

AGENDA
LIBRARY BOARD
Monday, March 7, 2016
6:00 PM

The Bastrop Public Library Board will meet in a regular meeting on Monday,
March 7, 2016 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 February meeting**
3. **Announcements—Ashley Guerrero's father died on Friday, February 26—
Library to close on March 2nd for the Texas Independence Day holiday**
4. **Citizen Comments**
5. **Librarian's report—discussion and possible action**
6. **Friends of the Library Report**
 - Discussed the final report on the Razzle Dazzle Raffle (raised a total of \$2,200)—discussed whether or not to replace fall book sale with the raffle
 - Annual Book Drive
 - Scholarship application form is now completed and ready for distribution—applicants must have volunteered at the library
7. **Old business**
 - Brick pavers and tiles update—Sold one brick in February—Sold one \$500.00 tile in February—discussion and possible action
 - Donations—library received \$1,270.00 in February—discussion and possible action
 - Strategic planning retreat update—notes on Serving Underserved Populations available—discussion and possible action
 - Re-upholstering library furniture—discussion and possible action *Jesse Gilmore*
 - Construction projects update—discussion and possible action
 - Lisa Crick memorial plaque—discussion and possible action
 - Book Festival grant update—discussion and possible action
8. **New Business**
 - Applying for a Texas State Library and Archive Commission Impact Grant—use funds to create a local social service database—discussion and possible action
 - Texas Film Round-up Program—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 DuVall, 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

Bastrop Public Library
Librarian's Report
March 7, 2016

1. Library Statistics for the month of January. Circulation statistics are down 5% compared to January 2015; gate count is up 12% compared to January 2015; programming is up 28% compared to January 2015; Internet usage is up 27% compared to January 2015; reference requests are down 23% compared to January 2015 and meeting room reservations are even compared to January 2015.
2. In the month of February 390 children and adults attended story time.
3. On Tuesday, February 2 Mickey DuVall attended the monthly Friends of the Bastrop Public Library meeting.
4. On Wednesday, February 3 Mickey DuVall met with architect Mervin Fatter concerning the construction of a new wall in the public area of the library.
5. On Wednesday, February 3 Mickey DuVall participated in a webinar entitled "No Cost Strategies."
6. On Thursday, February 4 Bonnie Pierson and Cary Kittrell taught a weaving course to 37 homeschool students.
7. On Thursday, February 4 Cary Kittrell hosted a Teen Advisory Board (TAB) meeting. Thirty-two teens attended the meeting.
8. On Friday, February 5 Cookie Adkins and Mickey DuVall participated in a conference call with Linda Eckman, a customer service representative with Brodart Books, on creating a customer profile to allow us to order books online.
9. On Saturday, February 6 Mickey DuVall, Bonnie Pierson, Cookie Adkins and Sheila Bowman attended a memorial service for Lisa Crick.
10. On Monday, February 8 Mickey DuVall and Norman Jones delivered appreciation certificates to different vendors who donated items for the silent auction held at the Spring Plant and Book sale last year.
11. From Monday, February 8 through Saturday, February 13 Ashley Guerrero was off work due a family emergency.
12. On Monday, February 8 Bonnie Pierson hosted a Liberty Dance program. Thirty-six parents and three year olds enjoyed the dance class.
13. On Monday, February 8 Carmen Serna provided a story time for after school students from Calvary Episcopal School. Thirteen teachers and students were present.
14. On Tuesday, February 9 Bonnie Pierson and Mickey DuVall participated in a webinar entitled "Patron Privacy Workshop."
15. On Thursday, February 11 Mickey DuVall participated in a webinar entitled "Why Books Are Still a Good Library Brand."
16. On Thursday, February 11 Cary Kittrell hosted an Anime Club meeting. Twenty teens attended the meeting.
17. On Friday, February 12 Mickey DuVall met with Clayton Strickland, a sales representative with Recorded Books.
18. From Monday, February 15 through Friday, February 19 Cookie Adkins was off work due to a family emergency.
19. From Monday, February 15 through Friday, February 19 Cary Kittrell was on vacation.

20. On Tuesday, February 16 Bonnie Pierson participated in a webinar entitled "Managing Children's Services."
21. On Tuesday, February 16 Bonnie Pierson and Carmen Serna hosted a Legos Club meeting. Thirty children attended the meeting and built things out of Legos.
22. On Thursday, February 18 Bonnie Pierson and Mickey DuVall participated in a webinar entitled "Applying for Texas State Library and Archives Commission Grants."
23. On Thursday, February 18 Bonnie Pierson and Carmen Serna attended a Bluebonnet Elementary School Literacy Night event. Fifteen children visited the library booth during the event.
24. On Thursday, February 18 Ashley Guerrero hosted an Open Video Game night. Thirty-nine teens played video games.
25. On Saturday, February 20 Bonnie Pierson hosted a Super Saturday event, "Letter Fair." Thirty children and adults attended the program.
26. On Monday, February 22 Bonnie Pierson hosted a "Music Together" program. Thirteen children participated in the program.
27. On Monday, February 22 Carmen Serna provided a story time for after school students from Calvary Episcopal School. Thirteen teachers and students were present.
28. On Tuesday, February 23 Bonnie Pierson participated in a webinar entitled "Managing Children's Services."
29. On Wednesday, February 24 Madelyn Moya with the Texas Archive of the Moving Image, provided training for library staff on the Texas Film Round-Up program. This program involves the digitization of film and videotapes. People can bring their films or videotapes to the library and we will send them to Austin to be digitized. People will receive their original film or videotape back plus a digital copy. All one has to do is agree to give a digital copy to the Texas Archive of the Moving Image.
30. On Wednesday, February 24 Mickey DuVall met with Cassie Alvarado from the University of Texas ISHcool (library school).
31. On Thursday, February 25 library staff held their monthly luncheon.
32. On Thursday, February 25 Mickey DuVall participated in a webinar entitled "Complete Basic and Entity Information to Prepare for Filing FCC Erate Form 471."
33. On Thursday, February 25 Cary Kittrell hosted a Classic Gamers night. Thirty-three teens enjoyed playing board games.
34. On Friday, February 26 Mickey DuVall and Norman Jones visited different vendors asking for donations for this year's Spring Plant and Book Sale.

Respectfully Submitted, Mickey DuVall, Library Director

Strategic Planning Retreat Jan. 25, 2016

Serving Underserved Populations

1. Expand Spanish Collection
 - a. Keep separate
 - b. Formats?
 - i. DVD
 - ii. Current titles
 1. Translations ok
 2. Need recommendations
 3. Refer to Mickey and Bonnie
 - iii. Magazines
 1. More? What?
 2. Spanish Cosmo?
 3. Put with other Spanish materials
 - iv. Adult non-fiction career materials
 - v. CDs to learn English – requested
 - vi. Learning Express (TxShare Databases) – Spanish
 1. Does have Spanish option
 2. Career materials
2. How to reach?
 - a. Literacy Volunteers
 - b. Headstart
 - c. Pre-k parent fliers (BISD)
 - d. School Literacy Nights – Spanish materials
 - e. ESL & Spanish for non-speaker classes
 - i. Contact Smithville, they have classes
 - ii. Find Spanish tutor
 - iii. Appeal to speakers and non-speakers
 - iv. Bring the whole family
 - v. Provide for kids
 - f. Volunteers to go out to speak to Spanish groups about the library
 - i. Churches
 - ii. Other??
 - g. People of Color
 - i. How to reach?
 - ii. Encourage to use library
 - iii. Transportation?
 - iv. Target housing project?
 - h. Senior population
 - i. Senior programs?

1. Silver Pines – took books
 2. Argent Court
 - a. Will bring residents
 - b. Games, puzzles, coloring
 3. Programs at facilities
 - a. Storytimes
 - b. Therapy dogs
 - c. Bring color books
 - d. Take books
 - i. Use donations
 - ii. Honor system
 - iii. Replace regularly - Friends?
 4. Settlement and Senior apartments
 - a. Fliers
 - b. Friends market the Library
- i. Other
- i. Social Services on line
 1. Bring low socio-economic into the library
 - ii. Community bulletin board
 1. No other place in town to post information
 2. Date fliers and take down after determined amount of time
 - iii. Digital bulletin board
 - iv. Electronic scrolling board – we type in information
 1. Limit to non-profit
 2. Individuals
 3. Job openings
- j. Getting the word out – still big problem
- i. Social media
 1. Twitter – quick, on the fly posting
 2. Facebook – longer post
 - a. Spanish post
 - ii. Bastrop TV
 1. Access through City web site
 2. Promote programs & services

Presented by:

Library Board and Staff of the Bastrop Public Library

In Memory of:

Lisa Betty Crick

1954 - 2016

**In Appreciation of her 17 years of dedication and service as a
Library Board Member, Volunteer and Friend of the library.
We will miss your dedication, your support and your smile.**



Free Film and Video Digitization Program

**Thank you for helping the Texas Archive of the Moving Image,
a non-profit educational organization,
save Texas' film and video heritage by participating in the
Texas Film Round-Up.**

Your films and videotapes are valuable records of Texas history and culture. With your help, Texas' media heritage will be available for future generations to appreciate. Thousands of films and videos about Texas can already be seen at www.texasarchive.org.

In the free digitization program, TAMI will inventory your films and videotapes, provide minor cleaning and repairs if necessary, and digitize the materials. We will then return your originals, along with the digitized files, either transferred to an external hard drive that you provide or as DVDs.

Due to high demand, this entire process can take up to **five months**.

To qualify for free digitization, films and videotapes must:

- Be one of the following formats:
 - Film: Super 8, 8mm, and 16mm films
 - Video: VHS, VHS-C, SVHS, Beta-SP, ¾" U-matic tapes, Hi-8 tapes, 8mm tapes, and mini-DV cassettes
- Relate to the history and culture of Texas because they were filmed in Texas, filmed by a Texan, or featured Texas or Texans
- Be submitted by the copyright holder, who grants permission for the films/videos to be shared by TAMI (see the Loan and Use Agreement), or be in the public domain
- **Total no more than 50 films* and include no more than 10 video tapes per household.**

***For larger reels of film, TAMI reserves the right to limit the collection to fewer reels.**

TAMI regrets that it cannot accept:

- Any format not mentioned above, including BetaMax, open reel video, or audio tape
- Copyrighted material (i.e., programs recorded from television or commercial films)
- Videos made for insurance purposes
- Film or videotape that is in too poor condition for us to digitize using our equipment

If your materials are not eligible for the Texas Film Round-Up free digitization program, TAMI can advise you on preservation and digitization options. Call or email TAMI for more information.

The Texas Film Round-Up is a partnership between the Texas Archive of the Moving Image, a non-profit educational organization, and the Office of the Governor's Texas Film Commission.



TEXAS ARCHIVE
OF THE MOVING IMAGE

501 North Interstate Highway 35, Suite 204, Austin, TX 78702
info@texasarchive.org (512) 485-3073
www.texasarchive.org