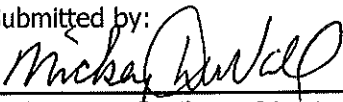


AGENDA
LIBRARY BOARD
Monday, April 1, 2013
6:00 PM

The Bastrop Public Library Board will meet in a regular meeting on Monday,
April 1, 2013 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 March meeting**
3. **Announcements—** *Book Sale \$1,500; Plant Sale \$2,000 - Sherlak K. Received Tacker grant to go to TLK this year*
4. **Citizen Comments—**
5. **Librarian's report—**discussion and possible action
6. **Friends of the Library Report**
 - Friends will meet in regularly scheduled meeting
7. **Old business**
 - Brick pavers and tiles update—sold one new \$100 brick—discussion and possible action
 - Update—BTOP grant—waiting for the HBMG consulting report—discussion and possible action
 - Update—Bastrop County Complex Wildfire archival project—Kaye Brillian retired and left our employment—we have hired two new NEG grant employees—James Alexander continues to take on more project manager responsibilities—discussion and possible action
 - Update—Re-configuring the library—Penny Gromatzky of Libra-tech came to the library and we gave her the information needed for her to provide us with a quote to purchase the shelving we need—discussion and possible action
 - Update—Replacing old light fixtures—I continue to wait to hear from Mike on how he wants to proceed with the upgrading of the light fixtures—discussion and possible action
8. **New Business**
 - I have received confirmation from USAC that they have received our erate form 471—discussion and possible action
 - Report on Branding focus group—discussion and possible action
 - Red Cross training to be conducted at the library—dates and times—discussion and possible action
 - Library Board budget for fiscal year 2013-2014—discussion and possible action
 - Library general fund budget for fiscal year 2013-2014—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, Teresa Valdez, City Secretary, certify that the above notice was posted on the bulletin board of the Bastrop City Hall, 1311 Chestnut, on _____ at _____.

Teresa Valdez, City Secretary

Bastrop Public Library
Librarian's Report
April 1, 2013

1. Library Statistics for the month of February. Circulation statistics are down 2% compared to February 2012; gate count is down 7% compared to February 2012; programming is down 37% compared to February 2012; Internet usage is up 31% as compared to February 2012 and reference requests are up 9% compared to February 2012.
2. In the month of March 141 children and adults attended Story time. $\begin{array}{r} 141 \\ 105 \\ \hline 246 \end{array}$
3. On Friday, March 1 the library was closed for the Texas Independence Day holiday.
4. On Saturday, March 2 Mickey DuVall hosted an author event. Robert Powell spoke on the book he co-authored "UFOs and Government: a Historical Inquiry. Fourteen people attended the event.
5. On Monday, March 4 Bonnie Ueckert hosted ten students from the Calvary Episcopal School after school program.
6. On Tuesday, March 5 Bonnie Ueckert hosted the Brown Bag movie "Lady and the Tramp." Five children and adults attended the movie.
7. On Wednesday, March 6 the Calvary Episcopal School held its annual Trike-A-Thon.
8. On Wednesday, March 6 Mickey DuVall attended the monthly Bastrop Chamber of Commerce luncheon held at the Opera House.
9. On Wednesday, March 6 Mickey DuVall conducted an Archive Taskforce meeting.
10. On Thursday, March 7 Laura Green and Mickey DuVall interviewed two new candidates to work on the archives project.
11. On Thursday, March 7 Bonnie Ueckert taught a group of homeschool students about the library. Twenty students attended the class.
12. On Thursday, March 7 Sheilah Kosco hosted a Teen Advisory Board committee meeting. Eighteen teens attended the meeting and played video games.
13. On Saturday, March 9 five children read to Bow Wow Book Buddy.
14. On Monday, March 11 Mickey DuVall filed erate form 471.
15. On Thursday, March 14 Bonnie Ueckert and Mickey DuVall hosted a Branding Focus Group meeting. Nancy Wood did a wonderful job as facilitator. Ten members of the community participated and worked diligently on the library's branding project.
16. On Thursday, March 14 Mickey DuVall, Cookie Adkins and Cary Kittrell met with Penny Gromatzky of Libra-tech concerning purchasing additional shelving for the library. Ms. Gromatzky is going to help the library write a grant for the additional shelving, re-upholstering older furniture and purchasing new furniture. She estimates the grant request will equal almost \$50,000.
17. On Thursday, March 14 Kay Brilliant's resigned from the NEG grant program. She has retired from working, but said she would continue to come to the Tuesday archive meetings.
18. On Thursday, March 14 Sheilah Kosco hosted a teen Anime Club meeting. Fourteen teens attended the meeting.
19. On Saturday, March 16 Bonnie Ueckert hosted a Super Saturday Video Games event. Twelve children played video games.
20. On Monday, March 18 Bonnie Ueckert hosted fourteen students from the Calvary Episcopal School after school program.

21. On Monday, March 18 Raelynne Hiser, a NEG grant employee, started work at the library. She will help with the archive project.
22. On Tuesday, March 19 Cary Kittrell hosted a Plinkit webpage workshop at the library. Eighteen librarians participated in the training.
23. On Tuesday, March 19 Mickey DuVall and Laura Green interviewed another NEG grant employee candidate for the archive project.
24. On Wednesday, March 20 Sheilah Kosco and Bonnie Ueckert visited the Head Start Center at the Lost Pines Elementary School. Twenty-one parents attended the event.
25. From the evening of March 21 through Saturday March 23 the Friends of the Bastrop Public Library and the Lost Pines Garden Club will have a book and plant sale with all proceeds from the plant and book sale coming to the library.
26. On Monday, March 25 Bonnie Ueckert will host a visit by students from the Calvary Episcopal School after school program.
27. On Tuesday, March 26 Sheilah Kosco and Bonnie Ueckert have scheduled a visit to the Head Start center at the Emile Elementary School.
28. On Wednesday, March 27 Bonnie Ueckert has the library's annual Easter egg hunt scheduled at Bob Bryant Park.
29. On Thursday, March 28 the Friends of the Bastrop Public Library will meet in a regularly scheduled meeting.
30. On Thursday, March 28 Mickey DuVall has an appointment to speak with the City Manager concerning library concerns.
31. The library will be closed Friday, March 29 and Saturday, March 30 for the Easter holiday.

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	36	25	40	34	36								171
100-199	65	51	36	52	60								264
200-299	69	51	44	72	54								290
300-399	148	138	115	137	124								662
400-499	21	17	3	8	5								54
500-599	55	62	50	54	52								273
600-699	358	355	289	440	313								1,755
700-799	163	157	156	198	152								826
800-899	43	35	38	67	38								221
900-999	151	152	134	124	112								673
92-920	94	84	77	96	73								424
Adult Audiocassettes	13	4	2	2	10								31
Adult Book Club Bag	0	0	0	0	1								1
Adult DVD's	1,744	1,345	1,431	1,919	1,491								7,930
Adult Fiction	2,667	2,410	2,104	2,522	2,325								12,028
Adult Fiction CD's	567	596	580	619	642								3,004
Adult Genealogy	0	0	0	0	0								0
Adult Historical Vertical File	0	0	0	0	0								0
Adult Large Print	799	660	644	841	745								3,689
Adult Microfilm	0	0	0	0	0								0
Adult MP3 Book	42	41	34	35	23								175
Adult Music on CD	189	101	89	127	111								617
Adult Nonfiction CD's	59	61	36	51	52								259
Adult One-Click e-audio	99	155	95	186	110								645
Adult Overdrive e-book	0	0	100	157	147								404
Adult Pro Col	0	0	0	0	0								0
Adult Reference	0	0	0	5	1								6
Adult Reference Desk	0	0	0	0	0								0
Adult Spanish DVD's	12	6	4	0	3								25
Adult Spanish Fiction	11	12	10	13	19								65

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

Adult Spanish Nonfiction	21	12	6	8	19														66
Adult Texana	71	60	48	75	63														317
Adult Vertical Files	0	0	0	0	0														0
Adult Videocassettes	444	363	368	370	240														1,785
Subtotal Adult:	7,941	6,953	6,533	8,212	7,021	0	0	0	0	0	0	0	0	0	0	0	0	0	36,660
Juvenile and children's:																			
Child Spanish 1st R	28	14	20	15	30														107
Child Spanish Easy	106	75	35	61	58														335
Child Spanish Easy Nonfic	20	7	5	17	11														60
Child Storytime box	7	1	1	1	2														12
Easy Nonfiction	150	75	92	80	145														542
Easy Picture Books	1,733	1,573	1,081	1,377	1,251														7,015
First Readers	487	411	272	280	289														1,739
J 000 - J 099	19	16	15	11	12														73
J 100 - J 199	14	9	1	3	2														29
J 200 - J 299	18	10	13	8	6														55
J 300 - J 399	74	59	18	33	23														207
J 400 - J 499	3	2	1	1	1														8
J 500 - J 599	202	162	126	207	143														840
J 600 - J 699	43	45	33	63	34														218
J 700 - J 799	176	154	144	145	103														722
J 800 - J 899	23	17	9	12	25														86
J 900 - J 999	102	76	55	81	64														378
J 92 - J 920	22	29	25	24	41														141
Juvy Audiocassettes	2	1	2	4	3														12
Juvy CD'S	59	29	35	56	36														215
Juvy DVD	322	415	449	476	466														2,128
Juvy Fiction	877	822	667	828	714														3,908
Juvy Graphic Novels	194	189	206	228	207														1,024
Juvy Oversize	7	3	3	7	4														24
Juvy Reference	0	0	0	0	0														0
Juvy Spanish Fiction	5	7	0	5	0														17
Juvy Spanish Nonfiction	32	14	11	7	3														67

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

Subtotal Juv. & children's	4,725	4,215	3,319	4,030	3,673	0	0	0	0	0	0	0	19,962
Young Adult:													
Young Adult CD's	15	14	8	7	19								63
Young Adult Fiction	428	394	484	463	443								2,212
Young Adult Graphic Novels	299	234	217	279	343								1,372
Subtotal Young Adult	742	642	709	749	805	0	0	0	0	0	0	0	3,647
Other:													
Paperbacks	681	639	580	855	681								3,436
Magazines	27	25	16	29	22								119
Subtotal Other	708	664	596	884	703	0	0	0	0	0	0	0	3,555
Grand Total All	14,116	12,474	11,157	13,875	12,202	0	0	0	0	0	0	0	63,824
OTHER SERVICES:													
Total Online Bastrop													
Advertiser Searches	5,130	5,965	5,054	7,002	6,800								29,951
Computer Usage:													
Adult	1,965	1,368	1,316	1,715	1,603								7,967
Children	601	407	378	400	466								2,252
Computer Class	32	67	26	32	52								209
Teen	438	325	318	268	260								1,609
Wireless				500	648								
Total Computer Usage	3,036	2,167	2,038	2,915	3,029								13,185
Gifts and Memorials:	\$137.26	\$12.58	\$900.00	\$0.00	\$135.00								\$1,184.84

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

[illegible]

BASTROP PUBLIC LIBRARY ANNUAL STATISTICS FOR FISCAL YEAR 2012-2013

[illegible]

ACCOUNT STATUS: A-Active S-Suspended F-Future I-Inactive
 ACCOUNT TYPE: A-Asset L-Liability Q-Equity R-Revenue E-Expenditure

ACCOUNT STATUS	ACCOUNT TYPE	NUMBER	FUND - 505-LIBRARY BOARD FUND ACCOUNT NAME	ACCOUNT BALANCE
A	A	00-00-1000	CLAIM ON CASH-LIBRARY FUND	6,652.49
A	A	00-00-1001	PETTY CASH	0.00
A	A	00-00-1011	OPERATING FUND	0.00
A	A	00-00-1025	RETURNED CHECKS	0.00
A	A	00-00-1127	LIBRARY FUND - CD'S	0.00
A	A	00-00-1587	PREPAID EXPENSES	0.00
A	A	00-00-2000	ACCOUNTS PAYABLE	0.00
A	A	00-00-2001	ACCOUNTS PAYABLE-REGULAR	0.00
A	A	00-00-2020	WAGES PAYABLE	0.00
A	A	00-00-2033	DEFERRED COMPENSATION	0.00
A	A	00-00-2352	DUE TO A/P CLEARING	0.00
A	A	00-00-2405	ENCUMBRANCE ACCOUNT	0.00
A	A	00-00-2406	RESERVE FOR ENCUMBRANCE	0.00
A	A	00-00-2407	PRIOR YR ENCUMBRANCE ACCT	0.00
A	A	00-00-2408	PR YR RESERV FOR ENCUMBRANCE	0.00
A	A	00-00-3000	UNRESERVED FUND BALANCE	6,661.95
A	A	00-00-4400	INTEREST	(5.73)
A	A	00-00-4504	LIBRARY DONATIONS	(1,968.07)
A	A	00-00-4505	LIBRARY BUILDING FUND DONATION	0.00
A	A	00-00-4506	GRANT PROCEEDS	0.00
A	A	00-00-4536	MISCELLANEOUS	0.00
A	A	00-00-4560	MEETING ROOM DEPOSIT	0.00
A	A	81-00-5201	SUPPLIES	664.34
A	A	81-00-5203	POSTAGE	0.00
A	A	81-00-5206	OFFICE EQUIPMENT	0.00
A	A	81-00-5210	SMALL EQUIPMENT	0.00
A	A	81-00-5231	BOOKS	502.19
A	A	81-00-5232	AUDIO VISUALS	816.73
A	A	81-00-5320	EQUIPMENT MAINTENANCE	0.00
A	A	81-00-5345	MAINT OF BUILDING	0.00
A	A	81-00-5401	COMMUNICATIONS	0.00
A	A	81-00-5505	PROFESSIONAL SERVICES	0.00
A	A	81-00-5517	MEETING ROOM DEPOSIT RETURN	0.00
A	A	81-00-5601	ADVERTISING	0.00
A	A	81-00-5605	TRAVEL & TRAINING	0.00
A	A	81-00-5615	DUES, SUBSCRIPTION & PUBLICATI	0.00
A	A	81-00-5655	EQUIPMENT RENTAL	0.00
A	A	81-00-5679	BAD DEBTS	0.00
A	A	81-00-5699	MISCELLANEOUS	0.00
A	A	81-00-6012	OFFICE EQUIPMENT	0.00
A	A	81-00-6021	LIBRARY EXPANSION FURNITURE	0.00
A	A	81-00-8001	TRANSFER OUT-GENERAL FD 101	0.00

** END OF REPORT **