

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



May 01, 2023

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 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. ANNOUNCEMENTS

- 3A. On Saturday, May 6th, Dr. Allison Bumsted will be hosting Rockin' Reading, a continuation of the program she did last summer. She has a Ph.D. in Cultural Studies; Master's Degrees in The Beatles, Popular Music, and Society; and Bachelor's Degrees in History and Political Science. The program will be highlighting The Beatles with a story, activities, music, and a special musical performance by Meg Lauren.

- 3B. May's City Friends Storytime will take place on Wednesday, May 17th highlighting the Public Works Department. Public Works Technician Sandy Holder will represent the department as Storytime's special guest.
- 3C. The library will be closed Monday, May 22th through Wednesday, May 24th for the Libra-Tech's furniture and shelf movement update.
- 3D. The library will be closed Monday, May 29th for Memorial Day.
- 3E. The Bastrop Public Library's 2023 Summer Reading Program will begin on Tuesday, May 30th and run through Saturday, July 22nd. There will be a variety of programs taking place the first week in order to kick off the summer. More information will be provided in the Director's report.
- 3F. Announcements from the Library Director.
- 3G. Announcements from individual Library Board members.

4. REPORTS

- [4A.](#) Director's report.
- [4B.](#) Statistical report.
- [4C.](#) Financial report.

5. PRESENTATIONS

6. WORKSHOP

7. ITEMS FOR INDIVIDUAL CONSIDERATION

- [7A.](#) Consider action to approve Bastrop Public Library Board minutes from April 3, 2023 regular meeting.
- 7B. Individual requests from Library Board members to be listed on future agendas.

8. 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: 04/25/2023 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



STAFF REPORT

MEETING DATE: Jun 5, 2023

AGENDA ITEM: 4A

TITLE:

Library Director's Report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

PROGRAMMING:

Dr. Laszlo Perlaky was the guest speaker at Coffee with Catherine on Wednesday, April 12th. Dr. Perlaky has been a photographer for about twenty years and talked to attendees about his photography. He shared how he got his start, where he finds inspiration, and answered questions from the group.

The library hosted Sit with Sylvia on Monday, April 17th from 7:15 am to 8:30 am. Nine community members came to the library to discuss the permitting process and Parks Master Plan with City Manager Sylvia Carrillo.

April's LEGO® Club took place on Tuesday, April 18th. Forty-seven people participated and were tasked with creating demolition machines. The machine-focused program aimed to introduce and further familiarize attendees to STEM, science, technology, engineering and math, especially emphasizing the engineering aspect.

The second Pajama Time Stories program was all about rain and took place the evening of Tuesday, April 18th. Five patrons attended, all of which were entirely new to the library. This program is currently scheduled to continue monthly through the summer.

The Bastrop Public Library attended Springfest in Fisherman's Park on Saturday, April 29th. The library publicized services and the 2023 Summer Reading Program. Community members were encouraged to write motivational or kind notes that would be placed randomly in books throughout the library. More information will be available at the meeting.

Bastrop Public Library's 2023 Summer Reading Program will take place from Tuesday, May 30th through Saturday, July 22nd. The following programs and community experiences will take place during opening week to kick-start the summer:

- Tuesday, May 30th: Inspired by the 2023 theme, "All Together Now," community members will be given the opportunity to help the library assemble its Summer Reading display. Patrons will be asked to help decorate and pull books for the display.
- Wednesday, May 31st: In addition to the regular Storytime and Coffee with Catherine programs, the library will be hosting a "Read-a-thon" where patrons who read in the library

during 2:00 – 4:00 pm will be awarded extra time to count toward the 500 minute reading goal.

- Thursday, June 1st: Kids and Adults will get the chance to compete in a Mario Kart Tourney from 1:30 – 3:30 pm. Afterwards, Teens will have a video game tournament of their own as a part of the Teen Thursdays series.
- Friday, June 2nd: In addition to the regular morning Storytime, the library will be hosting an all-day egg hunt. Those who find eggs hidden throughout the library will be given a prize and then be tasked to hide the egg for someone else to find.
- Saturday, June 3rd: To help celebrate Bike Month patrons will be encouraged to either ride a bike to the library or present a picture of themselves on a bike to receive an entry in our Great Summer Sports Basket.
- Patrons who participate in any of the Opening Week programming will receive an entry in our Great Summer Sports Basket. The basket will be given away Saturday, June 3rd at 3:30pm.

NOTEWORTHY:

Library Director Bonnie Pierson, Access Services Supervisor Amie Cuvelier, Public Services Librarian Bethany Dietrich, Children's Services Associate Carmen Serna, and Media Specialist Cary Kittrell attended the Texas Library Association's Conference in Austin Wednesday, April 19th through Friday, April 21st. Each staff member attended one of the three days to allow for the continuation of regular library services.

The Friends of the Library held their annual book sale Friday, April 21st from 10 am to 6 pm and Saturday, April 22nd from 10 am to 4 pm. The sale was busy, despite the Plant Sale not taking place.

Access Services Supervisor Amie Cuvelier celebrated one year with the Bastrop Public Library on Thursday, April 27th.

The Friends of the Library ran a promotion for new non-resident cards from Saturday, April 15th through Saturday, April 29th. More information will be provided at the meeting.

UPDATES ON THE FOLLOWING:

Libra-Tech furniture and shelf movement update – The shelving move is scheduled for Monday, May 22- Wednesday, May 24. The contractor anticipates the actual move will take two days. We will be closed an additional day to ensure the materials are in order and that new directional signage can be hung. You are invited to drop by the library during these days to see the results of this year-long process.

Photo ID library cards update. – A update is at the end of this report.

RFID feasibility update.

COMMUNITY FEEDBACK:



blazekclay 46m

Bastrop Public Library is so lovely, books, great staff, nice vibe.



James Pryor

Local Guide · 232 reviews · 120 photos

★★★★★ 36 minutes ago **NEW**

They've got a deal going this week (April 22, 2023) for people who love out of the city. You can join for \$10. Super nice folks working there, very helpful.



Joan Armstrong

Joan Armstrong shared your post. · 17h



Got my summer reading material and saved a ton of money at the same time. Great sale today! Will have to go back tomorrow for more.



Bastrop Public Library

Posted by Bethany Dietrich

19h · 🌐

This summer is going to be a scorcher! Let us help you avoid sunburns... stop in at the [Friends of Bastrop Public Library's Used Book](#)... See more

I found a 100% foolproof way to prevent sunburn.

It's called "Stay inside and read a book."



someecards

Friends of the Bastrop Library

USED BOOK

SALE

Friday, April 21

10:00 - 6:00 PM

Friends Only Preview: 9-10 AM

Saturday, April 22

10:00 - 4:00 PM



1100 CHURCH STREET



Enhanced Library Cards: Supplemental Information

1. A great session at the Texas library association Conference supplied excellent information and resources to start this process.
2. This is available at San Antonio Public Library, Dallas Public Library, Harris County Public Library, San Marcos Public Library, and starting May 1, Austin Public Library.
3. All entities state that this is not an ID card but may be used with other documents to prove your identity to other organizations/entities depending on their requirements.
4. Cards are only issued to adults.
5. Each city has developed a set of documents they accept to establish identity. These will be helpful as we move forward.
6. At most libraries, this document list increased the acceptable documents for a regular library card so both cards have the same requirements.
7. ID Recover training has become part of this process so staff can assist the patron if this is needed.
8. The cost quoted for this project was \$7,000 or less depending on the equipment purchased and whether it was stationery or mobile.
9. In San Antonio the cards are mailed to verify the address. They feel this increases the validity of the card. Not all the cities represented at the session did this.
10. Cities either had set times for getting a card or the service is only available at specific locations.
11. All worked with city departments to have the card recognized as identification with other documents.
12. All worked with community partners (Food Bank, WIC, Social Services) to have the cards recognized as identification with other documents.
13. There was no additional charge for the enhanced card.

Statistics - March 2023

Item 4B.

Community Engagement	Q1	JAN	FEB	MAR	Q2	YTD 23	YTD 22	TOTAL 22
Circs By Patron Type								
Juv	935	265	357	474	1,096	2,031	1,924	5,028
Teen	129	86	86	136	308	437	388	769
Adult	3,789	1,494	1,416	1,694	4,604	8,393	8,491	18,098
Staff	272	69	106	97	272	544	757	1,429
NR Juv	929	358	370	287	1,015	1,944	2,631	5,513
NR Teen	206	84	74	78	236	442	645	1,184
NR Adult	10,783	3,883	4,161	4,171	12,215	22,998	21,065	47,108
TexShare	50	15	34	31	80	130	187	561
Total NR Usage	11,968	4,340	4,639	4,567	13,546	25,514	24,528	54,366
% NR Usage	70%	69%	70%	66%	68%	69%	68%	68%
Programming								
Youth - # of Programs	23	9	8	10	27	50	45	101
Youth - Program Attendance	495	256	287	283	826	1,321	1,780	4,478
Young Adults - # of Programs	10	4	4	3	11	21	37	75
Young Adults - Program Attendance	92	44	31	18	93	185	267	625
Adults - # of Programs	10	4	4	5	13	23	19	41
Adults - Program Attendance	80	32	28	40	100	180	168	467
General - # of Programs	1	0	0	8	8	9	0	7
General - Program Attendance	637	0	0	423	423	1,060	0	1,089
Outreach - # of Programs	2	0	1	0	1	3	9	13
Outreach - Program Attendance	458	0	29	0	29	487	999	1,710
Passive - Coloring Sheets	180	210	120	60	390	570	794	1,880
Total # of Programs	46	17	17	26	60	106	113	240
Total Program Attendance	1,762	332	375	764	1,471	3,233	3,658	8,813
Membership - New Cards								
City	104	42	53	40	135	239	157	435
City Renewals	129	39	53	63	155	284	274	597
Faculty	0	1	0	0	1	1	5	7
Faculty Renewals	5	4	1	0	5	10	14	31
Friends	0	0	0	0	0	0	0	0
Friends Renewals	12	4	1	1	6	18	15	36
Staff	1	0	0	2	2	3	2	5
Staff Renewals	2	1	0	1	2	4	3	11
Nonresident	140	52	51	51	154	294	246	586
Nonresident Renewals	174	95	69	78	242	416	431	924
TexShare Visitor	1	0	2	0	2	3	6	11
TexShare Visitor Renewals	1	1	1	0	2	3	2	4
Total New Registrations	246	95	106	93	294	540	414	1,042
Total Renewals	323	145	125	142	412	735	744	1,608
TexShare Home New	0	0	0	0	0	0	1	1
TexShare Home Renewals	6	1	0	2	3	9	17	31
Facility								
Door Count	14,526	5,091	5,505	6,025	16,621	31,147	28,744	64,364
Study Room Use	517	156	157	180	493	1,010	622	1,404
Pressley Use - Library	124	17	18	22	57	181	84	172
Pressley Use - Nonprofit	32	8	8	8	24	56	37	80
Pressley Use - Other	4	0	0	0	0	4	0	0

Statistics - March 2023

Item 4B.

Maynard Use - Library	1	0	0	1	1	2	27	57
Maynard Use - Nonprofit	24	7	5	10	22	46	10	52
Maynard Use - Other	8	1	0	0	1	9	0	0
Total Meeting Room Use	534	189	188	221	598	1,132	780	1,765

Lifelong Learning	Q1	JAN	FEB	MAR	Q2	YTD 23	YTD 22	TOTAL 22
<u>Database Use</u>								
Portal to Texas History - Bastrop Advertiser	16,444	5,464	5,011	6,145	16,620	33,064	45,303	78,754
Heritage Quest	270	69	268	247	584	854	523	1,344
Learning Express Library	5	13	15	4	32	37	1,470	2,324
Gale LegalForms	9	2	0	2	4	13	0	0
Gale Presents: Udemy	2	0	0	0	0	2	0	0
Small Business Reference Center	2	0	0	0	0	2	0	1
Explora Elementary	0	0	0	1	1	1	2	6
Explora High School	0	0	0	0	0	0	1	2
Recursos Para Hispanohablantes	0	0	0	0	0	0	0	0
Mango Languages	61	72	32	40	144	205	0	0
Total General Use Databases Sessions	79	87	47	47	181	260	No Data	No Data
<u>Technology</u>								
Kids Computer Use	52	24	18	10	52	104	3	68
Teen Computer Use	52	12	23	21	56	108	17	46
Adult Computer Use	1,397	637	639	615	1,891	3,288	2,312	4,620
Wifi Use	4,601	1,524	1,503	1,772	4,799	9,400	7,907	16,681
Website Visits	9,744	4,028	3,541	4,156	11,725	21,469	19,775	48,914
3D Prints	3	0	0	5	5	8	0	2
Total Public Computer Use	1,501	673	680	646	1,999	3,500	2,332	4,734

Books & Reading	Q1	JAN	FEB	MAR	Q2	YTD 23	YTD 22	TOTAL 22
<u>Material Use</u>								
Check-Outs - Kids	4,969	1,751	1,890	1,974	5,615	10,584	10,106	21,968
Check-Outs - Tween	4,273	1,478	1,676	1,620	4,774	9,047	8,664	20,939
Check-Outs - Teen	780	325	428	493	1,246	2,026	1,775	4,160
Check-Outs - Adult	7,015	2,675	2,596	2,850	8,121	15,136	15,689	32,580
Honor Paperbacks	122	20	28	21	69	191	228	484
Renewals	3,759	1,219	1,499	1,343	4,061	7,820	9,977	19,147
In-House Use	2,211	665	282	1,030	1,977	4,188	6,290	19,382
Self-Check	4,152	1,634	1,432	1,568	4,634	8,786	6,215	16,743
Mobile Circ	24	8	4	1	13	37	311	526
Hotspots	75	25	24	31	80	155	110	257
OverDrive eBooks - Kids	286	60	44	70	174	460	460	896
OverDrive eBooks - Teen	133	62	59	70	191	324	275	538
OverDrive eBooks - Adults	1,625	558	558	545	1,661	3,286	3,605	7,670
OverDrive eAudio - Kids	131	68	50	90	208	339	279	758
OverDrive eAudio - Teen	98	32	41	42	115	213	230	472
OverDrive eAudio - Adults	1,319	460	432	495	1,387	2,706	1,967	4,630
SimplyE	0	0	0	0	0	0	6	16
Total Checkouts	23,061	8,187	8,112	9,332	25,631	48,692	49,995	115,276

Statistics - March 2023

Item 4B.

Interlibrary Loan								
ILL Borrowed	13	6	8	11	25	38	42	83
ILL Lent	27	9	16	11	36	63	52	113
Collection								
Items Added - E, 1st Readers	363	39	29	29	97	460	293	588
Items Added - Board Books	12	0	3	0	3	15	17	24
Items Added - J	379	4	43	135	182	561	518	1,365
Items Added - Teens	42	12	7	16	35	77	123	220
Items Added - Adults	454	139	93	106	338	792	832	1,600
Items Added - Magazines	134	37	36	47	120	254	271	552
Items Withdrawn	1,134	824	116	128	1,068	2,202	1,550	3,402
Missing Items	14	6	36	34	76	90	204	930
Total Items Added	1,384	231	211	333	775	2,159	2,054	4,349

Culture of Service	Q1	JAN	FEB	MAR	Q2	YTD 23	YTD 22	TOTAL 22
Reference Transactions								
General Reference Questions	1,135	502	557	646	1,705	2,840	1,775	4,173
Directional Questions	503	151	140	192	483	986	538	1,516
Tech Support Questions	1,772	626	655	679	1,960	3,732	2,999	6,381
Phone Reference	705	204	301	245	750	1,455	1,688	3,239
Tests Proctored	2	1	0	0	1	3	14	31
Tech Tutor	34	9	9	14	32	66	22	80
Total Reference Transactions	4,151	1,493	1,662	1,776	4,931	9,082	7,036	15,420
Volunteers								
Volunteer Hours	403.50	122.50	118.00	111.00	351.50	755.00	539.75	1,181.30
FOL Volunteer Hours	223.50	53.50	51.00	47.00	151.50	375.00	319.25	730.00
Teen Volunteer Hours	168.00	29.00	35.00	36.50	100.50	268.50	191.25	451.25
Total Volunteer Hours	795.00	205.00	204.00	194.50	603.50	1,398.50	1,050.25	2,362.55
Social Media								
Facebook Page Likes	2,394	2,733	2,755	2,805	2,764	2,579	2,053	2,149
Facebook Engaged	2,144	1,031	861	1,162	3,054	5,198	3,482	10,805
Facebook Reach	36,060	4,616	3,370	3,549	11,535	47,595	66,224	181,338
Instagram Page Followers	1,085	1,110	1,114	1,135	1,120	1,102	1,006	1,025
Instagram Impressions	8,428	5,101	927	1,844	7,872	16,300	15,355	30,070
Instagram Reach	1,515	627	301	454	1,382	2,897	3,231	5,796
Savannah Stats								
# of Emails Composed	90	29	31	28	88	178	64	238
# of Messages Sent	17,538	5,901	5,769	5,966	17,636	35,174	30,909	74,056
Opens	11,470	2,886	3,247	4,076	10,209	21,679	13,509	38,992
Open %	74%	49%	56%	68%	58%	66%	49%	55%
Clicks	503	233	249	441	923	1,426	785	2,299

Monthly Financial Report

1. The library's total non-donation revenue from October 1, 2022, through April 20, 2023, is \$23,966.71
 - a. Nonresidential: \$18,335.00
 - b. Material fines, fees, and replacement cards: \$1,220.39
 - c. Printing: \$3,598.00
 - d. Paypal: \$813.32

2. The library's total non-donation revenue from March 1, 2023, through March 31, 2023, is \$3,745.20
 - a. Nonresidential: \$2,795.00
 - b. Material, fines, fees, and replacement cards: \$211.48
 - c. Printing: \$651.40
 - d. Paypal: \$87.32

City of Bastrop Public Library Board

Meeting Minutes

April 03, 2023

1. Call to Order

The meeting was called to order by President Rebecca Bennett at 6:00 pm.

Members present were Barbara Clemons, Lisa Gossett, Sally Keinarth, Jennifer Leisure, Laura Goodwin, City Council Liaison Cheryl Lee, and Bonnie Person Library Director.

Absent were Meagan Webb and Jennifer Leisure.

2. Citizen Comments – None

3. Announcements

- a. Easter Storytime will be celebrated on Wednesday April 5th. This will be held at Bob Bryant Park with an egg hunt.
- b. Friday, April 7th through April 8th the library will be closed for Good Friday and easter.
- c. The library's edited Collection Development Policy will be presented before the Bastrop City Council for approval Tuesday, April 11th.
- d. The Texas Library Associations 2023 Conference will be held in Austin from April 19th-21st. Director Bonnie Pierson and other library employees will attend the Conference.
- e. National Library Week is Sunday, April 23rd through April 29th. As part of the celebration the Friends of the Library are offering a promotion for first time residents signing up for a library card.
- f. The annual Friends of the Library book sale will take place on Friday, April 21st and Saturday, April 22nd.
- g. Saturday, April 29th The Children's Advocacy Center, and CASA will be hosting Springfest in Fishermen's Park. This is to bring increased awareness to National Child Abuse Prevention Month.
- h. Dr. Allison Bumstead will be hosting Rockin' Reading on Saturday, May 6th. This is a continuation of a program she did last summer. The program will highlight The Beatles.
- i. The Citizens on Patrol Academy program begins for 6 weeks starting April 5th. This program is to increase citizen awareness and understanding of law enforcement. The spring classes are scheduled for Wednesdays from 6-8 pm.

3A. Announcements from individual Library Board Members- None

4. Reports

- a. Programming:
 - i. The Spring Break programs were a great success. A total of 506 people participated including 237 with the suspended art program.

- ii. There was interest from many Spring Break program attendees to continue an evening Storytime. Evening Storytime will now become a monthly program held on the second Tuesday of each month at 6:30 pm.
- iii. March's Lego® Club had thirty-three attendees.
- iv. Carmen Serna Children's Service Associate and Terry Carwell Library Associate represented the library at the Easter in The park on Saturday, April 1st. Paper Easter eggs were decorated with stickers.
- v. The 2023 Summer Reading Program schedule is finalized. Handouts were available for the calendar of events and programming that will be offered.

b. Noteworthy:

- i. A thank you was given to the library board members who volunteered and helped with the library's Spring Break Programming activities.
- ii. The March Historic Education and Resources Taskforce (HEART) was led by Amie Cuvelier the Technical Services & Circulation Librarian. She presented information on the project about digital preservation currently happening at the library.
- iii. A display about the Freedom Colonies was supplied by the Bastrop County African American Cultural Center and Freedom Colonies Museum.
- iv. Carmen Serna Children's Services Associate celebrated eight years with the Bastrop Public Library on Thursday March the 16th.
- v. The report for the library's accreditation status for the Fiscal Year 2024 will have a hard due date of Monday, May the 1st. This report is sent to The Texas State Library and Archives Commissions' Annual Report.
- vi. Bastrop Public Library will continue to get its internet service from Fiberlight for the next 3 years.
- vii. Budget updates include ability for staff promotions and adding a new Youth Services librarian position for this fiscal year. Other budget increases are to cover the need for new computer monitors, use of Overdrive increase and the increased price for the library automation program.

c. Statistical Comparison Report:

Increases noted with NR usage, new membership cards, door count, website visits (this could be possible due to links from social media) and increased use of tech tutor assistance.

d. Monthly Financial Report: See agenda packet.

5. Legislative report presented by Sally Keinarth board member. Currently the Texas Legislature has several bills introduced in the current session that deal with Texas public libraries. Attachments were presented with information regarding Senate Bill 1601 and Senate Bill 12. Updated information will be given as these bills progress to the Texas State Senate.
6. Workshop: Library Board Program Workshop Notes
A report from this workshop was available and included many of the shared ideas for future programming. (Handout available in packet)
7. Consent Agenda
Barbara Clemons moved to approve the March 06, 2023. Lisa Gossett seconded the motion, and it was carried.
8. Individual requests from Library Board members –
Request made to include Texas Legislature Reports regarding Texas Public Libraries at future board meetings.
9. Adjournment of meeting at 6:45 pm

Respectfully submitted.

Laura Goodwin, Secretary

Rebecca Bennett, President