

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



April 03, 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. Storytime will be celebrating Easter on Wednesday, April 5th with an Easter egg hunt in Bob Bryant Park beginning promptly at 10:30 am.

3B. The library will be closed Friday, April 7th and Saturday, April 8th for Good Friday and Easter.

- 3C. The library's edited Collection Development policy will be presented before Bastrop City Council for approval on Tuesday, April 11th.
- 3D. The Texas Library Association's 2023 Conference will be held in Austin from Wednesday, April 19th through Friday, April 21st. Director Bonnie Pierson, Technical Services & Circulation Librarian Amie Cuvelier, Public Services Librarian Bethany Dietrich, Children's Services Associate Carmen Serna, and Media Specialist Cary Kittrell will take turns attending the conference over the three days.
- 3E. National Library Week is Sunday, April 23rd through Saturday, April 29th. To celebrate, the Friends of the Library will be running a special promotion from Saturday, April 15th through Sunday, April 30th for first-time non-residents who sign up for a card.
- 3F. The Friends of the Library's Annual Book Sale will take place Friday, April 21st from 10am - 3pm and Saturday, April 22nd from 10am - 6pm. Members of the Friends will have early access rights to the sale on Friday, April 21st from 9 - 10am.
- 3G. The Children's Advocacy Center and CASA will be hosting Springfest in Fisherman's Park on Saturday, April 29th to bring awareness to National Child Abuse Prevention Month. Family-friendly and child-safe organizations in the community, such as the Bastrop Public Library, will be present to share the resources they provide.
- 3H. 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.
- 3I. Announcements from the library director.
- 3J. Announcements from individual Library Board members.

4. REPORTS

- [4A.](#) Library Director's report.
- [4B.](#) Statistics report.
- [4C.](#) Financial report.
- [4D.](#) Legislative report, presented by Sally Keinarth.

5. PRESENTATIONS

6. WORKSHOP

7. ITEMS FOR INDIVIDUAL CONSIDERATION

- [7A.](#) Consider action to approve Bastrop Public Library Board minutes from March 6, 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: 03/29/2023 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: Apr 3, 2023

AGENDA ITEM: 4A

TITLE:

Library Director's Report

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

PROGRAMMING:

Spring break programming at the library was a big success. A total of 506 people participated in the nine different programs offered throughout the week.

- 237 community members participated in the suspended art program over three days. The piece was visible in the building the entirety of Spring Break, and then kept up through the following week.
- Community members who attended Spring Break's Evening Storytime expressed their interest in continuing the program. As such, Evening Storytime will become a monthly program, occurring on the second Tuesday of each month at 6:30 pm.
- City Friends Storytime with Finance Director and Chief Financial Officer Tracy Waldron had a turnout of forty-three people.
- 101 people put their name in for the drawing to win the Green Day basket on Friday, March 17th.
- Teens gathered to make chow and toys for their canine companions. Roughly 50% of attendees opted to donate their chow and toys to dogs awaiting adoption with Bastrop County Animal Services

March's LEGO® Club had a total of thirty-three attendees. Children were tasked to create a monster out of LEGO®. The creations are on display in the Children's Area.

Children's Services Associate Carmen Serna and Library Associate Terry Carwell represented the library at Easter in the Park on Saturday, April 1st. Children visiting the library booth were encouraged to use stickers to decorate a paper Easter egg. More information will be provided at the meeting.

2023's Summer Reading Program schedule has been finalized. A comprehensive calendar and program highlights will be provided at the meeting.

Partnering with the Family Crisis Center, the Bastrop Public Library hosted a traveling mural from 10 am on March 7th through 4pm on March 14th. With a prompt of "Before I Leave," the mural was the centerpiece of a display to help raise awareness for mental health and survivors of assault within the community. Library patrons were encouraged to add their goals, dreams, and aspirations to the mural.

Notes from last month's Program Workshop follow this report.

NOTEWORTHY:

Thank you to all the Library Board members who volunteered their time to help with the library's Spring Break programming activities.

Technical Services & Circulation Librarian Amie Cuvelier led March's Historic Education and Resources Taskforce (HEART) meeting, which took place at Bastrop Public Library on Tuesday, March 14th. She presented on digital preservation and discussed the digitization project being undertaken at the library. After the meeting she gave a tour of the library, focusing on the Local History Room.

Bastrop County African American Cultural Center & Freedom Colonies Museum supplied a display featuring information about the Freedom Colonies. This partnership grew from Amie Cuvelier's membership in HEART.

Childrens Services Associate Carmen Serna celebrated eight years with the Bastrop Public Library on Thursday, March 16th.

The Texas State Library and Archives Commissions' Annual Report opened on Tuesday, March 14th. With a recommended due date of Friday, March 31st, and a hard due date of Monday, May 1st, the report will be used to determine the library's accreditation status for Fiscal Year 2024.

Bastrop Public Library has completed the competitive bidding process for E-Rate and will continue to receive internet service from Fiberlight, allowing for internet reimbursement over the next three years.

BUDGET UPDATE:

Staff promotion and new position

- Amie Cuvelier promoted to Supervisor of Access Services as of Monday, April 3rd
- Librarian – Youth Services approved to hire this fiscal year

Budget changes from FY23

UPDATES ON THE FOLLOWING:

Libra-Tech furniture and shelf movement update.

Photo ID library cards update.

RFID feasibility update.

COMMUNITY FEEDBACK:

“Can I take a picture of [the suspended art]? I love it! It just incites so much joy.”



“This is the best library!”

- Little girl participating in the suspended art program

“Caelan just thought the world of [Bethany] and the teen programs! I tell everyone I know with kids to go to the library!”

-Caelan's mom

LIBRARY BOARD PROGRAM WORKSHOP NOTES

3.6.2023

SUGGESTIONS:

Science programs like the Discovery program at the Rec Center

Lead by David Hardwell

Possible issues: How to register? Limited access. Duplicating efforts

Space for picking circle

This was happening but died because of venue change?

50 and older, like coffee but later

Social group for working adults

**added note: Just recently read something about this where people bring a topic or question, drop them in a hat, and the person who brought the question leads the group. Some topics are off limits. Suggested questions are "What was your favorite thing about summer as a kid?" "What is your dream vacation?" "Sunset/Sunrise? Explain"

Open Mic Party

Poetry, dad jokes, karaoke

Drone info class

Other info classes, get an expert to demonstrate/share knowledge

Evening music, in the library proper, after hours

Occasional

As part of 1st Friday?

Bilingual programs

Language learning

Language practice

No pressure book club- bring what you're reading

Tech

Device set up

Device instruction

In a group, social

Multiple things in one evening

PARTNERSHIPS AND OTHER IDEAS:

Writing- community

Angela Castillo

Creative writing-

Adults and/or youth

Art Center

Displays, activities

Cultural Art Board

Salinas Art Contest

display

Empty Bowl painting

All ages, community support/engagement

DEI Board community survey

Channels to reach nonusers

Can help create survey

ID lib card

Service to community

Where acceptable?

Statistics - February 2023

Item 4B.

Community Engagement	Q1	JAN	FEB	MAR	Q2	YTD 23	YTD 22	TOTAL 22
Circs By Patron Type								
Juv	935	265	357		622	1,557	1,422	5,028
Teen	129	86	86		172	301	319	769
Adult	3,789	1,494	1,416		2,910	6,699	6,925	18,098
Staff	272	69	106		175	447	588	1,429
NR Juv	929	358	370		728	1,657	2,170	5,513
NR Teen	206	84	74		158	364	562	1,184
NR Adult	10,783	3,883	4,161		8,044	18,827	17,112	47,108
TexShare	50	15	34		49	99	106	561
Total NR Usage	11,968	4,340	4,639		8,979	20,947	19,950	54,366
% NR Usage	70%	69%	70%		70%	70%	68%	68%
Programming								
Youth - # of Programs	23	9	8		17	40	36	101
Youth - Program Attendance	495	256	287		543	1,038	1,448	4,478
Young Adults - # of Programs	10	4	4		8	18	31	75
Young Adults - Program Attendance	92	44	31		75	167	225	625
Adults - # of Programs	10	4	4		8	18	16	41
Adults - Program Attendance	80	32	28		60	140	143	467
General - # of Programs	1	0	0		0	1	0	7
General - Program Attendance	637	0	0		0	637	0	1,089
Outreach - # of Programs	2	0	1		1	3	8	13
Outreach - Program Attendance	458	0	29		29	487	984	1,710
Passive - Coloring Sheets	180	210	120		330	510	584	1,880
Total # of Programs	46	17	17		34	80	94	240
Total Program Attendance	1,762	332	375		707	2,469	3,244	8,813
Membership - New Cards								
City	104	42	53		95	199	112	435
City Renewals	129	39	53		92	221	230	597
Faculty	0	1	0		1	1	3	7
Faculty Renewals	5	4	1		5	10	14	31
Friends	0	0	0		0	0	0	0
Friends Renewals	12	4	1		5	17	14	36
Staff	1	0	0		0	1	2	5
Staff Renewals	2	1	0		1	3	1	11
Nonresident	140	52	51		103	243	186	586
Nonresident Renewals	174	95	69		164	338	360	924
TexShare Visitor	1	0	2		2	3	6	11
TexShare Visitor Renewals	1	1	1		2	3	2	4
Total New Registrations	246	95	106		201	447	309	1,042
Total Renewals	323	145	125		270	593	627	1,608
TexShare Home New	0	0	0		0	0	1	1
TexShare Home Renewals	6	1	0		1	7	16	31
Facility								
Door Count	14,526	5,091	5,505		10,596	25,122	23,023	64,364
Study Room Use	517	156	157		313	830	477	1,404
Pressley Use - Library	124	17	18		35	159	70	172
Pressley Use - Nonprofit	32	8	8		16	48	31	80
Pressley Use - Other	4	0	0		0	4	0	0

Statistics - February 2023

Item 4B.

Maynard Use - Library	1	0	0		0	1	19	57
Maynard Use - Nonprofit	24	7	5		12	36	7	52
Maynard Use - Other	8	1	0		1	9	0	0
Total Meeting Room Use	534	189	188		377	911	604	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		10,475	26,919	38,712	78,754
Heritage Quest	270	69	268		337	607	497	1,344
Learning Express Library	5	13	15		28	33	1,438	2,324
Gale LegalForms	9	2	0		2	11	0	0
Gale Presents: Udemy	2	0	0		0	2	0	0
Small Business Reference Center	2	0	0		0	2	0	1
Explora Elementary	0	0	0		0	0	1	6
Explora High School	0	0	0		0	0	0	2
Recursos Para Hispanohablantes	0	0	0		0	0	0	0
Mango Languages	61	72	158		230	291	0	0
Total General Use Databases Sessions	79	87	173		260	339	No Data	No Data
<u>Technology</u>								
Kids Computer Use	52	24	18		42	94	3	68
Teen Computer Use	52	12	23		35	87	17	46
Adult Computer Use	1,397	637	639		1,276	2,673	1,880	4,620
Wifi Use	4,601	1,524	1,503		3,027	7,628	6,433	16,681
Website Visits	9,744	4,028	3,541		7,569	17,313	15,905	48,914
3D Prints	3	0	0		0	3	0	2
Total Public Computer Use	1,501	673	680		1,353	2,854	1,900	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		3,641	8,610	8,118	21,968
Check-Outs - Tween	4,273	1,478	1,676		3,154	7,427	6,932	20,939
Check-Outs - Teen	780	325	428		753	1,533	1,430	4,160
Check-Outs - Adult	7,015	2,675	2,596		5,271	12,286	12,925	32,580
Honor Paperbacks	122	20	28		48	170	201	484
Renewals	3,759	1,219	1,499		2,718	6,477	8,264	19,147
In-House Use	2,211	665	282		947	3,158	4,895	19,382
Self-Check	4,152	1,634	1,432		3,066	7,218	4,818	16,743
Mobile Circ	24	8	4		12	36	259	526
Hotspots	75	25	24		49	124	91	257
OverDrive eBooks - Kids	286	60	44		104	390	360	896
OverDrive eBooks - Teen	133	62	59		121	254	230	538
OverDrive eBooks - Adults	1,625	558	558		1,116	2,741	3,069	7,670
OverDrive eAudio - Kids	131	68	50		118	249	218	758
OverDrive eAudio - Teen	98	32	41		73	171	188	472
OverDrive eAudio - Adults	1,319	460	432		892	2,211	1,639	4,630
SimplyE	0	0	0		0	0	6	16
Total Checkouts	27,213	9,821	9,544		19,365	46,578	45,379	132,019

Statistics - February 2023

Item 4B.

Interlibrary Loan								
ILL Borrowed	13	6	8		14	27	38	83
ILL Lent	27	9	16		25	52	42	113
Collection								
Items Added - E, 1st Readers	363	39	29		68	431	233	588
Items Added - Board Books	12	0	3		3	15	17	24
Items Added - J	379	4	43		47	426	446	1,365
Items Added - Teens	42	12	7		19	61	106	220
Items Added - Adults	454	139	93		232	686	729	1,600
Items Added - Magazines	134	37	36		73	207	222	552
Items Withdrawn	1,134	824	116		940	2,074	1,516	3,402
Missing Items	14	6	36		42	56	169	930
Total Items Added	1,384	231	211		442	1,826	1,753	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		1,059	2,194	1,378	4,173
Directional Questions	503	151	140		291	794	442	1,516
Tech Support Questions	1,772	626	655		1,281	3,053	2,319	6,381
Phone Reference	705	204	301		505	1,210	1,400	3,239
Tests Proctored	2	1	0		1	3	12	31
Tech Tutor	34	9	9		18	52	17	80
Total Reference Transactions	4,151	1,493	1,662		3,155	7,306	5,568	15,420
Volunteers								
Volunteer Hours	403.50	122.50	118.00		240.50	644.00	462.25	1,181.30
FOL Volunteer Hours	223.50	53.50	51.00		104.50	328.00	266.25	730.00
Teen Volunteer Hours	168.00	29.00	35.00		64.00	232.00	163.25	451.25
Total Volunteer Hours	795.00	205.00	204.00		409.00	1,204.00	891.75	2,362.55
Social Media								
Facebook Page Likes	2,394	2,733	2,755		2,744	2,534	2,046	2,149
Facebook Engaged	2,144	1,031	861		1,892	4,036	2,850	10,805
Facebook Reach	36,060	4,616	3,370		7,986	44,046	53,246	181,338
Instagram Page Followers	1,085	1,110	1,114		1,112	1,096	1,005	1,025
Instagram Impressions	8,428	5,101	927		6,028	14,456	12,489	30,070
Instagram Reach	1,515	627	301		928	2,443	2,770	5,796
Savannah Stats								
# of Emails Composed	90	29	31		60	150	28	238
# of Messages Sent	17,538	5,901	5,769		11,670	29,208	19,771	74,056
Opens	11,470	2,886	3,247		6,133	17,603	9,628	38,992
Open %	74%	49%	56%		53%	65%	52%	55%
Clicks	503	233	249		482	985	586	2,299

Monthly Financial Report

1. The library's total non-donation revenue from October 1, 2022, through March 20, 2023, is \$20,453.40
 - a. Nonresidential: \$15,560.00
 - b. Material fines, fees, and replacement cards: \$1,218.54
 - c. Printing: \$2,956.10
 - d. Paypal: \$718.76

2. The library's total non-donation revenue from February 1, 2023, through February 28, 2023, is \$3,708.13
 - a. Nonresidential: \$2,920.00
 - b. Material, fines, fees, and replacement cards: \$131.21
 - c. Printing: \$569.60
 - d. Paypal: \$87.32



STAFF REPORT

MEETING DATE: April 3, 2023

AGENDA ITEM: 4D

TITLE:

Legislative Report, presented by Sally Keinarth

STAFF REPRESENTATIVE:

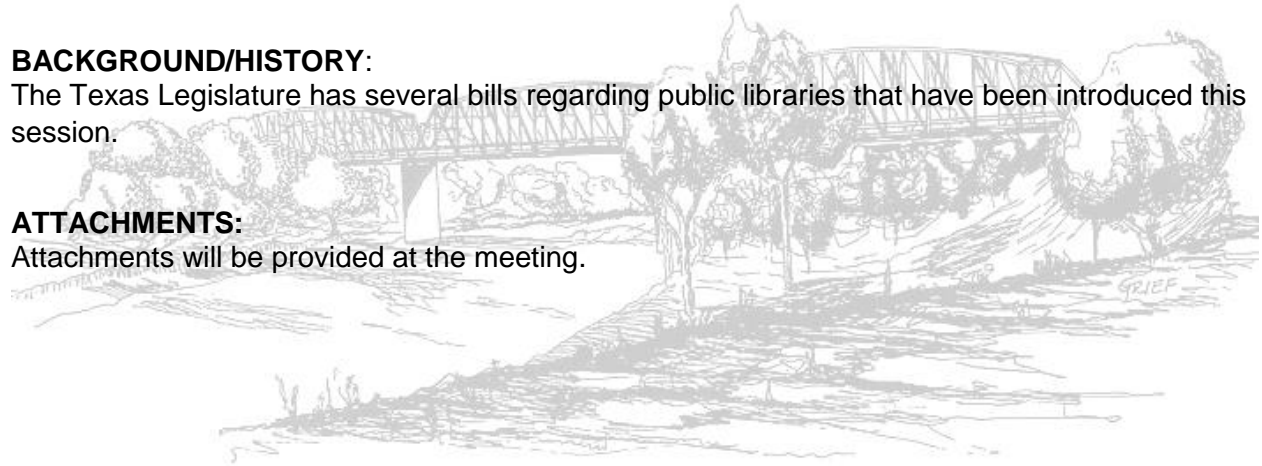
Bonnie Pierson, Library Director

BACKGROUND/HISTORY:

The Texas Legislature has several bills regarding public libraries that have been introduced this session.

ATTACHMENTS:

Attachments will be provided at the meeting.



City of Bastrop Public Library Board

Meeting Minutes

March 06, 2023

1. Call to Order

The meeting was called to order by Vice President Meagan Webb at 6:03 pm.

Members present were Vice President Meagan Webb, Barbara Clemons, Lisa Gossett, Jennifer Leisure, Laura Goodwin, City Council Liaison Cheryl Lee, and Bonnie Person Library Director. Absent were Sally Keinarth and Rebecca Bennett.

2. Citizen Comments – None

3. Announcements

- a. National Walking Month is in April and some of the library staff will participate in this statewide challenge. The challenge will last for 8 weeks. National Walking Day is April 5th and the library will host one of the walking tours taking place on that day.
- b. A traveling mural will be hosted by the library from March 7th till March 14th. This is in partnership with the Family Crisis Center. The mural is to raise awareness for mental health and survivors of assault.
- c. On Tuesday, March the 14th Technical Services and Circulation Librarian Amie Cuvelier will lead the Historic Education and Resources Taskforce meeting.
- d. On Monday, March the 20th at 6 pm The Main Street Board will hold a town hall meeting. Community citizens can speak at this meeting.
- e. Mayor Connie Schroeder will be delivering the State of City Address on Friday, March the 31st.
- f. The Easter in the Park event will happen on April 1st. The library will be present and will have an activity.
- g. The Friends of the Library book sale will occur Friday, April 21st 10-am -6 pm and Saturday, April 22nd 10am- 4 pm. This year the Lost Pines Garden Club will not host their plant sale during the book sale event.
- h. Cards from the Bastrop Parks and Recreation and Open Master plan were shared. The cards have a QR scan on them so a survey can be accessed. This survey data will help gather information from Bastrop community citizens regarding parks and recreation services.

4. Reports

- a. Programming:
 - i. Februarys LEGO had an increased attendance of 47. Many of these attendees were new.

- ii. Carmen Serna did a brief story time and presentation at the Early Headstart Main Street location on Friday, February 24th. This was the first visit since the COVID-19 pandemic had occurred.
- iii. Spring Break Programs will be happening March 13th-17th. Each day a different activity will be available. Colorful flyers were printed announcing the activities and times.
- iv. In progress is the development of a partnership between the library and Compass Rose Charter School. The school does not have a library. Carmen Serna is the coordinator for this partnership.

b. Noteworthy:

- i. The library is starting a new display called "Favorite Facts" in the children's section. The displays will focus on STEM topics.
- ii. Technical Services & Circulation Librarian Amie Cuvelier met with the Historic Education and Resources Taskforce on February 14th. A presentation by the Bastrop County African American Cultural Center (BCAACC) was given. The president of the BCAACC agreed to a partnership with the Bastrop Public Library.
- iii. Terry Carwell celebrated four years at the Bastrop Public Library on Saturday, February 4th.
- iv. Technical Services and Circulation Librarian Amie Cuvelier has developed a plan for reviewing and editing the library's policies and procedures. This is part of the strategic plan and goals for the library. This project will take a year to complete.
- v. Kat Durham Public Services Associate resigned, and her last day was Friday, March 3rd.
- vi. Positive feedback from the community continues with many patrons pleased with the efficient and kind customer service.

c. Statistical Comparison Report:

Increases noted with non-resident usage, door count, and study room use. In the category of Culture of Service reference transactions increased, especially in the Tech Tutor area.

d. Monthly Financial Report: See agenda packet.

- 5. Legislative report presented by Bonnie Pierson, Library Director for Sally Keinarth board member. Presented was the information regarding public libraries bills that have been introduced in the current Texas Legislature. The Legislative bill report is in the agenda packet. As noted, some of the bills have been moved into committees. The primary topics of the bills range

from increasing criminal penalties for the offense of sale, distribution, or display of harmful material to a minor. To remove funding from libraries that host drag queen entertainment and may be able to limit student resources unless the resource has been verified by the provider for compliance with content (obscenity, harmful material, etc.) Sally Keinarth mentioned she is trying to track these various bills and will give further updates as available.

6. Workshop: Programming Ideas

Last December Bastrop Library Board Members were asked for input on ideas for library programming and services. These suggestions are to improve community reach and use of the library. Many members agreed that increasing adult programming would be beneficial as well as a continued attention to the children and youth programs. Some ideas included book clubs, writing groups which includes creative writing for teens and tweens, and including the library in City of Bastrop events such as First Friday's.

Susan Smith, President/CEO, CDME of Visit Bastrop is doing a survey to gather data regarding the Bastrop community. It was agreed this information would be helpful in learning about the specific demographics to better develop services and programming.

Additional information was shared from Becka Oliver, Executive Director of Writer's League of Texas. This information was about the Texas Writes Program which is a grant supporting a writing workshop for adults.

7. Consent Agenda

- a. Jennifer Leisure moved to approve the February 6, 2023, minutes with corrections made. Barbara Clemons seconded the motion, and it was carried.
- b. Consider action to approve amended Bastrop Public Library 2022 Collection Development Policy. Changes and edits were suggested and made. Jennifer Leisure moved to approve the changes and Barbara Clemons seconded the motion and it was carried.

8. Individual requests from Library Board members -none

9. Adjournment of meeting at 7:28 pm

Respectfully submitted

Laura Goodwin, Secretary

Rebecca Bennett, President

