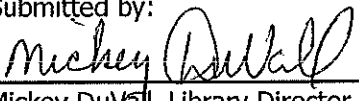


**AGENDA
LIBRARY BOARD
Monday, January 5, 2015
6:00 PM**

The Bastrop Public Library Board will meet in a regular meeting on Monday,
January 5, 2015 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—**
- 4. Citizen Comments**
- 5. Librarian's report—discussion and possible action**
- 6. Friends of the Library Report**
 - The Friends held a regularly scheduled meeting in December
 - Friends donated \$100 for cookies
 - Discussed raffle—made \$1,700 on selling raffle tickets
 - Discussed having a book drive after the holidays
 - Discussed contacting someone to re-start the children's reading to dogs program
- 7. Old business**
 - Brick pavers and tiles update—Sold two \$100 bricks and one \$50 bricks in the month of December—discussion and possible action
 - Update—Bastrop County Complex Wildfire archival project—the Summerlee Foundation notified me that they will not allow us to write a grant application—discussion and possible action
 - Update—Open House—874 patrons attended the Open House—I believe this is the largest crowd we have ever had at an Open House—discussion and possible action
 - Update—Long Range Plan—waiting on the analysis of the patron survey to incorporate the results into the Long Range Plan—discussion and possible action
 - Update—patron survey—am compiling and analyzing survey results—discussion and possible action
 - Update—painting the meeting room—have received four quotes and have hired Rios Painting to do the work—Rios painting completed the work in two days—charged the library \$2,245 to do the work—discussion and possible action
- 8. New Business**
 - Dessert Social scheduled for Saturday April 11 from 6-8 pm—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, Elizabeth Lopez, City Secretary, certify that the above notice was posted on the bulletin board of the Bastrop City Hall, 1311 Chestnut, on _____ at _____.

Elizabeth Lopez, City Secretary

**Bastrop Public Library
Librarian's Report
January 5, 2015**

1. Library Statistics for the month of November. Circulation statistics are down 14% compared to November 2013; gate count is down 11% compared to November 2013; programming is down 15% compared to November 2013; Internet usage is up 8% compared to November 2013; reference requests are even compared to November 2013 and meeting room reservations are down 11% compared to November 2013.
2. In the month of December 128 children and adults attended story time.
3. On Monday, December 1 Bonnie Pierson provided a story time for after school students from Calvary Episcopal School. Sixteen students and teachers were present.
4. On Tuesday, December 2 Melissa Bullara hosted a Tuesday Afternoon Programs (TAPS) event. Eighteen children attended the program.
5. On Tuesday, December 2 Mickey DuVall attended a regularly scheduled Friends of the Bastrop Public Library meeting.
6. On Tuesday, December 2 GSC Fire and Security performed an inspection of the library's smoke alarm and sprinkler system.
7. On Tuesday, December 2 library staff decorated the library for the Christmas holiday season.
8. On Thursday, December 4 Bonnie Pierson, Cary Kittrell and Ashley Guerrero provided a class on how to use the library for homeschooled students. Seventeen students attended the lesson.
9. On Thursday, December 4 Ashley Guerrero hosted a Teen Advisory Board (TAB) meeting. Twenty-four teens attended the meeting and talked about the Teen float and what they wanted to do for the Teen Christmas party.
10. On Monday, December 8 Bonnie Pierson provided a story time for after school students from Calvary Episcopal School. Fifteen students and teachers were present.
11. On Tuesday, December 9 Melissa Bullara hosted a Tuesday Afternoon Programs (TAPS) Lego event. Twenty-five children attended the program.
12. On Thursday, December 11 Ashley Guerrero hosted a teen anime event. Twenty teens watched the anime movie "Sword Art" and made reindeer ornaments for Christmas.
13. On Saturday, December 13 Ashley Guerrero oversaw the decorating of the Christmas float by the Teens. Ashley Guerrero, Bonnie Pierson, Linda Jenkins and 23 teens rode on the float during the annual lighted Christmas parade.
14. On Saturday, December 13 the library held its annual Library Board Open House. Over 870 children and adults attended the Open House.
15. On Saturday, December 13 220 children and adults visited with Santa and Mrs. Claus.
16. On Saturday, December 13 425 children and adults decorated graham cracker houses.
17. On Monday, December 15 Bonnie Pierson provided a story time for after school students from Calvary Episcopal School. Sixteen students and teachers were present.
18. On Tuesday, December 16 was Melissa Bullara's last day of work. Melissa resigned from the library.
19. On Tuesday, December 16 Melissa Bullara hosted a Tuesday Afternoon Programs (TAPS) event. Thirty-five children attended the program.

20. On Tuesday, December 16 an estimator from Tex Painting visited the library to write up a quote for painting the meeting room.
21. On Tuesday, December 16 a technician from SimplexGrinnell came to the library to repair an AV horn but was unable to due to complications. He is going to reschedule.
22. On Wednesday, December 17 the Friends of the Bastrop Public Library held their raffle drawing. The total amount of money raised was \$1,700.
23. On Thursday, December 18 the library held one of its semi-annual volunteer luncheons. There were a total of 37 people (including staff) who attended the luncheon.
24. On Thursday, December 18 Ashley Guerrero hosted a Teen Christmas party. Twenty-eight teens watched "The Nightmare Before Christmas," ate Christmas snacks and drank punch.
25. On Friday, December 19 library staff met in a meeting to review and discuss this year's Open House and began planning for next year's Open House.
26. On Friday, December 19 the City held its annual Christmas party at the Bastrop Convention Center.
27. On Wednesday, December 24 and Thursday, December 25 the library was closed for the Christmas holiday.
28. On Friday, December 26 and Sunday, December 28 Rios Painting painted the meeting room, the hallway outside the meeting room, the public restrooms and the hallway outside the public restrooms.
29. On Tuesday, December 30 a technician from SimplexGrinnell is scheduled to repair an AV horn.
30. On Thursday, January 1 the library will close for the New Year's holiday.

Respectfully submitted: Mickey DuVall, Library Director

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2013-2014

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
CIRCULATION SERVICES:													
Adult:													
000-099	26	7											33
100-199	74	38											112
200-299	63	51											114
300-399	128	83											211
400-499	17	7											24
500-599	68	36											104
600-699	361	235											596
700-799	131	100											231
800-899	43	29											72
900-999	118	103											221
92-920	91	64											155
Adult Audiocassettes	1	2											3
Adult Book Club Bag	1	0											1
Adult DVD's	1,692	1,370											3,062
Adult Fiction	2,116	1,745											3,861
Adult Fiction CD's	797	568											1,365
Adult Genealogy	0	0											0
Adult Historical Vertical File	0	0											0
Adult Large Print	744	607											1,351
Adult Microfilm	0	0											0
Adult MP3 Book	35	12											47
Adult Music on CD	171	60											231
Adult Nonfiction CD'S	61	34											95
Adult One-Click e-audio	0	0											0
Adult Overdrive e-book	614	605											1,219
Adult Pro Col	0	0											0
Adult Reference	0	0											0
Adult Reference Desk	0	0											0
Adult Spanish DVD's	9	4											13
Adult Spanish Fiction	12	6											18

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2013-2014

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Adult Spanish Nonfiction	9	10											19
Adult Texana	41	17											58
Adult Vertical Files	0	0											0
Adult Videocassettes	127	97											224
Subtotal Adult:	7,550	5,990	0	0	0	0	0	0	0	0	0	0	13,440
Juvenile and children's:													
Child Spanish 1st R	27	29											56
Child Spanish Easy	84	76											160
Child Spanish Easy Nonfic	16	19											35
Child Storytime box	9	2											11
Easy Nonfiction	155	151											306
Easy Picture Books	1,513	1,143											2,656
First Readers	495	348											843
J 000 - J 099	5	3											8
J 100 - J 199	6	4											10
J 200 - J 299	7	9											16
J 300 - J 399	21	19											40
J 400 - J 499	2	1											3
J 500 - J 599	204	140											344
J 600 - J 699	79	52											131
J 700 - J 799	175	132											307
J 800 - J 899	16	14											30
J 900 - J 999	109	65											174
J 92 - J 920	34	20											54
Juvy Audiocassettes	0	0											0
Juvy CD'S	24	21											45
Juvy DVD	388	336											724
Juvy Fiction	942	798											1,740
Juvy Graphic Novels	243	163											406
Juvy Oversize	13	13											26
Juvy Reference	0	0											0
Juvy Spanish Fiction	1	3											4

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2013-2014

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Juvy Spanish Nonfiction	2	8											10
Subtotal Juv. & children's	4,570	3,569	0	0	0	0	0	0	0	0	0	0	8,139
Young Adult:													
Young Adult CD's	8	8											16
Young Adult Fiction	381	255											636
Young Adult Graphic Novels	332	280											612
Subtotal Young Adult	721	543	0	0	0	0	0	0	0	0	0	0	1,264
Other:													
Paperbacks	532	430											962
Magazines	56	55											111
Subtotal Other	588	485	0	0	0	0	0	0	0	0	0	0	1,073
Grand Total All	13,429	10,487	0	0	0	0	0	0	0	0	0	0	23,916
OTHER SERVICES:													
Total Online Bastrop													
Advertiser Searches	6,292	3,524	0	0	0	0	0	0	0	0	0	0	9,816
Computer Usage:													
Adult	1,566	1,154											2,720
Children	403	249											652
Computer Class	10	7											17
Teen	302	239											541
Wireless	1,525	1,220											2,745
Total Computer Usage	3,806	2,869	0	0	0	0	0	0	0	0	0	0	6,675
Gifts and Memorials:	\$200.00	\$65.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$265.19

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2013-2014

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Items Processed:													
Items Cataloged:													
Apollo	167	47											214
Baker & Taylor	25	20											45
Brodart	0	0											0
Cat Express--OCLC	34	1											35
Ingram	75	83											158
Original	106	39											145
Recorded Books	14	7											21
Total items cataloged	421	197	0	0	0	0	0	0	0	0	0	0	618
Total items withdrawn	416	154	0	0	0	0	0	0	0	0	0	0	570
Total items lost	15	0	0	0	0	0	0	0	0	0	0	0	15
Interlibrary Loan:													
Borrowed	20	11											31
Loaned	4	5											9
Total Transactions	24	16	0	0	0	0	0	0	0	0	0	0	40
New Library Patrons:													
City	25	48											73
County	146	97											243
Total Patrons added	171	145	0	0	0	0	0	0	0	0	0	0	316
Patron Usage:													
County	69%	70%											
City	20%	22%											
Faculty	4%	3%											
Other	7%	5%											
Proctored Tests Given:	4	3	0	0	0	0	0	0	0	0	0	0	7

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2013-2014

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Programming:													
Children's programs	498	459											957
Outreach programs	0	0											0
Teen programs	115	85											200
Adult programs	40	150											190
Total Programming	653	694	0	0	0	0	0	0	0	0	0	0	1,347
Reference Assistance:													
Directional Questions	583	424											1,007
Microfilm assistance	0	0											0
Reference Questions	1,101	631											1,732
Telephone Reference	333	174											507
Total Reference	2,017	1,229	0	0	0	0	0	0	0	0	0	0	3,246
Reservations:													
Pressley Meeting Room	52	39											91
Maynard Board Room	17	14											31
Study Booths	274	202											476
Total Reservations	343	255	0	0	0	0	0	0	0	0	0	0	598
Visitor Count:	8,962	6,575	0	0	0	0	0	0	0	0	0	0	15,537
Volunteer Hours:													
Regular volunteers	165.25	166.00											331.25
Friends volunteers	64.75	41.75											106.50
Total Volunteer Hours	230.00	207.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437.75
Website Hits:	2,366	2,369	0	0	0	0	0	0	0	0	0	0	4,735
Ereader assistance	9	9	0	0	0	0	0	0	0	0	0	0	18