

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



---

**February 03, 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 January 6, 2025, regular meeting.

**4. ANNOUNCEMENTS**

- 4A. The Friends of the Library will be hosting local author Angela Castillo at the Bastrop Public Library on Friday, February 7th at 5:00 p.m.
- 4B. The library will be closed Monday, March 3rd in observance of Texas Independence Day. As such, the library board's next meeting will take place on Monday, March 10th at 6:00 p.m.
- 4C. Announcements from the Library Director.
- 4D. Announcements from individual board members.
- 4E. Announcements from Planning & Zoning liaison.

**5. REPORTS**

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

**6. PRESENTATIONS**

**7. WORKSHOP**

- [7A.](#) Strategic Plan 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](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: 01/29/2025 at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

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

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



**January 06, 2025**

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

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

**Library Board Members Present**

Chair Rebecca Bennett  
Vice Chair Meagan Webb  
Secretary Sally Keinarth  
Board Member Lisa Gossett  
Board Member Jennifer Leisure

**Guests, Liaisons, and Staff Present**

Library Director Bonnie Pierson  
City Council Liaison Cheryl Lee  
Planning & Zoning Commission Liaison  
Pete Parsons

**1. CALL TO ORDER**

The meeting was called to order at 6 pm.

**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 December 2, 2024, regular meeting.

Megan Webb motioned to approve amended minutes, Jennifer Leisure seconded, and the minutes were approved.

### **4. ANNOUNCEMENTS**

- 4A. The library will be closed Monday, January 20th for Martin Luther King Day.
- 4B. From Saturday, February 1st through Saturday, April 5th, AARP Foundation Tax-Aide will be at the library in the Pressley Meeting room every Saturday from 9:00 a.m. - 2:00 p.m. to assist community members with tax preparation and electronic filing.
- 4C. Announcements from the Library Director.

Director Bonnie Pierson highlighted the upcoming program presented by The Friends of the Bastrop Public Library and The Bastrop African American Cultural Center & Freedom Colonies Museum. Local author Dr. Clementine Msengi will discuss her book, *Spared*, on January 18.

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

See item 8C.

### **5. REPORTS**

- 5A. Director's report.

Director Bonnie Pierson added to her written report by saying that the newly added faxing service has been well received by patrons. There is no fee.

- 5B. Statistics report.
- 5C. Financial report.

### **6. PRESENTATIONS**

### **7. WORKSHOP**

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

- 8A. Discuss and consider possible approval on the Fiscal Year 2025 Library Board workplan.

Megan Webb motioned to approve the written workplan submitted by Chair Becky Bennett. Lisa Gosset seconded motion, and the workplan was approved.

8B. Discussion and possible action on Bastrop Public Library's Public Information Policy.

The new Public Information Policy's purpose is creating a unified approach to how public, legal, and library information is shared with the public by the Library staff. Megan Webb motioned to approve the new Public Information Policy, Jennifer Leisure seconded the motion, and the Policy draft was approved by the Board.

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

While there was no request for immediate agenda items related to planning for growth of Library services, there was a general discussion. Council Liaison Cheryl Lee and Planning & Zoning Commission Liaison Pete Parsons committed to presenting Library interests to the City in the planning process. Director Bonnie Pierson will continue to compile data helpful to planning efforts.

**9. ADJOURNMENT**

The meeting was adjourned at 7:05 pm.

Respectfully submitted,

---

Sally Keinarth, Secretary

---

Rebecca Bennett, Chair



# STAFF REPORT

**MEETING DATE:** Feb. 3, 2025

**TITLE:**

Library Director's Report

**AGENDA ITEM SUBMITTED BY:**

Bonnie Pierson, Library Director

**PROGRAMMING:**

City Manager Sylvia Carrillo-Trevino held a "Sit with Sylvia" session during Coffee & Friends on Wednesday, January 8<sup>th</sup>. This served as an opportunity for the program's regular attendees and other community members to meet with the City Manager in-person about upcoming challenges and opportunities for the City of Bastrop, along with an open forum question and answer time to talk with the City Manager about topics as desired. With sixteen total attendees, the program was well received for providing a space to interact with the City Manager in a small group setting.

On Tuesday, January 14<sup>th</sup>, Youth Services Librarian Eva Bernal and Children's Services Associate Ariel Dirienzo attended an outreach event at Red Rock Elementary, where ninety-six people stopped by the booth to learn about library services. Information about the upcoming ESL class, bilingual programs, and other events was shared with attendees. During the event, the library was invited to participate in a Literacy Night happening in early February.

The Bastrop County Audubon Society and Bird City Bastrop have partnered with the Bastrop Public Library to provide an Introduction to Birdwatching program series led by local Master Birders and expert guides. Running four consecutive Fridays from 1:00 p.m. – 4:00 p.m., the program's first session was held on Friday, January 17<sup>th</sup> and the last will be on Friday, February 7<sup>th</sup>.

Louisiana Folk Roots' Musical Petting Zoo was back at the Bastrop Public Library for the second year in a row on Saturday, February 1<sup>st</sup> as part of the City of Bastrop's Mardi Gras celebration. Attendees were able to interact with traditional Cajun and Zydeco instruments from 12:00 p.m. – 3:00 p.m. in the library's Pressley Meeting Room. More information about the event will be available during the meeting.

The library will be providing a six-week English Second Language course led by library volunteer Miriam Mustelier, an experienced ESL instructor. Beginning on February 15<sup>th</sup> and concluding on March 22<sup>nd</sup>, the course will take place every Saturday from 10:00 a.m. – 12:00 p.m. Registration is required and is limited to fourteen people.

**NOTEWORTHY:**

To abide by standards set by the American Library Association, the Bastrop Public Library began incorporating Christian fiction books into the other genres on Tuesday, December 31<sup>st</sup>. The incorporation was finished in early January.

On Monday, January 6<sup>th</sup>, Bastrop Public Library acquired a one-year plan for Better Impact, a volunteer management software. Volunteer coordinators and the Supervisor of Access Services have begun working together to incorporate the software into the library's existing volunteer program.

On Wednesday, January 8<sup>th</sup>, the library's video relay phone was updated by Sorenson Communications to the latest model.

The Friends of the Library and Bastrop County African American Culture Center and Freedom Colonies Museum co-hosted author Dr. Clementine Msengi at the Bastrop Public Library on Saturday, January 18<sup>th</sup>. Twenty-six people attended Dr. Msengi's powerful, informative presentation of her book, *Spared*, and her inspiring story of surviving the genocide in her home country of Rwanda. A signed copy of the book will soon be made available for checkout as part of the Bastrop Public Library's collection.

On Monday, January 27<sup>th</sup>, the Bastrop Public Library held its second Quarterly Staff Training from 9:30 a.m. – 11:30 a.m. Staff discussed Fiscal Year 2025 goals and Fiscal Year 2026 budget ideas and plans.

Public Services Librarian Bethany Williams, Public Services Lead Lillian Hibbert, and Public Services Associate Karen Caldera attended Demco's Book Repair workshop at the Georgetown Public Library on Thursday, January 31<sup>st</sup>.

#### **UPDATES ON THE FOLLOWING:**

Photo ID library cards update.

#### **COMMUNITY FEEDBACK:**

"I was scrolling through Facebook and saw that y'all had faxing. My grandmother's fax machine doesn't work anymore, so it was perfect timing!"

- Diane, patron

"This was my first time ever at the Bastrop Library, and the ladies in there were the most pleasant, helpful people I have met in a while. I enjoyed my visit."

- Vanessa, patron

"Thank you for having Sewing Machines 101! It was wonderful!"

-Patron

"I like how the Christian genre books are now incorporated amongst the other genres!"

- Patsy, Volunteer

# Statistics - December 2024

Item 5B.

Community Engagement	OCT	NOV	DEC	Q1	YTD 25	YTD24	TOTAL 24
<u>Circs By Patron Type</u>							
Juv	503	214	210	927	927	1,180	5,266
Teen	25	11	15	51	51	173	985
Adult	2,205	1,249	1,125	4,579	4,579	5,519	24,436
Staff	128	104	109	341	341	492	1,585
NR Juv	265	94	169	528	528	925	3,473
NR Teen	101	42	46	189	189	462	1,600
NR Adult	5,339	3,241	2,871	11,451	11,451	13,452	60,994
TexShare	54	30	16	100	100	99	579
<b>Total NR Usage</b>	<b>5,759</b>	<b>3,407</b>	<b>3,102</b>	<b>12,268</b>	<b>12,268</b>	<b>14,938</b>	<b>66,646</b>
<b>% NR Usage</b>	<b>67%</b>	<b>68%</b>	<b>68%</b>	<b>68%</b>	<b>68%</b>	<b>67%</b>	<b>67%</b>
<u>Programming</u>							
Early Childhood - # of Programs	13	12	9	34	34	20	104
Early Childhood - Program Attendance	464	357	266	1,087	1,087	818	3,947
Youth - # of Programs	9	4	6	19	19	4	39
Youth - Program Attendance	89	104	326	519	519	414	2,133
Young Adults - # of Programs	7	5	6	18	18	11	94
Young Adults - Program Attendance	56	42	51	149	149	92	690
Adults - # of Programs	26	20	18	64	64	24	231
Adults - Program Attendance	172	143	125	440	440	187	1,893
General - # of Programs	0	0	2	2	2	2	32
General - Program Attendance	0	0	320	320	320	657	2,056
Outreach - # of Programs	1	0	1	2	2	3	12
Outreach - Program Attendance	1,092	0	107	1,199	1,199	1,665	2,486
Passive - Coloring Sheets	380	489	822	1,691	1,691	420	3,298
<b>Total # of Programs</b>	<b>56</b>	<b>41</b>	<b>42</b>	<b>139</b>	<b>139</b>	<b>64</b>	<b>512</b>
<b>Total Program Attendance</b>	<b>1,873</b>	<b>646</b>	<b>1,195</b>	<b>3,714</b>	<b>3,714</b>	<b>3,833</b>	<b>13,205</b>
<u>Membership - Cards</u>							
City	35	30	27	92	92	93	596
City Renewals	67	43	50	160	160	132	762
Faculty	0	0	0	0	0	0	0
Faculty Renewals	0	0	0	0	0	4	16
Friends	0	2	0	2	2	2	3
Friends Renewals	2	1	0	3	3	6	18
Staff	3	0	1	4	4	2	14
Staff Renewals	1	2	0	3	3	4	15
Nonresident	77	54	44	175	175	131	644
Nonresident Renewals	96	81	56	233	233	187	1,093
TexShare Visitor	1	0	0	1	1	2	10
TexShare Visitor Renewals	3	4	0	7	7	7	14
<b>Total New Registrations</b>	<b>116</b>	<b>86</b>	<b>72</b>	<b>274</b>	<b>274</b>	<b>230</b>	<b>1,267</b>
<b>Total Renewals</b>	<b>169</b>	<b>131</b>	<b>106</b>	<b>406</b>	<b>406</b>	<b>340</b>	<b>1,918</b>
TexShare Home New	0	0	1	1	1	0	9
TexShare Home Renewals	1	4	3	8	8	9	29
<u>Facility</u>							
Door Count	7,338	5,468	5,920	18,726	18,726	16,403	81,674
Study Room Use	165	123	110	398	398	384	2,390



# Statistics - December 2024

Item 5B.

Pressley Use - Library	39	24	34	97	97	51	1,864
Pressley Use - Nonprofit	19	11	8	38	38	40	329
Pressley Use - Other	0	0	1	1	1	0	167
Maynard Use - Library	31	21	18	70	70	26	2
Maynard Use - Nonprofit	13	8	0	21	21	30	221
Maynard Use - Other	0	0	0	0	0	0	85
<b>Total Meeting Room Use</b>	<b>267</b>	<b>187</b>	<b>171</b>	<b>625</b>	<b>625</b>	<b>531</b>	<b>2,669</b>

History & Culture	OCT	NOV	DEC	Q1	YTD 25	YTD 24	TOTAL 24
Partnerships	3	1	1	5	5	4	35
Special Displays	0	0	1	1	130	2	5
Documents Digitized	9	1	0	10	10	No Data	0

Lifelong Learning	OCT	NOV	DEC	Q1	YTD 25	YTD 24	TOTAL 24
<u>Database Use</u>							
Portal to Texas History - Bastrop Advertiser	2,533	2,377	2,083	6,993	6,993	9,123	47,961
Heritage Quest	114	131	19	264	264	442	1,261
Learning Express Library	0	1	7	8	8	31	68
Gale Databases	189	185	186	560	560	68	1,679
Mango Languages	52	88	61	201	201	98	481
<b>Total General Use Databases Sessions</b>	<b>241</b>	<b>274</b>	<b>254</b>	<b>769</b>	<b>769</b>	<b>197</b>	<b>2,228</b>
<u>Technology</u>							
Kids Computer Use	33	34	30	97	97	84	548
Teen Computer Use	12	4	11	27	27	22	132
Adult Computer Use	676	508	481	1,665	1,665	1,611	7,926
Wifi Use	1,739	1,556	1,560	4,855	4,855	4,971	18,640
Website Visits	4,451	3,598	3,589	11,638	11,638	11,694	58,006
3D Prints	0	0	0	0	0	0	0
<b>Total Public Computer Use</b>	<b>721</b>	<b>546</b>	<b>522</b>	<b>1,789</b>	<b>1,789</b>	<b>1,717</b>	<b>8,606</b>

Books & Reading	OCT	NOV	DEC	Q1	YTD 25	YTD 24	TOTAL 24
<u>Material Use</u>							
Check-Outs - Kids	2,834	2,345	2,114	7,293	7,293	7,024	29,992
Check-Outs - Tween	2,358	1,935	1,994	6,287	6,287	6,073	27,769
Check-Outs - Teen	432	364	415	1,211	1,211	1,216	6,009
Check-Outs - Adult	2,968	2,625	2,736	8,329	8,329	7,917	36,222
Honor Paperbacks	22	10	7	39	39	40	321
Renewals	466	413	452	1,331	1,331	8,566	33,755
In-House Use	1,929	1,293	1,250	4,472	4,472	6,299	23,138
Self-Check	1,623	1,320	1,190	4,133	4,133	4,145	19,241
Mobile Circ	13	0	0	13	13	16	37
Hotspots	26	22	35	83	83	72	289
OverDrive eBooks - Kids	52	93	69	214	214	188	773
OverDrive eBooks - Teen	54	67	60	181	181	157	629
OverDrive eBooks - Adults	624	611	605	1,840	1,840	1,620	7,193
OverDrive eAudio - Kids	90	63	45	198	198	219	1,081

# Statistics - December 2024

Item 5B.

OverDrive eAudio - Teen	74	64	61	199	199	132	684
OverDrive eAudio - Adults	673	614	628	1,915	1,915	1,687	7,356
SimplyE	8	30	34	72	72	3	3
<b>Total Checkouts</b>	<b>12,157</b>	<b>10,136</b>	<b>10,053</b>	<b>32,346</b>	<b>32,346</b>	<b>32,663</b>	<b>141,496</b>
<u>Interlibrary Loan</u>							
ILL Borrowed	18	7	14	39	39	27	117
ILL Lent	13	9	10	32	32	18	126
<u>Collection</u>							
Items Added - E, 1st Readers	52	82	44	178	178	191	975
Items Added - Board Books	7	0	0	7	7	0	3
Items Added - J	65	68	86	219	219	112	713
Items Added - Teens	49	5	19	73	73	33	200
Items Added - Adults	190	130	69	389	389	414	1,551
Items Added - Magazines	35	35	22	92	92	108	391
Items Withdrawn	377	213	226	816	816	881	3,611
Missing Items	9	31	18	58	58	21	108
<b>Total Items Added</b>	<b>398</b>	<b>320</b>	<b>240</b>	<b>958</b>	<b>958</b>	<b>858</b>	<b>3,833</b>

Culture of Service	OCT	NOV	DEC	Q1	YTD 25	YTD 24	TOTAL 24
<u>Reference Transactions</u>							
General Reference Questions	1,147	963	153	2,263	2,263	1,024	8,104
Directional Questions	161	240	110	511	511	441	2,248
Tech Support Questions	317	289	289	895	895	1,804	9,912
Tests Proctored	1	0	0	1	1	6	12
Tech Tutor	22	35	10	67	67	44	255
<b>Total Reference Transactions</b>	<b>1,648</b>	<b>1,527</b>	<b>562</b>	<b>3,737</b>	<b>3,737</b>	<b>4,066</b>	<b>22,538</b>
<u>Volunteers</u>							
Volunteer Hours	183.10	166.43	180.10	529.63	529.63	249.50	1,375.30
FOL Volunteer Hours	78.15	64.07	54.00	196.22	196.22	429.50	1,653.14
Teen Volunteer Hours	50.30	57.73	74.85	182.88	182.88	123.25	661.45
<b>Total Volunteer Hours</b>	<b>311.55</b>	<b>288.23</b>	<b>308.95</b>	<b>908.73</b>	<b>908.73</b>	<b>802.25</b>	<b>3,689.89</b>
<u>Social Media</u>							
Facebook Page Likes	3,785	3,798	3,807	3,797	949	3,178	3,468
Facebook Engaged	1,930	972	833	3,735	3,735	6,026	24,358
Facebook Reach	16,585	9,528	8,134	34,247	34,247	45,541	234,696
Instagram Followers	1,316	1,315	1,317	1,316	1,316	1,213	1,981
Instagram Profile Activity	85	42	39	166	166	7,738	23,773
Instagram Reach	992	419	328	1,739	1,739	1,507	6,154
<u>Savannah Stats</u>							
# of Emails Composed	37	30	36	103	103	102	412
# of Messages Sent	6,143	6,066	6,551	18,760	18,760	10,424	63,853
Opens	3,357	3,043	3,119	9,519	9,519	5,494	28,172
Open %	55%	50%	48%	51%	53%	53%	45%
Clicks	154	149	262	565	565	521	2,121



# FINANCIAL REPORT

---

**MEETING DATE:** February 3, 2025

**TITLE:**

Financial report

**AGENDA ITEM SUBMITTED BY:**

Bonnie Pierson, Library Director

1. The library's total non-donation revenue from October 1, 2024, through January 20, 2025, is \$14,441.48
  - a. Nonresidential: \$11,025.00
  - b. Material fines, fees, and replacement cards: \$828.92
  - c. Printing: \$2,366.55
  - d. Paypal: \$221.01
  
2. The library's total non-donation revenue from December 1, 2024, through December 31, 2024, is \$3,121.07
  - a. Nonresidential: \$2,245.00
  - b. Material, fines, fees, and replacement cards: \$240.16
  - c. Printing: \$577.60
  - d. Paypal: \$58.31
  
3. Notable library donation revenue from December 1, 2024, through December 31, 2024, is \$0.00.



---

**MEETING DATE:** February 3, 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 provides the Bastrop Public Library's Fiscal Year 2025 goals. A supplemental presentation will be given during the meeting.

**ATTACHMENTS:**

- Fiscal Year 2025 Goals



# Fiscal Year 2025 Library Goals

## Community Engagement

- Increase awareness
- Build community relationships
- Extend library services outside the walls of the building
- Invest to create a safe and welcoming destination for our community
  - Goals 2025:
    - Participate in community events
    - Partner with community organizations to reach nonlibrary users
    - Improve our information sharing with community organizations
    - Look for and implement improvements to our physical space

## History & Culture

- Expand collaborations with historical, cultural, and artistic organizations
- Encourage curiosity and exploration of our city
- Increase knowledge of our collections and resources
  - Goals 2025:
    - Make the History Collection accessible and useable
    - Continue digitizing documents
    - Support, promote, and collaborate with community organizations

## Lifelong Learning

- Increase accessibility to technology tools and support
- Provide meaningful and enjoyable learning experiences
- Partner with educational resources
  - Goals 2025:
    - Update public technology and technology replacement plan
    - Explore technology opportunities and possible implementation
    - Prioritize providing a variety of programming for the community
    - Partner with community groups to provide programming
    - Provide special events for the community
    - Provide a summer reading program

## Books & Reading

- Foster a love of reading and a culture of curiosity
- Increase the quality and depth of the collection
- Promote collection to increase usage
  - Goals 2025:
    - Incorporate material displays as part of the program
    - Create regular displays to highlight topics, authors, and collections with displays
    - Seek opportunities to share books with youth and/or their families
    - Use outreach to connect with schools
    - Continue to identify and remove outdated and noncirculating materials
    - Work to improve our collection

## Culture of Service

- Meet and exceed customer needs and expectations
- Ensure equitable and inclusive access to library services
- Create a plan for future growth
  - Goals 2025:
    - Collect data to show burden of growth
    - Improve our promotion and information sharing
    - Provide staff training opportunities
    - Continue staff cross training
    - Look for and implement service enhancements
    - Update and evaluate at least three policies

## Administrative

- Goals 2025:
  - Continue to monitor and improve our budget tracking
  - Continue to improve our budget planning
  - Continue to identify documents and information for retention in Laserfiche
  - Continue with eliminating unused, broken, outdated physical items and files
    - Finish digitization of paper patron card files
    - Digitize old grant files
  - Update Emergency Management plans
  - Update the Library's Strategic Plan for 2026-2031



---

**MEETING DATE:** February 3, 2025

**TITLE:**

Strategic Plan workshop.

**STAFF REPRESENTATIVE:**

Bonnie Pierson, Library Director

**BACKGROUND/HISTORY:**

The Bastrop Public Library must have a strategic, five-year plan in place in order to qualify for accreditation from the Texas State Library and Archives Commission. The current strategic plan was developed in 2021 and expires at the end of 2025. This year the library is actively working to create an updated strategic plan that will provide direction and vision for the next five to ten years.

**OBJECTIVE:**

Provide an overview of the strategic planning process, explain the Library Board's role, and encourage discussion about the future of the library. Library Board Vice Chair Meagan Webb will lead the discussion.