

AGENDA
LIBRARY BOARD
Monday, February 1, 2016
6:00 PM

The Bastrop Public Library Board will meet in a regular meeting on Monday,
February 1, 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 January meeting**
3. **Announcements—**
4. **Citizen Comments**
5. **Librarian's report—discussion and possible action**
6. **Friends of the Library Report**
 - Cindy Heath was appointed the new Book Nook manager
 - Spring book sale date set—April 1 & 2
 - Working with BISD on Friends scholarship
7. **Old business**
 - Brick pavers and tiles update—No bricks sold in January—discussion and possible action
 - Strategic planning retreat update—discussion and possible action
 - Re-upholstering library furniture—discussion and possible action
 - Construction projects update—discussion and possible action
8. **New Business**
 - New AARP employee hired—discussion and possible action
 - Submitted Texas Book Festival Grant—discussion and possible action
 - Library to receive a donation of bound Southwestern Historical Quarterly magazines from 1897 through 1990—discussion and possible action
 - Bill Owens has donated facsimiles of original Sanborn Maps for the City of Bastrop—discussion and possible action
 - Lisa Crick memorial—discussion and possible action - Board position posted
 - Are there any items Board members would like to include on next month's agenda?—discussion and possible action Service starts @ 6:30

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
February 1, 2015**

1. Library Statistics for the month of December. Circulation statistics are down 11% compared to December 2014; gate count is down 1% compared to December 2014; programming is up 75% compared to December 2014; Internet usage is up 11% compared to December 2014; reference requests are up 40% compared to December 2014 and meeting room reservations are down 9% compared to December 2014.
2. In the month of January 175 children and adults attended story time.
3. On Friday, January 1 the library was closed for the New Year's holiday.
4. On Tuesday, January 5 Mickey DuVall attended the Friends of the Bastrop Public Library monthly meeting.
5. On Wednesday, January 6 Mickey DuVall and Cookie Adkins interviewed an AARP employee candidate, Ethel Burleson-Scott.
6. On Thursday, January 7 Mickey DuVall, Norman Jones and Faye Nichols delivered appreciation plaques to businesses that donated items for the silent auction held at last year's Spring book and plant sale.
7. On Thursday, January 7 Ashley Guerrero hosted a Teen Advisory Board (TAB) meeting. Thirty-four teens attended the meeting.
8. On Thursday, January 7 Bonnie Pierson and Cary Kittrell taught a library course to 24 homeschool students.
9. On Friday, January 8 Mickey DuVall submitted a Texas Book Festival grant to purchase Spanish language materials.
10. On Friday, January 8 a technician from CableCom installed a computer drop in anticipation of constructing the new wall.
11. On Monday, January 11 Bonnie Pierson provided a story time for after school students from Calvary Episcopal School. Fifteen teachers and students were present.
12. On Monday, January 11 Bonnie Pierson hosted a Liberty Dance program. Thirty-two parents and three year olds enjoyed the dance class.
13. On Tuesday, January 12 Mickey DuVall attended a City's Organizational meeting at City Hall.
14. On Tuesday, January 12 Mickey DuVall attended a Director's luncheon presented by Mike Talbot at Baxter's On Main.
15. On Tuesday, January 12 a new AARP employee, Ethel Burleson-Scott started work at the library.
16. On Tuesday, January 12 Mickey DuVall participated in a webinar on completing the Texas State Library's annual report.
17. On Thursday, January 14 Ashley Guerrero hosted an Anime Club meeting. Twenty-seven teens attended the meeting.
18. On Monday, January 18 the library was closed for the Martin Luther King, Jr. holiday.
19. On Tuesday, January 19 Lisa Crick, a long time Library Board member and passionate library supporter passed away.
20. On Tuesday, Mickey DuVall ordered an outside book drop.
21. On Thursday, January 21 Mickey DuVall attended a Director's workshop on accountability.

22. On Thursday, January 21 Ashley Guerrero hosted an Open Video Game night. Twenty-six teens played video games.
23. On Friday, January 22 Bonnie Pierson and Carmen Serna attended a summer reading program workshop at the Cedar Park Public Library.
24. On Saturday, January 23 Mickey DuVall attended the Bastrop City Council retreat at the Hyatt Regency Lost Pines Resort.
25. On Monday, January 25 library staff will conduct a Strategic Planning meeting to discuss the future of the library.
26. On Tuesday, January 26 Mickey DuVall is scheduled to meet with Clayton Strickland, of Recorded Books, to discuss the library's subscription to books on tape.
27. On Wednesday, January 27 Mickey DuVall is schedule to meet with Debbie Johnson, of Arts In Public Places to discuss a joint project.
28. On Wednesday, January 27 Mickey DuVall will meet with a representative from Brodart—a library vendor that sells library products.

Respectfully Submitted, Mickey DuVall, Library Director

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
CIRCULATION SERVICES:													
Adult:													
000-099	20	29	22										71
100-199	64	30	50										144
200-299	26	22	37										85
300-399	129	109	113										351
400-499	16	21	10										47
500-599	52	54	61										167
600-699	285	201	267										753
700-799	110	99	93										302
800-899	67	37	35										139
900-999	93	86	97										276
92-920	50	82	82										214
Adult Audiocassettes	1	0	0										1
Adult Book Club Bag	0	1	1										2
Adult DVD's	1,641	1,523	1,676										4,840
Adult Fiction	1,821	1,590	1,778										5,189
Adult Fiction CD's	571	541	629										1,741
Adult Genealogy	0	0	0										0
Adult Vertical File	0	0	0										0
Adult Large Print	809	661	758										2,228
Adult Microfilm	0	0	0										0
Adult MP3 Book	18	8	17										43
Adult Music on CD	224	180	144										548
Adult Nonfiction CD'S	49	38	71										158
Adult One-Click e-audio	0	0	0										0
Adult Overdrive e-book	677	623	662										1,962
Adult Pro Col	0	0	0										0
Adult Reference	0	0	0										0
Adult Reference Desk	0	0	0										0
Adult Spanish DVD's	5	0	6										11
Adult Spanish Fiction	19	12	9										40
Adult Spanish Nonfiction	10	12	10										32
Adult Texana	40	38	32										110

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Adult Vertical Files	0	0	0										0
Adult Videocassettes	74	46	66										186
													0
Subtotal Adult:	6,871	6,043	6,726										19,640
Juvenile and children's:													
Child Spanish 1st R	20	16	16										52
Child Spanish Easy	138	82	60										280
Child Spanish Easy Nonfic	17	15	10										42
Child Storytime box	0	0	1										1
Easy Nonfiction	155	146	70										371
Easy Picture Books	1,615	1,412	1,125										4,152
First Readers	449	503	366										1,318
J 000 - J 099	9	12	9										30
J 100 - J199	9	4	6										19
J 200 - J 299	8	10	8										26
J 300 - J 399	40	23	31										94
J 400 - J 499	1	0	5										6
J 500 - J 599	137	106	70										313
J 600 - J 699	50	37	42										129
J 700 - J 799	148	170	149										467
J 800 - J 899	28	22	13										63
J 900 - J 999	63	29	34										126
J 92 - J 920	16	14	16										46
Juvy Audiocassettes	0	0	0										0
Juvy CD'S	38	31	29										98
Juvy DVD	321	326	300										947
Juvy Fiction	790	741	568										2,099
Juvy Graphic Novels	160	179	139										478
Juvy Oversize	1	8	8										17
Juvy Reference	0	0	0										0
Juvy Spanish Fiction	4	1	2										7
Juvy Spanish Nonfiction	6	26	27										59
													0
Subtotal Juv. & children's	4,223	3,913	3,104										11,240

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Young Adult:													0
Young Adult CD's	0	0	0									0	0
Young Adult Fiction	270	287	417										974
Young Adult Graphic Nove	272	276	463										1,011
Subtotal Young Adult	542	563	880										1,985
Other:													
Paperbacks	502	471	421										1,394
Magazines	22	47	32										101
Subtotal Other	524	518	453										1,495
Grand Total All	12,160	11,037	11,163										34,360
OTHER SERVICES:													
Total Online Bastrop													
Advertiser Searches	5,393	4,353	4,201										13,947
Computer Usage:													
Adult	1,482	1,276	1,415										4,173
Children	313	301	334										948
Reserve a Librarian	4	0	0										4
Teen	292	258	308										858
Wireless	1,950	1,570	1,822										5,342
Total Computer Usage	4,041	3,405	3,879										11,325
Gifts and Memorials:	\$0.00	\$0.00	\$1,222.98										\$1,222.98
Items Processed:													
Items Cataloged:													
Apollo	75	63	160										298
Baker & Taylor	40	23	13										76

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	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Brodart	0	0	0										0
Cat Express--OCLC	47	2	7										56
Ingram	57	113	182										352
Original	85	66	213										364
Recorded Books	5	19	7										31
Total Items cataloged	309	286	582										1,177
Total Items withdrawn	810	382	241										1,433
Total Items lost	48	0	0										48
Interlibrary Loan:													
Borrowed	10	7	9										26
Loaned	4	1	5										10
Total Transactions	14	8	14										36
New Library Patrons:													
City	36	22	34										92
County	94	86	75										255
Total Patrons added	130	108	109										347
Patron Usage:													
County	69%	70%	68%										
City	20%	20%	19%										
Faculty	4%	4%	6%										
Other	7%	6%	7%										
Proctored Tests Given:	2	4	3										9
Programming:													
Children's programs	431	389	1,069										1,889
Outreach programs	0	0	0										0
Teen programs	115	89	95										299
Adult programs	0	11	600										611
Total Programming	546	489	1,764										2,799
Total # of Programs	29	23	22										74

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016

Reference Assistance:	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Directional Questions	584	589	625										1,798
Microfilm assistance	0	0	0										0
Reference Questions	1,058	895	1,104										3,057
Telephone Reference	288	263	396										947
Total Reference	1,930	1,747	2,125										5,802
Reservations:													
Pressley Meeting Room	43	36	38										117
Maynard Board Room	18	16	19										53
Study Booths	234	215	208										657
Total Reservations	295	267	265										827
Visitor Count:	8,802	7,040	8,177										24,019
Volunteer Hours:													
Regular volunteers	121.00	115.00	132.75										368.75
Friends volunteers	61.50	58.25	51.25										171.00
Total Volunteer Hours	182.50	173.25	184.00										539.75
Website Hits:	2,592	2,600	2,509										7,701
Ereader assistance	12	13	18										43