

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



May 05, 2025

Agenda - 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.

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. MINUTE APPROVAL

3A. Consider action to approve Bastrop Public Library minutes from April 7, 2025, regular meeting.

4. ANNOUNCEMENTS

- 4A. Youth programs at the library will take a one week hiatus from Monday, May 19th through Saturday, May 24th as the library finalizes preparation for the 2025 Summer Reading Program.
- 4B. The library will be closed Monday, May 26th for Memorial Day.
- 4C. The 2025 Summer Reading Program starts on Tuesday, May 27th and concludes on Saturday, July 26th.
- 4D. The library will be opening at 10:00 a.m. Mondays through Saturdays during the summer months of June, July, and August. These hours will take effect Monday, June 1st and conclude Saturday, August 30th.
- 4E. Announcements from the Library Director.
- 4F. Announcements from individual board members.
- 4G. Announcements from Planning & Zoning liaison.

5. REPORTS

- [5A.](#) Director's report.
- [5B.](#) Statistics report.
- [5C.](#) Financial report.
- [5D.](#) Fiscal Year 2025 Goals Quarterly report.
- [5E.](#) Proposed Fiscal Year 2026 Budget report.

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. 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 and said Notice was posted on the following date and time: April 30, 2025 at 3:30 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



April 07, 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 Rebecca Bennett
 Vice Chair Meagan Webb
 Secretary Sally Keinarth
 Board Member Rachelle Caviness
 Board Member Lisa Gossett
 Board Member Jennifer Leisure
 Board Member Nancy Wood

Guests, Liaisons, and Staff Present

Library Director Bonnie Pierson
 Planning & Zoning Commission Liaison
 Pete Parsons
 City Council Member Cheryl Lee
 Public Services Librarian Bethany
 Williams

1. CALL TO ORDER

Meeting was called to order by Board Chair Rebecca Bennett at 6:02 p.m.

2. CITIZEN COMMENTS

There were no citizen comments

3. MINUTE APPROVAL

- 3A. Consider action to approve Bastrop Public Library minutes from March 10, 2025, regular meeting.

Nancy Wood moved to approve the minutes; Meagan Webb seconded. Motion carried.

4. ANNOUNCEMENTS

- 4A. The library will be closed on Friday, April 18th and Saturday, April 19th in observance of Good Friday and Easter.

- 4B. The library will be celebrating Dia de los Niños on Tuesday, April 29th. Spanish children's books will be given out to the public.
- 4C. The Friends of the Library 2025 annual book sale will take place Friday, May 2nd from 10:00 a.m. - 5:00 p.m. and Saturday, May 3rd from 10:00 a.m. - 3:00 p.m. Early entry for members of the Friends of the Library will be Thursday, May 1st from 4:00 p.m. - 6:00 p.m. The Lost Pines Garden Club will be partnering with the Friends of the Library and hosting a plant sale in tandem with the book sale on Saturday, May 3rd.
- 4D. Announcements from the Library Director.

The Director announced the library will close at 3:00 p.m. on Monday, April 28th for staff development.

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

5. REPORTS

- 5A. Director's report.

The Director reported that technology for photo identification is in place and will be up and running soon.

- 5B. Statistics report.
- 5C. Financial report.
- 5D. Summer Reading Program 2025 Preview report.

6. PRESENTATIONS

- 6A. Database presentation, presented by Public Services Librarian Bethany Williams.
Bethany Williams discussed the variety of databases available to library patrons.

7. WORKSHOP

- 7A. Strategic Plan Workshop: Vision and Mission

The Board brainstormed ideas for revising the Library Vision and Mission statements. Ideas will be evaluated and discussed at a later date.

8. ITEMS FOR INDIVIDUAL CONSIDERATION

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

9. ADJOURNMENT

Meeting was adjourned at 7:04 p.m.

Respectfully submitted,

Sally Keinarth, Secretary

Rebecca Bennett, Chair



STAFF REPORT

MEETING DATE: May 5, 2025

TITLE:

Library Director's Report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

PROGRAMMING:

The library decided to discontinue the Pajama Time Stories program series due to low attendance. The last program took place on Tuesday, April 15th and the theme was "Magic is in the Air". Discontinuing this reoccurring program will allow Children's Services Associate Ariel Dirienzo to dedicate more time to other programs and projects.

On Wednesday, April 16th, the library held a Storytime Egg Hunt at Bob Bryant Park with just under one hundred people in attendance. After a short Storytime, children participated in an Easter egg hunt by grabbing as many eggs as they could find and then exchanging them for an Easter goodie bag and a stamp. By exchanging the plastic eggs for a treat, the library can re-use the eggs next year and ensure that all participants take home a similar number of goodies. The library received positive feedback about the goodie bags and had quite a few families either stay to explore the park or visit the library afterwards to check out their picture books for the week.

On Thursday, April 24th, Children's Services Associate Ariel Dirienzo gave three consecutive library tours to six 2nd grade classes from Bluebonnet Elementary. The students were shown the different collections and introduced to other activities to do within the children's area, as well as other general services the library offers. The classes were read a story and then played a game about "librarian life". The tours were wrapped up by discussing the different jobs at the library. On their way out, kids received stickers to take home, and teachers were provided with Día and Summer Reading Highlights flyers to distribute. All 156 students, teachers, and parents alike were pleased with the tour and really enjoyed visiting the library. Ariel Dirienzo plans to maintain contact with the school and hopes to do work with them again in the future.

Bastrop Public Library's second annual Día de los Niños, also known simply as "Día", celebration took place on Tuesday, April 29th with a total of forty-two participants. Día is the celebration of Children's Day and Book Day, which highlights bilingual literacy in libraries across the nation. Organized and led by Youth Services Librarian Eva Bunker, the activities included a book giveaway, a bilingual Storytime, a piñata, crafts, and a popsicle distribution. The library also promoted the upcoming Summer Reading Program. The volunteers for the night included seven students and their teacher from Cedar Creek High School's Spanish Club and one of the library's regular teen volunteers.

On Saturday, May 3rd, Bastrop Public Library participated in the Bastrop 1832 Farmers Market by hosting an informational booth. The booth was staffed by Library Associate Karen Caldera-Martinez and Youth Services Librarian Eva Bunker, who provided attendees with details regarding the upcoming Summer Reading Program and the Friends of the Library Book Sale. A key feature of the booth was the Seed Library, along with information about forthcoming gardening programs hosted by the library.

NOTEWORTHY:

AARP Tax Aide completed eighty-nine tax returns for patrons at the Bastrop Public Library between February and April.

Sunday, April 20th through Saturday, April 26th was Volunteer Appreciation Week. Volunteers selected materials for the "Volunteers Choice Awards," the library's main display for the month of April.

The library has been approved for e-Rate reimbursement funding for e-Rate year 2025 spanning from July 2025 through June 2026.

The Friends of the Library 2025 annual book sale took place Friday, May 2nd from 10:00 a.m. - 5:00 p.m. and Saturday, May 3rd from 10:00 a.m. - 3:00 p.m. A members-only early preview of the sale took place on Thursday, May 1st from 4:00 p.m. - 6:00 p.m. The Lost Pines Garden Club partnered with the Friends of the Library and hosted a plant sale in tandem with the book sale on Saturday, May 3rd. Additional information will be provided at the meeting.

UPDATES ON THE FOLLOWING:

Photo ID cards

TSLAC Funding

Summer Reading 2025

COMMUNITY FEEDBACK:

"Thank you for all the help. What would I do without my library?"

- Patron

"We love the library! It is the highlight of our week my kids are always eager to go and the staff is so welcoming and friendly."

- Carrin, patron

"Thank you for opening up the library to the Knit & Crochet Group. When I move, this is what I'm going to miss the most. I look forward to Fridays immensely because of this group."

- Lynn, patron

“I saw y’all had a book that I’ve been wanting to read for, like, the past year! I’m so excited to read *The Ride of Her Life*!”

- Leslie, patron

Statistics - March 2025

Item 5B.

| Community Engagement | Q1 | JAN | FEB | MAR | Q2 | YTD 25 | YTD24 | TOTAL 24 |
|--------------------------------------|----------------|----------------|--------------|--------------|---------------|---------------|----------------|----------------|
| Circs By Patron Type | | | | | | | | |
| Juv | 927 | 360 | 369 | 491 | 1,220 | 2,147 | 2,247 | 5,266 |
| Teen | 51 | 12 | 9 | 28 | 49 | 100 | 371 | 985 |
| Adult | 4,579 | 2,139 | 2,011 | 2,244 | 6,394 | 10,973 | 11,057 | 24,436 |
| Staff | 341 | 86 | 112 | 71 | 269 | 610 | 907 | 1,585 |
| NR Juv | 528 | 290 | 350 | 332 | 972 | 1,500 | 1,620 | 3,473 |
| NR Teen | 189 | 71 | 94 | 88 | 253 | 442 | 964 | 1,600 |
| NR Adult | 11,451 | 4,935 | 4,564 | 4,749 | 14,248 | 25,699 | 27,859 | 60,994 |
| TexShare | 100 | 26 | 27 | 56 | 109 | 209 | 266 | 579 |
| Spanish Circs | No Data | No Data | 8 | 11 | 19 | 19 | 30,709 | No Data |
| Total NR Usage | 12,268 | 5,322 | 5,035 | 5,225 | 15,582 | 27,850 | 36,359 | 66,646 |
| % NR Usage | 68% | 67% | 67% | 65% | 66% | 68% | 68% | 67% |
| % Spanish Usage | No Data | No Data | 0% | 0% | 0% | 0% | No Data | No Data |
| Programming | | | | | | | | |
| Early Childhood - # of Programs | 34 | 10 | 12 | 12 | 34 | 68 | 44 | 104 |
| Early Childhood - Program Attendance | 1,087 | 479 | 466 | 442 | 1,387 | 2,474 | 1,752 | 3,947 |
| Youth - # of Programs | 19 | 2 | 4 | 8 | 14 | 33 | 8 | 39 |
| Youth - Program Attendance | 519 | 14 | 18 | 157 | 189 | 708 | 585 | 2,133 |
| Young Adults - # of Programs | 18 | 9 | 8 | 8 | 25 | 43 | 37 | 94 |
| Young Adults - Program Attendance | 149 | 77 | 81 | 104 | 262 | 411 | 279 | 690 |
| Adults - # of Programs | 64 | 32 | 29 | 23 | 84 | 148 | 82 | 231 |
| Adults - Program Attendance | 440 | 274 | 193 | 154 | 621 | 1,061 | 748 | 1,893 |
| General - # of Programs | 2 | 0 | 1 | 6 | 7 | 9 | 5 | 32 |
| General - Program Attendance | 320 | 0 | 289 | 315 | 604 | 924 | 1,154 | 2,056 |
| Outreach - # of Programs | 2 | 1 | 0 | 2 | 3 | 5 | 7 | 12 |
| Outreach - Program Attendance | 1,199 | 96 | 0 | 224 | 320 | 1,519 | 1,939 | 2,486 |
| Passive - Coloring Sheets | 1,691 | 512 | 393 | 714 | 1,619 | 3,310 | 1,096 | 3,298 |
| Total # of Programs | 139 | 54 | 54 | 59 | 167 | 306 | 183 | 512 |
| Total Program Attendance | 3,714 | 940 | 1,047 | 1,396 | 3,383 | 7,097 | 6,457 | 13,205 |
| Membership - Cards | | | | | | | | |
| City | 92 | 41 | 29 | 42 | 112 | 204 | 235 | 596 |
| City Renewals | 160 | 69 | 55 | 72 | 196 | 356 | 296 | 762 |
| Faculty | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Faculty Renewals | 0 | 0 | 0 | 2 | 2 | 2 | 8 | 16 |
| Friends | 2 | 1 | 0 | 0 | 1 | 3 | 3 | 3 |
| Friends Renewals | 3 | 2 | 0 | 1 | 3 | 6 | 13 | 18 |
| Staff | 4 | 3 | 0 | 0 | 3 | 7 | 4 | 14 |
| Staff Renewals | 3 | 1 | 2 | 1 | 4 | 7 | 7 | 15 |
| Nonresident | 175 | 51 | 55 | 70 | 176 | 351 | 313 | 644 |
| Nonresident Renewals | 233 | 121 | 94 | 103 | 318 | 551 | 461 | 1,093 |
| TexShare Visitor | 1 | 4 | 1 | 0 | 5 | 6 | 3 | 10 |
| TexShare Visitor Renewals | 7 | 0 | 3 | 0 | 3 | 10 | 8 | 14 |
| Total New Registrations | 274 | 100 | 85 | 112 | 297 | 571 | 558 | 1,267 |
| Total Renewals | 406 | 193 | 154 | 179 | 526 | 932 | 793 | 1,918 |
| Spanish | No Data | No Data | 4 | 2 | 0 | 0 | No Data | No Data |
| Spanish Renewals | No Data | No Data | 0 | 0 | 0 | 0 | No Data | No Data |

Statistics - March 2025

Item 5B.

| | | | | | | | | |
|-------------------------------|------------|------------|------------|------------|------------|--------------|--------------|--------------|
| TexShare Home New | 1 | 0 | 1 | 0 | 1 | 2 | 1 | 9 |
| TexShare Home Renewals | 8 | 6 | 1 | 4 | 11 | 19 | 12 | 29 |
| <u>Facility</u> | | | | | | | | |
| Door Count | 18,726 | 6,730 | 6,592 | 6,840 | 20,162 | 38,888 | 35,129 | 81,674 |
| Study Room Use | 398 | 141 | 134 | 168 | 443 | 841 | 847 | 1,864 |
| Pressley Use - Library | 97 | 29 | 23 | 27 | 79 | 176 | 139 | 329 |
| Pressley Use - Nonprofit | 38 | 19 | 20 | 16 | 55 | 93 | 88 | 167 |
| Pressley Use - Other | 1 | 0 | 2 | 0 | 2 | 3 | 2 | 2 |
| Maynard Use - Library | 70 | 25 | 33 | 25 | 83 | 153 | 66 | 221 |
| Maynard Use - Nonprofit | 21 | 7 | 7 | 9 | 23 | 44 | 50 | 85 |
| Maynard Use - Other | 0 | 1 | 0 | 0 | 1 | 1 | 0 | 1 |
| Total Meeting Room Use | 625 | 222 | 219 | 245 | 686 | 1,311 | 1,192 | 2,669 |

| History & Culture | Q1 | JAN | FEB | MAR | Q2 | YTD 25 | YTD 24 | TOTAL 24 |
|---------------------|----|-----|-----|-----|-----|--------|---------|----------|
| Partnerships | 6 | 4 | 3 | 1 | 8 | 14 | 19 | 35 |
| Special Displays | 1 | 129 | 8 | 6 | 143 | 144 | 5 | 5 |
| Documents Digitized | 10 | 0 | 0 | 0 | 0 | 10 | No Data | 0 |

| Lifelong Learning | Q1 | JAN | FEB | MAR | Q2 | YTD 25 | YTD 24 | TOTAL 24 |
|--|--------------|------------|------------|------------|--------------|--------------|--------------|--------------|
| <u>Database Use</u> | | | | | | | | |
| Portal to Texas History - Bastrop Advertiser | 6,993 | 2,827 | 2,533 | 3,210 | 8,570 | 15,563 | 24,347 | 47,961 |
| Heritage Quest | 264 | 42 | 0 | 22 | 64 | 328 | 603 | 1,261 |
| Learning Express Library | 8 | 6 | 18 | 0 | 24 | 32 | 50 | 68 |
| Gale Databases | 560 | 239 | 187 | 185 | 611 | 1,171 | 467 | 1,679 |
| Mango Languages | 201 | 88 | 48 | 33 | 169 | 370 | 236 | 481 |
| Total General Use Databases Sessions | 769 | 333 | 253 | 218 | 804 | 1,573 | 753 | 2,228 |
| <u>Technology</u> | | | | | | | | |
| Kids Computer Use | 97 | 33 | 31 | 38 | 102 | 199 | 194 | 548 |
| Teen Computer Use | 27 | 6 | 5 | 5 | 16 | 43 | 50 | 132 |
| Adult Computer Use | 1,665 | 583 | 529 | 610 | 1,722 | 3,387 | 3,682 | 7,926 |
| Wifi Use | 4,855 | 1,552 | 1,630 | 1,739 | 4,921 | 9,776 | 9,587 | 18,640 |
| Website Visits | 11,638 | 2,918 | 4,326 | 4,531 | 11,775 | 23,413 | 27,224 | 58,006 |
| Total Public Computer Use | 1,789 | 622 | 565 | 484 | 1,671 | 3,460 | 3,926 | 8,606 |

| Books & Reading | Q1 | JAN | FEB | MAR | Q2 | YTD 25 | YTD 24 | TOTAL 24 |
|---------------------|-------|-------|-------|-------|-------|--------|--------|----------|
| <u>Material Use</u> | | | | | | | | |
| Check-Outs - Kids | 7,293 | 2,359 | 2,425 | 2,595 | 7,379 | 14,672 | 13,537 | 29,992 |
| Check-Outs - Tween | 6,287 | 2,234 | 2,180 | 2,449 | 6,863 | 13,150 | 12,295 | 27,769 |
| Check-Outs - Teen | 1,211 | 383 | 373 | 445 | 1,201 | 2,412 | 2,655 | 6,009 |
| Check-Outs - Adult | 8,329 | 3,059 | 2,765 | 2,973 | 8,797 | 17,126 | 16,668 | 36,222 |
| Honor Paperbacks | 39 | 9 | 8 | 6 | 23 | 62 | 135 | 321 |
| Renewals | 9,002 | 2,800 | 2,904 | 3,109 | 8,813 | 17,815 | 15,610 | 33,755 |
| In-House Use | 4,472 | 1,422 | 1,596 | 1,466 | 4,484 | 8,956 | 10,735 | 23,138 |
| Self-Check | 4,133 | 1,626 | 1,488 | 1,801 | 4,915 | 9,048 | 8,874 | 19,241 |

Statistics - March 2025

Item 5B.

| | | | | | | | | |
|------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| Mobile Circ | 13 | 0 | 0 | 0 | 0 | 13 | 34 | 37 |
| Hotspots | 83 | 28 | 32 | 27 | 87 | 170 | 136 | 289 |
| OverDrive eBooks - Kids | 214 | 42 | 54 | 96 | 192 | 406 | 378 | 773 |
| OverDrive eBooks - Teen | 181 | 79 | 52 | 53 | 184 | 365 | 341 | 629 |
| OverDrive eBooks - Adults | 1,840 | 710 | 646 | 679 | 2,035 | 3,875 | 3,441 | 7,193 |
| OverDrive eAudio - Kids | 198 | 68 | 53 | 84 | 205 | 403 | 440 | 1,081 |
| OverDrive eAudio - Teen | 199 | 49 | 67 | 62 | 178 | 377 | 308 | 684 |
| OverDrive eAudio - Adults | 1,915 | 660 | 641 | 704 | 2,005 | 3,920 | 3,455 | 7,356 |
| Boundless | 72 | 78 | 52 | 44 | 174 | 246 | 3 | 3 |
| Total Checkouts | 32,346 | 11,180 | 10,944 | 11,683 | 33,807 | 66,153 | 64,561 | 141,496 |
| <u>Interlibrary Loan</u> | | | | | | | | |
| ILL Borrowed | 39 | 11 | 10 | 12 | 33 | 72 | 43 | 117 |
| ILL Lent | 32 | 9 | 8 | 13 | 30 | 62 | 49 | 126 |
| <u>Collection</u> | | | | | | | | |
| Items Added - E, 1st Readers | 178 | 89 | 90 | 54 | 233 | 411 | 442 | 975 |
| Items Added - Board Books | 7 | 0 | 0 | 0 | 0 | 7 | 3 | 3 |
| Items Added - J | 219 | 93 | 126 | 73 | 292 | 511 | 285 | 713 |
| Items Added - Teens | 73 | 38 | 21 | 5 | 64 | 137 | 89 | 200 |
| Items Added - Adults | 389 | 137 | 119 | 190 | 446 | 835 | 783 | 1,551 |
| Items Added - Magazines | 92 | 18 | 10 | 32 | 60 | 152 | 199 | 391 |
| Items Withdrawn | 816 | 203 | 60 | 234 | 497 | 1,313 | 2,037 | 3,611 |
| Missing Items | 58 | 24 | 9 | 2 | 35 | 93 | 65 | 108 |
| Total Items Added | 958 | 375 | 366 | 590 | 1,331 | 2,289 | 1,943 | 3,833 |

| Culture of Service | Q1 | JAN | FEB | MAR | Q2 | YTD 25 | YTD 24 | TOTAL 24 |
|---|----------------|----------------|---------------|---------------|---------------|-----------------|-----------------|-----------------|
| <u>Reference Transactions</u> | | | | | | | | |
| General Reference Questions (ENG) | 2,263 | 1,094 | 1,032 | 972 | 3,098 | 5,361 | 2,212 | 8,104 |
| Directional Questions (ENG) | 511 | 599 | 252 | 201 | 1,052 | 1,563 | 962 | 2,248 |
| Tech Support Questions (ENG) | 895 | 370 | 497 | 423 | 1,290 | 2,185 | 4,089 | 9,912 |
| Tests Proctored (ENG) | 1 | 4 | 1 | 2 | 7 | 8 | 7 | 12 |
| Tech Tutor (ENG) | 67 | 13 | 6 | 23 | 42 | 109 | 116 | 255 |
| General Reference Questions (ESP) | No Data | No Data | 25 | 28 | 53 | 53 | No Data | No Data |
| Directional Questions (ESP) | No Data | No Data | 9 | 4 | 13 | 13 | No Data | No Data |
| Tech Support Questions (ESP) | No Data | No Data | 14 | 20 | 34 | 34 | No Data | No Data |
| Tests Proctored (ESP) | No Data | No Data | 0 | 0 | 0 | 0 | No Data | No Data |
| Tech Tutor (ESP) | No Data | No Data | 4 | 0 | 4 | 4 | No Data | No Data |
| Total Reference Transactions | 3,737 | 2,080 | 1,840 | 1,673 | 5,593 | 9,330 | 8,940 | 22,538 |
| Total Spanish Reference Transactions | No Data | No Data | 52 | 52 | 104 | 104 | No Data | No Data |
| % Spanish Reference Transactions | No Data | No Data | 0 | 0 | 0 | #DIV/0! | No Data | No Data |
| <u>Volunteers</u> | | | | | | | | |
| Volunteer Hours | 529.63 | 159.30 | 144.35 | 180.15 | 483.80 | 1,013.43 | 547.75 | 1,375.30 |
| FOL Volunteer Hours | 196.22 | 70.75 | 51.90 | 67.80 | 190.45 | 386.67 | 821.50 | 1,653.14 |
| Teen Volunteer Hours | 182.88 | 46.05 | 66.90 | 88.00 | 200.95 | 383.83 | 203.95 | 661.45 |
| Total Volunteer Hours | 908.73 | 276.10 | 263.15 | 335.95 | 875.20 | 1,783.93 | 1,573.20 | 3,689.89 |

Statistics - March 2025

Item 5B.

| Social Media | | | | | | | | |
|----------------------------|--------|--------|-------|-------|--------|--------|---------|---------|
| Facebook Page Likes | 3,797 | 3,824 | 3,841 | 3,866 | 3,844 | 1,910 | 3,280 | 3,468 |
| Facebook Engaged | 3,735 | 369 | 273 | 278 | 920 | 4,655 | 13,147 | 24,358 |
| Facebook Reach | 34,247 | 14,686 | 9,711 | 8,536 | 32,933 | 67,180 | 104,991 | 234,696 |
| Instagram Followers | 1,316 | 1,325 | 1,341 | 1,365 | 1,344 | 1,316 | 1,225 | 1,981 |
| Instagram Profile Activity | 166 | 63 | 50 | 63 | 176 | 342 | 14,208 | 23,773 |
| Instagram Reach | 1,739 | 0 | 0 | 0 | 0 | 1,739 | 2,955 | 6,154 |
| Savannah Stats | | | | | | | | |
| # of Emails Composed | 103 | 46 | 26 | 36 | 108 | 211 | 198 | 412 |
| # of Messages Sent | 18,760 | 11,443 | 6,478 | 6,402 | 24,323 | 43,083 | 29,035 | 63,853 |
| Opens | 9,519 | 5,405 | 3,379 | 2,798 | 11,582 | 21,101 | 13,588 | 28,172 |
| Open % | 51% | 47% | 52% | 44% | 48% | 53% | 48% | 45% |
| Clicks | 565 | 262 | 249 | 106 | 617 | 1,182 | 1,099 | 2,121 |



FINANCIAL REPORT

MEETING DATE: May 5, 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 April 20, 2025, is \$28,360.68
 - a. Nonresidential: \$21,730.00
 - b. Material fines, fees, and replacement cards: \$1,619.94
 - c. Printing: \$4,691.83
 - d. Paypal: \$318.91
2. The library's total non-donation revenue from March 1, 2025, through March 31, 2025, is \$4,401.13
 - a. Nonresidential: \$3,535.00
 - b. Material, fines, fees, and replacement cards: \$223.31
 - c. Printing: \$698.43
 - d. Paypal: \$23.64
3. Notable library donation revenue from March 1, 2025, through March 31, 2025, is \$100.00
 - a. 03/14/2025: \$100



MEETING DATE: May 5, 2025

TITLE:

Fiscal Year 2025 Goals Quarterly Review report.

STAFF REPRESENTATIVE:

Bonnie Pierson, Library Director

BACKGROUND/HISTORY:

The Library Board expressed interest in receiving quarterly updates on fiscal year goal progress.

SUMMARY:

The report highlights the progress made on the Bastrop Public Library's Fiscal Year 2025 goals by focus area.

ATTACHMENTS:

- Fiscal Year 2025 Goals – 2nd Quarter Review



Fiscal Year 2025 Library Goals

2nd Quarter Review

Community Engagement: *Increase awareness, build relationships, take services outside the library*

- **Outreach activities:** Red Rock Elementary Community Fair, Bastrop Youth Career Day, Farmer's Market
- **Publicity:** Library brochure updated, Spanish language program calendar, bi-lingual flyers and forms

History & Culture: *Expand collaborations, encourage curiosity, increase knowledge of collection*

- **History Collection:** Collection guidelines, sorting uncatalogued files and clippings, started History Office Hours
- **Support, promote, collaborate:** Bastrop Mardi Gras, Musical Instrument Petting Zoo, Friends of the Library Author events, City Clean up

Lifelong Learning: *Provide meaningful experiences, partner with resource groups*

- **Technology:** Replaced staff programming laptops
- **Partners:** Birdwatching 101 with Bastrop Audubon Society, Bastrop County Cares Thriving, Graystone Gardens, Area Agency on Aging, Community Gardens, Bastrop County Museum & Visitor Center, AARP Tax Assistance
- **Programs:** Spring Break Collaborative Art, History Talk: Cemetery Safari, Parter led ESL

Books & Reading: *Foster the love of reading, increase the quality of the collection*

- **School groups:** Good Shepard Kindergarten class bi-monthly storytime
- **Collection management:** Picture Books, Adult Romance, Adult Science Fiction Fantasy

Culture of Service: *Ensure equitable service, meet customer needs, plan for the future*

- **Growth planning:** Started work on Facility Use survey, started Burden of Growth Spreadsheet, Spanish transactions, Facility enhancements with Public Works Director,
- **Service enhancements:** Faxing service, membership discounts, purchased DVD player for circulation, purchased equipment for enhanced library cards, confirmed funding for summer circulation clerk, plan for additional summer hours
- **Staff training:** Eva Bernal purchasing Juvenile fiction materials; over fifty training hours including database learning, change management, book repair, and teen programming
- **Policy & procedures:** Public Information Policy completed, Public Room Policy ready for City Council approval, work started on Privacy & Patron Confidentiality and Programming & Partnerships policies

Administration: *Improve processes and procedures, retention and destruction of files, review, update, submit legal documentation*

- **Finance:** Submitted E-Rate funding, FY2026 Budget preparation
- **Retention:** Digitization of patron cards completed
- **Documents:** Prepared and submitted TSLAC Annual Library Report, working on Strategic Plan for 2026-2031, WCAG2 compliance



STAFF REPORT

MEETING DATE: May 5, 2025

TITLE:
Proposed Fiscal Year 2026 Budget report

STAFF REPRESENTATIVE:
Bonnie Pierson, Library Director

UPDATES:
The library has submitted numbers for Fiscal Year 2026's budget request. This report will highlight the requested changes and anticipated challenges for the coming year.

ATTACHMENTS:

- Fiscal Year 2026 Library Budget Request Charts

| 101 General Fund | FY25 Budget | FY26 Budget |
|--|--------------------|----------------------------|
| Supplies | \$23,675.00 | \$21,425.00 |
| • Programming | | \$ 8,925.00 |
| • Outreach | | \$ 1,450.00 |
| • Printing | | \$ 5,000.00 |
| • Office/General Use | | \$ 6,050.00 |
| Postage | \$ 1,565.00 | \$ 2,250.00 |
| • Interlibrary Loans (ILLs) | | \$ 1,400.00 |
| • PO Box Rental | | \$ 360.00 |
| • Miscellaneous | | \$ 490.00 |
| Books | \$50,500.00 | \$52,670.00 |
| • Physical Materials | | \$42,000.00 |
| • Electronic Materials | | \$11,000.00 |
| Audio Visual | \$ 7,000.00 | \$ 5,100.00 |
| Book Maintenance | \$ 1,700.00 | \$ 1,720.00 |
| Equipment/Software Maintenance | \$ 490.00 | \$ 5,180.00 |
| • Equipment Maintenance | | \$ 500.00 |
| • Software Maintenance | | \$ 4,680.00 |
| Computer Maintenance | \$ 4,110.00 | \$ 4,750.00 |
| Maintenance of Building | \$ 500.00 | \$ 500.00 |
| Communications | \$19,020.00 | \$19,180.00 |
| • Phones/Fax | | \$ 2,280.00 |
| • Hotspot Internet | | \$ 7,300.00 |
| • Public Internet | | \$ 9,600.00 |
| Utilities | \$17,000.00 | \$17,000.00 |
| Professional Services | \$ 2,100.00 | \$ 2,900.00 |
| • Performers | | \$ 2,000.00 |
| • Instructors | | \$ 900.00 |
| Credit Card Processing | \$ 2,500.00 | \$ 2,500.00 |
| Library Automation | \$ 4,500.00 | \$ 4,700.00 |
| Equipment Rental | \$ 6,865.00 | \$ 8,145.00 |
| • Copiers | | \$ 4,585.00 |
| • Copies | | \$ 1,400.00 |
| • Office Equipment | | \$ 2,160.00 |
| Advertising | \$ 2,425.00 | \$ 2,475.00 |
| • Publicity/Marketing | | \$ 1,800.00 |
| • Paid Ads | | \$ 675.00 |
| Travel and Training | \$ 3,340.00 | \$ 3,450.00 |
| • Texas Library Association (TLA) Conference | | \$ 2,650.00 |
| • Workshops/Training | | \$ 300.00 |
| • Mileage | | \$ 800.00 |
| Dues and Subscriptions | \$ 9,495.00 | \$ 8,675.00 |
| • Individual Memberships | | \$ 950.00 |
| • Organizational Memberships | | \$ 1,485.00 |
| • Digital Subscriptions | | \$ 2,800.00 |
| • Physical Subscriptions | | \$ 3,440.00 |
| Total: \$154,335.00 | | Total: \$163,305.00 |

| 505 Library Designated | FY25 Budget | FY26 Budget |
|-----------------------------------|---------------------------|---------------------------|
| Supplies | \$ 9,000.00 | \$11,150.00 |
| • Summer Reading Program Books | | \$ 7,000.00 |
| • Summer Reading Program Supplies | | \$ 2,750.00 |
| • General Use | | \$ 1,400.00 |
| Books | \$ 2,000.00 | \$ 1,000.00 |
| Audio Visual | \$ 500.00 | \$ 500.00 |
| Professional Services | \$ 800.00 | \$ 800.00 |
| Advertising | \$ 0.00 | \$ 700.00 |
| Dues and Subscriptions | \$ 2,000.00 | \$ 500.00 |
| Transfer Out-General Fund | \$ 4,000.00 | \$ 4,000.00 |
| | Total: \$18,300.00 | Total: \$18,650.00 |