



City of Sachse, Texas

Meeting Agenda

Library Board

Monday, July 11, 2016

7:00 PM

Library Meeting Room

The Library Board of the City of Sachse will hold a Regular Meeting on Monday, July 11, 2016, at 7:00 p.m. at the Sachse Public Library, 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business:

1. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

A. Pledge of Allegiance to the Flag of the United States of America: I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands: one nation under God, indivisible, with liberty and justice for all.

B. Pledge of Allegiance to the Texas State Flag: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

2. [16-3406](#) Consider the minutes from the June 13, 2016 Library Board meeting.

Attachments: [06.13.16 Minutes](#)

3. [16-3408](#) Discuss the 2016 Library Space Needs Survey.

Attachments: [Library Space Needs Survey Report July 2016](#)

4. [16-3407](#) Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.

Attachments: [June 2016](#)

5. Receive and discuss Library Board announcements regarding special events, current activities, and local achievements.

6. Adjournment.

Posted: July 8, 2016; 5:00 p.m.

Michelle Lewis Sirianni, City Secretary

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Michelle Lewis Sirianni, City Secretary at (972) 495-1212, 48 business hours prior to the scheduled meeting date.



City of Sachse, Texas

Legislation Details (With Text)

File #: 16-3406 **Version:** 1 **Name:** Library Board Minutes - June 13, 2016
Type: Agenda Item **Status:** Agenda Ready
File created: 7/5/2016 **In control:** Library Board
On agenda: 7/11/2016 **Final action:**
Title: Consider the minutes from the June 13, 2016 Library Board meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [06.13.16 Minutes](#)

Date	Ver.	Action By	Action	Result
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Title

June 13, 2016 meeting minutes.

Background

Consider approval of the Library Board minutes for the June 13, 2016 meeting.

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Approve the minutes of the June 13, 2016 meeting.

**Library Board
Library Meeting Room
3815 Sachse Road, Building C
Regular Meeting Minutes
Monday, June 13th, 2016 at 7:00 p.m.**

Attendees: Billy Ketner, Dixie Scogin, Ruth Glover, Sean Hunt, Judith Lynch, Sean French, Mignon Morse, Library Manager, and Councilman Charlie Ross

Absent: Dia Rhoden

Meeting called to order at 07:01 PM by Billy Ketner, Chairperson

1. Invocation and Pledge of Allegiance to U.S. Flag and Texas Flag.
2. **16-3368 Consider approval of the minutes of the May 9, 2016 meeting.**
 - a. Dixie Scogin made a motion to accept the minutes as typed. Judith Lynch seconded the motion and the minutes were unanimously approved.
3. **16-3369 Discuss the 2016 Author Con event**
 - a. 27 Authors in attendance.
 - b. 2 press releases issued.
 - c. Couple authors expressed interest in next year's event.
 - d. Unsure about percentage/ratio of age groups represented at the event because there is not a way to calculate that.
 - e. 140 patrons in attendance.
 - f. Comments from the authors were presented with respect to Author Con
4. **16-3367 Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.**
 - a. Circulation is up a 1000 checkouts in May compared to May 2015.
 - b. There has been an increase in usage every month this fiscal year.
 - c. Program attendance is up this past month.
 - d. Conducting space needs survey which began on May 21. 180 responses so far.
 - e. Kickoff has done well. 200 from 4 years ago to 800 this year for summer reading program.
 - f. June 4th had 1200 checkouts between 10 and 4.
 - g. 130 people came for the children's movie.
 - h. Needs assessment requested for this year which will assess library space needs.
 1. Larger children's area
 2. Larger capacity for children's programs. Facility built in 2001 with population of 10,000 people. In 2016 the population is estimated 25,000.
4. Receive and discuss Library Board announcements regarding special events, current activities, and local achievements.
 - a. N/A
5. Adjournment
 - a. Meeting adjourned at 7:38 PM

Attest:

Approve:

Secretary

Chairman



City of Sachse, Texas

Legislation Details (With Text)

File #: 16-3408 **Version:** 1 **Name:** Library Space Needs Report
Type: Agenda Item **Status:** Agenda Ready
File created: 7/6/2016 **In control:** Library
On agenda: 7/11/2016 **Final action:**
Title: Discuss the 2016 Library Space Needs Survey.

Sponsors:

Indexes:

Code sections:

Attachments: [Library Space Needs Survey Report July 2016](#)

Date	Ver.	Action By	Action	Result
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Title

Library Space Needs Survey

Background

The Library was built in 2001 when the City's population was 10,000 people and a collection size of 26,000. The Library now supports a City with an estimated population of 25,000 and the collection houses 42,000 items. The staff polled the public to get their input on future space needs for a library facility, and 312 people participated in the survey. The survey was available for the public from May 19 to June 30. Sachse's average age is 35, and the majority of the survey respondents (55%) were between the ages of 30 and 50. Most of the respondents requested more family programs, study rooms, and a multipurpose children's story time area that could accomodate crowds.

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Discussion only.

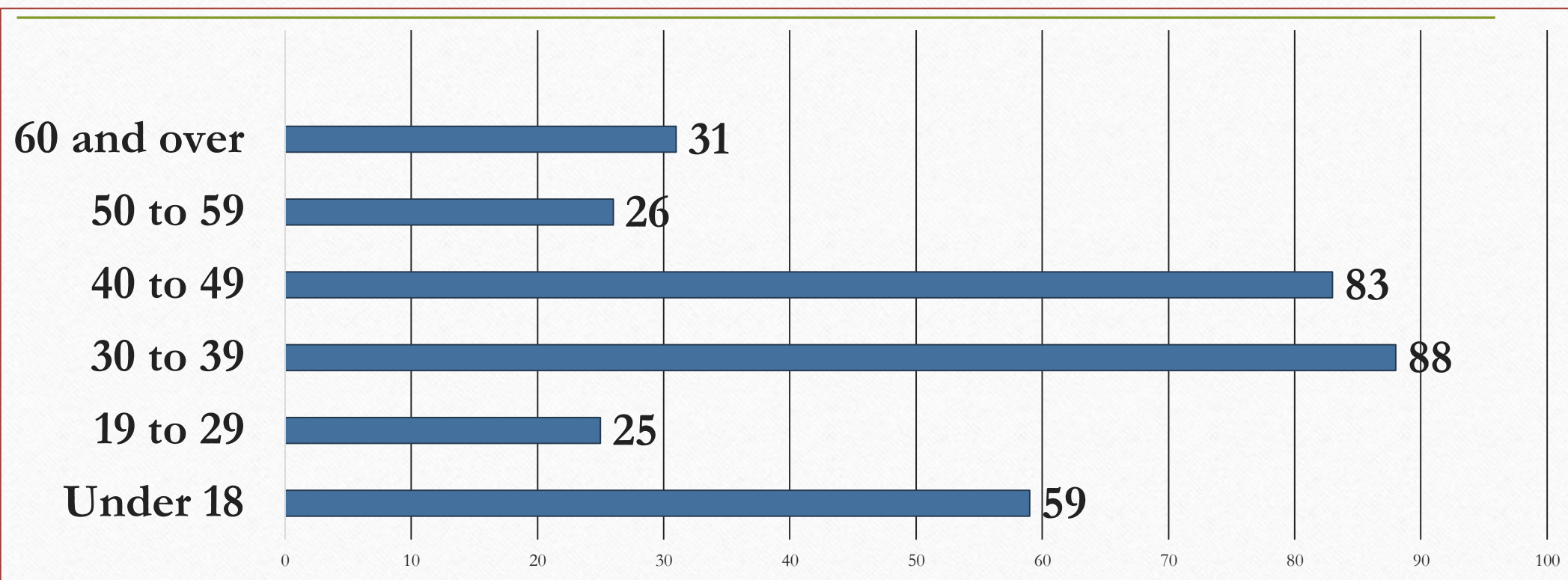
Sachse Public Library Space Needs Survey 2016



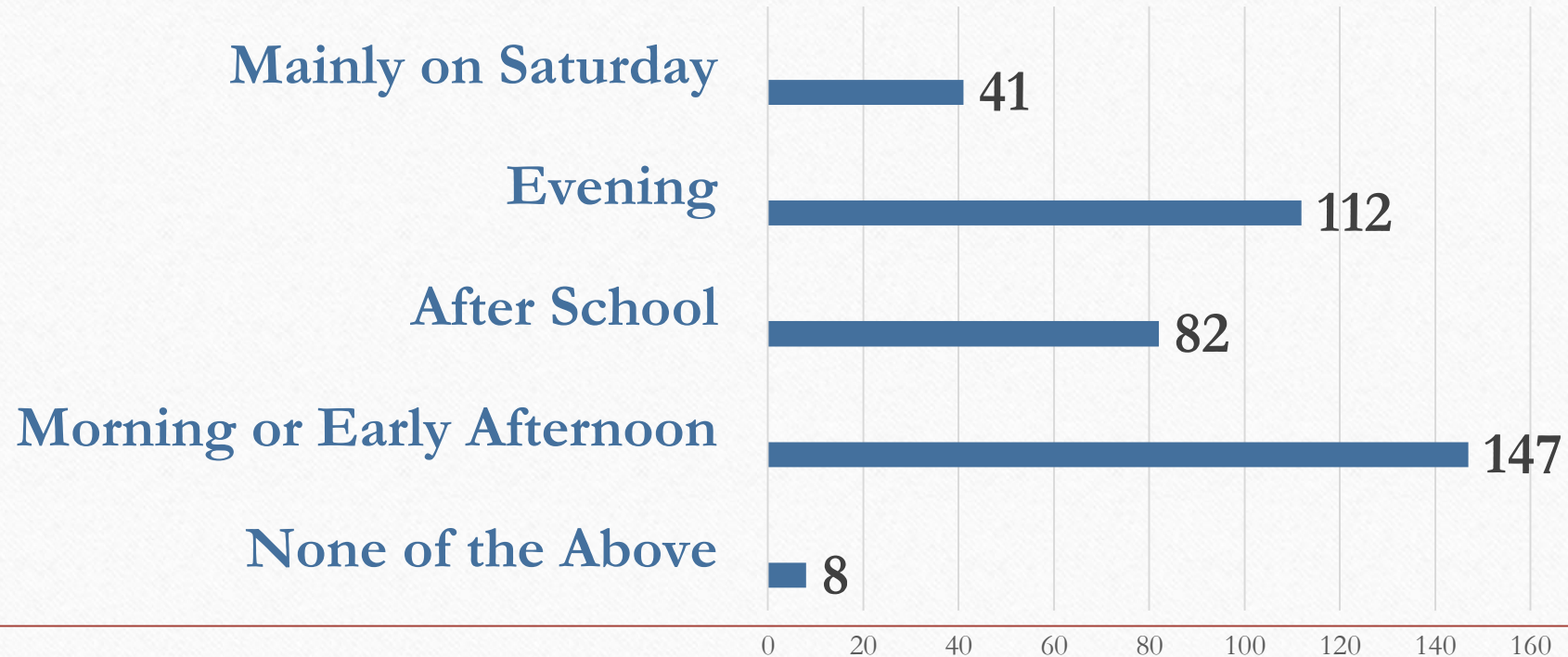
Background

- The Library's facility was built in 2001.
- Population in 2001 was 10,000 with a collection size of 27,000.
- Current population is an estimated 25,000.
- Collection size is 42,000 with crowded shelves, limited seating and programming space.
- Average Age of Sachse's population is 35. Survey respondents reflect average age.
- Program attendance has increased 122% in five years.
- 61% increase in circulation over the last five years.
- This survey was designed to query library users and get their input on future space needs. The survey was available for comment for 41 days. (May 20 to June 30)

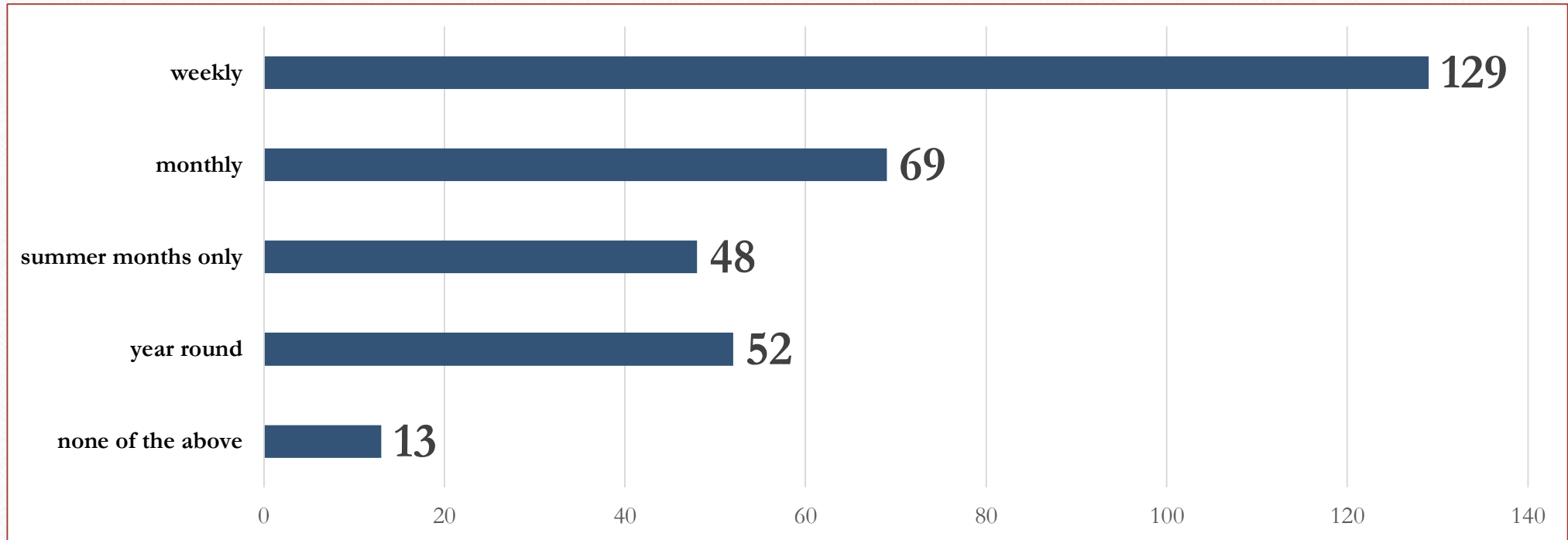
What is your age?



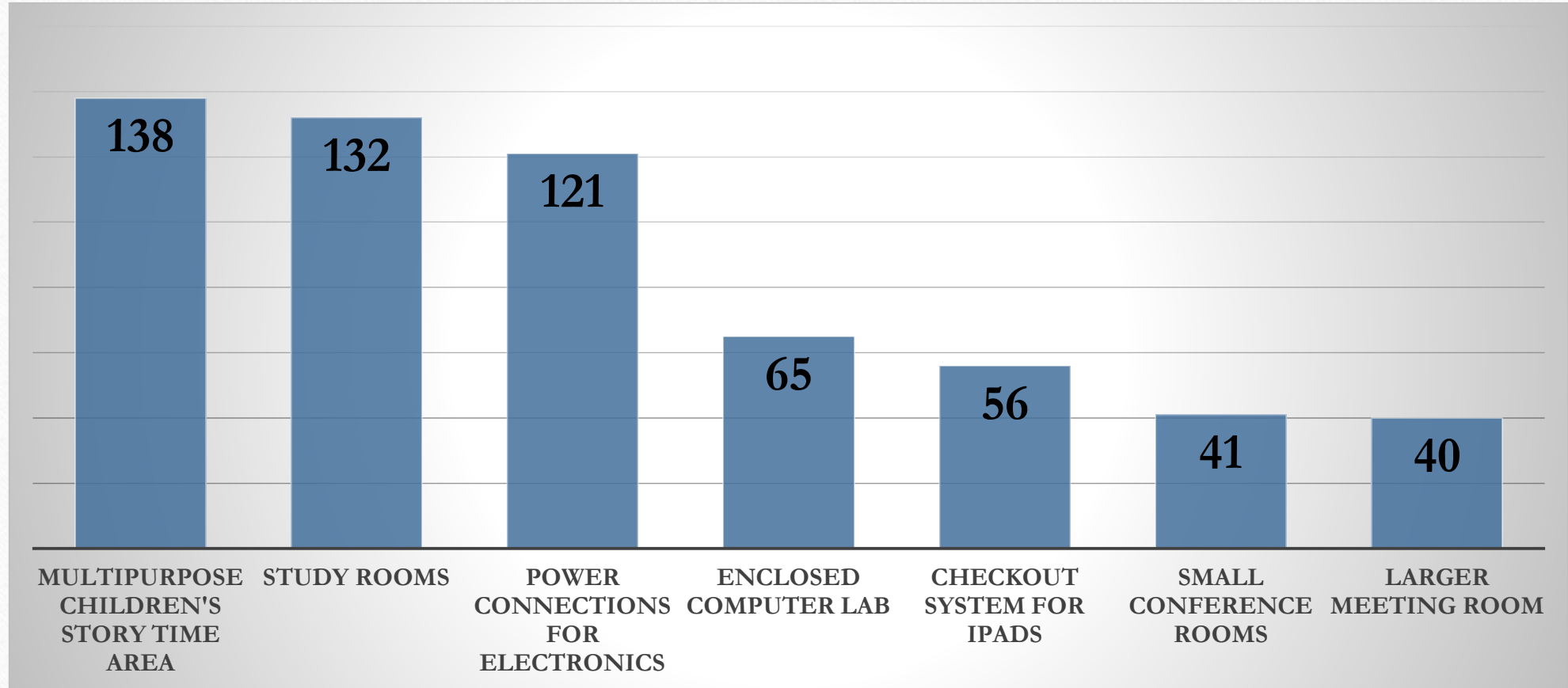
When do you visit the Sachse Public Library?



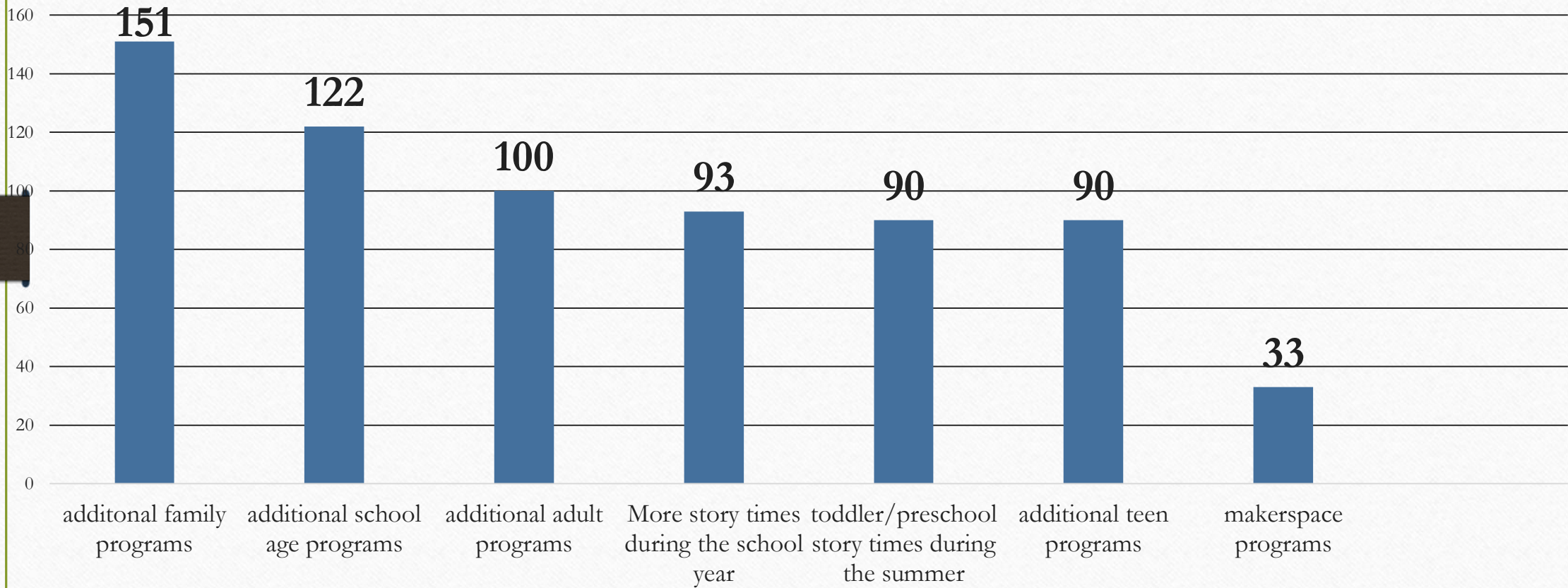
How often do you visit the Library?



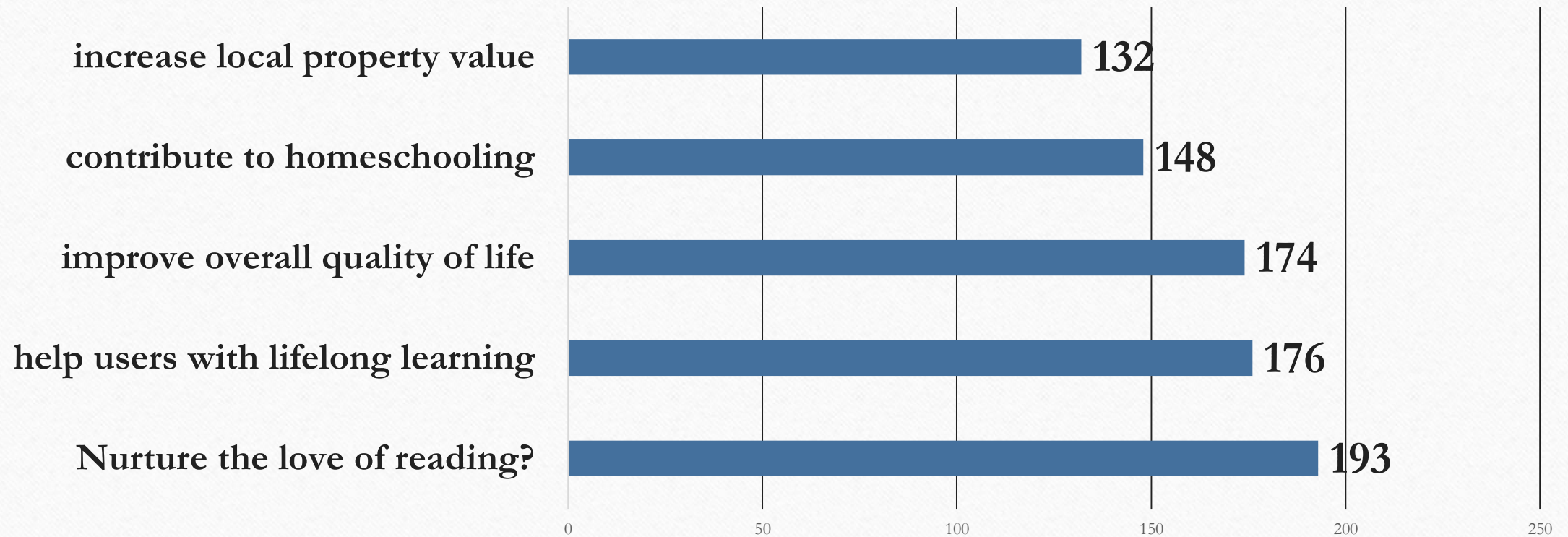
Are there any other services that you would like the library to provide?



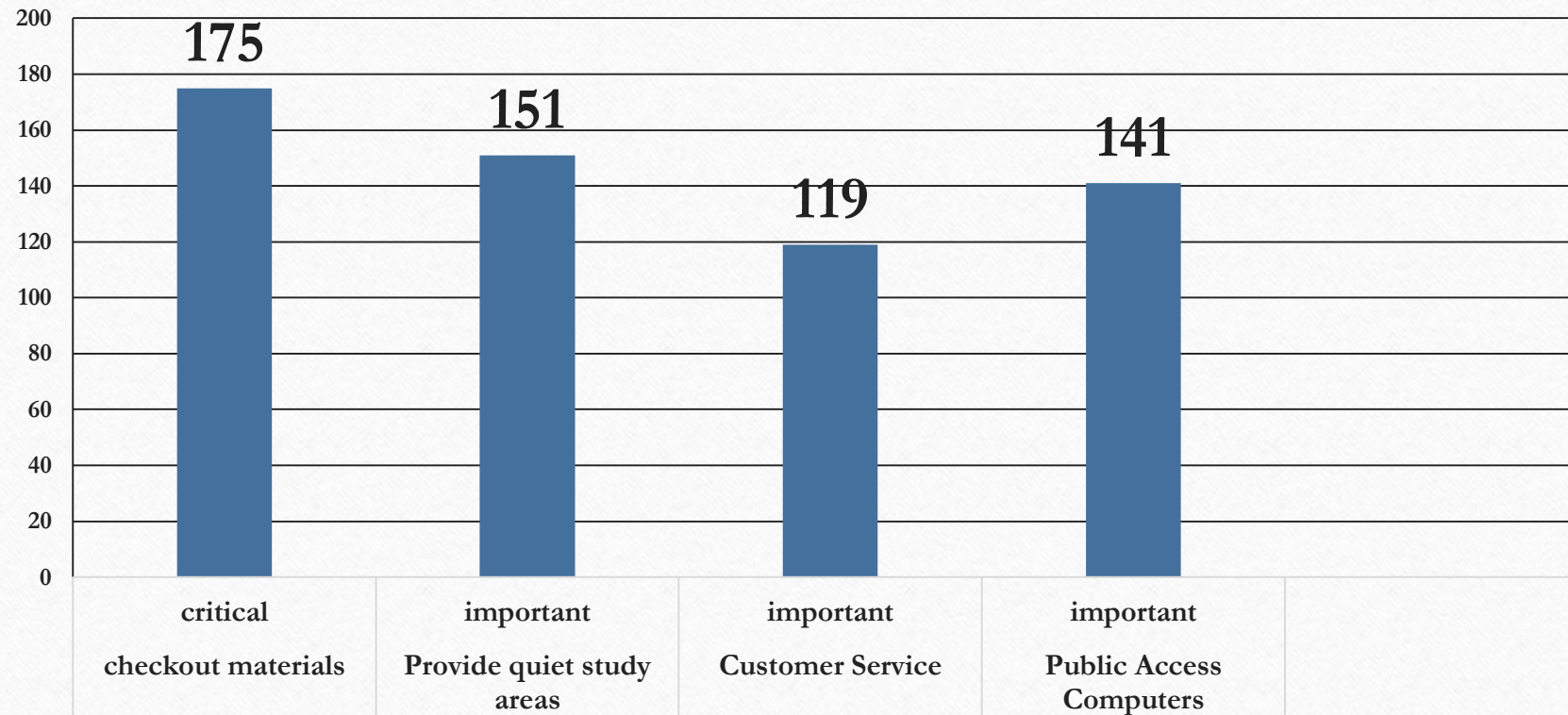
What additional programs would you like to see?



Can a thriving Library????



Indicate the importance of each service



Material checkout was ranked critical and other services were ranked important.

A sampling of the comments

- The staff is awesome and my kids are excited to come on a weekly basis!
 - I love the books and movies!
 - I love story time!
 - I love reading Geronimo Stilton.
 - I love this library's materials but also love the great customer service!!!
 - I think you all are doing a wonderful job, your improvements are amazing.
 - This library is very friendly and helpful.
- I would like to see library expansion.
 - I would like to see the library expanded in size.
 - I've seen major improvement. Brand new books not always there, but I may/ could get them through e-book.
 - more story times would be awesome
 - bigger areas, teen room for hanging out, seating, larger meeting rooms for programs
 - need larger area especially for the programs
 - fun weekly and kid activities. Thank you.

Additional Comments

- Since the library has a wonderful turnout for events, some kind of PA system is very necessary.
- Staff is always helpful.
- Improved so much over the last couple of years.
- Study rooms would be an improvement.
- Fun weekly and kid activities. Thank you.
- The Library and staff are warm and wonderful. We love coming here. Keep up the amazing work.
- I really like the Sachse Public Library. I think it is the best library. We need more staff here.
- We have watched the library grow and thrive since we moved to Sachse. Staff is excellent.
- We really appreciate all you do



City of Sachse, Texas

Legislation Details (With Text)

File #:	16-3407	Version:	1	Name:	Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.
Type:	Agenda Item	Status:			Agenda Ready
File created:	7/6/2016	In control:			Library Board
On agenda:	7/11/2016	Final action:			
Title:	Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	June 2016				

Date	Ver.	Action By	Action	Result
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Title
Library Manager's Report

Background
Library Manager Mignon Morse will make Library announcements, present monthly statistics, discuss upcoming projects, events, and community outreach.

Policy Considerations
N/A

Budgetary Considerations
N/A

Staff Recommendations
This is a discussion item only. No action is necessary.



Departmental Report		June (current year)	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	38,148		41,731	
Number of Items	39,691		43,169	
Number of New Items	915	4,142	1,020	4,083
Number of Items Removed	1,653	5,310	176	6,210
Donated Items Added	257	1,357	200	716
Number of E-Books & E-Audio	1,216		2,159	11,361
Number of New E-Books	92	432	62	968

Patrons

Number of Patrons	11,665		9,522	83,001
Number of New Patrons	206	824	219	929
Number of Patrons Removed	6	10	5	3,209

Circulation

Total Circulation	13,388	82,970	14,894	94,932
Adult Fiction	966	6,147	999	7,226
Adult Non- Fiction	527	4,193	1,072	6,035
Juvenile Fiction	6,661	40,242	7,267	45,355
YA materials	283	1,522	575	2,720
Interlibrary Loans	46	364	72	472
Juvenile Non-Fiction	955	6,260	824	6,584
DVDs & Blu-Ray	3,376	20,201	3,418	21,773
E-Books	299	2,151	437	3,169
Audio CDs	275	1,879	229	1,599

Programs and Services

Number of Internet Sessions	541	4,480	522	3,686
Number of Programs	13	89	15	101
Program Attendance	1,583	4,549	2,041	6,397
Number of Volunteer Hours	211	681	267	972

Door Count

	8,629	38,188	7,856	47,620
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Programs

	Date	Attendance
Two presentations at Armstrong	01-Jun	64
Summer Kickoff	04-Jun	800
teen program	05-Jun	10
Zootopia movie	08-Jun	134
teen program	14-Jun	8
Princess visits	14-Jun	13
movie	15-Jun	46
Mini Horses	16-Jun	455
Perler Bead Crafting	21-Jun	14
peanuts movie	22-Jun	46

Wildlife on the Move	23-Jun	195
Karate	28-Jun	10
Movie	29-Jun	51
Dazzling Dave	30-Jun	195
Total		2041

Summer Registrations	Jun-15	Jun-16
Children	608	689
Teens	85	145
Adults	239	268
Total	932	1102
Total Registrations in 2015	1003	