denial of future displaying privileges.

Materials submitted must fall within these guidelines:

Material Acceptable for Display (but not limited to)

- Educational courses and programs (for nonprofit and/or for-profit)
- Information for cultural events such as concerts, theater, art gallery shows, etc.
- Free community information (health, civic, social)
- Programs and meetings sponsored by local nonprofit/community organizations and clubs
- Notices of fundraising events for nonprofit organizations and other community groups

Material Not Acceptable for Display (but not limited to)

- Lost pet notices
- Notices from commercial enterprises
- Personal ads, campaign literature, baby-sitting, or garage sales
- Commercial advertising
- Political campaign flyers/posters
- Active distribution, in which a person on library property hands out materials, solicits, or petitions patrons is not allowed (unless library related)
- Physical dimensions can be restricted if deemed necessary to maximize available space
- Items may be rejected for lack of space

Revised: 12/20/16

Library Board Approval:

Bastrop City Council Approval:

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2016-2017

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
CIRCULATION SERVICES:													
Adult:													
000-099	16	19											35
100-199	53	58											111
200-299	25	39											64
300-399	97	151											248
400-499	21	9											30
500-599	69	59											128
600-699	230	289											519
700-799	118	136											254
800-899	39	36											75
900-999	105	116											221
92-920	87	73											160
Adult Book Club Bag	4	1											5
Adult DVD's	1,764	1,565											3,329
Adult Fiction	1,946	1,667											3,613
Adult Fiction CD's	566	592											1,158
Adult Genealogy	0	0											0
Adult Historical Vertical File	0	0											0
Adult Large Print	764	762											1,526
Adult Microfilm	0	0											0
Adult MP3 Book	7	8											15
Adult Music on CD	230	170											400
Adult Nonfiction CD'S	83	64											147
Adult Overdrive e-book	894	854											1,748
Adult Pro Col	0	0											0
Adult Reference	0	0											0
Adult Reference Desk	0	0											0
Adult Spanish DVD's	1	3											4
Adult Spanish Fiction	16	8											24
Adult Spanish Nonfiction	17	12											29
Adult Texana	32	38											70
Adult Vertical Files	0	0											0
Adult Videocassettes	37	15											52

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2016-2017

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Cake Pans	4	1											5
Subtotal Adult:	7,225	6,745	0	0	0	0	0	0	0	0	0	0	13,970
Juvenile and children's:													
Child Spanish 1st R	43	22											65
Child Spanish Easy	111	85											196
Child Spanish Easy Nonfic	0	0											0
Child Storytime box	1	0											1
Easy Nonfiction	178	134											312
Easy Picture Books	1,412	1,378											2,790
First Readers	427	451											878
J 000 - J 099	21	18											39
J 100 - J 199	3	2											5
J 200 - J 299	4	16											20
J 300 - J 399	27	34											61
J 400 - J 499	5	2											7
J 500 - J 599	135	131											266
J 600 - J 699	52	55											107
J 700 - J 799	113	113											226
J 800 - J 899	12	15											27
J 900 - J 999	76	56											132
J 92 - J 920	33	12											45
Juvy CDS	40	54											94
Juvy DVD	352	284											636
Juvy Fiction	930	849											1,779
Juvy Graphic Novels	215	170											385
Juvy Oversize	6	6											12
Juvy Reference	0	0											0
Juvy Spanish Fiction	31	35											66
Juvy Spanish Nonfiction	58	39											97
Subtotal Juv. & children's	4,285	3,961	0	0	0	0	0	0	0	0	0	0	8,246
Young Adult:													
Young Adult Fiction	208	239											447

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	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Young Adult Graphic Novels	286	207											493
Subtotal Young Adult	494	446	0	0	0	0	0	0	0	0	0	0	940
Other:													
Paperbacks	402	333											735
Magazines	31	36											67
Subtotal Other	433	369	0	0	0	0	0	0	0	0	0	0	802
Grand Total All	12,437	11,521	0	0	0	0	0	0	0	0	0	0	23,958
OTHER SERVICES:													
Total Online Bastrop	4,854	4,319											
Advertiser Searches													0
Computer Usage:													
Adult	1,442	1,177											2,619
Children	396	288											684
Teen	334	275											609
Wireless	2,107	1,745											3,852
Total Computer Usage	4,279	3,485	0	0	0	0	0	0	0	0	0	0	7,764
Gifts and Memorials:	\$85.21	\$0.00											\$85.21
Items Processed:													
Items Cataloged:													
Apollo	81	100											181
Baker & Taylor	52	29											81
Brodart	0	0											0
Cat Express--OCLC	0	18											18
Ingram	52	51											103
Original	132	100											232

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2016-2017

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Recorded Books	6	16											22
Total items cataloged	323	314	0	0	0	0	0	0	0	0	0	0	637
Total items withdrawn	601	167											768
Total items lost	0	0											0
Interlibrary Loan:													
Borrowed	17	8											25
Loaned	5	2											7
Total Transactions	22	10	0	0	0	0	0	0	0	0	0	0	32
New Library Patrons:													
City	31	28											59
County	117	95											212
Total Patrons added	148	123	0	0	0	0	0	0	0	0	0	0	271
Patron Usage:													
County	70%	70%											
City	20%	21%											
Faculty	4%	4%											
Other	6%	5%											
Proctored Tests Given:	3	2											5
Programming:													
Children's programs	508	586											1,094
Outreach programs	1,300	37											1,337
Teen programs	150	112											262
Adult programs	0	0											0
Total Programming	1,958	735	0	0	0	0	0	0	0	0	0	0	2,693
Number of Programs	25	24											
Reference Assistance:													
Directional Questions	638	540											1,178

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	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Microfilm assistance	0	0											0
Reference Questions	1,066	824											1,890
Telephone Reference	252	239											491
Total Reference	1,956	1,603	0	0	0	0	0	0	0	0	0	0	3,559
Reservations:													
Pressley Meeting Room	43	40											83
Maynard Board Room	24	26											50
Study Booths	224	208											432
Total Reservations	291	274	0	0	0	0	0	0	0	0	0	0	565
Visitor Count:	11,042	8,508											19,550
Volunteer Hours:													
Regular volunteers	274.50	149.25											423.75
Friends volunteers	54.00	45.50											99.50
Total Volunteer Hours	328.50	194.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	523.25
Website Hits:	2,120	2,220											4,340
Ereader assistance	15	18	0	0									33