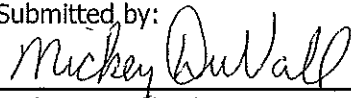


**AGENDA
LIBRARY BOARD
Monday, January 6, 2014
6:00 PM**

The Bastrop Public Library Board will meet in a regular meeting on Monday,
January 6, 2014 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**
 - Friends did not meet in December
 - Friends retreat scheduled for January 16 at Mickey DuVall's house
- 7. Old business**
 - Brick pavers and tiles update—no new sales—discussion and possible action
 - Update—BTOP grant—grant is over—library has been allowed to keep 10 laptop computers to continue computer classes—discussion and possible action
 - Update—Bastrop County Complex Wildfire archival project—Darlene West, Mickey DuVall and James Alexander continue to research grants for which we can apply—discussion and possible action
 - Update—Replacing old light fixtures—K.F. Electric, Inc.—work has been completed—discussion and possible action
 - Update—Marketing plan—after the first of the year we will continue our Geek campaign —discussion and possible action
 - Update—Open House—discussion and possible action
 - Update—Young Adult Librarian position interviews scheduled for the week of January 6—discussion and possible action
- 8. New Business**
 - Reception for Kathy Lindsey's retirement—discussion and possible action
 - Human Resources Department is advertising for the Library Associate—Interlibrary Loan position—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, 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 6, 2014**

1. Library Statistics for the month of November. Circulation statistics are down 2% compared to November 2012; gate count is down 7% compared to November 2012; programming is down 9% compared to November 2012; Internet usage is up 22% as compared to November 2012, reference requests are up 6% compared to November 2012 and meeting room reservations are up 37% compared to November 2012.
2. In the month of December 107 children and adults attended Story time.
3. On Tuesday, December 3 Mickey DuVall submitted a final report for the Texas Book Festival technology grant.
4. On Wednesday, December 4 Mickey DuVall attended a ceremony honoring Mike Talbot at the Mina Masonic Lodge. Mike Talbot received the Community Builder Award from the Masons.
5. On Thursday, December 5 Bonnie Ueckert Pierson, Melissa Bullara and Cary Kittrell each taught a library class to three age groups of homeschoolers. In total, twenty-one home schooled students attended classes.
6. On Thursday, December 5 Cary Kittrell hosted a Teen Anime Club meeting. Twelve teens participated in the meeting and did Secret Santa and played games.
7. On Monday, December 9 Mickey DuVall, Cookie Adkins and Bonnie Ueckert Pierson interviewed Stewart Duval for the position of Circulation Clerk. The salary for this position is paid for by the AARP Foundation.
8. On Monday, December 9 Bonnie Ueckert Pierson performed a storytime for the Calvary Episcopal School after school program. Twelve students were in attendance.
9. On Monday, December 9 Bonnie Ueckert Pierson and Cary Kittrell attended the Bastrop Intermediate School Parent Night. Bonnie and Cary visited with 45 students and parents at the event.
10. On Tuesday, December 10 Bonnie Ueckert Pierson hosted a Lego program. Ten children and adults attended the program.
11. On Wednesday, December 11 Mickey DuVall attended a Director's appreciation lunch at Baxter's on Main.
12. On Thursday, December 12 Mickey DuVall attended a CTLS, Inc. long range planning committee meeting at the Taylor Public Library.
13. On Friday, December 13 Library staff and Library Board members attended the City's annual Christmas party.
14. On Saturday, December 14 Bonnie Ueckert Pierson hosted a Gingerbread house decorating event. Three hundred and seventy-one children and adults attended the event.
15. On Saturday, December 14 Melissa Bullara hosted a Santa and Mrs. Claus Christmas event. Ninety-six children visited with Santa and Mrs. Claus.
16. On Saturday, December 14 Bonnie Ueckert Pierson, Cary Kittrell, Melissa Bullara and Linda Jenkins helped seven teens decorate the library float and participated in the annual lighted Christmas parade.
17. On Saturday, December 14 the library held its annual Library Board Open House. An estimated 500 – 600 people attended the event. The open house included treats and

beverages all day, gingerbread house decorating, a visit from Santa and Mrs. Claus, Monica Miller, harpist played in the morning, the Bastrop Community Orchestra played at noon, the Honor Choir sang in the afternoon and Teens decorated a float and participated in the parade. Fun was had by all.

18. On Monday, December 16 Mr. Stewart Duvall began work at the Bastrop Public Library as an AARP Foundation employee.
19. On Tuesday, December 17 Tom Swinnea, Technology For All computer trainer, shared his training materials with Mickey DuVall, Bonnie Ueckert Pierson, Cary Kittrell and Melissa Bullara. Tom's last training day was on Thursday, December 19. During the time he was here, Tom did a great job training our patron's on the use of computers. Library staff will now take over computer training in the library.
20. On Thursday, December 19 the staff held its last semi-annual Volunteer Luncheon. Thirty-one volunteers and staff attended the luncheon.
21. On Thursday, December 19 Cary Kittrell hosted an "Open Video Game Night" at the library. Fourteen teens played video games and had snacks.
22. On Saturday, December 21 workers from KF Electric Company completed the retrofitting of the light fixtures in the older section of the library. In addition, they repaired the safety lights that were not working.
23. The library closed Tuesday, December 24 and Wednesday, December 25 for the Christmas holiday.
24. On Friday, December 27 a going away reception was held for Kathy Lindsey. Kathy is retiring after working 27 years at the library.
25. Tuesday, December 31 is Mary Poirier's last day to work at the library. Mary has been with us, at different times, over two years. She is an AARP Foundation paid employee. We have hired another AARP employee, Stuart Duval, to replace her in the library.

Respectfully submitted: Mickey DuVall, Library Director

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
CIRCULATION SERVICES:													
Adult:													
000-099	29	39											68
100-199	43	58											101
200-299	65	70											135
300-399	175	140											315
400-499	26	19											45
500-599	55	30											85
600-699	381	360											741
700-799	183	153											336
800-899	52	41											93
900-999	102	100											202
92-920	87	78											165
Adult Audiocassettes	2	3											5
Adult Book Club Bag	1	0											1
Adult DVD's	1,533	1,363											2,896
Adult Fiction	2,386	2,010											4,396
Adult Fiction CD's	715	613											1,328
Adult Genealogy	0	0											0
Adult Historical Vertical File	0	0											0
Adult Large Print	854	670											1,524
Adult Microfilm	0	0											0
Adult MP3 Book	42	27											69
Adult Music on CD	165	160											325
Adult Nonfiction CD's	67	55											122
Adult One-Click e-audio	45	67											112
Adult Overdrive e-book	313	275											588
Adult Pro Col	0	0											0
Adult Reference	0	1											1
Adult Reference Desk	0	0											0
Adult Spanish DVD's	8	6											14
Adult Spanish Fiction	34	14											48

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Adult Spanish Nonfiction	38	13											51
Adult Texana	29	27											56
Adult Vertical Files	0	0											0
Adult Videocassettes	183	200											383
Subtotal Adult:	7,613	6,592	0	0	0	0	0	0	0	0	0	0	14,205
Juvenile and children's:													
Child Spanish 1st R	9	23											32
Child Spanish Easy	104	51											155
Child Spanish Easy Nonfic	23	15											38
Child Storytime box	3	1											4
Easy Nonfiction	186	140											326
Easy Picture Books	1,577	1,501											3,078
First Readers	459	413											872
J 000 - J 099	14	9											23
J 100 - J199	8	6											14
J 200 - J 299	11	6											17
J 300 - J 399	71	31											102
J 400 - J 499	7	5											12
J 500 - J 599	154	140											294
J 600 - J 699	86	51											137
J 700 - J 799	218	173											391
J 800 - J 899	23	27											50
J 900 - J 999	80	82											162
J 92 - J 920	24	23											47
Juvy Audiocassettes	3	2											5
Juvy CD'S	44	36											80
Juvy DVD	460	409											869
Juvy Fiction	991	842											1,833
Juvy Graphic Novels	252	229											481
Juvy Oversize	7	19											26
Juvy Reference	0	0											0
Juvy Spanish Fiction	10	6											16

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Juvy Spanish Nonfiction	21	8											29
Subtotal Juv. & children's	4,845	4,248	0	0	0	0	0	0	0	0	0	0	9,093
Young Adult:													
Young Adult CD's	12	13											25
Young Adult Fiction	398	437											835
Young Adult Graphic Novels	415	287											702
Subtotal Young Adult	825	737	0	0	0	0	0	0	0	0	0	0	1,562
Other:													
Paperbacks	704	579											1,283
Magazines	22	14											36
Subtotal Other	726	593	0	0	0	0	0	0	0	0	0	0	1,319
Grand Total All	14,009	12,170	0	0	0	0	0	0	0	0	0	0	26,179
OTHER SERVICES:													
Total Online Bastrop													
Advertiser Searches	4,394	4,427											8,821
Computer Usage:													
Adult	1,694	1,261											2,955
Children	473	332											805
Computer Class	39	18											57
Teen	311	251											562
Wireless	831	785											1,616
Total Computer Usage	2,517	2,647	0	0	0	0	0	0	0	0	0	0	5,164
Gifts and Memorials:	\$325.00	\$0.00											\$325.00

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Items Processed:													
Items Cataloged:													
Apollo	191	142											333
Baker & Taylor	43	23											66
Brodart	0	0											0
Cat Express--OCLC	36	5											41
Ingram	92	49											141
Original	70	18											88
Recorded Books	5	9											14
Total items cataloged	437	246	0	0		0	0		0	0	0		683
Total items withdrawn	152	473											625
Total items lost	7	0											7
Interlibrary Loan:													
Borrowed	2	1											3
Loaned	15	17											32
Total Transactions	17	18		0	0	0	0	0		0	0		35
New Library Patrons:													
City	45	37											82
County	166	123											289
Total Patrons added	211	160	0	0	0	0	0	0	0	0	0		371
Patron Usage:													
County	72%	71%											
City	20%	20%											
Faculty	3%	4%											
Other	5%	5%											
Proctored Tests Given:	3	3											6

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Total
Programming:													
Children's programs	476	547											1,023
Outreach programs	222	227											449
Teen programs	52	42											94
Adult programs	270	0											270
Total Programming	1,020	816	0	0	0	0	0	0	0	0	0	0	1,836
Reference Assistance:													
Directional Questions	375	318											693
Microfilm assistance	0	0											0
Reference Questions	803	594											1,397
Telephone Reference	371	309											680
Total Reference	1,549	1,221	0	0	0	0	0	0	0	0	0	0	2,770
Reservations:													
Pressley Meeting Room	56	41											97
Maynard Board Room	34	27											61
Study Booths	287	217											504
Total Reservations	377	285	0	0		0	0	0	0	0	0	0	662
Visitor Count:	9,248	7,412											16,660
Volunteer Hours:													
Regular volunteers	184.50	131.50											316.00
Friends volunteers	25.00	41.75											66.75
Total Volunteer Hours	209.50	173.25	0.00	0.00		0.00	0.00		0.00				382.75
Website Hits:	2,153	1,917											4,070