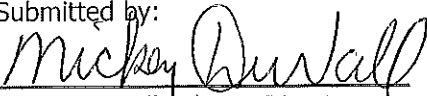


**AGENDA
LIBRARY BOARD
Monday, August 6, 2012
6:00 PM**

The Bastrop Public Library Board will meet in a regular meeting on Monday,
August 6, 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 of June meeting (No meeting in July)**
- 3. Announcements**—The Bastrop Advertiser has been digitized up through 1974 and is available to search through the Portal of Texas History at texashistory.unt.edu/
- 4. Librarian's report**—discussion and possible action
- 5. Friends of the Library Report**
 - Friend's did not meet in June
 - Friends met in July and discussed their upcoming August booksale
 - Friend's Executive Committee created a slate of nominees to be voted for at the Annual membership meeting scheduled for September
 - Discussed and planned the annual meeting scheduled for September 27
- 6. Old business**
 - Brick pavers and tiles update—sold one \$50 brick and one \$250 tile—discussion and possible action
 - Update—BTOP grant—Skype communications grand opening event August 1—Library notified by John Dees it will receive an additional nine computer workstations—the new computers will replace nine of the existing adult public access computers—discussion and possible action
 - Update—Bastrop County Complex Fire archival project—Bastrop County approves creation of an archive task force—Mickey DuVall selected to lead task force--discussion and possible action
- 7. New Business**
 - Review adopted Bastrop City Ordinance No. 2012-13—Discussion and possible action
 - Draw lots to determine each Library Board members "place" in the Library Board member three year rotation—discussion and possible action (Note: All Library Board members must submit a letter to the Mayor or send an email to Teresa Valdez, City Secretary, asking to be re-appointed to their current position)
 - Revise and update Library Board Charter to reflect Bastrop City Ordinance No. 2012-2013—discussion and possible action
 - Planning for Geek the Library public relations and marketing campaign begins in August—discussion and possible action
 - Request for Reconsideration on two library books submitted to the Library Director—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
August 6, 2012

1. Library Statistics for the month of May. Circulation statistics are down 12% compared to May 2011; gate count is down 12% compared to May 2011; programming is down 5% compared to May 2011; Internet usage is down 16% compared with May 2011 and reference requests are up 108% compared to May 2011.
2. In the month of June 344 children and adults attended Story time.
3. On Saturday, June 2 Bonnie Ueckert and other library staff hosted Opening Day Ceremonies for this year's Summer Reading Program. Two hundred ninety-seven children and adults enjoyed the festivities.
4. On Monday, June 4 the library's Monday movie was "Happy Feet 2." Eighty-two children and adults attended the movie.
5. On Monday, June 4 Mickey DuVall spoke with Karen Pavelka, a University of Texas Ischool professor, concerning the Bastrop County Complex Fire Archive Project.
6. On Tuesday, June 5 Bonnie Ueckert hosted a "Video Games" program for children ages 7-12. Thirty-seven children participated in the games.
7. On Tuesday, June 5 the library's Brown Bag movie was "The Muppets." Sixty-nine children and adults attended the movie.
8. On Thursday, June 7 Bonnie Ueckert presented Ian Varella in a special summer event. Ian Varella entertained 138 children and adults with his ventriloquism and humor.
9. On Thursday, June 7 Sheilah Kosco hosted the Teen opening day program. During the event, twenty-eight teens received henna tattoos.
10. On Friday, June 8 Bonnie Ueckert and Cary Kittrell welcomed children from the Cedar Creek "STARS" program. Bonnie read stories to them stories and Cary assisted them in playing video games. Forty-seven "STARS" children took turns listening to stories and playing video games.
11. On Monday, June 11 the library's Monday movie was "Super 8." Fifty-one children and adults attended the movie.
12. On Monday, June 11 Mickey DuVall interviewed two NEG grant applicants. No selection was made.
13. On Tuesday, June 12 Bonnie Ueckert presented "Book & Bites," a storytime for older children. Forty-two children and adults attended the storytime.
14. On Tuesday, June 12 Bonnie Ueckert hosted Tween Mystery Games. Twenty-nine teens participated in the games.
15. On Tuesday, June 12 Mickey DuVall participated in a webinar: Ebooks: New Paradigm.
16. On Tuesday, June 12 Mickey DuVall interviewed a NEG grant applicant.
17. On Wednesday, June 13 Mickey DuVall and Frank Williams met Gene Crick, Executive Director of MAIN, and Emily Cabral, a representative from United Policy Holders, a nonprofit corporation that assist victims of wildfire with insurance issues.
18. On Thursday, June 14 5 Bonnie Ueckert hosted a "Video Games" program for children ages 7-12. Forty-three children participated in the games.
19. On Thursday, June 14 Sheilah Kosco hosted a Teen Rock Band Tournament. Ten teens participated in the games.

20. On Saturday, June 16 Bonnie Ueckert and other library staff hosted an Old MacDonald party at Bob Bryant Park. One hundred and nineteen children and adults attended the event.
21. On Monday, June 18 the library's Monday movie was "How to Eat Fried Worms." Ninety children and adults attended the movie.
22. On Tuesday, June 19 Bonnie Ueckert hosted a Tween Jewelry Making class. Eleven tweens participated in the class.
23. On Wednesday, June 20 Bonnie Ueckert presented Joe McDermott, a popular children's singer/entertainer. One hundred and five children and adults came to the library on a Wednesday evening to enjoy the show. The show was a great success and participants asked for more evening programs.
24. On Wednesday, June 20 Mickey DuVall participated on a panel to interview three candidates for the City's IT Director's position.
25. On Thursday, June 21 Bonnie Ueckert hosted a "Crazy Creations Craft" program. One hundred and sixty-four children and adults created "crazy" crafts.
26. On Thursday, June 21 Sheilah Kosco hosted a "Teen Rock Band Tournament." Seventeen teens participated in the tournament.
27. On Friday, June 22 Bonnie Ueckert and Cary Kittrell welcomed children from the Mina "STARS" program. Bonnie read stories to them and Cary assisted them in playing video games. Thirty-four "STARS" children took turns listening to stories and playing video games.
28. On Monday, June 25 the library's Monday movie was "Adventures of Tin-Tin." Sixty children and adults attended the movie.
29. On Monday, June 25 Mickey DuVall and Frank Williams met with Virginia Leurhsen, a University of Texas Ischool PhD candidate, to discuss the Bastrop County Complex Fire Archive Project.
30. On Tuesday, June 26 Mickey DuVall met with the IT Director search committee to discuss the selection of the IT Director from the three applicants previously interviewed.
31. On Tuesday, June 26 Bonnie Ueckert presented "Book & Bites," a storytime for older children. Thirty children and adults attended the storytime.
32. On Wednesday, June 27 Mickey DuVall interviewed another NEG grant employee applicant.
33. On Thursday, June 28 Bonnie Ueckert hosted a Tween Tube Racing event. Thirty-nine tweens participated in the event.
34. On Thursday, June 28 Bonnie Ueckert hosted a "Video Games" program for children ages 7-12. Fifty children participated in the games.
35. On Thursday, June 28 Sheilah Kosco hosted a Creature Bawl program. Twenty-two teens attended the event.
36. On Friday, June 29 Bonnie Ueckert and Cary Kittrell welcomed children from the Cedar Creek "STARS" program. Bonnie read stories to them and Cary assisted them in playing video games. Forty-four "STARS" children took turns listening to stories and playing video games.
37. On Saturday, June 30 Mickey DuVall participated in a Shelter Training Exercise presented by the American Red Cross of Central Texas.
38. Library Statistics for the month of June. Circulation statistics are down 11% compared to June 2011; gate count is down 15% compared to June 2011; programming is down 5% compared to June 2011; Internet usage is down 24% compared with June 2011 and reference requests are up 30% compared to June 2011.

39. In the month of July 271 children and adults attended Story time.
40. On Monday, July 2 the library's Monday movie was "The War Horse." Forty-nine children and adults attended the movie.
41. On Monday, July 2 Mickey DuVall, Frank Williams and Jordan Mailahn met with Mike Fisher to discuss the creation of a Bastrop County Complex Fire archive.
42. On Tuesday, July 3 Bonnie Ueckert hosted a "Video Games" program for children ages 7-12. Thirty-four children participated in the games.
43. On Tuesday, July 3 the library's Brown Bag movie was "Scooby Doo." Thirty-four children and adults attended the movie.
44. On Wednesday, July 4 the library closed for the July 4th holiday.
45. On Thursday, July 5 the library presented a movie, "The Goonies." Thirty-four children and adults attended the movie.
46. On Thursday, July 5 Sheilah Kosco participated on a panel interviewing candidates for the Public Works Director position.
47. On Thursday, July 5 Mickey DuVall submitted a funding request to Bastrop County in the amount of \$8,500.
48. On Thursday, July 5 Mickey DuVall, Frank Williams and Jordan Mailahn attended the Bastrop Chamber of Commerce ribbon cutting for the opening of the Bastrop County Long Term Recovery Team nonprofit corporation.
49. On Thursday, July 5 Sheilah Kosco hosted a teen Open Video Games night. Twenty-two teens participated in playing video games.
50. On Friday, July 6 Sheilah Kosco participated on the panel interviewing candidates for the Public Works Director position.
51. On Monday, July 9 the library's Monday movie was "Project Nim." Forty-six children and adults attended the movie.
52. On Tuesday, July 10 Bonnie Ueckert presented "Book & Bites" a storytime for older children. Eight children and adults attended the storytime.
53. On Tuesday, July 10 Sheilah Kosco hosted a special summer teen event, "Marshmallow Battle." Twenty-eight teens fought in the marshmallow battle.
54. On Wednesday, July 11 Mickey DuVall and Sheilah Kosco participated in a Hurricane Preparedness Webinar.
55. On Thursday, July 12 Bonnie Ueckert hosted a "Minute to Win It" contest. Fifty-seven children competed in the contest.
56. On Saturday, July 12 Bonnie Ueckert, library staff and volunteers hosted a Super Saturday Big Truck Day event at Bob Bryant Park. Eighty-six children and adults attended the event.
57. On Saturday, July 12 Sheilah Kosco hosted a teen MUV Chat event. Twelve teens participated in the event.
58. On Friday, July 13 Bonnie Ueckert and Cary Kittrell welcomed children from the Mina "STARS" program. Bonnie read stories to them and Cary assisted them in playing video games. Thirty-five "STARS" children took turns listening to stories and playing video games.
59. On Monday, July 16 the library's Monday movie was "Cars 2." Forty-nine children and adults attended the movie.
60. On Tuesday, July 17 Bonnie Ueckert hosted a Tween Book Party. Twenty-one tweens attended the party.

61. On Tuesday, July 17 Mickey DuVall, Sheilah Kosco and Cary Kittrell met with Clayton Strickland of Recorded Books to discuss the library's problems with Recorded Books online e-audiobook subscription service, One Click.
62. On Tuesday, July 17 Mickey DuVall attended the first Bastrop City Council budget workshop for fiscal year 2012-2013.
63. On Wednesday, July 18 Mickey DuVall and Sheilah Kosco met with David Quinn, Executive Director of the Bastrop Economic Development Corporation, about creating a small business/entrepreneurial collection and kiosk in the library.
64. On Wednesday, July 18 Mickey DuVall attended a "Creating Your Library Brand" webinar.
65. On Wednesday, July 18 Sheilah Kosco and Cary Kittrell hosted a book talk given by Ken Kesselus.
66. On Thursday, July 19 Mickey DuVall and Frank Williams met with Mike Fisher about the creation of an archive of materials produced during the Bastrop County Complex Fire.
67. On Thursday, July 19 Bonnie Ueckert hosted a program on small animals presented by "Crittterman." One hundred and nineteen children and adults attended the program.
68. On Thursday, July 19 Sheilah Kosco hosted a teen Open Video Game event. Sixteen teens participated in the event.
69. On Friday, July 20 Bonnie Ueckert and Cary Kittrell welcomed children from the Cedar Creek "STARS" program. Bonnie read stories to them and Cary assisted them in playing video games. Fifty "STARS" children took turns listening to stories and playing video games.
70. On Friday, July 20 Sheilah Kosco hosted an after-hours teen Mystery Party. Thirteen teens participated in the event.
71. On Monday, July 23 Mickey DuVall and Frank Williams met with Charine Charfoun to discuss her collecting of documents and other materials during the Bastrop County Complex Fire.
72. On Monday, July 23 the library's Monday movie was "The Rocketeer." Thirty-one children and adults attended the movie.
73. On Tuesday, July 24 Bonnie Ueckert presented "Book & Bites" a storytime for older children. Nine children and adults attended the storytime.
74. On Tuesday, July 24 Bonnie Ueckert hosted a Lego Contest. Ninety-five children, teens and adults participated in the event.
75. On Thursday, July 26 Mickey DuVall attended a regularly scheduled meeting of the Friends of the Bastrop Public Library.
76. On Thursday, July 26 Mickey DuVall was interviewed by Tara Merrigan, an Austin American Statesman reporter, concerning the Bastrop County Complex Fire Archive Project.
77. On Saturday, July 28 Bonnie Ueckert, other library staff and library volunteers hosted the End of The Summer Reading Program Party at Fisherman's Park. Over 200 children and adults attended the party.
78. On Tuesday, July 31 Jamie Porter, a National Emergency Grant employee, started working with Mickey DuVall and Frank Williams on the Bastrop County Complex Fire Archive Project.

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
		OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
1														322
2 Adult														604
3 000s	General	29	37	36	25	42	43	26	45	39				604
4 100s	Philosophy	78	50	48	65	59	69	67	89	79				503
5 200s	Religion	66	62	37	43	50	55	51	67	72				1,445
6 300s	Social Science	164	162	118	163	172	181	151	140	194				160
7 400s	Language	20	12	11	11	13	22	20	25	26				608
8 500s	Science	45	56	40	29	52	83	73	111	119				3,411
9 600s	Useful Arts	411	380	311	315	392	420	319	400	463				1,643
10 700s	Fine Arts	153	138	157	191	217	194	128	212	253				442
11 800s	Literature	70	52	44	33	47	38	49	38	71				1,270
12 900s	History	130	151	130	110	137	163	155	123	171				1,005
13 92s	Biography	123	106	96	95	129	116	110	101	129				21,822
14 F	Fiction	2,613	2,388	2,273	2,447	2,305	2,418	2,208	2,335	2,835				7,030
15 LT	Large Print	729	786	636	841	836	849	682	775	896				406
16 TEX	Texana	29	51	30	40	46	44	33	58	75				263
17 AUDCAS F	AUDCAS Adult Fic	34	25	27	29	31	26	22	38	31				5,928
18 CD BOOK F	CD Adult Fiction	639	596	591	603	620	711	608	722	838				471
19 CD BOOK NF	CD Adult Nonfiction	42	49	52	56	68	54	40	44	66				1,328
20 CD MUSIC	Music on CD	135	199	149	182	120	144	95	138	166				4,559
21 VC	VC	525	520	383	476	462	553	436	558	646				14,471
22 DVD	DVD	1,366	1,324	1,218	1,506	1,607	1,789	1,647	1,779	2,235				481
23 MP3	book fiction	43	55	46	41	64	60	64	54	54				2
24 REF	Reference Books	0	0	0	1	0	0	0	0	1				1
25 COMP	Computer Files	0	0	0	0	0	0	0	0	0				92
26 SPA DVD	Spanish DVDs	12	12	8	15	15	2	8	8	12				98
27 SPA FIC	Spanish Fiction	8	9	13	7	3	18	7	13	20				162
28 SPA NONFIC	Spanish Nonfiction	17	7	16	18	24	19	5	10	46				1,070
29 ONE-CLICK	Downloadable audio	0	0	180	242	357	71	67	77	76				
30														69,597
31	Subtotal Adult	7,481	7,227	6,650	7,584	7,868	8,142	7,071	7,960	9,614				
32														
33 Children's														12,528
34 E	Easy	1,643	1,656	967	1,249	1,176	1,372	1,175	1,174	2,113				3,229
35 1st R	First Readers	511	419	234	250	286	304	227	316	682				8,360
36 JF	Jr. Fiction	839	772	573	823	886	911	796	805	1,955				1,963
37 JF GRN	Jr. Graphic Novels	197	177	143	181	178	279	153	220	435				775
38 E NF	Easy Nonfiction	117	73	51	53	108	86	81	62	144				144
39 J 000s	General	18	17	7	16	14	13	10	14	35				73
40 J 100s	Philosophy	3	5	7	5	9	7	16	10	11				
41 J 200s	Religion	31	27	13	7	14	22	8	19	24				165

Bastrop Public Library Circulation Statistics
October 2011 - September 2012

A	B	C												P
		OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
1														350
42 J 300s	Social Science	53	51	33	38	39	34	27	29	46				23
43 J 400s	Language	0	0	0	0	4	10	6	2	1				1,615
44 J 500s	Science	144	143	82	197	204	160	142	157	386				574
45 J 600s	Useful Arts	46	55	44	64	90	78	60	43	94				1,306
46 J 700s	Fine Arts	122	181	88	179	111	127	115	138	245				184
47 J 800s	Literature	24	24	20	30	21	11	22	12	20				684
48 J 900s	History	91	96	43	86	101	91	47	46	83				230
49 J 92s	Biography	24	19	23	38	34	17	24	33	18				768
50 SPA E	Spanish Easy	132	89	42	77	73	123	44	61	127				118
51 SPA 1st R	Spanish 1st reader	19	7	10	2	13	18	3	12	34				32
52 SPA JF	Spanish Juv. Fic.	1	5	2	1	1	5	1	3	13				154
53 SPA JNF	Spanish Juv. Nonfic	17	7	17	7	12	34	7	7	46				43
54 OVERSIZE	Over-size	3	7	3	9	6	3	2	3	7				0
55 AUDCAS E	Children's audios	0	0	0	0	0	0	0	0	0				106
56 AUDCAS JF	Juvenile audios	25	14	8	14	8	8	6	4	19				0
57 CD BOOK E	Children's CDs	0	0	0	0	0	0	0	0	0				424
58 CD BOOK JF	Juvenile CDs	49	50	41	45	38	41	48	38	74				1
59 J REF	Juvenile Reference	0	0	0	0	0	0	1	0	0				
60														33,849
61	Subtotal Children's	4,109	3,897	2,451	3,371	3,426	3,754	3,021	3,208	6,612	0	0	0	
62														5,040
63 Teen														45
64 YA F	Teen Fiction	506	549	479	510	450	576	504	590	876				2,484
65 YA NF	Teen Nonfiction	17	13	7	6	2	0	0	0	0				0
66 YA GRN	Teen Graphic Novels	359	269	258	132	228	383	152	291	412				121
67 AUDCAS YA	Teen Audios	0	0	0	0	0	0	0	0	0				23
68 CD BOOK YA	Teen CDs	7	10	9	9	13	18	17	15	23				
69														7,690
70	Subtotal Teen	889	841	753	657	693	977	673	896	1,311	0	0	0	
71														0
72 Other														5,919
73 PRO COL	Professional Collect.	0	0	0	0	0	0	0	0	0				221
74 PB	Paperbacks	672	636	605	748	498	574	606	738	842				4
75	Periodicals	15	21	16	21	23	30	31	43	21				
76	Book Club Bag	0	0	0	2	1	1	1	0	1				2
77	Storytime box													6,148
78														0
79	Subtotal Other	687	657	621	771	522	605	638	781	866	0	0	0	
80														0
81	Grand Total All	13,166	12,622	10,475	12,383	12,509	13,478	11,403	12,845	18,403	0	0	0	117,284

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	P
			OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
1															
82															
83															
84															
85															
86															
87	Other services:														85,171
88	Auto-counter		9,619	8,467	8,503	9,192	9,203	10,333	8,514	8,921	12,419				280
89	ILL		17	32	24	17	34	50	46	28	32				45
90	Typewriter		5	5	5	5	5	5	5	5	5				45
91	Microfilm		5	5	5	5	5	5	5	5	5				23,720
92	Internet		3,025	2,591	2,391	2,697	2,321	2,664	2,307	2,499	3,225				
93															
94	Programming														6951
95	Children's programs		278	454	329	178	411	353	483	2504	1,961				2050
96	Outreach programs		9	0	20	0	0	1909	70	0	42				536
97	Teen Programs		44	45	52	66	62	50	65	65	87				776
98	Adult Programs		80	104	59	81	129	76	91	84	72				
99															
100	Total Programming		411	603	460	325	602	2388	709	2653	2,162	0	0	0	10,313
101															
102	Patron Usage:														
103	County		71%	70%	71%	67%	69%	70%	69%	71%	71%				
104	City		21%	21%	21%	25%	22%	23%	21%	21%	21%				
105	Faculty		3%	4%	3%	4%	3%	2%	3%	3%	3%				
106	Other		4%	5%	5%	4%	6%	5%	7%	5%	5%				
107															
108	Volunteer hours:														1727
109	Regular volunteers		151.25	181.25	188.00	140.50	176.00	171.25	172.75	129.50	416.50				922.75
110	Friends		75.50	72.25	202.00	79.00	83.75	203.75	77.50	46.00	83.00				0
111	Vol. Reader		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
112															
113	Total Volunteer Hrs		226.75	253.50	390.00	219.50	259.75	375.00	250.25	175.50	499.50	0.00	0.00	0.00	2649.75
114															
115	Gifts & memorials:		\$730.50	\$180.98	\$885.00	\$240.00	\$205.00	\$0.00	\$172.15	\$75.00	\$250.00				\$2,738.63
116															
117	Cataloging:														197
118	Cat Express		12	28	8	12	0	40	15	37	45				40
119	Original		37	41	59	110	19	90	40	114	70				7
120	Recorded Books		5	14	0	7	9	12	7	9	6				
121	B&T		36	20	24	6	32	10	36	17	29				210

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A	B	C	D	E	F	G	H	I	J	K	L	M	N	P
		OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	Totals
1														14
122	Brodart	1	3	0	8	0	0	0	0	2				1085
123	Ingram	82	67	72	140	172	99	157	164	132				1386
124	Apollo	135	179	254	191	49	241	115	135	87				
125														3541
126	Total Cataloged	308	352	417	474	281	492	370	476	371				
127														4778
128	Withdrawn	227	382	391	681	505	76	788	1005	723				
129														39
130	Lost Books	0	13	0	1	0	0	25	0	0				
131														
132	New Cards:													384
133	City	34	34	32	53	25	60	36	37	73				
134	County	143	118	82	95	171	155	110	164	268				1306
135														
136	Total cards issued	177	152	114	148	196	215	146	201	341	0	0	0	1690
137														
138	Reference:													2548
139	Directional Questions	260	151	143	165	190	268	495	575	301				5913
140	Reference Questions	632	522	428	546	643	635	763	843	901				2466
141	Telephone Reference	256	213	206	19	261	316	392	451	352				50
142	Microfilm Assistance	10	4	2	8	0	9	6	7	4				
143														
144	Total Reference	1158	890	779	738	1094	1228	1656	1876	1558	0	0	0	10977
145														
146	Reservations:													651
147	Meeting Rooms	102	62	62	67	67	69	67	73	82				
148	Booths	201	223	147	193	181	184	181	178	172				1660
149														
150	Total Reservations	303	285	209	260	248	253	248	251	254	0	0	0	2311
151														
152	Website Hits	1,782	1940	1,844	2,159	2,085	2,009	2,027	2,249	2,565				18660
153														
154	Proctored Tests	7	6	8	1	6	37	5	6	5				81

ORDINANCE NO. 2012 – 13

AN ORDINANCE OF THE CITY COUNCIL OF BASTROP, TEXAS, UNIFYING PROVISIONS IN EXISTING ORDINANCES RELATED TO THE MEMBERSHIP, TERMS AND FILLING OF VACANCIES ON VARIOUS CITY BOARDS AND COMMISSIONS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop, Texas, ("City"), is a Home Rule municipality incorporated and operating under the Laws of the State of Texas and, accordingly, it has been granted full legal authority to enact regulations to further the public health, safety and welfare, and

WHEREAS, pursuant to the authority noted above, the City Council has determined that, unless otherwise mandated by applicable State law, it is in the best interest of the City for its various boards, commissions, task forces, committees, and advisory bodies to operate under uniform provision related to the terms served by the appointees, the staggering of terms, appointment by "place" on all Boards and advisory bodies, filling of vacancies and other minor matters.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

Part 1: Unless otherwise controlled and mandated by State or Federal law, the following overarching provisions shall apply to the City's boards, commissions, task forces, committees and advisory bodies ("Board(s)," "body" or "advisory bodies"):

1. Board members shall be appointed by the Mayor and confirmed by the Council, for terms of three (3) years.
2. Each seat on all City Boards will be assigned a "place."
3. Board members' terms of service shall be "staggered," so that the entire membership of the Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Board membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving on a Board as of the first annual meeting following approval and passage of this ordinance (which meetings are generally held in July), "draw lots" to determine which "place" will have what number of years of service during the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July Board meetings are held, staggering of membership, by place, will begin.
4. In the event of a vacancy, an individual appointed to fill the vacant place will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

5. Each advisory body chair, with the assistance of the City staff member or Department Director assigned as the City's liaison to the advisory body, is responsible for taking necessary action(s) to harmonize the advisory body's existing bylaws, policies, rules and/or procedures, with the terms of this ordinance.

Part 2. **Sec. 1.02.002** **"Form of Government" shall be amended as follows:**

(a) *(No change.)*

(b) Uniform advisory bodies' attendance requirements. In order to ensure the effectiveness and proper operation of the city's appointed, advisory bodies, the City Council requires all members of City advisory bodies, to maintain a suitable attendance record for such civic service. Because regular attendance is vital to effective service, the City Council requires attendance as follows:

- (1) Members of all advisory bodies are required to attend a minimum of two-thirds (66%), of the duly called regular meetings of the member's advisory body during any twelve consecutive month (i.e., cumulative 'rolling') period. A member who fails to achieve this required attendance level or who misses three (3) consecutive, regularly scheduled meetings shall provide the City Manager, within two (2) weeks) following the absence, a letter identifying which of the reasons noted below reflects the basis for the absence ("A – C") or, alternatively, a written request that the Council excuse the absence pursuant to provision "D" below:

- (A) Medical circumstances involving the member, or the member's immediate family;
- (B) Urgent family matters that are not medical in nature;
- (C) Required attendance at events/meetings of the member's primary employment; or
- (D) Any other "absence" excused by the City Council, upon the council's receipt of a written explanation and request made by the absentee member that the Council make an exception and excuse same.

Absences caused by circumstances noted in A through C, or otherwise excused by the Council pursuant to D, above, shall not count toward the 66% attendance requirement set forth in (1) above, unless the Council determines otherwise, on a case-by-case basis.

- (2) Each advisory body chair, with the assistance of the City staff member or Department Director assigned as the City's liaison to the advisory body, is responsible for taking necessary action(s) to harmonize the advisory body's existing bylaws, policies, rules and/or procedures, with the terms of

this ordinance and ensuring that each advisory body member is aware of this uniform attendance requirement.

- (3) For purposes of calculating attendance percentages, as required herein, the term "duly called regular meetings" includes only the standard and routine meetings of the advisory bodies, and specifically does not include specially called workshops or other specially convened meetings of the advisory bodies.
- (4) The City staff member or Department Director assigned as the City's liaison to the advisory body is responsible for accurately recording member attendance at all advisory bodies' meetings. Chairs are not responsible for recording attendance, nor shall they be responsible for and/or asked or authorized to determine whether an absence by a Board member is "excused" or falls within the City's attendance requirements.
- (5) The City staff member or Department Director assigned as the City's liaison to each body shall provide the attendance records for their respective advisory body on or before March 30th of each calendar year, to the City Secretary.
- (6) Upon receipt, the City Secretary shall be responsible for providing the attendance records of all Boards to the City Manager, who will in turn provide such attendance information to the City Council.
- (7) It is the responsibility of the City staff member or Department Director assigned as the City's liaison to the advisory body to timely notify the City Manager, in writing, who will in turn inform the city council, at any time the advisory body's attendance records demonstrate that any Board member has failed to meet the required attendance level, set forth herein. Upon receipt of such information, the City Council will evaluate the attendance record of such members and, at its sole option the City Council may replace members who fail to meet the attendance standard set forth herein. Nothing herein is meant to, nor may be interpreted to, alter or impinge upon the City Council's authority to remove, replace, or otherwise alter the service of any appointed members of any advisory body, at any time and for any reason not in conflict with law.

(c) Uniform quorum determination.

- (1) The City Council does hereby establish a uniform rule for determining whether a quorum of any advisory body is present and/or had been convened.

- (2) In this subsection, the following terms shall be defined as follows:

Vacancy and Vacancies. A vacancy exists on an advisory body when a person has not been appointed to a place or an appointed member has ceased service, and no alternate member is serving in the vacant place, and the City Council has not taken action to fill the position.

- (3) Appointed members are required to comply with the City's Ethics Ordinance, with regards to appearances before Boards and City bodies.
- (4) Except as otherwise required by State law, or in circumstances otherwise set forth herein below, a simple majority of the total membership, excluding vacancies, of each advisory body shall constitute a quorum for purposes of convening a meeting, and/or conducting the business of the advisory body.
- (5) In the event that one or more vacancies exist on an advisory body, then any such vacant place(s) shall not be included in a count of the total membership of the advisory body. In such circumstances, the simple majority of the remaining advisory body places shall constitute a quorum of the advisory body, for purposes of convening and for conducting the business of the advisory body.

(d) Uniform training.

(1) *(No Change)*

- (2) The City shall conduct the above-referenced training sessions twice a year, in approximately September and May, and members are encouraged to attend as quickly as possible, once appointed to the advisory bodies. The City staff member or Department Director assigned as the City's liaison to each body is responsible for notifying the City Manager if any member has failed to attend the required training within a year of the member's appointment. The City Manager will report, periodically to the Council concerning the status of Board training and attendance by members at same.

Part 3: Sec. 1.04.001 "Attendance at meetings; appointments" shall be amended as follows:

(a) *(No change.)*

- (b) Attendance requirements and the Council's policy regarding absenteeism of members appointed to advisory boards are set forth in Section 1.02.001 (b), *et seq.*

(c) Appointments to City Boards shall be made pursuant to the following procedures:

- (1) At the direction of the Mayor, the City Secretary will post notices at City Hall as vacancies in established places or new places become available for appointment to City advisory bodies.
- (2) In April of each year, the City will provide notice of openings on the City's advisory boards through local newspapers, the City Website, other media sources and/or other appropriate means.
- (3) The City Secretary will promulgate application forms for advisory bodies and shall provide same to persons interested in appointments to the City's advisory bodies.
- (4) The City Secretary will provide the applications received by the City to the City Council, for the Council Members review, evaluation and consideration.
- (5) The Mayor will select his/her desired appointees from those applications provided by the City Secretary and appoint those persons selected by him/her, and such individuals will serve on the advisory bodies, subject to the concurrence of the Council. Unless otherwise controlled by State or local law, any appointee may be removed for cause or no cause, at the will of the Council.

(e) *(No change, except in numbering to become "(d)".)*

(e) The City Manager shall provide an attendance report of all Boards at the first Council meeting held in April of each year. The attendance report will detail the number of absences of each current member and status on all advisory body vacancies.

Part 4: The following specific code provisions, previously adopted ordinances and prior resolutions related to the advisory body and Boards noted below, shall be amended, as necessary and appropriate, to reflect the general overarching unifying goals of the Council, as set forth in "Part 1," of this ordinance, *supra*, as follows:

A. ART IN PUBLIC PLACES [RESOLUTION R-2010-21]

Establishment of the "Bastrop Art in Public Places Task Force ("Public Art Task Force"). The City Council hereby establishes a volunteer body, composed of a minimum of five (5), but no more than seven (7) members, identified and appointed by the City Council, to be known as the "Bastrop Art in Public Places Task Force," that will act as an advisory body to the City Council in matters related to the Bastrop Art in Public Places Program.

The Task Force members shall be appointed by the Mayor and confirmed by the Council for terms of three (3) years. Each seat on Task Force will be assigned a "place." Task Force members' terms of service shall be "staggered," so that the entire membership of the Task Force will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Task Force membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

The members of the Task Force shall reside within the City's Extraterritorial Jurisdiction and/or the City of Bastrop.

B. AUTOMATED RED LIGHT ADVISORY COMMITTEE [ORDINANCE NO. 2011-4]

Sec. 12.11.003: Creation of Automated Red Light Advisory Committee

There is hereby created a City of Bastrop Automated Red Light Advisory Committee which, in recognition of the fact that time is of the essence, at the passage of this ordinance shall consist of the (6) members of the Bastrop City Council, unless a prior replacement appointment (as allowed by State law) was timely made. Each member of the Advisory Committee shall serve for three (3) years and each seat shall be assigned a "place". One place on the Advisory Committee was filled by a citizen, after appointment by a Council Member. This citizen member's term runs concurrently with the replaced Council Member's service on the Council. In the event of a vacancy of the appointed citizen member, the Council Member who originally appointed the citizen member is responsible for reappointing a replacement citizen member. Any member who is appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact. The Advisory Committee shall meet annually or on an as needed basis. Pursuant to Texas Transportation Code, Sec. 707.003, the role of the Committee shall be to advise the local authority on

the installation and operation of the photographic traffic signal enforcement system.

C. CEMETERY ADVISORY BOARD [ORDINANCE NO. 2010-6]:

That Section 15.2(b) of the Fairview Cemetery Ordinance 2009-31 is amended to read as follows:

a. (No Change.)

b. The Advisory Board members shall be appointed by the Mayor and confirmed by the Council, for terms of three (3) years. Each seat on will be assigned a "place." Advisory Board members' terms of service shall be "staggered," so that the entire membership of the Advisory Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Advisory Board membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

The members of the Advisory Board shall reside within the City's Extraterritorial Jurisdiction and/or the City of Bastrop.

D. ARTICLE 3.02 CONSTRUCTION STANDARDS BOARD OF ADJUSTMENTS AND APPEALS

Sec. 3.02.001 Established; appointment of members.

There is hereby established a Board, to be called the Construction Standards Board of Adjustments and Appeals, which shall consist of five (5) members and two (2) alternates. The Board shall be appointed by the Mayor and confirmed by the City Council.

Sec. 3.02.002 Composition

The Construction Standards Board of Adjustments and Appeals shall consist of five (5) members, each serving two (2) year terms. Such Board members should be composed of individuals with knowledge and experience in the technical codes, such as design professionals, contractors and/or builders, and must reside within the City limits or the City's Extraterritorial Jurisdiction. At least three (3) members of the Board shall represent the following construction trades: plumbing, electrical, mechanical, and/or general contractor. In addition to the regular members, there should be two (2) alternate members, one (1) member at large from the building industry and one (1) member at large from the public. A Board member shall not act in a case in which he has a personal or financial interest.

Sec. 3.02.003 Term of members; vacancies; absence from meetings

Each seat on the Board will be assigned a "place." Board members' terms of service shall be "staggered," so that the entire membership of the Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Board membership is divided into halves (1/2s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/2 of the places will draw for one (1) year terms, 1/2 of the places will draw for two (2) year terms.) After the first July meeting, staggering of membership, by place, will begin.

In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

The members of the Advisory Board shall reside within the City's Extraterritorial Jurisdiction and/or the City of Bastrop.

The two (2) alternates, if appointed, shall serve one (1) year terms.

Attendance requirements for the Board members are set forth in the Code, Sec. 1.02.002 (b), et seq.

E. Sec. 1.15.501 Creation of Ethics Commission.

An Ethics Commission shall be created and consist of three (3) members, all of whom must reside within jurisdiction of the City, which for purposes of this Ordinance expressly includes the City's Extraterritorial Jurisdiction.

Within sixty (60) days of its adoption of this Ordinance, each member of the City Council will submit to the City Attorney names of recommended appointees. The City Attorney will provide the recommended appointees to the Mayor, who will then appoint the three (3) members of the Ethics Commission with confirmation by the members of the city council. Members of the Ethics Commission may not hold or be a candidate for any City elected or appointed office any time during their service on the Ethics Commission.

Sec. 1.15.502 Terms/Limits.

Appointees to the Ethics Commission shall serve for terms of three (3) years, and each position shall be assigned a "place". However, in order to ensure continuity by implementing staggered terms of service, the first three (3) appointees shall draw lots so that one member serves a one (1) year term, the second serves a two (2) year term, and the third serves a three (3) year term. No person may serve more than two (2) consecutive three (3) year terms. A person may be reappointed after having been off the Ethics Commission for twelve (12) consecutive months.

Sec. 1.15.503 Ethics Commission Vacancies.

All vacancies on the Ethics Commission shall be filled by the City Council within 60 days of the vacancy, for the remainder of the unexpired term, by use of the general process noted above. Ethics Commission members shall hold office until their successors have been appointed and shall continue to hold office after their successors have been appointed for the limited purpose of disposing of all complaints filed and unresolved during that Ethics Commission member's term. Attendance requirements for the Commission members are set forth in the Code, Sec. 1.02.002 (b), et seq.

F. ARTICLE 14.03 HISTORIC LANDMARK PRESERVATION

Sec. 14.03.001 General

(a) and (b) *(No changes.)*

(c) Historic landmark commission created. There is hereby created a commission to be known as the City Historic Landmark Commission.

- (1) The Commission shall consist of seven (7) members, five (5) of whom shall be residents of the City and no more than two (2) of whom may be residents of the Extraterritorial Jurisdiction. The members shall be appointed by the Mayor and confirmed by the City Council. Membership shall be as follows:

- (A) One member shall be an architect, planner, or representative of a design profession;
 - (B) One member shall be a representative elected by the Bastrop County Historical Society;
 - (C) One member shall be a licensed real estate professional;
 - (D) One member shall be an owner of an historic commercial structure or property;
 - (E) One member shall be an owner of an historic residential structure or property;
 - (F) One member shall be a member from the City's Planning and Zoning Commission;
 - (G) One member shall be a general resident of the City.
- (2) All commission members, regardless of background, shall have a known and demonstrated interest, competence, or knowledge in historic preservation within the City.
 - (3) Commission members shall serve for a term of three (3) years, with the exception of the member who is serving on the Commission as the Planning and Zoning Commission representative, and that member shall serve for a term that is concurrent with that member's Planning and Zoning Commission term.
 - (4) Each seat on the Commission will be assigned a "place." Commission members' terms of service shall be "staggered," so that the entire membership of the Commission will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Commission membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

(5) In the event of a vacancy on the Commission, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

(6) Attendance requirements for the Commission members are set forth in the Code, Sec. 1.02.002 (b), et seq.

G HOUSING AUTHORITY [RESOLUTION NO. R-2001-15]

(1) The Bastrop Housing Authority should be governed by five (5) commissioners and, further, that one (1) of the commissioners should be a tenant of a public housing project, in compliance with the Local Government Code, §392.0331.

(2) One of the commissioners of the Bastrop Housing Authority shall be a resident ("Resident Member") of a public housing project over which the Bastrop Housing Authority has jurisdiction. Including the one (1) resident of the public housing project over which the Bastrop Housing Authority has jurisdiction, four (4) of the Commissioners shall be residents of the City and one (1) of the Commissioners may reside within the City's Extraterritorial Jurisdiction (ETJ) (so that the total number of Commissioners is five (5)), so long as the Extraterritorial Jurisdiction residence is also located within five (5) miles of the City's corporate limits.

(4) Each seat on the commission will be assigned a "place." Commission members' terms of service shall be "staggered," so that the entire membership of the Commission will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Commission membership is divided into halves (1/2s). Initial staggering of the membership will be accomplished by having all appointees/members, who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/2 of the places will draw for one (1) year terms, 1/2 of the places will draw for two (2) year terms, with the exception of the "Resident Member" who serves a two (2) year term per Local Government Code §392.033.) After the first July meeting, staggering of membership, by place, will begin.

(5) In the event of a vacancy on the Housing Authority's governing body, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

(6) Attendance requirements for the commissioner are set forth in the Code, Sec. 1.02.002 (b), et seq.

H BASTROP CODE OF ORDINANCES Chapter 10 ARTICLE 10.2 IMPACT FEES; Division 1. Generally

Sec. 10.02.006 Definitions

Advisory committee. The advisory committee shall consist of at least five (5) members, appointed by the Mayor and confirmed by the Council, to serve terms of three (3) years. None of the committee members may be employees of the City, and at least forty percent (40%) of the members shall be representatives of the real estate, development, or building industries, and, if impact fees are to be applied within the extraterritorial jurisdiction of the City, the membership shall include one (1) member who resides within and represents the interests of those living within the City's Extraterritorial Jurisdiction. Alternatively, the committee may consist of the members of the City's Planning and Zoning Commission, but in this case, the membership shall also include one regular or ad hoc member who is not an employee of the City and who is representative of the real estate, development, or building industry, and, if impact fees are to be applied within the Extraterritorial Jurisdiction of the City, the membership shall include one (1) member who resides within and represents the interests of those living within Extraterritorial Jurisdiction area. The committee is appointed to regularly review and update the capital improvements program in accordance with the requirements of Chapter 395 of the Texas Local Government Code, and its successors.

Each seat on the committee will be assigned a "place." Committee members' terms of service shall be "staggered," so that the entire membership of the committee will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the committee membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

In the event of a vacancy on the committee, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

Attendance requirements for the commissioner are set forth in the Code, Sec. 1.02.002 (b), et seq.

I. LIBRARY BOARD [ORDINANCE NO. 2008-12]

ARTICLE 1.1900 CITY LIBRARY BOARD

Sec. 1.901 Library Board Created

Sec. 1. 902 Membership of the Board

The Board shall consist of nine (9) members, appointed by the Mayor and confirmed by the City Council. Eight (8) members shall be residents of the City of Bastrop, and one (1) member may be a resident of Bastrop County who resides within the City's Extraterritorial Jurisdiction. All members shall serve without compensation for a term of three (3) years.

Each seat on the Board will be assigned a "place." Board members' terms of service shall be "staggered," so that the entire membership of the Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Board membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

In the event of a vacancy, an individual appointed to fill the vacancy will serve ~~only the remaining term of the individual who is being replaced by the appointee;~~ so that the staggering of terms shall remain intact.

Attendance requirements for the Board members are set forth in the Code, Sec. 1.02.002 (b), et seq.

Library Board members will recruit new and replacement members and make recommendations to the City Council.

J. MAIN STREET ADVISORY BOARD [RESOLUTION NO. R-2006-28]

The Main Street Program Board shall be composed of nine (9) regular voting members, whom shall be appointed by the Mayor and confirmed by the City Council to serve for three (3) year terms. The Council may appoint additional *ex officio* members and/or positions, who shall be identified to serve on the Board.

Each seat on the Board will be assigned a "place." Board members' terms of service shall be "staggered," so that the entire membership of the Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Board membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

The Bylaws of the Board shall address procedural issues, such as but not limited to *quorum* counts and required attendance by members, which Bylaws shall conform with the Council's attendance requirements for the Board members as set forth in the Code, Sec. 1.02.002 (b), et seq. The Bylaws shall fully outline member responsibilities and provide guidance for the participation of the *ex officio* members, as well as regular members.

K. MUNICIPAL SIGN REVIEW BOARD

Sec. 3.20.022 Municipal sign review board; variances

(a) Municipal Sign Review Board. There is hereby created and established a board to be called the "Bastrop Municipal Sign Review Board." This Board is authorized to review applications for variances from the City's sign code, conduct public hearings on said applications for variances from the City's sign code, and is authorized to grant or deny such variances, pursuant to the terms of this section of the City sign code.

- (1) The Municipal Sign Review Board shall be composed of the members of the Zoning Board of Adjustment, which consists of five (5) regular members and two (2) alternate members who shall be

appointed by the Mayor, subject to confirmation by the City Council, in accordance with the City Charter and State law. Each seat on the Board will be assigned a "place." Members shall serve for a period of two (2) years and/or until their successors are duly appointed and qualified. Three (3) regular Board members and one (1) alternate member shall be appointed to serve for the two-year term on odd-numbered years, and two (2) regular Board members and one (1) alternate Board member shall be appointed to serve for the two-year term on the even-numbered years. A member of the Board may also be a member of another City board or commission. Members may be removed by a majority vote of the members of the City Council, for cause on a written charge after a public hearing. Any vacancy of a regular member shall be filled by an alternate member for only the unexpired term of the member whose terms becomes vacant.

- (2) Attendance requirements for the Board members are set forth in the Code, Sec. 1.02.002 (b), et seq.

L. Article 1.10 PARKS

Sec. 1.10.001 Parks Board

(a) Created; composition; compensation; appointment. There is hereby created a Parks Board of the City to be composed of eight (8) regular members and one special member, for a total of nine (9) members. The special member shall be the Superintendent of the Bastrop State Park, or his/her designee. All members shall be appointed by the Mayor and confirmed by the City Council and shall serve without compensation by the City for terms of three (3) years. The members shall be known to be interested in public parks and public recreation and the proper use of the leisure time of the people of city.

(b) Terms of members. Each seat on the Board will be assigned a "place." Board members' terms of service shall be "staggered," so that the entire membership of the Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Board membership is divided into thirds (1/3s). Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this ordinance (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one (1) year terms, 1/3 of the places will draw for two (2) year terms, and the remaining 1/3 of the places will draw for three (3) year terms.) After the first July meeting, staggering of membership, by place, will begin.

(c) Vacancies. In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

(d) Attendance. Attendance requirements for the Board members are set forth in the Code, Sec. 1.02.002 (b), et seq.

**M. BASTROP CODE OF ORDINANCES; CHAPTER 14 ZONING – EXHIBIT A
SECTION 8 PLANNING AND ZONING COMMISSION**

8.2 CREATED; MEMBERSHIP; OFFICERS:

There is hereby created, in accordance with Subchapter 211.007 of Vernon's Texas Local Government Code and the City Charter, a Planning and Zoning Commission which shall consist of nine (9) citizens from the City of Bastrop. Members shall be appointed by the Mayor and confirmed by City Council for a term of three (3) years. Terms of one-third (1/3) of the Commission shall expire each year upon June 30th, or until a successor is appointed. Vacancies and unexpired terms of members shall be filled by the appointment of the Mayor and confirmed by Council. These appointments shall be for the remainder of the term.

Members may be removed from office at any time by a majority vote of the City Council for any reason. All members shall serve without compensation.

Attendance requirements for the Board members are set forth in the Code, Sec. 1.02.002 (b), et seq.

The City staff shall keep minutes of all meetings held by the Planning and Zoning Commission and full record of all recommendations to be made by the Planning and Zoning Commission to the City Council. A Chairman and Vice-chairman shall be elected by the Planning and Zoning Commission from its membership, each to hold office for one (1) year or until replaced by a majority vote of the Commission.

N. PUBLIC TREE ADVISORY BOARD [ORDINANCE NO. 2010-31]

Sec. 1.13.004 Establishment of a Public Tree Advisory Board.

- A. Membership. The Public Tree Advisory Board shall be composed of the then seated members of the Bastrop Parks Board. Additional duties of Parks Board members, pertaining specifically to the Public Tree Care Ordinance, include the following. All provisions related to membership service, including appointment by place, filling vacancies, residency requirements, attendance and terms of service are the same as those applicable to the Bastrop Parks Board.

**O. BASTROP CODE OF ORDINANCES; CHAPTER 14 ZONING – EXHIBIT A
SECTION 9 ZONING BOARD OF ADJUSTMENT (ZBA)**

9.2 MEMBERSHIP; TERMS OF OFFICE

- A. The Zoning Board of Adjustment shall consist of five (5) regular members and two (2) alternate members who shall be appointed by the Mayor and confirmed by the City Council, in accordance with the City Charter and State law.
- B. Board members shall serve for a period of two (2) years and until their successors are duly appointed and qualified. Three (3) regular Board members and one (1) alternate member shall be appointed to serve for the two (2) year term on the odd numbered years, and two (2) regular Board members and one (1) alternate Board member shall be appointed to serve for the two (2) year terms on the even numbered years. Notwithstanding any other ordinance or prohibition to the contrary, a member of the Board may also be a member of another City board or commission.
- C. Members of the Board shall regularly attend meetings and public hearings of the Board, and shall serve without compensation. Attendance requirements for the Board members are set forth in the Code, Sec. 1.02.002 (b), et seq.
- D. Members may be removed by majority vote of the members of the City Council, for cause on a written charge after a public hearing. Board members may be appointed to succeed themselves.
- E. Any vacancy of a regular member shall be filled by an alternate member only for the unexpired term of the member whose term becomes vacant.

Part 5: All other provisions of the City's Code or Ordinances shall remain in full force and effect.

Part 6 : This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Bastrop, and this ordinance shall not operate to repeal or affect any of such other ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this ordinance, in which event such conflicting provisions, if any in such other ordinance or ordinances are superseded.

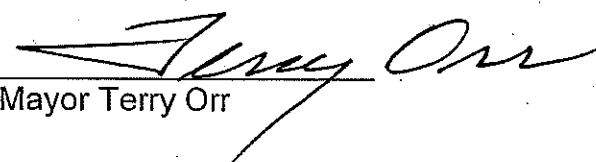
Part 7 : If any provision of this ordinance or application thereof to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

Part 8 : The Mayor is hereby authorized to sign this ordinance and the City Secretary to attest. This Ordinance shall become effective and be in full force and effect in accordance with the provisions of the Charter of the City of Bastrop.

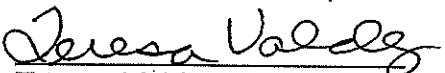
READ AND APPROVED ON FIRST READING ON THIS 12th DAY OF JUNE 2012.

PASSED AND ADOPTED ON SECOND READING ON THE 26th DAY OF JUNE 2012.

APPROVED:


Mayor Terry Orr

ATTEST:


Teresa Valdez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown.
City Attorney

CHARTER OF THE BASTROP PUBLIC LIBRARY BOARD

1. Authorization

Bastrop City Ordinance No. 2008-12 Sec. 1.1900 Library Board Created:

There is hereby created a public library board to be known as the Bastrop Public Library Board.

2. Powers and Duties of the Board

- a. The members of the Library Board shall serve in an advisory capacity only, shall represent the people of the library area, and shall make recommendations to the City Council and to the staff for the supervision, management and operation of such library, and shall carry out the directives and policies established by the City Council.
- b. The Library Board shall act in such capacity as to allow the public the means to appeal or challenge any library rules, policies, fines or acquisitions made to the books, magazines, pamphlets, and other types of material that make up the library collection.
- c. The Library Board shall be authorized to accept donations, gifts, and bequests from individuals, firms, or companies, other than library related materials, for the general use of the library system. Monetary contributions shall be deposited to the City in a separate general fund Library Board account in accordance with established City policies and procedures, and shall be subject to regular City audit and budgetary procedures. All donations made to the library are limited to expenditures made by and for the library in accordance with City Purchasing policies and restrictions.
- d. The Library Board shall render, by the Library Director to the City Council, through the City Manager, monthly attendance, minutes, reports, recommendations, and budgetary items for capital improvements and resolutions of the Library Board.

3. Membership of the Board

The Board shall consist of nine members, appointed in accordance with the City Charter, at least eight of whom shall be citizens of the City of Bastrop, and one member who may be a resident of Bastrop County who resides within the Bastrop Independent School District, to serve without compensation for a term of three years. Board terms will run from ~~June 1~~ ^{July 1} through ~~May 30~~ ^{June 30}. Terms will be staggered with three board positions expiring per year. Library Board members will recruit new and replacement members and make recommendations to the City Council.

4. Officers of the Board

The officers shall be a Chairman, a Vice-Chairman, a Secretary and any other official, which the Board decides to elect at any time. Unless the term is limited at the time of election, each officer shall serve for one year and may be re-elected for any desired number of terms.

5. Meetings of the Board

a. The Board shall meet on the first Monday of each month, and at any time agreed to by the Board, or upon the call of the Chairman.

b. "Except as otherwise required by State law, or in circumstances otherwise set forth herein below, a "simple majority" of the total membership of each Advisory Body shall constitute a quorum for purposes of convening a meeting, and/or conducting the business of the Advisory Body." (Excerpted from the City of Bastrop Ordinance No. 2007-26 Section 1.500.2 C Uniform Quorum Determination.)

6. The Librarian

Bastrop City Ordinance No. 2008-12 Sec. 1.2001 Office Created:

There is hereby created the office of Library Director, who shall be employed by the City Manager, and who shall be a person with a master's degree in library and information science, or its equivalent, from an ALA accredited school.

7. Amendments and Rules

The Board shall make recommendations to rules and amendments to the rules of the library operating policies and procedures as the need shall appear. The Board may create, discontinue or amend any part of the Library Board Charter, not otherwise defined by City Ordinance, subject to the approval of its authorizing source, the City Council.

Library Board approval: 4/07/08

Bastrop City Council approval: 6/24/08

Crystal Harris
247 Pine Valley Loop
Smithville, TX 78957
Re: Request for Reconsideration of Library Materials.

Dear Ms. Harris:

I received your completed Request for Reconsideration forms and have researched the two publications in question. I have instructed my staff to reclassify the book, "The 25 Most Asked Questions About Sex." In the future, this book will be shelved in the adult nonfiction section of the library. As to the second title "It's Perfectly Normal," I have determined to leave this book in the children's nonfiction section.

"It's Perfectly Normal," is a book written for children to help them understand the changes that occur in their bodies as they grow older. This book has received numerous positive reviews from librarians and publishing industry book reviewers. Almost every library in Central Texas has a copy of this book. It has become a classic and has been on library bookshelves for over a decade.

I appreciate your concern in regards to the subject content of these books. I agree that the subject/content of "It's Perfectly Normal," is a sensitive topic for some patrons, but it is a good resource for children to learn about their bodies and how to protect themselves with the knowledge they gain.

As our policy states, "The Bastrop Public Library provides access to its materials to all patrons. Responsibility for children's use of library materials rests with parents and legal guardians. Collection development decisions are not restricted by the possibility that children may obtain materials that their parents consider inappropriate. The Library believes that individuals have the freedom to choose their own reading material and that it is the right and obligation of parents to develop, interpret, and maintain their own values in their family."

I hope you agree with my decision, but if not, our Collection Development Policy provides that you can do the following:

"In the event that the person(s) who initiated the request is not satisfied with the decision of the Director, he/she may request a meeting before the Library Board by making a written request. Upon receipt of the request, the Board may make the request an agenda item and the person(s) will be notified of the time and place of the Board meeting. The Library Board reserves the right to limit the length of presentation and number of speakers at the meeting. After hearing from the person(s) making the reconsideration request, the Board will determine whether the request for reconsideration has been handled in accordance with stated policies and procedures of the Bastrop Public Library, will review the background information provided by the Library staff, will review the position of the patron and will also review the decision of the Director. Based on the information presented, the Board may vote to uphold or override the decision of the Director."

I want to thank you again for your concern. I appreciate the fact that you took the time to complete these Reconsideration Forms and I hope you understand my reasons for leaving "It's Only Normal" on the Children's shelves. As always, I am available if you have any questions or further concerns.

Sincerely Yours,

Mickey DuVall
Library Director