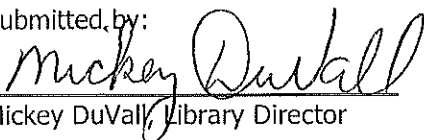


**AGENDA
LIBRARY BOARD
Monday, October 1, 2012
6:00 PM**

The Bastrop Public Library Board will meet in a regular meeting on Monday,
October 1, 2012 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 August (No meeting in July) meeting**
- 3. Announcements—\$2,500 add'l from Friends →**
- 4. Librarian's report—discussion and possible action**
- 5. Friends of the Library Report**
 - Friends did not meet in August
 - Friends August booksale netted \$2,500
 - Friends held their annual meeting on Thursday, September 27 and elected new officers for the upcoming year
- 6. Old business**
 - Brick pavers and tiles update—now new sales—discussion and possible action
 - Update—BTOP grant—Computer training classes continue—nine new desktop computers delivered and installed by City's IT Department—discussion and possible action
 - Update—Bastrop County Complex Fire archival project—First task force meeting held—Frank Williams, NEG grant worker's last day was Friday, September 21-- Mickey DuVall resigns as lead of the newly formed archive's task force--discussion and possible action
- 7. New Business**
 - Updating of Library Board Charter to reflect City Ordinance No. 2012-2013—discussion and possible action
 - Library staff determine Library's brand at a staff branding retreat—discussion and possible action
 - Library staff are working on re-configuring the interior layout of the library—discussion and possible action
 - Schedule set for annual open house—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, Teresa Valdez, City Secretary, certify that the above notice was posted on the bulletin board of the Bastrop City Hall, 904 Main, on _____ at _____.

Teresa Valdez, City Secretary

**Bastrop Public Library
Librarian's Report
October 1, 2012**

1. Library Statistics for the month of August. Circulation statistics are down 12% compared to August 2011; gate count is down 7% compared to August 2011; programming is down 8% compared to August 2011; Internet usage is down 13% compared with August 2011 and reference requests are up 52% compared to August 2011.
2. In the month of September 77 children and adults attended Story time.
3. On Monday, September 3 the library closed for the Labor Day holiday.
4. On Tuesday, September 4 Mickey and Marty DuVall attended the Bastrop County Long Term Recovery Team benefit "A Night of Hope."
5. On Thursday, September 6 all library staff participated in a webinar on branding your library.
6. On Thursday, September 6 Bonnie Ueckert taught library skills to 18 homeschooled children.
7. On Thursday, September 6 Sheilah Kosco hosted a Teen Advisory Board (TAB) meeting. Eighteen teens attended the meeting.
8. From Monday, September 10 through Friday, September 14 Mickey DuVall was on vacation.
9. On Monday, September 10 Bonnie Ueckert hosted twenty students from the Calvary Episcopal School after school program.
10. On Wednesday, September 12 Bonnie Ueckert led a staff meeting on branding the library.
11. On Thursday, September 13 Sheilah Kosco hosted a teen open video games night. Twenty-six teens participated and played different video games.
12. On Friday, September 14 Bonnie Ueckert hosted fourteen students from the Calvary Episcopal School after school program.
13. On Saturday, September 15 Bonnie Ueckert hosted a Super Saturday craft event "Oops! Art." Twenty-two children and adults attended the event.
14. On Monday, September 17 Mickey DuVall met with Bonnie Ueckert to discuss the library branding program.
15. On Thursday, September 20 Mickey DuVall attended a webinar on e-copyright law.
16. On Thursday, September 20 Mickey DuVall attended a semi-annual training session for board members at City Hall.
17. On Friday, September 21 Frank Williams, NEG grant employee for the past six months, completed his grant paid employment and worked his last day at the library.
18. On Friday, September 21 Stephanie Scott, NEG grant Case Worker, performed an exit interview with Mickey DuVall concerning the NEG grant program.
19. On Monday, September 24 the library closed for an employee retreat to work on branding the library.
20. On Monday, September 24 Bonnie Ueckert hosted ten students from the Calvary Episcopal School after school program.
21. On Tuesday, September 25 Mickey DuVall received a donation check from Stanberry & Associates.
22. On Thursday, September 27 Mickey DuVall participated in a webinar on e-copyright (fair use).
23. On Thursday, September 27 the Friends of the Bastrop Public Library held their annual membership meeting.
24. On Friday, September 28 Mickey DuVall and Sheilah Kosco attended a CTLS, Inc. membership meeting in the morning and in the afternoon attended a working with Teens workshop. The meeting and workshop were held in Salado.

Respectfully submitted: Mickey DuVall, Library Director

Bastrop Public Library Circulation Statistics
October 2011 - September 2012

A	B	C	D	E	F	G	H	I	J	K	L	M	N	P
1		OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
2 Adult														
3 000s	General	29	37	36	25	42	43	26	45	39	48	32		402
4 100s	Philosophy	78	50	48	65	59	69	67	89	79	79	81		764
5 200s	Religion	66	62	37	43	50	55	51	67	72	91	71		665
6 300s	Social Science	164	162	118	163	172	181	151	140	194	194	191		1,830
7 400s	Language	20	12	11	11	13	22	20	25	26	12	17		189
8 500s	Science	45	56	40	29	52	83	73	111	119	113	81		802
9 600s	Useful Arts	411	380	311	315	392	420	319	400	463	439	371		4,221
10 700s	Fine Arts	153	138	157	191	217	194	128	212	253	237	220		2,100
11 800s	Literature	70	52	44	33	47	38	49	38	71	118	86		646
12 900s	History	130	151	130	110	137	163	155	123	171	159	181		1,610
13 92s	Biography	123	106	96	95	129	116	110	101	129	131	120		1,256
14 F	Fiction	2,613	2,388	2,273	2,447	2,305	2,418	2,208	2,335	2,835	2,878	2,844		27,544
15 LT	Large Print	729	786	636	841	836	849	682	775	896	927	933		8,890
16 TEX	Texana	29	51	30	40	46	44	33	58	75	45	44		495
17 AUDCAS F	AUDCAS Adult Fic	34	25	27	29	31	26	22	38	31	39	24		326
18 CD BOOK F	CD Adult Fiction	639	596	591	603	620	711	608	722	838	681	674		7,283
19 CD BOOK NF	CD Adult Nonfiction	42	49	52	56	68	54	40	44	66	80	62		613
20 CD MUSIC	Music on CD	135	199	149	182	120	144	95	138	166	205	143		1,676
21 VC	VC	525	520	383	476	462	553	436	558	646	630	478		5,667
22 DVD	DVD	1,366	1,324	1,218	1,506	1,607	1,789	1,647	1,779	2,235	2,491	2,442		19,404
23 MP3	book fiction	43	55	46	41	64	60	64	54	54	25	23		529
24 REF	Reference Books	0	0	0	1	0	0	0	0	1	0	0		2
25 COMP	Computer Files	0	0	0	0	0	0	0	0	1	0	0		1
26 SPA DVD	Spanish DVDs	12	12	8	15	15	2	8	8	12	13	12		117
27 SPA FIC	Spanish Fiction	8	9	13	7	3	18	7	13	20	18	2		118
28 SPA NONFIC	Spanish Nonfiction	17	7	16	18	24	19	5	10	46	24	14		200
29 ONE-CLICK	Downloadable audio	0	0	180	242	357	71	67	77	76	140	80		1,290
30														
31	Subtotal Adult	7,481	7,227	6,650	7,584	7,868	8,142	7,071	7,960	9,614	9,817	9,226	0	88,640
32														
33 Children's														
34 E	Easy	1,643	1,659	967	1,249	1,176	1,372	1,175	1,174	2,113	2,108	1,374		16,010
35 1st R	First Readers	511	419	234	250	286	304	227	316	682	420	395		4,044
36 JF	Jr. Fiction	839	772	573	823	886	911	796	805	1,955	1,775	1,243		11,378
37 JF GRN	Jr. Graphic Novels	197	177	143	181	178	279	153	220	435	332	226		2,521
38 E NF	Easy Nonfiction	117	73	51	53	108	86	81	62	144	165	142		1,082
39 J 000s	General	18	17	7	16	14	13	10	14	35	22	29		195
40 J 100s	Philosophy	3	5	7	5	9	7	16	10	11	10	7		90
41 J 200s	Religion	31	27	13	7	14	22	8	19	24	15	15		195

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1		OC	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
42 J 300s	Social Science	53	51	33	38	39	34	27	29	46	65	52		467
43 J 400s	Language	0	0	0	0	4	10	6	2	1	0	3		26
44 J 500s	Science	144	143	82	197	204	160	142	157	386	302	204		2,121
45 J 600s	Useful Arts	46	55	44	64	90	78	60	43	94	96	90		760
46 J 700s	Fine Arts	122	181	88	179	111	127	115	138	245	261	210		1,777
47 J 800s	Literature	24	24	20	30	21	11	22	12	20	20	9		213
48 J 900s	History	91	96	43	86	101	91	47	46	83	80	72		836
49 J 92s	Biography	24	19	23	38	34	17	24	33	18	30	25		285
50 SPA E	Spanish Easy	132	89	42	77	73	123	44	61	127	96	82		946
51 SPA 1st R	Spanish 1st reader	19	7	10	2	13	18	3	12	34	29	17		164
52 SPA JF	Spanish Juv. Fic.	1	5	2	1	1	5	1	3	13	14	6		52
53 SPA JNF	Spanish Juv. Nonfic	17	7	17	7	12	34	7	7	46	20	11		185
54 OVERSIZE	Overize	3	7	3	9	6	3	2	3	7	5	1		49
55 AUDCAS E	Children's audios	0	0	0	0	0	0	0	0	0	0	0		0
56 AUDCAS JF	Juvenile audios	25	14	8	14	8	8	6	4	19	24	15		145
57 CD BOOK E	Children's CDs	0	0	0	0	0	0	0	0	0	0	0		0
58 CD BOOK JF	Juvenile CDs	49	50	41	45	38	41	48	38	74	54	47		525
59 J REF	Juvenile Reference	0	0	0	0	0	0	1	0	0	0	0		1
60														
61	Subtotal Children's	4,109	3,897	2,451	3,371	3,426	3,754	3,021	3,208	6,612	5,943	4,275	0	44,067
62														
63 Teen														
64 YA F	Teen Fiction	506	549	479	510	450	576	504	590	876	745	615		6,400
65 YA NF	Teen Nonfiction	17	13	7	6	2	0	0	0	0	0	0		45
66 YA GRN	Teen Graphic Novels	359	269	258	132	228	383	152	291	412	460	318		3,262
67 AUDCAS YA	Teen Audios	0	0	0	0	0	0	0	0	0	0	0		0
68 CD BOOK YA	Teen CDs	7	10	9	9	13	18	17	15	23	17	20		158
69														
70	Subtotal Teen	889	841	753	657	693	977	673	896	1,311	1,222	953	0	9,865
71														
72 Other														
73 PRO COL	Professional Collect.	0	0	0	0	0	0	0	0	0	0	0		0
74 PB	Paperbacks	672	636	605	748	498	574	606	738	842	736	729		7,384
75	Periodicals	15	21	16	21	23	30	31	43	21	18	19		258
76	Book Club Bag	0	0	0	2	1	1	1	0	1	0	0		4
77	Storytime box								6	2	0	1		
78														
79	Subtotal Other	687	657	621	771	522	605	638	781	866	754	748	0	7,650
80														
81	Grand Total All	13,166	12,622	10,475	12,383	12,509	13,478	11,403	12,845	18,403	17,736	15,202	0	150,222

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		OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
1														
82														
83														
84														
85														
86														
87	Other services:													
88	Auto-counter	9,619	8,467	8,503	9,192	9,203	10,333	8,514	8,921	12,419	11,804	11,116		108,091
89	ILL	17	32	24	17	34	50	46	28	32	41	48		369
90	Typewriter	5	5	5	5	5	5	5	5	5	5	5		55
91	Microfilm	5	5	5	5	5	5	5	5	5	5	5		55
92	Internet	3,025	2,591	2,391	2,697	2,321	2,664	2,307	2,499	3,225	3,356	3,336		30,412
93														
94	Programming													
95	Children's programs	278	454	329	178	411	353	483	2504	1,961	1,228	307		8486
96	Outreach programs	9	0	20	0	0	1909	70	0	42	0	0		2050
97	Teen Programs	44	45	52	66	62	50	65	65	87	137	34		707
98	Adult Programs	80	104	59	81	129	76	91	84	72	76	128		980
99														
100	Total Programming	411	603	460	325	602	2388	709	2653	2,162	1,441	469	0	12,223
101														
102	Patron Usage:													
103	County	71%	70%	71%	67%	69%	70%	69%	71%	71%	73%	71%		
104	City	21%	21%	21%	25%	22%	23%	21%	21%	21%	20%	23%		
105	Faculty	3%	4%	3%	4%	3%	2%	3%	3%	3%	3%	2%		
106	Other	4%	5%	5%	4%	6%	5%	7%	5%	5%	4%	4%		
107														
108	Volunteer hours:													
109	Regular volunteers	151.25	181.25	188.00	140.50	176.00	171.25	172.75	129.50	416.50	430.50	232.00		2389.5
110	Friends	75.50	72.25	202.00	79.00	83.75	203.75	77.50	46.00	83.00	103.25	182.25		1208.25
111	Vol. Reader	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0
112														
113	Total Volunteer Hrs	226.75	253.50	390.00	219.50	259.75	375.00	250.25	175.50	499.50	533.75	414.25	0.00	3597.75
114														
115	Gifts & memorials:	\$730.50	\$180.98	\$885.00	\$ 240.00	\$205.00	\$0.00	\$172.15	\$75.00	\$250.00	\$300.00	\$100.00		\$3,138.63
116														
117	Cataloging:													
118	Cat Express	12	28	8	12	0	40	15	37	45	31	4		232
119	Original	37	41	59	110	19	90	40	114	70	66	55		40
120	Recorded Books	5	14	0	7	9	12	7	9	6	6	14		7
121	B&T	36	20	24	6	32	10	36	17	29	20	47		277

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		OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
1														
122	Brodart	1	3	0	8	0	0	0	0	2	0	2		16
123	Ingram	82	67	72	140	172	99	157	164	132	45	53		1183
124	Apollo	135	179	254	191	49	241	115	135	87	189	93		1668
125														
126	Total Cataloged	308	352	417	474	281	492	370	476	371	357	268		4166
127														
128	Withdrawn	227	382	391	681	505	76	788	1005	723	188	789		5755
129														
130	Lost Books	0	13	0	1	0	0	25	0	0	0	0		39
131														
132	New Cards:													
133	City	34	34	32	53	25	60	36	37	73	47	75		506
134	County	143	118	82	95	171	155	110	164	268	173	176		1655
135														
136	Total cards issued	177	152	114	148	196	215	146	201	341	220	251	0	2161
137														
138	Reference:													
139	Directional Questions	260	151	143	165	190	268	495	575	301	227	306		3081
140	Reference Questions	632	522	428	546	643	635	763	843	901	844	890		7647
141	Telephone Reference	256	213	206	19	261	316	392	451	352	344	451		3261
142	Microfilm Assistance	10	4	2	8	0	9	6	7	4	4	4		58
143														
144	Total Reference	1158	890	779	738	1094	1228	1656	1876	1558	1419	1651	0	14047
145														
146	Reservations:													
147	Meeting Rooms	102	62	62	67	67	69	67	73	82	87	77		815
148	Booths	201	223	147	193	181	184	181	178	172	201	217		2078
149														
150	Total Reservations	303	285	209	260	248	253	248	251	254	288	294	0	2893
151														
152	Website Hits	1,782	1940	1,844	2,159	2,085	2,009	2,027	2,249	2,565	2,359	2,234		23253
153														
154	Proctored Tests	7	6	8	1	6	37	5	6	5	5	6		92