

Bastrop Public Library Board Agenda
Bastrop Public Library Pressley Meeting Room
1100 Church Street
Bastrop, TX 78602
(512) 332-8880



December 01, 2025
Agenda - Public Library Board at 6:00 PM

Bastrop Public Library Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

1. CALL TO ORDER

2. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to the City Manager for research and possible future action. Profanity, physical or other threats are not allowed and may subject the speaker to loss of the time for comment, and if disruptive to the conduct of business, could result in removal of the speaker.

3. MINUTE APPROVAL

3A. Consider action to approve Bastrop Public Library minutes from October 6, 2025, regular meeting. Only three Library Board members were in attendance on Monday, November 3, 2025. A quorum was not present, no meeting was convened, and no actions were taken.

4. ANNOUNCEMENTS

4A. Introduction of Adult Services Librarian Gabriella Trinchetta

4B. The library's next History Talk will take place on Saturday, December 6th from 1:00 p.m. - 2:00 p.m. in the Pressley Room. Local Master Mason Christopher Conrad and Texas

Revolution historian, author, and living-history reenactor George Rollow will present Building Texas: How Freemasons Shaped Early Education.

- 4C. The library's annual Open House will take place Saturday, December 13th.
- 4D. The library will close at 6:00 p.m. on Tuesday, December 23rd and be closed all day Wednesday, December 24th and Thursday, December 25th in observance of Christmas.
- 4E. The library will be closed Thursday, January 1st for New Year's Day.
- 4F. Announcements from the Library Director.
- 4G. Announcements from individual board members.
- 4H. Announcements from Planning & Zoning liaison.

5. REPORTS

- [5A.](#) Director's report.
- [5B.](#) Statistics report.
- [5C.](#) Financial report.
- [5D.](#) 2025 Open House report.

6. PRESENTATIONS

7. WORKSHOP

- [7A.](#) November Packet Reports workshop.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

- [8A.](#) Discuss and approve the formation of a FY26 Workplan Committee.
- 8B. Individual requests from Library Board members for items to be listed on future agendas.

9. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: Tuesday, November 25, 2025, at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Bonnie Ueckert Pierson
Bonnie Ueckert Pierson, Library Director

Bastrop Public Library Board Minutes
Bastrop Public Library Pressley Meeting Room
 1100 Church Street
 Bastrop, TX 78602
 (512) 332-8880



October 06, 2025

Minutes - Public Library Board at 6:00 p.m.

Bastrop Public Library Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

Library Board Members Present

Chair Meagan Webb
 Vice Chair Rebecca Bennett
 Secretary Nancy Wood
 Board Member Valerie Haywood
 Board Member Ashley Johnson

Guests, Liaisons, and Staff Present

Library Director Bonnie Pierson
 City Secretary Michael Muscarello

1. CALL TO ORDER

The meeting was called to order at 6:00 pm.

2. OATH OF OFFICE

2A. Incoming Library Board Member: Place 2 - Ashley Johnson

Swearing Oath of Office, Bonnie Pierson, Library Director

Signature of official documents, Michael Muscarello, City Secretary

Welcome by Library Board

2B. Incoming Library Board Member: Place 3 - Valerie Haywood

Swearing Oath of Office, Bonnie Pierson, Library Director

Signature of official documents, Michael Muscarello, City Secretary

Welcome by Library Board

2C. Incoming Library Board Member: Place 6 (TBD)

Swearing Oath of Office, Bonnie Pierson, Library Director

Signature of official documents, Michael Muscarello, City Secretary

Welcome by Library Board

Comments by Library Board Member

3. CALL TO ORDER REGULAR MEETING

4. CITIZEN COMMENTS

There were no citizen comments.

5. MINUTE APPROVAL

5A. Consider action to approve Bastrop Public Library minutes from September 8, 2025, regular meeting.

Meagan Webb moved to approve minutes as corrected. Nancy Wood seconded the motion, and the Board voted to approve.

6. ANNOUNCEMENTS

6A. New Library Board Member announcement.

6B. The library will be partnering with the Bastrop County Audubon Society to host a Birdwatching 101 miniseries covering essential knowledge to get started or expand birdwatching skills in the Bastrop area on the first four Fridays of October. The program requires pre-registration and will take place from 1:00 p.m. to 3:00 p.m. in the Pressley Meeting room.

6C. Children's Services Associate Ariel Dirienzo and Public Services Associate Karen Caldera will be representing the library at Movies in the Park on Saturday, October 11th in Fisherman's Park.

6D. The library closed on Friday, October 31st for staff development.

6E. The library will be participating in the City of Bastrop's Boo Bash on Friday, October 31st from 6:00 - 9:00 p.m.

6F. The library will be closed Saturday, November 8th for the annual Veteran's Day car show.

6G. Announcements from the Library Director.

Bastrop County Cares has awarded BISD a grant to cover the cost of an annual library membership for BISD-approved Bastrop County non-resident applications.

- 6H. Announcements from individual board members.

Nancy Wood informed the board that the Museum has an Indigenous Peoples Day event on Monday, October 13th.

- 6I. Announcements from Planning & Zoning liaison.

7. REPORTS

- 7A. Director's report.
- 7B. Statistics report.
- 7C. Financial report.
- 7D. Budget Overview report.
- 7E. Fiscal Year 2026 Goals report.
- 7F. Open House Update report.

Graham Cracker House building for Open House will begin on Tuesday, November 18th.

Entertainment is lined up except for the 10:00 a.m. slot. Confirmed are Max Butler at 11:00 a.m., Phil Hurley at 12:00 p.m., the Honor Choir at 1:00 p.m., and Mary Smith at 2:00 p.m. Nancy will continue to source someone for the vacant timeslot.

8. PRESENTATIONS

9. WORKSHOP

10. ITEMS FOR INDIVIDUAL CONSIDERATION

- 10A. Consider action to approve the Nominating Committee's slate of officers for fiscal year 2026.

The Nominating Committee presented the 2025-2026 slate of officers as Meagan Webb - Chair, Becky Bennett - Vice Chair, and Nancy Wood - Secretary; motion made by Ashley Johnson to approve the slate; seconded by Valerie Haywood, and the Board voted to approve.

- 10B. Individual requests from Library Board members for items to be listed on future agendas.

11. ADJOURNMENT

Respectfully submitted,

Nancy Wood, Secretary

Meagan Webb, Chair



STAFF REPORT

MEETING DATE: December 1, 2025

TITLE:

Library Director's Report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

PROGRAMMING:

Sheila Lowe, Executive Director of Bastrop County Long Term Recovery Team, attended Coffee & Friends on Wednesday, November 5th to talk about emergency preparedness and Bastrop County Long Term Recovery Team's role in the county. Attendees received an emergency preparedness bag to take home as a reminder that a little preparation goes a long way.

Brandon Medina, from Dell's Children's Medical Center, joined Storytime on Friday, November 14th to share valuable information with the families about car seat safety and safe travel tips. Their table provided a variety of resources while he answered questions, giving caregivers the opportunity to learn more in a friendly, approachable setting. There were fifty people in attendance.

In partnership with the Boys and Girls Club of South Texas, the library has begun hosting monthly technology workshops geared towards seniors on the third Saturday of each month. The first workshop, Foundations in Technology, was held on Saturday, November 15th and was attended by seven senior participants, with five Peer Assistance and Leadership Students (PALS) present to offer support. The PALS introduced the basics of setting up and using a mobile device, working one-on-one with each senior to make sure the information was clear and tailored to their specific device. After the presentation, seniors had the opportunity to ask individual questions and get help with any specific issues they were facing. The PALS did an outstanding job, and the library is excited to see this program continue to grow.

The first day of graham cracker house building on Tuesday, November 18th was a resounding success, with volunteers constructing 162 house bases. A total of 320 houses will need to be built in preparation for Open House on Saturday, December 13th. An update on the library's progress will be given at the meeting during the Open House Update report.

NOTEWORTHY:

Media Specialist Cary Kittrell celebrated her twenty-year anniversary with the Bastrop Public Library on Friday, November 7th.

Public Services Associate Karen Caldera celebrated her two-year anniversary with the Bastrop Public Library on Sunday, November 9th.

Ariel Dirienzo transferred from the Children's Services Associate position to the Public Services Assistant position on Monday, November 10th. In this role, she will be working twenty-five hours per week Wednesday through Friday, working the Circulation desk, assisting with program preparations, and presenting Storytime while the library hires a new Children's Services Associate.

On Friday, November 14th, Library Director Bonnie Pierson and Youth Services Librarian Eva Bunker attended the 2025 Partners Library Action Network (PLAN) Performers Showcase at the Georgetown Public Library from 9:00 a.m. - 3:30 p.m.

Adult Services Librarian Gabriella Trinchetta started working at the library on Monday, November 17th

Library staff attended City-wide training at the Bastrop Convention Center on Wednesday, November 19th.

UPDATES ON THE FOLLOWING:

Boundless

- Last Checkout: Monday, December 1st
- Shutdown: Monday, December 15th

Library personnel changes

Enhanced library cards – No update

COMMUNITY FEEDBACK:

"Thank you so much for your assistance. You guys are always so pleasant and patient, especially with folks who aren't good with technology."

- Patron

Someone in City admin must have responsibility for tracking how the library hours are used. And I suppose there are some people who would recommend reducing lower-use hours like Tues + Thurs evenings! BUT I'm congratulating whoever it is who maintains the availability of these extended hours regardless of there only being (like tonight) maybe 8 patrons. PLEASE KEEP THESE EXTENDED HOURS! Thanks for the great job. Bill O'

"You have the best staff ever. This is a wonderful library."

- Patron

Statistics - October 2025

Item 5B.

Community Engagement	OCT	NOV	DEC	YTD25	TOTAL 25
Circs By Patron Type					
Juv	346			503	5,075
Teen	80			25	552
Adult	2,278			2,205	24,546
Staff	86			128	1,226
NR Juv	278			265	3,281
NR Teen	60			101	840
NR Adult	6,367			5,339	63,272
TexShare	54			54	564
Spanish Circs	6			No Data	52
Total NR Usage	6,759			5,759	67,957
% NR Usage	71%			67%	68%
% Spanish Usage	0%			No Data	0%
Programming					
Early Childhood - # of Programs	12			13	123
Early Childhood - Program Attendance	589			464	5,454
Youth - # of Programs	5			9	74
Youth - Program Attendance	82			89	2,616
Young Adults - # of Programs	14			7	118
Young Adults - Program Attendance	156			56	1,077
Adults - # of Programs	27			26	277
Adults - Program Attendance	289			172	2,151
General - # of Programs	0			0	57
General - Program Attendance	0			0	1,710
Outreach - # of Programs	2			1	13
Outreach - Program Attendance	1,261			1,092	2,654
Passive - Coloring Sheets	515			380	6,046
Total # of Programs	60			56	662
Total Program Attendance	2,377			1,873	15,662
Membership - Cards					
City	39			35	522
City Renewals	62			67	860
Faculty	0			0	0
Faculty Renewals	0			0	6
Friends	0			0	3
Friends Renewals	2			2	9
Staff	0			3	10
Staff Renewals	1			1	15
Nonresident	67			77	677
Nonresident Discount	18			No Data	132
Nonresident Family	1			No Data	18
Nonresident Renewals	113			96	1,141
TexShare Visitor	4			1	28
TexShare Visitor Renewals	3			3	19
Total New Registrations	110			116	1,390
Total Renewals	181			169	2,050

Statistics - October 2025

Item 5B.

Spanish	1		No Data	14
Spanish Renewals	0		No Data	2
TexShare Home New	1		0	2
TexShare Home Renewals	1		1	33
<u>Facility</u>				
Door Count	7,724		7,338	85,968
Hours Open	209		213	2,397
Study Room Use	178		165	1,960
Pressley Use - Library	31		28	323
Pressley Use - Nonprofit	13		14	112
Pressley Use - Other	6		6	52
Maynard Use - Library	24		25	349
Maynard Use - Nonprofit	9		11	83
Maynard Use - Other	2		1	19
Total Meeting Room Use	263		250	2,898

History & Culture	OCT	NOV	DEC	YTD 25	TOTAL 25
Partnerships	5			3	36
Special Displays	0			0	1
Documents Digitized	0			9	422

Lifelong Learning	OCT	NOV	DEC	YTD 25	TOTAL 25
<u>Database Use</u>					
Portal to Texas History - Bastrop Advertiser	2,733			2,533	31,526
Heritage Quest	92			114	840
Learning Express Library	3			0	67
Gale Databases	190			189	2,339
Mango Languages	66			52	654
Total General Use Databases Sessions	259			241	3,060
<u>Technology</u>					
Kids Computer Use	54			33	508
Teen Computer Use	1			12	114
Adult Computer Use	677			676	6,993
Wifi Use	1,801			1,739	19,697
Website Visits	4,812			4,451	56,320
Total Public Computer Use	732			721	7,615

Books & Reading	OCT	NOV	DEC	YTD 25	TOTAL 25
<u>Material Use</u>					
Check-Outs - Kids	3,261			2,834	33,049
Check-Outs - Tween	2,794			2,358	30,541
Check-Outs - Teen	527			432	5,775
Check-Outs - Adult	2,972			2,968	35,988
Honor Paperbacks	7			22	175
Renewals	3,564			3,080	38,880

Statistics - October 2025

Item 5B.

In-House Use	1,990			1,929	21,542
Self-Check	1,808			1,623	19,843
Electronic Devices	27			26	330
OverDrive eBooks - Kids	131			52	1,089
OverDrive eBooks - Teen	93			54	782
OverDrive eBooks - Adults	617			624	7,854
OverDrive eAudio - Kids	57			90	934
OverDrive eAudio - Teen	75			74	730
OverDrive eAudio - Adults	709			673	8,217
Boundless	98			8	665
Total Checkouts	13,358			12,157	147,684
<u>Interlibrary Loan</u>					
ILL Borrowed	10			18	111
ILL Lent	16			13	153
<u>Collection</u>					
Items Added - E, 1st Readers	45			52	787
Items Added - Board Books	0			7	103
Items Added - J	53			65	874
Items Added - Teens	17			49	224
Items Added - Adults	118			190	1,575
Items Added - Magazines	36			35	332
Items Withdrawn	20			377	2,934
Missing Items	34			9	132
Total Items Added	269			398	3,895

Culture of Service	OCT	NOV	DEC	YTD 25	TOTAL 25
<u>Reference Transactions</u>					
General Reference Questions (ENG)	1,067			1,147	13,228
Directional Questions (ENG)	265			181	3,001
Tech Support Questions (ENG)	883			866	9,986
Tests Proctored (ENG)	1			1	7
Tech Tutor (ENG)	11			22	201
General Reference Questions (ESP)	29			No Data	201
Directional Questions (ESP)	2			No Data	45
Tech Support Questions (ESP)	11			No Data	123
Tests Proctored (ESP)	0			No Data	0
Tech Tutor (ESP)	0			No Data	8
Total Reference Transactions	2,227			2,217	26,800
Total Spanish Reference Transactions	42			No Data	377
% Spanish Reference Transactions	2%			No Data	0
<u>Volunteers</u>					
Volunteer Hours	192.10			183.10	2,051.43
FOL Volunteer Hours	51.85			78.15	913.37
Teen Volunteer Hours	46.40			50.30	942.38
Total Volunteer Hours	290.35			311.55	3,907.18

Statistics - October 2025

Item 5B.

Social Media					
Facebook Page Likes	5,577			3,785	3,902
Facebook Engaged	126			1,930	6,253
Facebook Reach	5,247			16,585	123,405
Instagram Followers	1,488			1,316	1,378
Instagram Profile Activity	50			85	849
Instagram Reach	481			992	7,432
Savannah Stats					
# of Emails Composed	37			37	377
# of Messages Sent	6,197			6,143	80,450
Opens	2,909			3,357	44,822
Open %	47%			55%	54%
Clicks	167			154	2,334



FINANCIAL REPORT

MEETING DATE: December 1, 2025

TITLE:

Financial report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

1. The library's total non-donation revenue from October 1, 2025, through November 20, 2025, is \$7,866.28
 - a. Nonresidential: \$5,855.00
 - b. Material fines, fees, and replacement cards: \$492.65
 - c. Printing: \$1,156.80
 - d. Paypal: \$361.83
2. The library's total non-donation revenue from October 1, 2025, through October 31, 2025, is \$5,384.51
 - a. Nonresidential: \$4,045.00
 - b. Material, fines, fees, and replacement cards: \$335.78
 - c. Printing: \$770.10
 - d. Paypal: \$233.63
3. Notable library donation revenue from October 1, 2025, through October 31, 2025, is \$5,000.00
 - a. 10/13: \$4,000.00
 - b. 10/28: \$1,000.00



STAFF REPORT

MEETING DATE: December 1, 2025

TITLE:

Open House Update report

STAFF REPRESENTATIVE:

Bonnie Pierson, Library Director

BACKGROUND/HISTORY:

The Bastrop Public Library's 2025 Open House will take place Saturday, December 13th.

UPDATES:

- Graham Cracker House Progress
- Volunteer Shifts
- GCDC Participants
- Performer Schedule
 - 10:00 a.m. Perry Lowe
 - 11:00 a.m. Max Butler
 - 12:00 p.m. Phil Hurley
 - 1:00 p.m. Honor Choir
 - 2:00 p.m. Mary Smith



STAFF REPORT

MEETING DATE: December 1, 2025

TITLE:

November Packet Reports workshop

STAFF REPRESENTATIVE:

Bonnie Pierson, Library Director

BACKGROUND/HISTORY:

Only three Library Board members were in attendance on Monday, November 3, 2025. A quorum was not present, no meeting was convened, and no actions were taken. Because of this, reports from the November packet are included as a workshop to discuss information presented.

ATTACHMENTS:

- Director's report – November
- Statistics report – November
- Financial report – November
- FY25 Review report



STAFF REPORT

MEETING DATE: November 3, 2025

TITLE:

Library Director's Report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

PROGRAMMING:

The library had a fantastic turnout for a Fire Safety-themed Storytime, with eighty-two attendees joining for a fun and educational morning on Wednesday, October 8th. City of Bastrop firefighters stopped by to share important safety tips, show the kids their protective gear, and talk about who to look for in an emergency. After Storytime, attendees got an up-close look at a real fire truck!

On October 9th, eighteen teens joined Youth Services Librarian Eva Bunker during Teen Thursday: Picnic on the Path for an evening hike to Fisherman's Park. Participants walked one mile while completing a photo scavenger hunt and geocaching before enjoying their packed dinners outdoors. Teens loved the experience and immediately asked when the next session would be.

Mayor Ishmael Harris joined Coffee & Friends on Wednesday, October 22nd for lively conversation, thoughtful questions, and a few laughs. The group appreciated the opportunity to visit with the mayor and extend thanks to him for sharing his time with them.

The library partnered with the Bastrop County Audubon Society to host a Birdwatching 101 miniseries covering essential knowledge to get started or expand birdwatching skills in the Bastrop area on the first four Fridays of October. The program required pre-registration and took place from 1:00 p.m. to 3:00 p.m. in the Pressley Meeting room. An average of seventeen people attended each of the four sessions.

On Friday, October 31st, the library participated in the City of Bastrop's annual Boo Bash. The library's booth featured a pirate theme, where participants could "walk the plank" to receive some treasure. Staff also provided a promotional handout to attendees entering the booth that highlighted the upcoming Open House event in December. More information about Boo Bash will be provided during the meeting.

NOTEWORTHY:

The library has been working with Judi Hoover on the Tommy and Judi Hoover Historical Restoration Collection. Tommy and Judi Hoover moved to Bastrop in the 70s and immediately began to preserve its historic community by working on Historical Homes and Downtown buildings, running restaurants, and serving on committees. Judi kept folders detailing documentation and photos of all their projects. To preserve and curate the history of Bastrop, Access Services Librarian Amie Cuvelier and graduate student Victoria Conrad are sitting down with Judi and going through her collection one property at a time, learning more about important events the Hoovers participated in along the way. Two of Judi's files have been processed so far: 1407 Wilson Street, which was the Miley House previously located where the library's parking lot is now, and 1503 Wilson Street, which was constructed from a building also previously located in the library's parking lot and a Camp swift barracks building. The next files set to be processed focus on Historic Downtown Bastrop. All files will be available digitally through the library catalog once details are finalized.

On Monday, October 6th, Baker & Taylor announced plans to cease operations by the end of 2025. Since Boundless, the current EReadTexas platform containing eBooks and eAudiobooks, is operated by Baker & Taylor, the Texas State Archives and Library Commission is exploring methods to continue the program.

On Tuesday, October 7th, Library Director Bonnie Pierson and Friends of the Library Treasurer Amy Schumacher met with Vic, a project manager from Best Buy, to discuss updating the AV equipment in the Pressley Meeting Room and installing permanent upgrades. Quotes for enhancements such as a mounted projector, lapel and hand-held microphones, installed speakers, and acoustic panels are being compiled. The Friends of the Library will initiate a fund-raising campaign to bring the project to fruition.

Youth Services Librarian Eva Bunker celebrated her two-year anniversary with the Bastrop Public Library on Thursday, October 16th.

UPDATES ON THE FOLLOWING:

Library personnel changes

Enhanced library cards

COMMUNITY FEEDBACK:

"You know you have a successful program when the kids are excited about the project and want to keep building!"

- First time parent attending LEGO® Club

A visitor from out of state, who was in town to see her daughter, stopped by our library recently. She works at a small library and was especially fascinated by our cake pan collection. In fact, she was so impressed, she took a photo to share with her colleagues—she said they might not believe it otherwise! She's excited to suggest starting a similar collection at her own library. She also complimented how friendly our staff was and how beautiful she found the library overall.

Bastrop Public Library Feedback Form

Please use this card to give us your suggestions, compliments, or complaints. All feedback is equally important for the us to know what our community wants, what we are doing right, where we can improve, or anything that concerns you. Place your completed form into the box.

This feedback is a: ☐ Suggestion ☒ Compliment ☐ Complaint

Please write details of your feedback here:

I love and appreciate yalls hard
work to make this library
awsome this library is my favorite
because it's clean, quiet, orginized,
groups, activities I love everything
in this library ever since I have
moved here
yalls library is awesome! :)

Statistics - September 2025

Item 7A.

Community Engagement	Q1	Q2	Q3	JUL	AUG	SEP	Q4	TOTAL 25	TOTAL 24
Circs By Patron Type									
Juv	927	1,220	1,509	588	397	434	1,419	5,075	5,266
Teen	51	49	126	118	84	124	326	552	985
Adult	4,579	6,394	6,685	2,667	2,170	2,051	6,888	24,546	24,436
Staff	341	269	379	81	87	69	237	1,226	1,585
NR Juv	528	1,000	797	371	327	258	956	3,281	3,473
NR Teen	189	253	222	67	44	65	176	840	1,600
NR Adult	11,451	14,603	17,516	6,918	6,358	6,426	19,702	63,272	60,994
TexShare	100	109	196	59	47	53	159	564	579
Spanish Circs	No Data	19	20	7	5	1	13	52	No Data
Total NR Usage	12,268	15,965	18,731	7,415	6,776	6,802	20,993	67,957	66,646
% NR Usage	68%	67%	68%	68%	71%	71%	70%	68%	67%
% Spanish Usage	No Data	0%	0%	0%	0%	0%	0%	0%	No Data
Programming									
Early Childhood - # of Programs	34	34	27	9	10	9	19	123	104
Early Childhood - Program Attendance	1,087	1,387	1,464	550	523	443	1,073	5,454	3,947
Youth - # of Programs	19	14	22	13	2	4	15	74	39
Youth - Program Attendance	519	189	1,011	790	50	57	840	2,616	2,133
Young Adults - # of Programs	18	25	36	14	12	13	26	118	94
Young Adults - Program Attendance	149	262	314	106	120	126	226	1,077	690
Adults - # of Programs	64	84	66	18	20	25	38	277	231
Adults - Program Attendance	440	621	466	204	177	243	381	2,151	1,893
General - # of Programs	2	7	7	39	1	1	40	57	32
General - Program Attendance	320	604	317	420	32	17	452	1,710	2,056
Outreach - # of Programs	2	3	5	3	0	0	3	13	12
Outreach - Program Attendance	1,199	320	457	678	0	0	678	2,654	2,486
Passive - Coloring Sheets	1,691	1,619	1,279	540	336	581	876	6,046	3,298
Total # of Programs	139	167	163	96	45	52	141	662	512
Total Program Attendance	3,714	3,383	4,029	2,748	902	886	3,650	15,662	13,205
Membership - Cards									
City	92	112	143	64	54	57	118	522	596
City Renewals	160	196	243	97	89	75	186	860	762
Faculty	0	0	0	0	0	0	0	0	0
Faculty Renewals	0	2	3	1	0	0	1	6	16
Friends	2	1	0	0	0	0	0	3	3
Friends Renewals	3	3	1	0	1	1	1	9	18
Staff	4	3	1	0	2	0	2	10	14
Staff Renewals	3	4	5	0	1	2	1	15	15
Nonresident	175	126	176	79	57	64	136	677	644
Nonresident Discount	No Data	40	45	20	13	14	33	132	No Data
Nonresident Family	No Data	5	10	0	3	0	3	18	No Data
Nonresident Renewals	233	318	298	77	126	89	203	1,141	1,093
TexShare Visitor	1	5	12	6	1	3	7	28	10
TexShare Visitor Renewals	7	3	7	1	1	0	2	19	14
Total New Registrations	274	247	332	149	114	124	387	1,390	1,267
Total Renewals	406	526	557	176	218	167	561	2,050	1,918

Statistics - September 2025

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Spanish	No Data	4	11	2	2	0	4	14	No Data
Spanish Renewals	No Data	0	1	0	1	1	2	2	No Data
TexShare Home New	1	1	0	0	0	0	0	2	9
TexShare Home Renewals	8	11	7	1	3	3	7	33	29
Facility									
Door Count	18,726	20,162	23,428	8,718	7,333	7,601	23,652	85,968	81,674
Study Room Use	398	443	573	200	191	187	578	1,960	1,864
Pressley Use - Library	80	77	216	35	22	28	85	323	329
Pressley Use - Nonprofit	26	39	38	0	10	11	21	112	167
Pressley Use - Other	15	18	21	1	3	2	6	52	2
Maynard Use - Library	69	91	66	35	35	29	99	349	221
Maynard Use - Nonprofit	21	23	40	2	5	6	13	83	85
Maynard Use - Other	2	7	16	0	2	3	5	19	1
Total Meeting Room Use	611	698	1,514	273	268	266	534	2,898	2,669

History & Culture	Q1	Q2	Q3	JUL	AUG	SEP	Q4	TOTAL 25	TOTAL 24
Partnerships	6	8	9	6	4	3	13	36	35
Special Displays	1	0	0	0	0	0	0	1	5
Documents Digitized	10	143	79	50	50	109	209	422	0

Lifelong Learning	Q1	Q2	Q3	JUL	AUG	SEP	Q4	TOTAL 25	TOTAL 24
Database Use									
Portal to Texas History - Bastrop Advertiser	6,993	8,570	6,813	3,057	3,579	2,514	9,150	31,526	47,961
Heritage Quest	264	64	78	0	232	202	434	840	1,261
Learning Express Library	8	24	21	1	4	9	14	67	68
Gale Databases	560	611	559	240	184	185	609	2,339	1,679
Mango Languages	201	169	154	38	43	49	130	654	481
Total General Use Databases Sessions	769	804	734	279	231	243	753	3,060	2,228
Technology									
Kids Computer Use	97	102	166	65	30	48	143	508	548
Teen Computer Use	27	16	36	13	5	17	35	114	132
Adult Computer Use	1,665	1,722	1,738	629	620	619	1,868	6,993	7,926
Wifi Use	4,855	4,921	5,017	1,619	1,615	1,670	4,904	19,697	18,640
Website Visits	11,638	11,775	17,691	5,662	4,878	4,676	15,216	56,320	58,006
Total Public Computer Use	1,789	1,840	1,940	707	655	684	2,046	7,615	8,606

Books & Reading	Q1	Q2	Q3	JUL	AUG	SEP	Q4	TOTAL 25	TOTAL 24
Material Use									
Check-Outs - Kids	7,293	7,379	8,697	3,394	3,020	3,266	9,680	33,049	29,992
Check-Outs - Tween	6,287	6,863	8,255	3,424	2,910	2,802	9,136	30,541	27,769
Check-Outs - Teen	1,211	1,201	1,694	729	441	499	1,669	5,775	6,009
Check-Outs - Adult	8,329	8,797	9,485	3,333	3,134	2,910	9,377	35,988	36,222
Honor Paperbacks	39	23	31	9	34	39	82	175	321
Renewals	9,002	8,813	9,980	4,105	3,441	3,539	11,085	38,880	33,755
In-House Use	4,472	4,484	6,035	2,687	2,027	1,837	6,551	21,542	23,138

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Self-Check	4,133	4,915	5,169	1,884	1,648	2,094	5,626	19,843	19,241
Mobile Circ	13	0	0	0	0	0	0	13	37
Electronic Devices	83	87	80	30	24	26	80	330	289
OverDrive eBooks - Kids	214	192	300	142	111	130	383	1,089	773
OverDrive eBooks - Teen	181	184	181	61	89	86	236	782	629
OverDrive eBooks - Adults	1,840	2,035	1,955	656	681	687	2,024	7,854	7,193
OverDrive eAudio - Kids	198	205	306	102	78	45	225	934	1,081
OverDrive eAudio - Teen	199	178	153	80	60	60	200	730	684
OverDrive eAudio - Adults	1,915	2,005	2,086	761	744	706	2,211	8,217	7,356
Boundless	72	174	163	95	87	74	256	665	3
Total Checkouts	32,346	33,807	36,585	15,503	13,440	13,167	42,110	147,684	141,496
Interlibrary Loan									
ILL Borrowed	39	33	20	7	9	3	19	111	117
ILL Lent	32	30	48	13	10	20	43	153	126
Collection									
Items Added - E, 1st Readers	178	233	145	28	86	117	231	787	975
Items Added - Board Books	7	0	14	0	43	39	82	103	3
Items Added - J	219	292	214	35	39	75	149	874	713
Items Added - Teens	73	64	43	12	18	14	44	224	200
Items Added - Adults	389	446	414	63	154	109	326	1,575	1,551
Items Added - Magazines	92	60	92	23	39	26	88	332	391
Items Withdrawn	816	497	835	364	216	206	786	2,934	3,611
Missing Items	58	35	24	7	1	7	15	132	108
Total Items Added	958	1,331	922	532	379	380	1,291	3,895	3,833

Culture of Service	Q1	Q2	Q3	JUL	AUG	SEP	Q4	TOTAL 25	TOTAL 24
Reference Transactions									
General Reference Questions (ENG)	2,906	3,088	3,746	1,355	1,086	1,047	3,488	13,228	8,104
Directional Questions (ENG)	448	684	980	329	288	272	889	3,001	2,248
Tech Support Questions (ENG)	2,156	2,478	2,615	833	900	1,004	2,737	9,986	9,912
Tests Proctored (ENG)	1	5	0	0	0	1	1	7	12
Tech Tutor (ENG)	67	40	55	17	13	9	39	201	255
General Reference Questions (ESP)	No Data	53	77	30	15	26	71	201	No Data
Directional Questions (ESP)	No Data	13	15	4	2	11	17	45	No Data
Tech Support Questions (ESP)	No Data	34	50	15	6	18	39	123	No Data
Tests Proctored (ESP)	No Data	0	0	0	0	0	0	0	No Data
Tech Tutor (ESP)	No Data	4	3	0	1	0	1	8	No Data
Total Reference Transactions	5,578	6,399	7,541	2,583	2,311	2,388	7,282	26,800	22,538
Total Spanish Reference Transactions	No Data	104	145	49	24	55	128	377	No Data
% Spanish Reference Transactions	No Data	4%	2%	2%	1%	2%	2%	1%	No Data
Volunteers									
Volunteer Hours	529.63	483.80	567.55	193.70	132.95	143.80	470.45	2,051.43	1,375.30
FOL Volunteer Hours	196.22	190.45	326.35	90.95	54.55	54.85	200.35	913.37	1,653.14
Teen Volunteer Hours	182.88	200.95	293.25	163.25	49.75	52.30	265.30	942.38	661.45
Total Volunteer Hours	908.73	875.20	1,187.15	447.90	237.25	250.95	936.10	3,907.18	3,689.89

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Social Media									
Facebook Page Likes	3,797	3,844	3,935	4,014	4,031	4,049	4,031	4,049	3,468
Facebook Engaged	3,735	920	1,172	185	112	129	426	6,253	24,358
Facebook Reach	34,247	32,933	40,710	4,167	5,381	5,967	15,515	123,405	234,696
Instagram Followers	1,316	1,344	1,398	1,439	1,454	1,471	1,455	1,070	1,981
Instagram Profile Activity	166	176	309	88	55	55	198	849	23,773
Instagram Reach	1,739	1,833	2,133	620	585	522	1,727	7,432	6,154
Savannah Stats									
# of Emails Composed	103	108	91	33	12	30	75	377	412
# of Messages Sent	18,760	24,323	23,565	12,807	507	488	13,802	80,450	63,853
Opens	9,519	11,582	11,612	11,532	337	240	12,109	44,822	28,172
Open %	51%	48%	50%	90%	66%	0	68%	54%	45%
Clicks	565	617	671	324	136	21	481	2,334	2,121



FINANCIAL REPORT

MEETING DATE: November 3, 2025

TITLE:

Financial report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

1. The library's total non-donation revenue from October 1, 2024, through September 30, 2025, is \$59,806.54
 - a. Nonresidential: \$43,815.00
 - b. Material fines, fees, and replacement cards: \$3,314.25
 - c. Printing: \$11,468.78
 - d. Paypal: \$1,208.51
2. The library's total non-donation revenue from September 1, 2025, through September 30, 2025, is \$4,851.37
 - a. Nonresidential: \$3,445.00
 - b. Material, fines, fees, and replacement cards: \$246.72
 - c. Printing: \$1,051.10
 - d. Paypal: \$108.55
3. Notable library donation revenue from September 1, 2025, through September 30, 2025, is \$0.00
4. The library's total non-donation revenue from October 1, 2025, through October 20, 2025, is \$3,782.78
 - e. Nonresidential: \$2,895.00
 - f. Material fines, fees, and replacement cards: \$234.83
 - g. Printing: \$456.60
 - h. Paypal: \$196.35



STAFF REPORT

MEETING DATE: November 3, 2025

TITLE:

Fiscal Year 2025 Recap report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

STATISTICS:

STATISTIC HIGHLIGHTS	FY25	FY24	Percent Change
Visitors	85,968	81,674	5% increase
New Memberships	1,390	1,267	10% increase
Renewed Memberships	2,050	1,918	7% increase
Active Members	4,893	3,494	40% increase
Non-Resident Usage	68%	67%	1% increase
Materials Lent	147,684	137,947	17% increase
Physical Items	127,083	119,333	
eBooks & eAudiobooks	20,271	17,862	
Hotspots	330	289	
Information Transactions	26,800	22,538	19% increase
In-House Computer Sessions	7,615	8,606	12% decrease
Wi-Fi Sessions	19,697	18,640	6% increase
Programs and Events	662	512	29% increase
Program and Event Attendance	15,662	13,205	19% increase
Program Partners	18	13	38% increase
Volunteer Hours	3,907	3,687	6% increase

SUCSESSES:

1. Fully staffed for most of the fiscal year! This was a huge shift from the onboarding, training, and redistributing duties that happened in FY24 with the addition of new staff. In FY25, focus shifted from internal processes to customer focused objectives.

2. Expanded programming and outreach activities.
 - Youth Programming: Began offering monthly tween programming to fill a programming age gap and encourage STEM learning. Increased community involvement in teen programming to expand knowledge while still having fun. Offered two youth beginning sewing classes to fulfill community requests. Continued offering Bilingual programming to support early literacy.
 - Adult Programming: Continued to utilize community members and organizations to enhance programming and increase interest. Introduced a monthly Puzzle Swap as well as continuing gardening, crafting, local history presentations, and informative programs about community services.
 - Increased outreach participation: Shared information at Bluebonnet Trails Parents as Teachers activities, Colorado River Collegiate Academy events, the Bastrop Farmer's Market, Movies in the Park, BISD Back to School Bash and New Teacher's Orientation, and other community activities.
 - Successful Summer Programming: Presented 164 activities with over 4,000 attendees. Highlights included Monday Adventures with games and crafts, the Lost in the Woods Escape Room, Kids Sewing, gardening programs, and a History Talk celebrating the Harriet Tubman statue "The Journey to Freedom." Summer Reading participants read 1,589,101 minutes and received 1,468 prize books.
3. Began offering discounted membership fees for seniors, veterans, and persons with disabilities in January of 2025 in response to community feedback.
4. Created a Public Information Policy and Public Service Policy, updated and revised the Public Room Policy, and reviewed the Collection Development Policy in an ongoing effort to remain responsive to the community and comply with requirements from the Texas State Library and Archives Commission.
5. Created a specific space for books by local authors to support writers in Bastrop County and provide our community access to their work.
6. Inventoried, organized, and digitized materials in our Historical Vertical file collection and completed the digitization of files for 102 Historic buildings.

BARRIERS TO SUCCESS:

1. Staffing:
 - Despite being fully staffed the majority of the year, it has been a challenge to provide assistance at both service desks. Additional programs and outreach opportunities have contributed to the challenge, however, absences, scheduled and unscheduled, are a constant disruption to service.
 - It has been a goal to participate in more community outreach events, and we have! Unfortunately, despite being fully staffed, invitations to several outreach events still had to be declined.

2. Space:

- Meeting room use has increased this year, and it is sometimes difficult to provide space for community partner programs.
- The three small study booths get a considerable amount of use. There are frequent requests for a 3- or 4-person meeting space. The library does not have this type of space, and it would require either renovations or considerable funds to reconfigure the space to provide this.

3. Community Demand:

- Requests for additional services, classes, tours, and special programs come in regularly that cannot be fulfilled.
- We receive partnership opportunities to provide unique programming or services, but these programs also require staff coordination and space that is not available.
- Invitations to outreach events require staff time away from the building and can be outside regular library hours, necessitating other staff members to cover more service desk hours.
- Declining a community request for service, whether it be a program, outreach event, or partnership, gives the impression that the library is unwilling to support community activities and learning opportunities.

BURDEN OF GROWTH ANALYSIS:

The library began tracking Burden of Growth statistics in March of 2025, focusing on facility and service requests. Tracking of other categories expanded as need was identified throughout the year. Now, all requests unable to be fulfilled as asked are tracked.

Category	No	Accommodation
Collection	15	24
Facility	10	40
Membership	5	13
Program	4	11
Publicity	2	0
Selling	4	1
Service	32	27
Spanish	0	18
Technology	11	9

Frequent Requests	Number of Requests	Accommodation/Explanation
Facility – Small Group Room (3-6)	5	Using library tables, pulling an extra chair into a booth, or Local History/Conference Rooms when available
Facility – Study Booth When All Occupied	24	Local History/Conference Rooms when available, quiet areas of library, getting on a waitlist
Facility – Meeting Room Unavailable	17	Prior bookings, library closed, suggested alternate times
Membership – Enhanced Library Card	13	TexShare account to get a card with APL
Program – Outreach Invitation	4	Not sufficient staff to attend while maintaining library desk coverage
Program – Tech Class	8	Tech Tutors, Learning Express Database
Service – Notary	18	Alternate facilities: Banks, UPS, City Hall, Courthouse
Service – State Park Passes	5	Not offered at libraries in this area
Service – Passports	4	Alternative facilities: CVS, Walgreens, USPS, APL, printing forms
Spanish – Speaker Request	18	Called one of three bilingual speakers for assistance
Technology – 3D Printer	5	No machine available

Library Board Work Plan FY 2025

The Library Advisory Board defines success as: Supporting the library director to accomplish the goals of the library's strategic plan.

Board Goals:

1. Review, revise, and approve at least two library policies per year in order to create an inclusive, customer friendly organization that is responsive to the needs of the community.
2. Advocate for and educate the public about the library through volunteering opportunities, community events, public meetings, and other activities. Through these activities, the board will engage with the community and bring suggestions, comments, and/or concerns to the library director.
3. Work with the library director to develop strategic direction for the organization by formulating goals, defining priorities, and periodically assessing goal progress.
4. Ensure that the library meets industry standards and work with the library director to develop plans to address deficiencies or future challenges.

Action Plan:

1. Goal #1 will be accomplished as follows:
 - a. The library director will determine policies to be reviewed or revised according to the priorities from the strategic plan and the policy review schedule.
 - b. The policy review schedule will be given to the library board at the beginning of each fiscal year and may be amended if needed.
 - c. Policies will be given to the board for review and discussion. If it is determined to meet the criteria of the strategic plan and the mission of the library, the board will approve the document.
 - d. The document will be presented to City Council for approval if changes have been made to the policy.
2. Goal #2 will be accomplished as follows:
 - a. The library director will inform the board monthly of opportunities to volunteer and/or promote the library.

- b. Library Board members will share opportunities to volunteer and/or promote the library as they arise.
 - c. Individual board members will bring questions, comments, and concerns from the public to the director to be added to the monthly agenda for discussion.
- 3. Goal #3 will be accomplished as follows:
 - a. The library director will schedule quarterly review workshops for discussion of strategic goals.
 - b. The library board will provide input to the library director for topics of discussion and goals to be reviewed during the planned workshops.
- 4. Goal #4 will be accomplished as follows:
 - a. The library director will inform the board of industry standards.
 - b. The Planning and Zoning Commission liaison and representatives from other city departments, boards, and commissions will provide the library board with relevant information and foster communication among parties.
 - c. The library board will provide feedback, input, and recommendations to the library director regarding plans and strategies to meet industry standards and address future challenges.

To succeed, we need the following resources:

- 1. Staff: Library Director, Library Executive Administrative Assistant, Library Staff as determined by the director
- 2. Supplies: none needed
- 3. Other: City promotion of library events, activities, and services to inform the public of available opportunities to be part of the library community.