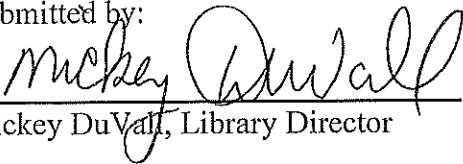


**AGENDA**  
**LIBRARY BOARD**  
**Monday, January 4, 2016**  
**6:00 PM**

The Bastrop Public Library Board will meet in a regular meeting on Monday,  
January 4, 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 December meeting
3. Announcements— Have ordered new curtains for meeting room Monday
4. Citizen Comments staff strategy meeting scheduled for 1/25/16 from 9-12
5. Librarian's report—discussion and possible action
6. Friends of the Library Report
  - Friends did not meet in December
  - Razzle Dazzle raffle netted an estimated \$2,200
7. Old business
  - Brick pavers and tiles update—four bricks sold in December—discussion and possible action
  - Update on Annual Open House—discussion and possible action
  - Installation of door to the employee lounge—discussion and possible action
8. New Business
  - Big Read—discussion and possible action
  - Community Partner Program—discussion and possible action
  - Strategic planning retreat—discussion and possible action
  - Red Cross training—discussion and possible action
  - Re-upholstering library furniture—discussion and possible action 799<sup>00</sup> / 1300<sup>00</sup> new
  - 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**  
**January 4, 2015**

1. Library Statistics for the month of November. Circulation statistics are even compared to November 2014; gate count is up 7% compared to November 2014; programming is down 30% compared to November 2014; Internet usage is up 19% compared to November 2014; reference requests are up 42% compared to November 2014 and meeting room reservations are up 5% compared to November 2014.
2. In the month of December 173 children and adults attended story time.
3. On Tuesday, December 1 Bonnie Pierson and Carmen Serna hosted a Tuesday Afternoon Programs (TAPS) event. Fifteen children attended the Explorer program.
4. On Thursday, December 3 Bonnie Pierson and Cary Kittrell taught a library course to 21 homeschool students.
5. On Thursday, December 3 Ashley Guerrero hosted a Teen Advisory Meeting (TAB). Twenty-eight teens attended the meeting.
6. On Thursday, December 3 Mickey DuVall met with Steve Thompson from the American Red Cross to discuss the recently closed American Red Cross shelter.
7. On Monday, December 7 Bonnie Pierson provided a story time for after school students from Calvary Episcopal School. Eleven teachers and students were present.
8. On Tuesday, December 8 Bonnie Pierson and Carmen Serna hosted a Tuesday Afternoon Programs (TAPS) event. Fourteen children participated in playing board games.
9. On Wednesday, December 9 Mickey DuVall participated in a webinar entitled "Spanish Language Collection Development."
10. On Thursday, December 10 Ashley Guerrero hosted an Anime Club Meeting. Twenty-eight teens attended the meeting.
11. On Friday, December 11 library staff and Library Board members attended the annual City Christmas party.
12. On Saturday, December 12 the library held its annual open house. An estimated 600 patrons attended the event. 481 children and adults decorated 278 Gingerbread houses. 308 children visited with Santa and Mrs. Claus.
13. On Saturday, December 12 Ashley Guerrero assisted fifteen teens in decorating a Christmas float. The library's float won Most Beautiful Lighted Float. Congratulations to Ashley and her teens.
14. On Monday, December 14 Bonnie Pierson provided a story time for after school students from Calvary Episcopal School. Thirteen teachers and students were present.
15. On Tuesday, December 15 Bonnie Pierson and Carmen Serna hosted a Tuesday Afternoon Programs (TAPS) event. Thirty-eight children attended the event and played with Legos.
16. On Wednesday, December 16 Mickey DuVall participated in a webinar entitled "Attack of the 'Best Lists:' Becky's Practical Recap of 2015's Best Reads."
17. On Wednesday, December 16 an Alfaro's Upholstery representative brought fabric samples to assist in the selection of material to use to recover one of the library's lounge chairs.
18. On Thursday, December 17 library staff held its second annual volunteer luncheon. 30 people attended the event.

19. On Thursday, December 17 Ashley Guerrero hosted a Christmas Party for the Teens.  
Twenty-two teens attended the party.
20. On Tuesday, December 22 Carmen Serna will host a TAPS program. Children and adults will play video games.
21. On Thursday, December 24 through Sunday, December 27 the library was closed for the Christmas Holiday.
22. On Tuesday, December 29 Carmen Serna will host a TAPS program. Children and parents will watch a movie.

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 |
|--------------------------------|-------|-------|------|------|------|-------|-------|-----|------|------|------|-------|-------|
| <b>CIRCULATION SERVICES:</b>   |       |       |      |      |      |       |       |     |      |      |      |       |       |
| <b>Adult:</b>                  |       |       |      |      |      |       |       |     |      |      |      |       |       |
| 000-099                        | 20    | 29    |      |      |      |       |       |     |      |      |      |       | 49    |
| 100-199                        | 64    | 30    |      |      |      |       |       |     |      |      |      |       | 94    |
| 200-299                        | 26    | 22    |      |      |      |       |       |     |      |      |      |       | 48    |
| 300-399                        | 129   | 109   |      |      |      |       |       |     |      |      |      |       | 238   |
| 400-499                        | 16    | 21    |      |      |      |       |       |     |      |      |      |       | 37    |
| 500-599                        | 52    | 54    |      |      |      |       |       |     |      |      |      |       | 106   |
| 600-699                        | 285   | 201   |      |      |      |       |       |     |      |      |      |       | 486   |
| 700-799                        | 110   | 99    |      |      |      |       |       |     |      |      |      |       | 209   |
| 800-899                        | 67    | 37    |      |      |      |       |       |     |      |      |      |       | 104   |
| 900-999                        | 93    | 86    |      |      |      |       |       |     |      |      |      |       | 179   |
| 92-920                         | 50    | 82    |      |      |      |       |       |     |      |      |      |       | 132   |
| Adult Audiocassettes           | 1     | 0     |      |      |      |       |       |     |      |      |      |       | 1     |
| Adult Book Club Bag            | 0     | 1     |      |      |      |       |       |     |      |      |      |       | 1     |
| Adult DVD's                    | 1,641 | 1,523 |      |      |      |       |       |     |      |      |      |       | 3,164 |
| Adult Fiction                  | 1,821 | 1,590 |      |      |      |       |       |     |      |      |      |       | 3,411 |
| Adult Fiction CD's             | 571   | 541   |      |      |      |       |       |     |      |      |      |       | 1,112 |
| Adult Genealogy                | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult Historical Vertical File | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult Large Print              | 809   | 661   |      |      |      |       |       |     |      |      |      |       | 1,470 |
| Adult Microfilm                | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult MP3 Book                 | 18    | 8     |      |      |      |       |       |     |      |      |      |       | 26    |
| Adult Music on CD              | 224   | 180   |      |      |      |       |       |     |      |      |      |       | 404   |
| Adult Nonfiction CD's          | 49    | 38    |      |      |      |       |       |     |      |      |      |       | 87    |
| Adult One-Click e-audio        | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult Overdrive e-book         | 677   |       |      |      |      |       |       |     |      |      |      |       | 677   |
| Adult Pro Col                  | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult Reference                | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult Reference Desk           | 0     | 0     |      |      |      |       |       |     |      |      |      |       | 0     |
| Adult Spanish DVD's            | 5     | 0     |      |      |      |       |       |     |      |      |      |       | 5     |
| Adult Spanish Fiction          | 19    | 12    |      |      |      |       |       |     |      |      |      |       | 31    |
| Adult Spanish Nonfiction       | 10    | 12    |      |      |      |       |       |     |      |      |      |       | 22    |
| Adult Texana                   | 40    | 38    |      |      |      |       |       |     |      |      |      |       | 78    |

# 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             |
| Adult Videocassettes                  | 74           | 46           |      |      |      |       |       |     |      |      |      |       | 120           |
|                                       |              |              |      |      |      |       |       |     |      |      |      |       | 0             |
| <b>Subtotal Adult:</b>                | <b>6,871</b> | <b>5,420</b> |      |      |      |       |       |     |      |      |      |       | <b>12,291</b> |
| <b>Juvenile and children's:</b>       |              |              |      |      |      |       |       |     |      |      |      |       |               |
| Child Spanish 1st R                   | 20           | 16           |      |      |      |       |       |     |      |      |      |       | 36            |
| Child Spanish Easy                    | 138          | 82           |      |      |      |       |       |     |      |      |      |       | 220           |
| Child Spanish Easy Nonfic             | 17           | 15           |      |      |      |       |       |     |      |      |      |       | 32            |
| Child Storytime box                   | 0            | 0            |      |      |      |       |       |     |      |      |      |       | 0             |
| Easy Nonfiction                       | 155          | 146          |      |      |      |       |       |     |      |      |      |       | 301           |
| Easy Picture Books                    | 1,615        | 1,412        |      |      |      |       |       |     |      |      |      |       | 3,027         |
| First Readers                         | 449          | 503          |      |      |      |       |       |     |      |      |      |       | 952           |
| J 000 - J 099                         | 9            | 12           |      |      |      |       |       |     |      |      |      |       | 21            |
| J 100 - J 199                         | 9            | 4            |      |      |      |       |       |     |      |      |      |       | 13            |
| J 200 - J 299                         | 8            | 10           |      |      |      |       |       |     |      |      |      |       | 18            |
| J 300 - J 399                         | 40           | 23           |      |      |      |       |       |     |      |      |      |       | 63            |
| J 400 - J 499                         | 1            | 0            |      |      |      |       |       |     |      |      |      |       | 1             |
| J 500 - J 599                         | 137          | 106          |      |      |      |       |       |     |      |      |      |       | 243           |
| J 600 - J 699                         | 50           | 37           |      |      |      |       |       |     |      |      |      |       | 87            |
| J 700 - J 799                         | 148          | 170          |      |      |      |       |       |     |      |      |      |       | 318           |
| J 800 - J 899                         | 28           | 22           |      |      |      |       |       |     |      |      |      |       | 50            |
| J 900 - J 999                         | 63           | 29           |      |      |      |       |       |     |      |      |      |       | 92            |
| J 92 - J 920                          | 16           | 14           |      |      |      |       |       |     |      |      |      |       | 30            |
| Juvy Audiocassettes                   | 0            | 0            |      |      |      |       |       |     |      |      |      |       | 0             |
| Juvy CD'S                             | 38           | 31           |      |      |      |       |       |     |      |      |      |       | 69            |
| Juvy DVD                              | 321          | 326          |      |      |      |       |       |     |      |      |      |       | 647           |
| Juvy Fiction                          | 790          | 741          |      |      |      |       |       |     |      |      |      |       | 1,531         |
| Juvy Graphic Novels                   | 160          | 179          |      |      |      |       |       |     |      |      |      |       | 339           |
| Juvy Oversize                         | 1            | 8            |      |      |      |       |       |     |      |      |      |       | 9             |
| Juvy Reference                        | 0            | 0            |      |      |      |       |       |     |      |      |      |       | 0             |
| Juvy Spanish Fiction                  | 4            | 1            |      |      |      |       |       |     |      |      |      |       | 5             |
| Juvy Spanish Nonfiction               | 6            | 26           |      |      |      |       |       |     |      |      |      |       | 32            |
|                                       |              |              |      |      |      |       |       |     |      |      |      |       | 0             |
| <b>Subtotal Juv. &amp; children's</b> | <b>4,223</b> | <b>3,913</b> |      |      |      |       |       |     |      |      |      |       | <b>8,136</b>  |

# **BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016**

|                             | Oct.          | Nov.          | Dec. | Jan. | Feb. | March | April | May | June | July | Aug. | Sept. | Total         |
|-----------------------------|---------------|---------------|------|------|------|-------|-------|-----|------|------|------|-------|---------------|
| <b>Young Adult:</b>         |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Young Adult CD's            | 0             | 0             |      |      |      |       |       |     |      |      |      | 0     | 0             |
| Young Adult Fiction         | 270           | 287           |      |      |      |       |       |     |      |      |      |       | 557           |
| Young Adult Graphic Novels  | 272           | 276           |      |      |      |       |       |     |      |      |      |       | 548           |
| <b>Subtotal Young Adult</b> | <b>542</b>    | <b>563</b>    |      |      |      |       |       |     |      |      |      |       | <b>1,105</b>  |
| <b>Other:</b>               |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Paperbacks                  | 502           | 471           |      |      |      |       |       |     |      |      |      |       | 973           |
| Magazines                   | 22            | 47            |      |      |      |       |       |     |      |      |      |       | 69            |
| <b>Subtotal Other</b>       | <b>524</b>    | <b>518</b>    |      |      |      |       |       |     |      |      |      |       | <b>1,042</b>  |
| <b>Grand Total All</b>      | <b>12,160</b> | <b>10,414</b> |      |      |      |       |       |     |      |      |      |       | <b>22,574</b> |
| <b>OTHER SERVICES:</b>      |               |               |      |      |      |       |       |     |      |      |      |       |               |
| <b>Total Online Bastrop</b> |               |               |      |      |      |       |       |     |      |      |      |       |               |
| <b>Advertiser Searches</b>  | <b>5,393</b>  | <b>4,353</b>  |      |      |      |       |       |     |      |      |      |       | <b>9,746</b>  |
| <b>Computer Usage:</b>      |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Adult                       | 1,482         | 1,276         |      |      |      |       |       |     |      |      |      |       | 2,758         |
| Children                    | 313           | 301           |      |      |      |       |       |     |      |      |      |       | 614           |
| Reserve a Librarian         | 4             | 0             |      |      |      |       |       |     |      |      |      |       | 4             |
| Teen                        | 292           | 258           |      |      |      |       |       |     |      |      |      |       | 550           |
| Wireless                    | 1,950         | 1,570         |      |      |      |       |       |     |      |      |      |       | 3,520         |
| <b>Total Computer Usage</b> | <b>4,041</b>  | <b>3,405</b>  |      |      |      |       |       |     |      |      |      |       | <b>7,446</b>  |
| <b>Gifts and Memorials:</b> | <b>\$0.00</b> | <b>\$0.00</b> |      |      |      |       |       |     |      |      |      |       | <b>\$0.00</b> |
| <b>Items Processed:</b>     |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Items Cataloged:            |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Apollo                      | 75            | 63            |      |      |      |       |       |     |      |      |      |       | 138           |
| Baker & Taylor              | 40            | 23            |      |      |      |       |       |     |      |      |      |       | 63            |

# BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016

|                        | Oct. | Nov. | Dec. | Jan. | Feb. | March | April | May | June | July | Aug. | Sept. | Total |
|------------------------|------|------|------|------|------|-------|-------|-----|------|------|------|-------|-------|
| Brodart                | 0    | 0    |      |      |      |       |       |     |      |      |      |       | 0     |
| Cat Express--OCLC      | 47   | 2    |      |      |      |       |       |     |      |      |      |       | 49    |
| Ingram                 | 57   | 113  |      |      |      |       |       |     |      |      |      |       | 170   |
| Original               | 85   | 66   |      |      |      |       |       |     |      |      |      |       | 151   |
| Recorded Books         | 5    | 19   |      |      |      |       |       |     |      |      |      |       | 24    |
| Total items cataloged  | 309  | 286  |      |      |      |       |       |     |      |      |      |       | 595   |
| Total items withdrawn  | 810  | 382  |      |      |      |       |       |     |      |      |      |       | 1,192 |
| Total items lost       | 48   | 0    |      |      |      |       |       |     |      |      |      |       | 48    |
| Interlibrary Loan:     |      |      |      |      |      |       |       |     |      |      |      |       |       |
| Borrowed               | 10   | 7    |      |      |      |       |       |     |      |      |      |       | 17    |
| Loaned                 | 4    | 1    |      |      |      |       |       |     |      |      |      |       | 5     |
| Total Transactions     | 14   | 8    |      |      |      |       |       |     |      |      |      |       | 22    |
| New Library Patrons:   |      |      |      |      |      |       |       |     |      |      |      |       |       |
| City                   | 36   | 22   |      |      |      |       |       |     |      |      |      |       | 58    |
| County                 | 94   | 86   |      |      |      |       |       |     |      |      |      |       | 180   |
| Total Patrons added    | 130  | 108  |      |      |      |       |       |     |      |      |      |       | 238   |
| Patron Usage:          |      |      |      |      |      |       |       |     |      |      |      |       |       |
| County                 | 69%  | 70%  |      |      |      |       |       |     |      |      |      |       |       |
| City                   | 20%  | 20%  |      |      |      |       |       |     |      |      |      |       |       |
| Faculty                | 4%   | 4%   |      |      |      |       |       |     |      |      |      |       |       |
| Other                  | 7%   | 6%   |      |      |      |       |       |     |      |      |      |       |       |
| Proctored Tests Given: | 2    | 4    |      |      |      |       |       |     |      |      |      |       | 6     |
| Programming:           |      |      |      |      |      |       |       |     |      |      |      |       |       |
| Children's programs    | 431  | 389  |      |      |      |       |       |     |      |      |      |       | 820   |
| Outreach programs      | 0    | 0    |      |      |      |       |       |     |      |      |      |       | 0     |
| Teen programs          | 115  | 89   |      |      |      |       |       |     |      |      |      |       | 204   |
| Adult programs         | 0    | 11   |      |      |      |       |       |     |      |      |      |       | 11    |
| Total Programming      | 546  | 489  |      |      |      |       |       |     |      |      |      |       | 1,035 |
| Total # of Programs    | 29   | 23   |      |      |      |       |       |     |      |      |      |       | 52    |

# **BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2015-2016**

|                              | Oct.          | Nov.          | Dec. | Jan. | Feb. | March | April | May | June | July | Aug. | Sept. | Total         |
|------------------------------|---------------|---------------|------|------|------|-------|-------|-----|------|------|------|-------|---------------|
| <b>Reference Assistance:</b> |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Directional Questions        | 584           | 589           |      |      |      |       |       |     |      |      |      |       | 1,173         |
| Microfilm assistance         | 0             | 0             |      |      |      |       |       |     |      |      |      |       | 0             |
| Reference Questions          | 1,058         | 895           |      |      |      |       |       |     |      |      |      |       | 1,953         |
| Telephone Reference          | 288           | 263           |      |      |      |       |       |     |      |      |      |       | 551           |
| <b>Total Reference</b>       | <b>1,930</b>  | <b>1,747</b>  |      |      |      |       |       |     |      |      |      |       | <b>3,677</b>  |
| <b>Reservations:</b>         |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Pressley Meeting Room        | 43            | 36            |      |      |      |       |       |     |      |      |      |       | 79            |
| Maynard Board Room           | 18            | 16            |      |      |      |       |       |     |      |      |      |       | 34            |
| Study Booths                 | 234           | 215           |      |      |      |       |       |     |      |      |      |       | 449           |
| <b>Total Reservations</b>    | <b>295</b>    | <b>267</b>    |      |      |      |       |       |     |      |      |      |       | <b>562</b>    |
| <b>Visitor Count:</b>        | <b>8,802</b>  | <b>7,040</b>  |      |      |      |       |       |     |      |      |      |       | <b>15,842</b> |
| <b>Volunteer Hours:</b>      |               |               |      |      |      |       |       |     |      |      |      |       |               |
| Regular volunteers           | 121.00        | 115.00        |      |      |      |       |       |     |      |      |      |       | 236.00        |
| Friends volunteers           | 61.50         | 58.25         |      |      |      |       |       |     |      |      |      |       | 119.75        |
| <b>Total Volunteer Hours</b> | <b>182.50</b> | <b>173.25</b> |      |      |      |       |       |     |      |      |      |       | <b>355.75</b> |
| <b>Website Hits:</b>         | <b>2,592</b>  | <b>2,600</b>  |      |      |      |       |       |     |      |      |      |       | <b>5,192</b>  |
| <b>Ereader assistance</b>    | <b>12</b>     | <b>13</b>     |      |      |      |       |       |     |      |      |      |       | <b>25</b>     |