

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



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**September 08, 2025**  
**Agenda - Public Library Board at 6:00 PM**

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*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.*

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**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 City Manager for research and possible future action.*

*It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Board/Commission to allow a member of the public to slur the performance, honesty and/or integrity of the Board/Commission, as a body, or any member or members of the Board/Commission individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Board/Commission and/or any person in the Board/Commission's presence will not be tolerated.*

**3. PRESENTATIONS**

3A. Recognition of Library Board Members' Service presentation.

**4. MINUTE APPROVAL**

4A. Consider action to approve Bastrop Public Library minutes from August 4, 2025, regular meeting.

## **5. ANNOUNCEMENTS**

- 5A. The 2025 Boards & Commissions Banquet will take place on Thursday, November 13th from 6:30 p.m. to 8:00 p.m. at the Convention Center.
- 5B. Announcements from the Library Director.
- 5C. Announcements from Planning & Zoning liaison.
- 5D. Announcements from individual board members.

## **6. REPORTS**

- [6A.](#) Director's report.
- [6B.](#) Statistics report.
- [6C.](#) Financial report.

## **7. WORKSHOP**

- [7A.](#) Open House workshop.

## **8. ITEMS FOR INDIVIDUAL CONSIDERATION**

- [8A.](#) Discuss and approve proposed Master Fee Schedule updates.
- 8B. Discuss and approve the formation of a Nominating Committee for executive positions elections.
- [8C.](#) Discuss and approve the Fiscal Year 2026 Library Board meeting calendar.
- 8D. 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 of convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Tuesday, September 2, 2025, at 2:45 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




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**August 04, 2025**  
**Minutes - Public Library Board at 6:00 PM**

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**Library Board Members Present**

Chair Rebecca Bennett  
 Vice Chair Meagan Webb  
 Secretary Sally Keinarth  
 Board Member Rachelle Caviness  
 Board Member Jennifer Leisure

**Guests, Liaisons, and Staff Present**

Library Director Bonnie Pierson  
 City Council Liaison Perry Lowe

**1. Chair Rebecca Bennet called the meeting to order at 6 p.m.**

**2. CITIZEN COMMENTS**

There were no citizen comments.

**3. MINUTE APPROVAL**

3A. Consider action to approve Bastrop Public Library minutes from June 2, 2025, regular meeting.

Meagan Webb moved, and Jennifer Leisure seconded, a motion to approve Bastrop Public Library minutes from June 2, 2025, regular meeting. Motion carried.

**4. ANNOUNCEMENTS**

4A. The library will close at 1:00 p.m. on Friday, August 8th for City business.

4B. The Bastrop Public Library's annual Volunteer Dinner will take place on Wednesday, August 20th from 5:30 p.m. - 7:00 p.m.

- 4C. The library will be closed on Monday, September 1st for Labor Day. As such, the next library board meeting will take place on Monday, September 8th at 6:00 pm.
- 4D. The 2025 Boards & Commissions Banquet will take place on Thursday, November 13th from 6:30 - 8:30 p.m. at the Convention Center.
- 4E. Announcements from the Library Director.

Director Bonnie Pierson shared that Bastrop ISD has received a grant for one year from Bastrop County Cares to provide Bastrop County residents with vouchers for non-resident Library cards.

- 4F. Announcements from individual board members.
- 4G. Announcements from Planning & Zoning liaison.

## 5. REPORTS

- 5A. Director's report.

Director Pierson offered details of another successful Summer Reading Program. Additionally, Director Pierson reported that Photo Library Cards should be available in October for patrons wishing to opt in.

- 5B. Statistics report.
- 5C. Financial report.
- 5D. Fiscal Year 2025 Goals Quarterly report.

Director Pierson highlighted Library goals met in Fiscal Year 2025 including creation of a History Collection Guiding Document, numerous lifelong learning programs were conducted in partnership with various community groups, and staff continues to work on a Facility Use Survey to provide data for growth planning.

## 6. PRESENTATIONS

## 7. WORKSHOP

## 8. ITEMS FOR INDIVIDUAL CONSIDERATION

- 8A. Individual requests from Library Board members for items to be listed on future agendas.

## 9. Meeting was adjourned by Chair Bennett at 6:59 p.m.

Respectfully submitted,

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Sally Keinarth, Secretary

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Rebecca Bennett, Chair



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**MEETING DATE:** September 8, 2025

**TITLE:**

Library Director's Report

**AGENDA ITEM SUBMITTED BY:**

Bonnie Pierson, Library Director

**PROGRAMMING:**

The library's Bilingual Storytime program has been a huge success this summer and beyond, with steady attendance in the twenties at every session, highlighting a strong community need and a desire for bilingual programming. Led by Youth Services Librarian Eva Bunker, the program has brought families together to enjoy stories, songs, and playtime in both English and Spanish.

On Wednesday, August 6<sup>th</sup>, seventy-seven people attended a farm-focused Storytime led by Children's Services Associate Ariel Dirienzo. The books read during this program highlighted farm life, animals, and equipment. The program ended with a craft where the kids could decorate paper chickens to take home with them.

On Thursday, August 7<sup>th</sup>, Platica con Cafecito brought together fifteen participants for a relaxed morning of conversation and connection. Several new parents attended, enjoying a warm cup of coffee while their children played in an engaging, fun environment. Led by Youth Services Librarian Eva Bunker, the program provided a much-needed space for bilingual parents to meet, share experiences, and build community.

Three members from the Bastrop Area Cruisers joined Coffee & Friends on Wednesday, August 13<sup>th</sup>. The program was led by Public Services Lead Lillian Hibbert with eleven adult community members in attendance. The Cruisers shared information about their organization's local activities, volunteer opportunities, and annual Heroes & Hotrods Veteran's Day car show which raises funds for Veterans and local scholarships.

**NOTEWORTHY:**

The library's temporary summer Circulation Associate Catherine "Cat" Morales's last day was on Friday, August 8<sup>th</sup>. Her presence was vital to the library this summer and in making the extended hours possible.

The Friends of the Library raised money to purchase new meeting room tables and a storage cart for the library. The storage cart arrived on Tuesday, August 6<sup>th</sup> and the tables on Monday, August 12<sup>th</sup>. The Friends kindly handled all of the process including procurement, arranging delivery,

unboxing and assembly, and removing the old tables. A total of twenty-six six-foot tables, six four-foot tables, and a storage rack were acquired.

The library's Annual Volunteer Appreciation Dinner took place on Wednesday, August 20<sup>th</sup> from 5:30 p.m. – 7:00 p.m. The Friends of the Library provided the main meal, catered dishes from Leo's Italian Grill, and the library provided refreshments, sides, and desserts. Some staff and volunteers contributed to the spread as well. A total of thirty-two adult and teen volunteers attended. Library staff is beyond grateful for all the help the volunteers are constantly contributing to make the library a better place.

Executive Administrative Assistant Veronica Nunez celebrated four years with the library on Saturday, August 23<sup>rd</sup>.

#### UPDATES ON THE FOLLOWING:

Enhanced library cards

BISD Grant: Non-resident cards

Bastrop Count Cares Grant: Health Access Initiative

Adult Services Librarian

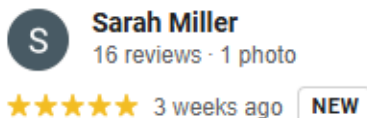
Important Library Board Dates

- Tuesday, September 9<sup>th</sup>: Mayor appoints applicants to available advisory board seats, Council acts on appointees
- Wednesday, October 1<sup>st</sup>: New terms begin
- Thursday, November 13<sup>th</sup>: Board and Commission Banquet at the Convention Center from 6:30 p.m. – 8:00 p.m. for service recognition

#### COMMUNITY FEEDBACK:

"Thank you for putting this together. I'm sure it's a lot of work. [Teen Thursday] is the only reason I have friends here locally."

- Sebastien, patron



The BEST Library! The staff is absolutely incredible and I have always enjoyed the atmosphere here.

"Thank you for everything you do. My grandson just started school, today is day three, and he's doing great. [The] Storytime program really helped prepare him for working in a group. And I'm so grateful that my granddaughter can keep coming, because she's feeling left out with him going to school ahead of her. Thank you!"

- Patron

# Statistics - July 2025

Item 6B.

Community Engagement	Q1	Q2	Q3	JUL	AUG	SEP	Q4	YTD 25	YTD24	TOTAL 24
Circs By Patron Type										
Juv	927	1,220	1,509	588			588	4,244	4,484	5,266
Teen	51	49	126	118			118	344	816	985
Adult	4,579	6,394	6,685	2,667			2,667	20,325	19,922	24,436
Staff	341	269	379	81			81	1,070	1,366	1,585
NR Juv	528	1,000	797	371			371	2,696	2,903	3,473
NR Teen	189	253	222	67			67	731	1,374	1,600
NR Adult	11,451	14,603	17,516	6,918			6,918	50,488	50,208	60,994
TexShare	100	109	196	59			59	464	452	579
Spanish Circs	No Data	19	20	7			7	46	No Data	No Data
<b>Total NR Usage</b>	<b>12,268</b>	<b>15,965</b>	<b>18,731</b>	<b>7,415</b>			<b>7,415</b>	<b>54,379</b>	<b>54,937</b>	<b>66,646</b>
<b>% NR Usage</b>	<b>68%</b>	<b>67%</b>	<b>68%</b>	<b>68%</b>			<b>68%</b>	<b>68%</b>	<b>67%</b>	<b>67%</b>
<b>% Spanish Usage</b>	<b>No Data</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>			<b>0%</b>	<b>0%</b>	<b>No Data</b>	<b>No Data</b>
Programming										
Early Childhood - # of Programs	34	34	27	9			9	104	84	104
Early Childhood - Program Attendance	1,087	1,387	1,464	550			550	4,488	3,491	3,947
Youth - # of Programs	19	14	22	13			13	68	33	39
Youth - Program Attendance	519	189	1,011	790			790	2,509	2,010	2,133
Young Adults - # of Programs	18	25	36	14			14	93	78	94
Young Adults - Program Attendance	149	262	314	106			106	831	564	690
Adults - # of Programs	64	84	66	18			18	232	172	231
Adults - Program Attendance	440	621	466	193			193	1,720	1,469	1,893
General - # of Programs	2	7	7	39			39	55	30	32
General - Program Attendance	320	604	317	420			420	1,661	1,881	2,056
Outreach - # of Programs	2	3	5	3			3	13	12	12
Outreach - Program Attendance	1,199	320	457	678			678	2,654	2,486	2,486
Passive - Coloring Sheets	1,691	1,619	1,279	540			540	5,129	2,653	3,298
<b>Total # of Programs</b>	<b>139</b>	<b>167</b>	<b>163</b>	<b>96</b>			<b>96</b>	<b>565</b>	<b>409</b>	<b>512</b>
<b>Total Program Attendance</b>	<b>3,714</b>	<b>3,383</b>	<b>4,029</b>	<b>2,737</b>			<b>2,737</b>	<b>13,863</b>	<b>11,901</b>	<b>13,205</b>
Membership - Cards										
City	92	112	143	64			64	411	486	596
City Renewals	160	196	243	97			97	696	602	762
Faculty	0	0	0	0			0	0	0	0
Faculty Renewals	0	2	3	1			1	6	15	16
Friends	2	1	0	0			0	3	3	3
Friends Renewals	3	3	1	0			0	7	15	18
Staff	4	3	1	0			0	8	9	14
Staff Renewals	3	4	5	0			0	12	11	15
Nonresident	175	126	176	79			79	556	575	644
Nonresident Discount	No Data	40	45	20			20	105	No Data	No Data
Nonresident Family	No Data	5	10	0			0	15	No Data	No Data
Nonresident Renewals	233	318	298	77			77	926	899	1,093
TexShare Visitor	1	5	12	6			6	24	7	10
TexShare Visitor Renewals	7	3	7	1			1	18	11	14
<b>Total New Registrations</b>	<b>274</b>	<b>247</b>	<b>332</b>	<b>149</b>			<b>149</b>	<b>1,002</b>	<b>1,080</b>	<b>1,267</b>
<b>Total Renewals</b>	<b>406</b>	<b>526</b>	<b>557</b>	<b>176</b>			<b>176</b>	<b>1,665</b>	<b>1,553</b>	<b>1,918</b>

# Statistics - July 2025

Item 6B.

Spanish	No Data	4	0	2			2	12	No Data	No Data
Spanish Renewals	No Data	0	0	0			0	0	No Data	No Data
TexShare Home New	1	1	0	0			0	2	8	9
TexShare Home Renewals	8	11	7	1			1	27	21	29
<u>Facility</u>										
Door Count	18,726	20,162	23,428	8,718			8,718	71,034	67,122	81,674
Study Room Use	398	443	573	200			200	1,582	1,486	1,864
Pressley Use - Library	97	79	208	33			33	284	259	329
Pressley Use - Nonprofit	38	55	36	0			0	122	134	167
Pressley Use - Other	1	2	28	1			1	12	2	2
Maynard Use - Library	70	83	56	28			28	260	164	221
Maynard Use - Nonprofit	21	23	35	0			0	74	62	85
Maynard Use - Other	0	1	19	0			0	2	1	1
<b>Total Meeting Room Use</b>	<b>625</b>	<b>686</b>	<b>1,504</b>	<b>262</b>			<b>262</b>	<b>2,336</b>	<b>2,108</b>	<b>2,669</b>

History & Culture	Q1	Q2	Q3	JUL	AUG	SEP	Q4	YTD 25	YTD 24	TOTAL 24
Partnerships	6	8	9	5			5	28	29	35
Special Displays	1	0	0	0			0	1	5	5
Documents Digitized	10	143	67	50			50	270	No Data	0

Lifelong Learning	Q1	Q2	Q3	JUL	AUG	SEP	Q4	YTD 25	YTD 24	TOTAL 24
<u>Database Use</u>										
Portal to Texas History - Bastrop Advertiser	6,993	8,570	6,813	3,057			3,057	25,433	42,452	47,961
Heritage Quest	264	64	78	0			0	406	937	1,261
Learning Express Library	8	24	21	1			1	54	63	68
Gale Databases	560	611	559	240			240	1,970	1,225	1,679
Mango Languages	201	169	154	38			38	562	385	481
<b>Total General Use Databases Sessions</b>	<b>769</b>	<b>804</b>	<b>734</b>	<b>279</b>			<b>279</b>	<b>2,586</b>	<b>1,673</b>	<b>2,228</b>
<u>Technology</u>										
Kids Computer Use	97	102	166	65			65	430	426	548
Teen Computer Use	27	16	36	13			13	92	114	132
Adult Computer Use	1,665	1,722	1,738	629			629	5,754	6,441	7,926
Wifi Use	4,855	4,921	5,017	1,619			1,619	16,412	15,675	18,640
Website Visits	11,638	11,775	17,691	5,662			5,662	46,766	48,479	58,006
<b>Total Public Computer Use</b>	<b>1,789</b>	<b>1,671</b>	<b>1,940</b>	<b>707</b>			<b>707</b>	<b>6,107</b>	<b>6,981</b>	<b>8,606</b>

Books & Reading	Q1	Q2	Q3	JUL	AUG	SEP	Q4	YTD 25	YTD 24	TOTAL 24
<u>Material Use</u>										
Check-Outs - Kids	7,293	7,379	8,697	3,394			3,394	26,763	24,710	29,992
Check-Outs - Tween	6,287	6,863	8,255	3,424			3,424	24,829	23,094	27,769
Check-Outs - Teen	1,211	1,201	1,694	729			729	4,835	4,956	6,009
Check-Outs - Adult	8,329	8,797	9,485	3,333			3,333	29,944	29,898	36,222
Honor Paperbacks	39	23	31	9			9	102	262	321
Renewals	9,002	8,813	9,980	4,105			4,105	31,900	27,666	33,755
In-House Use	4,472	4,484	6,035	2,687			2,687	17,678	19,108	23,138



# Statistics - July 2025

Item 6B.

Self-Check	4,133	4,915	5,169	1,884			1,884	16,101	15,889	19,241
Mobile Circ	13	0	0	0			0	13	37	37
Electronic Devices	83	87	80	30			30	280	230	289
OverDrive eBooks - Kids	214	192	300	142			142	848	622	773
OverDrive eBooks - Teen	181	184	181	61			61	607	529	629
OverDrive eBooks - Adults	1,840	2,035	1,955	656			656	6,486	6,016	7,193
OverDrive eAudio - Kids	198	205	306	102			102	811	914	1,081
OverDrive eAudio - Teen	199	178	153	80			80	610	547	684
OverDrive eAudio - Adults	1,915	2,005	2,086	761			761	6,767	5,971	7,356
Boundless	72	174	163	95			95	504	3	3
<b>Total Checkouts</b>	<b>32,346</b>	<b>33,807</b>	<b>36,585</b>	<b>15,503</b>			<b>15,503</b>	<b>118,241</b>	<b>116,897</b>	<b>141,496</b>
<u>Interlibrary Loan</u>										
ILL Borrowed	39	33	20	7			7	99	98	117
ILL Lent	32	30	48	13			13	123	101	126
<u>Collection</u>										
Items Added - E, 1st Readers	178	233	145	28			28	584	754	975
Items Added - Board Books	7	0	14	0			0	21	3	3
Items Added - J	219	292	214	35			35	760	548	713
Items Added - Teens	73	64	43	12			12	192	167	200
Items Added - Adults	389	446	414	63			63	1,312	1,124	1,551
Items Added - Magazines	92	60	92	23			23	267	332	391
Items Withdrawn	816	497	835	364			364	2,512	2,835	3,611
Missing Items	58	35	24	7			7	124	89	108
<b>Total Items Added</b>	<b>958</b>	<b>1,331</b>	<b>922</b>	<b>532</b>			<b>532</b>	<b>3,743</b>	<b>3,093</b>	<b>3,833</b>

Culture of Service	Q1	Q2	Q3	JUL	AUG	SEP	Q4	YTD 25	YTD 24	TOTAL 24
<u>Reference Transactions</u>										
General Reference Questions (ENG)	2,906	3,088	3,746	1,355			1,355	11,095	6,111	8,104
Directional Questions (ENG)	448	684	980	329			329	2,441	1,862	2,248
Tech Support Questions (ENG)	2,156	2,478	2,615	833			833	8,082	8,040	9,912
Tests Proctored (ENG)	1	5	0	0			0	6	11	12
Tech Tutor (ENG)	67	40	55	17			17	179	209	255
General Reference Questions (ESP)	No Data	53	77	30			30	160	No Data	No Data
Directional Questions (ESP)	No Data	13	15	4			4	32	No Data	No Data
Tech Support Questions (ESP)	No Data	34	50	15			15	99	No Data	No Data
Tests Proctored (ESP)	No Data	0	0	0			0	0	No Data	No Data
Tech Tutor (ESP)	No Data	4	3	0			0	7	No Data	No Data
<b>Total Reference Transactions</b>	<b>5,578</b>	<b>6,399</b>	<b>7,541</b>	<b>2,583</b>			<b>2,583</b>	<b>22,101</b>	<b>18,240</b>	<b>22,538</b>
<b>Total Spanish Reference Transactions</b>	<b>No Data</b>	<b>104</b>	<b>145</b>	<b>49</b>			<b>49</b>	<b>298</b>	<b>No Data</b>	<b>No Data</b>
<b>% Spanish Reference Transactions</b>	<b>No Data</b>	<b>4%</b>	<b>2%</b>	<b>2%</b>			<b>2%</b>	<b>2%</b>	<b>No Data</b>	<b>No Data</b>
<u>Volunteers</u>										
Volunteer Hours	529.63	483.80	567.55	193.70			193.70	1,774.68	1,040.65	1,375.30
FOL Volunteer Hours	196.22	190.45	326.35	90.95			90.95	803.97	1,433.86	1,653.14
Teen Volunteer Hours	182.88	200.95	293.25	163.25			163.25	840.33	562.75	661.45
<b>Total Volunteer Hours</b>	<b>908.73</b>	<b>875.20</b>	<b>1,187.15</b>	<b>447.90</b>			<b>447.90</b>	<b>3,418.98</b>	<b>3,037.26</b>	<b>3,689.89</b>

# Statistics - July 2025

Item 6B.

## Social Media

Facebook Page Likes	3,797	3,844	3,935	4,014			4,014	3,874	3,412	3,468
Facebook Engaged	3,735	920	1,172	185			185	6,012	22,441	24,358
Facebook Reach	34,247	32,933	40,710	4,167			4,167	112,057	209,987	234,696
Instagram Followers	1,316	1,344	1,398	1,439			1,439	1,361	1,247	1,981
Instagram Profile Activity	166	176	309	88			88	739	23,654	23,773
Instagram Reach	1,739	1,833	2,133	620			620	6,325	5,346	6,154

## Savannah Stats

# of Emails Composed	103	108	91	33			33	335	343	412
# of Messages Sent	18,760	24,323	23,565	12,807			12,807	79,455	52,590	63,853
Opens	9,519	11,582	11,612	11,532			11,532	44,245	23,453	28,172
Open %	51%	48%	50%	90%			90%	54%	46%	45%
Clicks	565	617	671	324			324	2,177	1,718	2,121



# FINANCIAL REPORT

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**MEETING DATE:** September 8, 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 August 20, 2025, is \$50,342.81
  - a. Nonresidential: \$38,825.00
  - b. Material fines, fees, and replacement cards: \$2,912.59
  - c. Printing: \$7,576.18
  - d. Paypal: \$1,029.04
2. The library's total non-donation revenue from July 1, 2025, through July 31, 2025, is \$5,323.76
  - a. Nonresidential: \$4,260.00
  - b. Material, fines, fees, and replacement cards: \$183.78
  - c. Printing: \$790.25
  - d. Paypal: \$89.73
3. Notable library donation revenue from July 1, 2025, through July 31, 2025, is \$4,150.00
  - a. 7/17: \$4,000.00
  - b. 7/29: \$150.00



# WORKSHOP

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**MEETING DATE:** September 8, 2025

**TITLE:**

Open House workshop

**STAFF REPRESENTATIVE:**

Bonnie Pierson, Library Director

**BACKGROUND/HISTORY:**

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

**UPDATES:**

- Library Staff
- Library Board
- Friends of the Bastrop Public Library



# STAFF REPORT

**MEETING DATE:** September 8, 2025

**TITLE:**

Discuss and approve proposed Library Master Fee Schedule updates.

**STAFF REPRESENTATIVE:**

Bonnie Pierson, Library Director

**BACKGROUND/HISTORY:**

The Library's section of the Master Fee Schedule requires revision to ensure accuracy and consistency. Currently, it does not fully reflect the fees authorized for Library services, includes fees for services that are no longer offered, and omits fees for upcoming services. In addition, the current schedule lacks uniformity in language and formatting. The Library proposes amendments to address these concerns and bring the schedule up to date.

**UPDATES:**

Standardization and Clarity of Formatting and Verbiage

Proposed formatting and verbiage updates to the fee schedule are intended to improve clarity, consistency, and ease of use. Standardizing language and structure will reduce confusion, ensure uniform application, and provide a more transparent document.

Addition of Membership Fees

The library was approved to offer and charge for discounted and family non-resident memberships as of January 2025. Fees were adopted via City Council Ordinance No. 2024-35 on Tuesday, November 12, 2024, however, changes were not made to the fee schedule upon passage and are included in the proposed updates.

Update of Public Room Fees

The City of Bastrop City Council approved the Library to adjust the fees collected for public rooms in the library via City Council Resolution No. 2025-106 on Tuesday, June 24, 2025. Since the approved fees would go into effect until October 2025, changes to the fee schedule were delayed in order to be made alongside other necessary updates.

Update of Copying/Printing Fees

The Library is proposing updates to its copying and printing fees. Currently, the schedule includes charges for black and white and color copies on letter and ledger paper, but it does not account for legal-sized paper. The proposed revisions would reduce the cost of color copies while adding fees for legal paper to ensure a complete and consistent structure. Specifically, black and white letter pages would remain at \$0.10, while color letter pages would be reduced to \$0.50. Legal-sized pages would be added at \$0.15 for black and white and \$0.75 for color. Ledger-sized pages would be adjusted to \$0.20 for black and white and \$1.00 for color. These

revisions maintain sufficient cost recovery for the Library while creating a uniform structure, with each larger paper size increasing by \$0.05 for black and white copies and \$0.25 for color copies.

#### Removal of 3D Printer Fees

The Library's 3D printer broke beyond repair and was removed from the building in 2024. Since the Library does not currently have plans to purchase a new machine, supplies, and necessary associated equipment, the Library can no longer offer this service and suggests removing the fee from the schedule.

#### Addition of Enhanced Library Card Replacement Fees

In response to strong community interest, the Library has purchased equipment to issue enhanced library cards. These cards include additional identifying information—such as full legal name, date of birth, and personal photo—and require higher production costs than standard cards. To offset these costs, the Library proposes a \$3.00 replacement fee for enhanced library cards.

#### **ATTACHMENTS:**

- MASTER FEE SCHEDULE - LIBRARIES

**Sec. A1.12 Libraries.**

SEC Reference	Last updated	Description	Amount of fee/ <del>Deposit</del>
A1.12	<u>Ord. No. 2024-34</u> <u>11/12/2024</u> <del>Ord. No. 2022-22</del> <u>9/20/2022</u>	<b>Membership Fees</b>	
		<u>Individual</u> Annual Membership— <u>Resident</u>	<del>Resident:</del> \$0.00 <del>Non-Resident:</del> \$25.00
		<u>Individual</u> Annual Membership— <u>Non-Resident</u>	\$25.00
		<u>Individual</u> Six-month Membership— <u>Non-Resident</u>	<del>Resident</del> \$0.00; <del>Non-Resident:</del> \$15.00
		<u>Individual Senior Citizen (55+), Individual Veteran, or Individual with Disability</u> Annual Membership— <u>Non-Resident</u>	\$20.00
		<u>Family</u> Annual Membership— <u>Non-Resident</u>	\$40.00
		<b>Circulating Material Fines &amp; Fees</b>	
		Materials not returned 30 days after Due Date	Up to Manufacturer's Suggested Retail Price (MSRP)
		Electronic devices returned after Due Date	\$1.00 per item per day, no grace period, \$30.00 cap per item
		Replacement of Bastrop Public Library materials or electronic devices lost or damaged beyond repair	Manufacturer's suggested retail price (MSRP)
		Replacement of Interlibrary Loan materials lost or damaged beyond repair	Set by lending library
		Interlibrary Loan return shipping costs	\$3.00 per item
		<b>Meeting Rooms</b>	
		<u>Maynard Conference Room—Nonprofit meetings open to the public</u>	\$0.00 per hour
		<u>Maynard Conference Room—Community groups or library partners (See Public Room Policy—Appendix)</u>	\$0.00 per hour
		Maynard Conference Room— <u>Commercial, political, organizations, or private meetings</u>	<del>General:</del> \$25.00 per <u>first two</u> hours

			<u>\$10.00 per each additional hour</u> <u>Deposit \$100.00</u>
		<u>Pressley Meeting Room—Nonprofit meetings open to the public</u>	<u>\$0.00 per hour</u>
		<u>Pressley Meeting Room—Community groups or library partners (See Bastrop Public Library Public Room Policy—Appendix)</u>	<u>\$0.00 per hour</u>
		<u>Pressley Meeting Room—Commercial, political, organizations, or private meetings</u>	<u>General: \$50.00 per first two hours</u> <u>\$20.00 per each additional hour</u> <u>Deposit \$100.00</u>
		<b>Supply and Equipment Fees</b>	
		<u>Copying/Printing—Black &amp; White, Letter-sized paper (8.5x11")</u>	<u>\$0.10 per page</u>
		<u>Copying/Printing—Color, Letter-sized paper (8.5x11")</u>	<u>\$1.00.50 per page</u>
		<u>Copying/Printing—Black &amp; White, Legal-sized paper (8.5x14")</u>	<u>\$0.15 per page</u>
		<u>Copying/Printing—Color, Legal-sized paper (8.5x14")</u>	<u>\$0.75 per page</u>
		<u>Copying/Printing—Black &amp; White, Ledger-sized paper (11x17")</u>	<u>\$0.20 per page</u>
		<u>Copying/Printing—Color, Ledger-sized paper (11x17")</u>	<u>\$1.20.00 per page</u>
		<u>3D Printing, except as part of an official Library program</u>	<u>\$0.10 per gram</u>
		<b>Miscellaneous Fees</b>	
		<u>Replacement library card--Regular</u>	<u>\$1.00</u>
		<u>Replacement library card—Enhanced</u>	<u>\$3.00</u>
		<u>Electronic devices</u> <u>Non-traditional items</u> returned via exterior book drop	<u>\$5.00</u>

(Ord. No. 2019-42, § 2(Exh. A), 9-24-19; Ord. No. 2021-12, § 1(Exh. A), 9-21-21; Ord. No. 2022-22, § 1(Exh. A), 9-20-22)





**MEETING DATE:** September 8, 2025

**AGENDA ITEM SUBMITTED BY:**  
Bonnie Pierson, Library Director

**RECOMMENDED MEETING DATES:**

1. October 6, 2025
2. November 3, 2025
3. December 1, 2025
4. January 5, 2026
5. February 2, 2026
6. March 9, 2026
  - a. Second Monday of the month due to the library being closed for Texas Independence Day.
7. April 6, 2026
8. May 4, 2026
9. June 1, 2026
10. No Meeting In July
11. August 3, 2026
12. September 14, 2026
  - a. Second Monday of the month to avoid Labor Day