



**Monday, June 10, 2019
Library Board Meeting**

**Library Meeting Room
3815 Sachse Road, Building C
7:00 p.m.**

A. Regular Meeting

1. Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, June 10, 2019 at 7:00 p.m. at the Sachse Public Library, 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business:
2. Invocation and Pledges of Allegiance to the U.S. and Texas Flags.
3. Consider approving the minutes of the March 11, 2019 Library Board meeting.
4. Receive a presentation on the 2019 Summer Reading Program.
5. Consider amendments to the Library Circulation Policy.
6. Discuss a report regarding the trends in Public Libraries of eliminating overdue fines.
7. Receive and discuss the Library Manager's monthly report.
8. Request for future agenda items.
9. Discuss Library Board announcements regarding special events, current activities, and local achievements.
10. Adjournment.

I, the undersigned authority, do hereby certify that this notice of meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall.

Michelle Lewis Sirianni, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Lauren Rose, ADA Coordinator, via phone at 972.429.4770, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

Meeting	Jun 10, 2019 - Library Board Meeting
Category	A. Regular Meeting
Subject	3. Consider approving the minutes of the March 11, 2019 Library Board meeting.
Access	Public
Type	Action, Minutes
Recommended Action	Approve as presented.

Public Content**BACKGROUND**

Minutes from the March 11, 2019 Library Board meeting.

OVERVIEW

Minutes from the March 11, 2019 Library Board meeting.

POLICY CONSIDERATIONS

N/A

RECOMMENDATION

Approve the minutes of the March 11, 2019 Library Board meeting.

Library Board Meeting Minutes - March 11 2019.pdf (208 KB)

Library Board Meeting (Monday, March 11, 2019)

Members Present

Amy Brooks
Dixie Scogin
Billy Ketner
Kyle Graves
Sherel Barcenas
Marion Simpson

Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, March 11, 2019 at 7:00 P.M. at the Sachse Public Library 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business:

The meeting was called to order at 7:05 PM

Invocation and Pledges of Allegiance to the U.S. and Texas Flags.

Amy Brooks led the invocation and the Pledges of Allegiance to the U.S. and Texas flags.

Consider approving the minutes of the November 12, 2019 Library Board Meeting.

On the motion of Billy Ketner, seconded by Dixie Scogin, the board voted to approve the minutes of the November 12, 2019 meeting.

Consider approving the minutes of the January 14, 2019 Library Board Meeting

On the motion of Billy Ketner, seconded by Dixie Scogin, the board voted to approve the minutes of the January 14, 2019 meeting.

Consider approval of an amended Library Circulation Policy

The Board discussed amendments to the library circulation policy as it pertains to new library services. On the motion of Billy Ketner, seconded by Kyle Graves, the board voted to approve the amended Library Circulation Policy.

Consider approval of an amended Master Fee Schedule

The Board discussed amendments to the master fee schedule as it pertains to new library services. On the motion of Billy Ketner, seconded by Kyle Graves, the board voted to approve the amended Library Circulation Policy.

Receive and discuss the Library Manager's monthly report.

The Board received and discussed the library manager's monthly report.

Request for future agenda items.

No future agenda items were requested.

Discuss Library Board Announcements regarding special events, current activities, and local achievements.

The library board congratulated Library Manager – Daniel Laney – for the upcoming presentation of the 2018 Achievement of Excellence in Libraries Award from the Texas Municipal Library Directors Association to the Sachse Public Library.

Adjournment

The meeting was adjourned at 7:54 PM

**Agenda Item Details**

Meeting	Jun 10, 2019 - Library Board Meeting
Category	A. Regular Meeting
Subject	4. Receive a presentation on the 2019 Summer Reading Program.
Access	Public
Type	Discussion, Information

Public Content**BACKGROUND**

Each year, the Library hosts a Summer Reading Program with activities for children, teens, and adults. This year's Summer Reading Program theme is "A Universe of Stories," in honor of the 50th anniversary of the Apollo 11 Moon Landing. The Summer Reading Program will run from Saturday, June 1 through Saturday, July 27, 2019.

OVERVIEW

Library Manager Daniel Laney will present information on the 2019 Summer Reading Program.

POLICY CONSIDERATIONS

N/A

RECOMMENDATION

Receive and discuss the presentation on the 2019 Summer Reading Program.

2019 Library Board SRP Presentation 6-10-2019.pdf (1,646 KB)

2019 Summer Reading Program

JUNE 1 – JULY 27, 2019



2019 Summer Reading Theme



20-Hour Reading Challenge

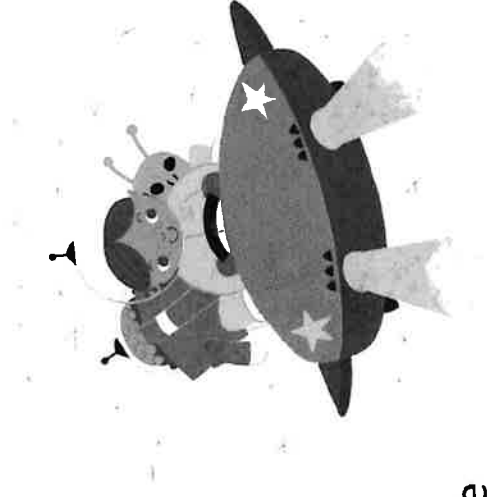
Saturday, June 1 – Saturday, July 20

Open to children, teens, and adults

1 prize drawing entry per reading log completed

This year's prizes include:

- Swimming party for 30 from Emler Swim School
- 4 passes to Texas Videogame Museum
- 2 passes and shopping vouchers to Crayola Experience
- Gift certificate from Rockwall Escape Rooms
- Chick-fil-a gift basket and more!



Summer Reading Kick-Off Party

Saturday, June 1

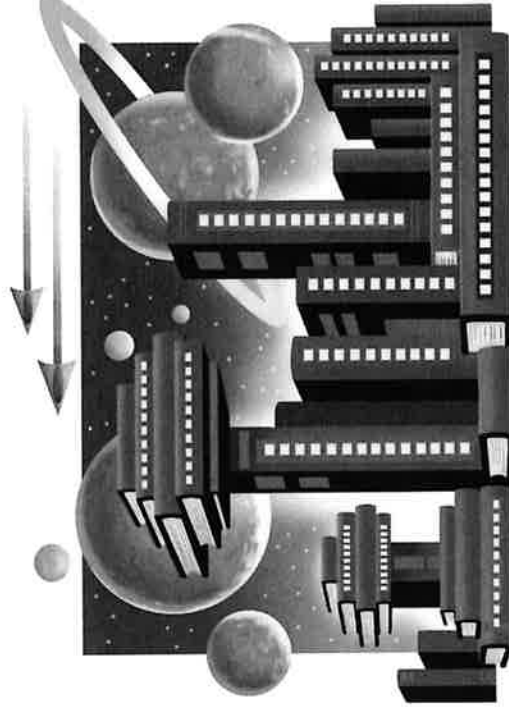
10:00 a.m. – 12:00 p.m.

Attractions:

- Petting zoo
- Inflatables
- Outdoor games
- Face Painting

Estimated Attendance: 851

Reading Logs Distributed: 660



Summer Reading Special Events

Magician Marty Westerman

Thursday, June 6 at 11:00 a.m.

Juggling with David Slick

Thursday, June 27 at 11:00 a.m.

GSO Instrument Petting Zoo

Wednesday, June 12 at 1:30 p.m.

Space Magic with Brett Roberts

Thursday, July 11 at 11:00 a.m.

Professor Brainius

Thursday, June 13 at 11:00 a.m.

Wildlife on the Move

Thursday, July 18 at 11:00 a.m.

Baba Kwasi African Drums

and Storytelling

Thursday, June 27 at 11:00 a.m.

Free In-N-Out Burgers

Tuesday, July 23, 11 a.m. – 1 p.m.



Teen Tuesday Events

Perot Museum TECH Truck

Tuesday, June 4 at 5:00 p.m.

“Telescopes in Space Exploration”

Tuesday, June 18 at 6:30 p.m.

3D Design Workshop

Tuesday, July 2 at 6:00 p.m.

YA Author Sarah MacTavish

Tuesday, July 16 at 6:00 p.m.



Weekly Summer Activities



All-Ages Summer

Story Times

June 5 – July 24

*Wednesdays at 10:30 a.m.
and 1:30 p.m.*

Mid-Week Movies

June 5 – August 7

Wednesdays at 2:00 p.m.



Summer Reading Finale Party

Saturday, July 27
11:00 a.m. – 1:00 p.m.

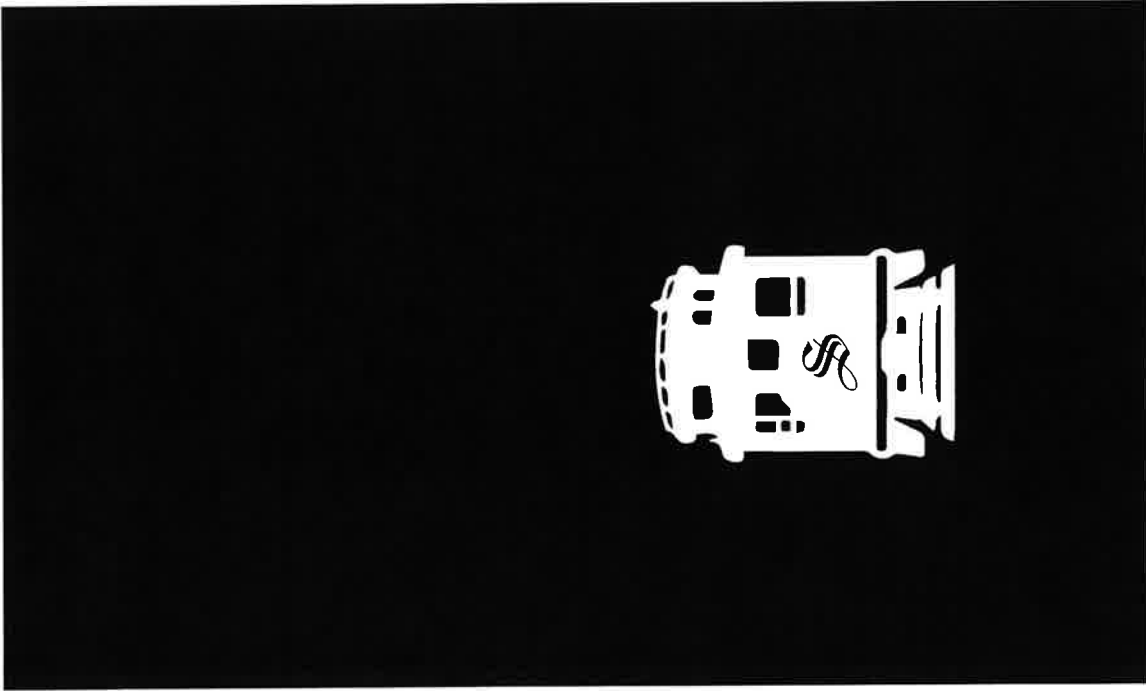
Attractions:

- Videogame truck
- Food trucks
- Inflatables
- Outdoor games
- Friends of the Library Silent Auction



20-Hour Reading Challenge prize drawing winners will be announced





Library Board Discussion

**Agenda Item Details**

Meeting	Jun 10, 2019 - Library Board Meeting
Category	A. Regular Meeting
Subject	5. Consider amendments to the Library Circulation Policy.
Access	Public
Type	Action
Recommended Action	Approve the amendments to the Library Circulation Policy as presented.

Public Content**BACKGROUND**

At the March 11, 2019 Library Board meeting, the Library Board approved an amended Library Circulation Policy which allowed for holds to be placed on DVDs and Blu-Ray materials, as well as the circulation of board games, card games, puzzles, and the future circulation of literacy or STEAM kits. However, the amended Library Circulation Policy approved on March 11 did not include limits on the number of holds permitted for DVDs, games, puzzles, and kits. In years past, the Sachse Public Library has hosted fine forgiveness events, typically in conjunction with a food drive or other charity event, however the previous Library Circulation Policy did not include language specifying who can authorize fine forgiveness events.

OVERVIEW

These amendments to the Library Circulation Policy will introduce limits on the number of holds that can be placed on DVDs, games, puzzles, and kits, as well as a correction to the circulation length for ebooks and e-audiobooks. They also authorize the Library Manager or his designee to forgive library fines and/or fees as part of an organized fine forgiveness event, or individually on a case-by-case basis.

POLICY CONSIDERATIONS

The Library Board will consider approving the amendments to the Library Circulation Policy.

RECOMMENDATION

Approve the amendments to the Library Circulation Policy.

Library Circulation Policy UPDATE PROPOSED 5-13-2019.pdf (408 KB)

Sachse Public Library Circulation Policy

Library Cards

- Sachse Public Library (“Library”) patrons must have a valid Library card to check out materials. (current driver's license, state identification, or other photo identification, including a student identification card).
- To apply for a Library card:
 - Persons 16 years of age and older must present a valid photo I.D. (current driver's license, state identification card, or student identification card) and proof of current address (current driver's license, state identification card, or utility bill).
 - Minors (persons under 16 years of age) must be accompanied by a parent or guardian. The parent or guardian shall present proper identification, and is responsible for any fees incurred by the minor.
- Each patron shall use his or her Library card when checking out Library materials. If the patron is not able to present their Library card, they must provide a valid photo I.D. in order to check out library materials.
- Each patron shall be responsible for materials checked out on his or her card, including fines for late returns, lost items, and damaged items.
- Library cards expire annually so that patron information may be updated on an annual basis. Any fines and fees in excess of \$5.00 must be paid prior to renewing the Library card.
- Parents and/or legal guardians shall be responsible for supervising the materials viewed and selected by their minor children. The Library staff are not responsible for determining age-appropriate materials for children.
- The Library assumes no responsibility for damage caused to a patron's audiovisual or computer equipment, or for personal injuries sustained due to the use of Library materials.
- Violations of any of the foregoing regulations may result in the patron's Library privileges being limited or revoked.

Borrowing Privileges

Item	Loan Period	Hold Limit
Books and Audio	21 days	10 hold requests
DVDs – limit 7 per card	7 days	3 hold requests
e-Books & e-Audio	21 days	3 hold requests
Board Games, Card Games, and Puzzles – limit 2 per card	7 days	1 hold request
Kits – limit 1 per card	21 days	1 hold request

- **Renewals.** All items (excluding newly released DVDs) may be renewed twice unless another patron has placed a hold on the item. Kits, board games, card games, puzzles and newly released DVDs cannot be renewed. Renewals can be made by self-service checkout, by phone, or at the circulation desk during regular Library hours; and, through the Library's online catalog that is available 24 hours a day.
- **Hold Requests.** A hold may be placed on any item that is able to be checked out. Holds cannot be placed on newspapers, magazines, or reference materials. Hold requests can be made through the Library's online catalog, by phone, or at the circulation desk during Library hours. Hold items shall be held on the hold shelf for 3 days.
- **Overdues.** Any item kept after the return date is overdue and subject to fines. A patron may not check out any additional materials until all overdue items are either returned or renewed. Overdue fines will not be charged for days when the Library is closed.
- **Suspension of Borrowing Privileges.** Patron accounts must not have fines greater than \$5.00 to be in good standing. Borrowing privileges shall be suspended if a patron has fines exceeding \$5.00. If a minor's card has exceeded the fine limit, the parent or guardian associated with the minor's account shall be responsible for the fines and shall be blocked from checking out or accessing computers. Borrowing privileges shall also be suspended for all family members until all accounts are in good standing.
- **Forgiveness of Library Fines and/or Fees.** The Library Manager or his/her designee shall have the authority to authorize the forgiveness of library fines and/or fees. The forgiveness of library fines and/or fees may occur in conjunction with an organized event, such as a "Food for Fines" food drive event, or individually on a case-by-case basis at the discretion of the Library Manager or his/her designee.

Lost and Damaged Items

- Materials more than 120 days overdue shall be automatically marked lost.
- Patrons with lost items or materials damaged beyond repair shall be charged the actual replacement cost plus a \$5.00 processing fee.
- In lieu of paying the replacement cost, patrons may choose to replace a lost or damaged item with an exact, new copy of same. The replacement item must be new and in the same format as the original (*i.e.*, hardcover, Blu-ray, etc.). Patrons shall still be assessed a \$5.00 processing fee.
- Damaged items, not requiring a complete replacement, shall be charged a minimum of a \$5.00 processing fee. An additional fee shall be charged if a case or container is damaged.
- No refunds shall be offered once a replacement has been made.
- Lost and damaged individual components such as board or card game components, puzzle pieces, kit components, audio discs or DVDs from multi-part sets, shall be charged at the supplier's replacement fee plus shipping cost, if available for purchase. The full replacement cost of the item, plus a \$5.00 processing fee will be charged if individual components cannot be purchased.

Texshare Cards

- A TexShare card allows patrons to use public and academic libraries across Texas without a fee. These cards shall be issued at the circulation desk. Library patrons may apply for a TexShare card during regular hours of operation and must be 16 years of age or older.
- **Eligibility for TexShare Card Use.** The patron must present a valid TexShare card and photo identification (a current driver's license with current address or other document with current address).
- **Borrowing from other TexShare Libraries.** Patrons borrowing items from other participating TexShare libraries are responsible for adhering to all policies of the lending library. Any fines or fees incurred are the responsibility of the TexShare card user. Patrons owing fines greater than \$5.00 to a TexShare library shall no longer be in good standing with the Sachse Public Library and all borrowing privileges shall be suspended.

Copyright Laws

All Library materials are subject to copyright laws. DVD's are for home viewing only and cannot be duplicated. Copyright laws also protect most books, magazines, and other Library media. Do not copy, reproduce, rebroadcast, tamper with, or alter any copyrighted materials in any manner.

Patron Confidentiality

The Sachse Public Library is committed to the protection of all Library customers' rights to privacy in the use of Library resources and discloses customer information to the customer only. In regard to minors, information may also be disclosed to the registered parent/guardian listed on the account.

Library records will only be disclosed under court order, subpoena, or warrant as outlined in the state statute, Texas Government Code, Section 552.124 and the surveillance provisions included in the USA PATRIOT ACT (Public Law 107-56).

Library Theft

A person commits the offense of Library theft when he does any of the following acts:

- (1) Knowingly and intentionally removes any Library material from the premises of a Library facility without the authority to do so; or
- (2) Knowingly and intentionally conceals any Library material upon his person or among his belongings, while still in the premises of a Library facility and in such a manner that the Library material is not visible through ordinary observation, and removes such Library material beyond the premises of the Library at which Library material may be borrowed in accordance with procedures established by the Library for the borrowing of Library material; or,
- (3) With the intent to deceive, borrows or attempts to borrow any Library material from the Library by:
 - a. Use of a Library card issued to another without the other's consent, or
 - b. Use of a Library card knowing that it is revoked, canceled or expired, or
 - c. Use of a Library card knowing that it is falsely made, counterfeit or materially altered.
- (4) Borrows Library material from the Library and knowingly and willfully fails to return such Library material within 120 days after the due date.

Refusing to Pay Overdue Fine: Misdemeanor.

Every person who is assessed a penalty pursuant to Library policy for failure to return any item lent them by the Library and who refuses to pay the penalty shall be deemed guilty of a misdemeanor.

Interlibrary Loan

Interlibrary Loan is a service provided to obtain materials which are not available at the Sachse Public Library. Materials from the collections of other public, academic, and special libraries may be requested through Interlibrary Loan (ILL) through the Texas State Library and Archives Commission Network.

Materials that are borrowed from other libraries through Interlibrary Loan (ILL) have specific loan and renewal periods and possible use restrictions.

Requirements & Guidelines

- Cardholder must be in good standing. (“Good standing” means not charged for a lost or damaged item.)
- Neither the cardholder nor a family member linked to the account can have any outstanding fines.
- Books borrowed by a minor fall under the responsibility of the minor’s parent or legal guardian.
- There is a limit of 3 open requests at one time per patron.
- Requested items that are not picked up cannot be requested again for 3 months.
- Failure to adhere to the ILL policy or to the lending library’s policy shall result in the patron being subjected to all fees outlined in the ILL policy and/or revoking of Interlibrary loan privileges.

Material Which May Be Borrowed

- Patrons may request books, CDs, DVDs, audiobooks, or any item listed in the OCLC WorldCat database.
- The lending library shall decide in each case whether or not a particular item will be provided and the loan conditions.

Restricted Materials

- Occasionally the material requested may be designated by the lending library as restricted. This means that the material must be viewed in the library and cannot be checked out.
- When restricted materials are picked up from the circulation desk, the patron shall be asked to relinquish a state issued ID card. (driver’s license or state identification card) which shall be held until the material is returned to the circulation desk.

ILL Requests

- Requests can be made online through the Library’s website, by phone, or in person.
- It typically takes 10 days to 2 weeks to receive materials from other libraries.
- The requestor shall be contacted by phone or email when the material arrives.
- The length of the loan is determined by the lending library, not the Sachse Public Library, and shall vary accordingly. The due date is noted on the attached ILL label.
- Items shall be held and picked up at the circulation desk.

Returning Materials

- Borrowed material should be returned by the designated due date.
- Items may be returned to any of the Sachse Public Library book drops as long as the ILL label is still attached.
- Borrowed material not picked up within 7 days shall be returned to the lending library.
- Borrowed material is subject to recall by the lending library and immediate return is expected.

Renewing ILL Materials

- A patron should pick up ILL items when notified in order to maximize the loan period. The ILL loan period begins on the date the item is received by the borrowing library.
- Renewal requests must be made by the borrower at least (3) business days prior to the due date to provide the lending library sufficient time to either approve or deny the request.
- Please note many lending libraries do not allow renewals for ILL items.

Fines and Fees

- Sachse Public Library offers ILL services for free when items are picked up and returned on time and free of damage.
- Patrons who request an item through ILL and fail to pick it up within 7 days of notification shall be assessed a fee of \$5.00 for each unclaimed title.
- Materials returned late shall be assessed a fine of \$1.00 per day per item.
- Patrons who fail to return materials borrowed on their behalf will be charged a processing fee of \$5.00, as well as any other fees requested by the lending library.
- Patrons with lost items or materials damaged beyond repair shall be charged the actual replacement cost as well as a \$5.00 processing fee.

Interlibrary Loan Borrowers Shall Be

- Responsible for any charges assessed in connection with ILLs, whether or not they choose to use the material, including overdue fines, lost or damaged items, and any additional charges/fines/fees imposed by the lending institution.
- Responsible for compliance with the Copyright Laws of the United States (Title 17, United States Code).

Approved by Library Board 3/11/2019
Amendments Proposed 5/13/2019

**Agenda Item Details**

Meeting	Jun 10, 2019 - Library Board Meeting
Category	A. Regular Meeting
Subject	6. Discuss a report regarding the trends in Public Libraries of eliminating overdue fines.
Access	Public
Type	Discussion, Reports

Public Content**BACKGROUND**

At past meetings, the Library Board has discussed the possibility of eliminating fines for overdue library materials. At the March 11, 2019 meeting, the Library Board requested that the Library Manager present a report on the potential effects of eliminating overdue fines.

OVERVIEW

The Library Manager will present a report on the potential effects of eliminating overdue fines, including the experiences of other public libraries which have eliminated overdue fines.

POLICY CONSIDERATIONS

The Library Board may consider the information in this report when making future decisions regarding fines and fees.

RECOMMENDATION

Discussion only.

Fine Free Literature Review 6-10-2019.pdf (379 KB)

Depriest, Meg J. *Removing Barriers to Access: Eliminating Library Fines and Fees on Children's Materials*. Colorado State Library, 2017.

- White paper on the effects of going fine-free, prepared for the Colorado State Library
- "The Colorado State Library recommends that public library administrators and governing bodies eliminate library fines, and reconsider fees for lost or damaged items, on children's materials, and other items as deemed appropriate for local service."
- "The profession has little empirical evidence that charging fines results in greater circulation of library materials, or indeed the return of items in a timely manner. The administrative costs, including equipment rental, collection contracts, and staff time associated with collecting funds from patrons, often equals or exceeds the revenue earned from library fines and fees."

Boehme, Andrea and Katie Mihaly. *Fine Efficacy: An Experimental Study on the Effect of Daily Fines on Borrower Return Habits*. Bowling Green State University, 2018.

- "Fines don't significantly change how long an item is overdue or the patron's borrowing habits. Even with significant outliers, most students returned their items before the due date. There is evidence to suggest that receiving the courtesy notice may be a more important factor in timely returns."
- With a 21-day checkout period, students who were not charged fines kept items an average of 20.98 days, while students who were charged fines averaged 17.21 days. Courtesy noticed were sent out on day 18 for both groups. For both groups, 11% of items were checked-out past their due-date.

Dixon, Jennifer A. and Steven A. Gillis. "Doing Fine(s)?" *Library Journal*, vol. 142, no. 6, Apr. 2017, p. 40. EBSCOhost, search.ebscohost.com/login.aspx?direct=true&db=f6h&AN=122229362&site=ehost-live.

- Overview of current fine/fees collected by public libraries
- 92% of libraries charge overdue fees.
- Average fine collection for mid-size libraries (25k-99k) is \$2,691 per month, compared to \$1,241 per month for fees (for printing, etc). The average cost for mid-size libraries to collect fines is \$594 per month.
- 31.6% of mid-size libraries have considered doing away with fines
- Librarian from Milton Public Library in Vermont stated that after eliminating fines, more people returned books on time, and others felt more welcome in the library space.

Holtmann, Libby. *Library Fine Proposal*. Plano Public Library, 2018.

- City Council meeting presentation notes by Plano Library Director Libby Holtmann
- 11% of adult users were blocked due to overdue fines prior to going fine-free
- Fine revenue had been decreasing significantly since 2012
- Study found that while the Plano libraries collected a total of \$176,014 in fines during the previous year, a total of \$901,269 was spent to collect those fines.
- Plano residents already pay an average of \$43 per year for library services, and they want to keep from adding additional fees

Giudice, Jo. *Library Without Fines: An Equitable Approach to Removing Barriers*. City of Dallas, 2019

- Report presented to the Dallas Quality of Life, Arts & Culture Committee by the Jo Giudice, Director of the Dallas Public Library

- Fines collected by the Dallas Public Library have steadily decreased for at least 10 years
- Includes a list of fine-free DFW libraries, including Plano, Frisco, McKinney, Mesquite, Irving, Flower Mound, Sanger, Haltom City, and Burleson.
- The Dallas City Council passed an ordinance on May 22nd which eliminates overdue fines.

**Agenda Item Details**

Meeting	Jun 10, 2019 - Library Board Meeting
Category	A. Regular Meeting
Subject	7. Receive and discuss the Library Manager's monthly report.
Access	Public
Type	Discussion, Reports

Public Content**BACKGROUND**

Library Manager Daniel Laney will make Library announcements, present monthly statistics, discuss upcoming projects, events, and community outreach.

OVERVIEW

Library Manager Daniel Laney will make Library announcements, present monthly statistics, discuss upcoming projects, events, and community outreach.

POLICY CONSIDERATIONS

N/A

RECOMMENDATION

Discussion only.

March 2019 Library Manager's Report.pdf (127 KB)

April 2019 Library Manager's Report.pdf (155 KB)

May 2019 Library Manager's Report.pdf (145 KB)



Departmental Report		March 2019	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	41,687		42,117	
Number of Items	42,919		43,426	
Number of New Items	422	2,885	473	2,928
Number of Items Removed	271	1,763	216	2,084
Donated Items Added	51	125	11	245
Number of E-Books	2,751		3,031	
Number of New E-Books	27	140	41	274

Patrons

Number of Patrons	11,883		8,637	
Number of New Patrons	84	475	118	572
Number of Patrons Removed	1	2	3,151	3,154

Circulation

Total Circulation	11,436	64,474	11,407	65,138
Adult Fiction	593	3,990	724	3,785
Adult Non-Fiction	504	2,629	452	2,951
Juvenile Fiction	4,820	28,464	4,925	29,148
YA materials	322	1,675	287	1,395
Interlibrary Loans	70	319	51	267
Juvenile Non-Fiction	913	3,892	721	3,892
DVDs & Blu-Ray	2,456	13,215	2,085	12,233
E-Books (Sachse Patron Checkouts)	792	4,726	931	4,742
E-Books (Other Patron Checkouts)	900	5,183	1,169	6,424
Audio CDs	66	381	62	301

Programs and Services

Number of Internet Sessions	521	2,630	421	3,054
Number of Programs	25	108	27	115
Program Attendance	705	3,664	797	6,453
Number of Volunteer Hours	164	536	135	652
3D Print Requests			12	36
ILL Incoming Requests	52	287	35	200
ILL Incoming Received	60	292	42	245
ILL Outgoing Requests	128	821	155	896
ILL Outgoing Shipped	73	443	83	514
Literacy Computer Uses	1,722	7,349	1,455	8,244
Door Count	5,359	28,173	5,019	30,183

Programs	Date	Attendance
Vegetable Gardening Workshop	2-Mar	34
Teen Game Night & Button Making	5-Mar	10
Tummy Time & Rhyme	6-Mar	0
Preschool Read & Play	6-Mar	42
Sachse Wylie Authors Group	6-Mar	10
Toddler Tales	7-Mar	58
Teen Rock Painting	7-Mar	4
Movie - "Ralph Breaks the Internet"	11-Mar	40
Movie - "The House with the Clock in..."	12-Mar	4
Creature Teacher	12-Mar	108
Tummy Time & Rhyme	13-Mar	6
Movie - "Goosebumps Part 2"	13-Mar	2
Preschool Read & Play	13-Mar	57
Toddler Tales	14-Mar	45
Movie - "Dog Days"	14-Mar	9
Movie - "Teen Titans Go! to the Movies"	15-Mar	13
Early Literacy Parent Workshop	19-Mar	11
Tummy Time & Rhyme	20-Mar	2
Preschool Read & Play	20-Mar	37
Toddler Tales	21-Mar	65
Sachse Gaming Adventures	23-Mar	17
Greta the Reading Therapy Dog	26-Mar	8
Tummy Time & Rhyme	27-Mar	4
Preschool Read & Play	27-Mar	53
Small Miracles Academy Story time	28-Mar	24
Toddler Tales	28-Mar	49
March Guessing Game	1-31 Mar	85
Total		797

Programs by Type	Number	Attendance
Story Times	13	442
Childrens Programs	6	76
Teen Programs	2	14
Adult Programs	4	72
Family Programs	2	193
Total		797



Departmental Report		April 2019	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	41,297		42,202	
Number of Items	42,506		43,511	
Number of New Items	577	3,462	149	3,077
Number of Items Removed	902	2,665	64	2,148
Donated Items Added	6	131	10	255
Number of E-Books	2,741		3,020	
Number of New E-Books	0	140	1	275

Patrons

Number of Patrons	11,945		8,722	
Number of New Patrons	67	542	87	659
Number of Patrons Removed	2	4	2	3,156

Circulation

Total Circulation	10,504	74,978	9,953	75,091
Adult Fiction	617	4,607	669	4,454
Adult Non- Fiction	555	3,184	419	3,370
Juvenile Fiction	4,598	33,062	4,429	33,577
YA materials	274	1,949	252	1,647
Interlibrary Loans	53	372	30	297
Juvenile Non-Fiction	717	4,609	800	4,692
DVDs & Blu-Ray	2,198	15,413	1,358	13,591
E-Books (Sachse Patron Checkouts)	680	5,406	884	5,626
E-Books (Other Patron Checkouts)	775	5,958	1,060	7,484
Audio CDs	37	418	52	353

Programs and Services

Number of Internet Sessions	576	3,206	406	3,460
Number of Programs	21	129	19	134
Program Attendance	596	4,260	827	7,280
Number of Volunteer Hours	149	685	80	732
3D Print Requests			6	42
ILL Incoming Requests	35	322	34	234
ILL Incoming Received	40	332	29	274
ILL Outgoing Requests	140	961	152	1,048
ILL Outgoing Shipped	72	515	92	606
Literacy Computer Uses	1,481	8,830	1,213	9,457
Door Count	5,432	33,605	4,653	34,836

Programs	Date	Attendance
Tummy Time & Rhyme	3-Apr	12
Preschool Read & Play	3-Apr	52
Sachse Wylie Authors Group	3-Apr	7
Toddler Tales	4-Apr	56
IP Law for Small Business Owners	4-Apr	2
Nat. Library Week Family Game Night	9-Apr	30
Greta the Reading Therapy Dog	9-Apr	13
Tummy Time & Rhyme	10-Apr	5
Preschool Read & Play	10-Apr	38
Toddler Tales	11-Apr	50
Easter Egg Hunt & Story Time (2&under)	17-Apr	69
Easter Egg Hunt & Story Time (3-5)	17-Apr	83
Tummy Time & Rhyme	24-Apr	0
Preschool Read & Play	24-Apr	25
Toddler Tales	25-Apr	57
Sachse Gaming Adventures	27-Apr	11
National Poetry Month Activities	1-30 Apr	102
April Guessing Game	1-30 Apr	66
In-N-Out Reading Club	2 Mar - 13 Apr	149
Total		827

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Programs by Type	Number	Attendance
Story Times	11	447
Childrens Programs	2	162
Teen Programs	0	0
Adult Programs	3	20
Family Programs	3	198
Total		827



Departmental Report		May 2019	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	41,199		42,420	
Number of Items	42,416		43,798	
Number of New Items	444	3,906	366	3,443
Number of Items Removed	522	3,187	79	2,227
Donated Items Added	37	168	19	272
Number of E-Books	2,736		3,084	
Number of New E-Books	33	173	74	349

Patrons

Number of Patrons	10,593		8,820	
Number of New Patrons	101	643	99	758
Number of Patrons Removed	1,475	1,479	1	3,157

Circulation

Total Circulation	11,472	86,450	10,982	86,073
Adult Fiction	769	5,376	658	5,112
Adult Non- Fiction	613	3,797	402	3,772
Juvenile Fiction	4,919	37,981	4,770	38,347
YA materials	288	2,237	388	2,035
Interlibrary Loans	29	401	39	336
Juvenile Non-Fiction	706	5,315	725	5,417
DVDs & Blu-Ray	2,369	17,782	1,898	15,489
E-Books (Sachse Patron Checkouts)	803	6,209	869	6,495
E-Books (Other Patron Checkouts)	884	6,842	1,184	8,668
Audio CDs	92	510	49	402

Programs and Services

Number of Internet Sessions	567	3,773	406	3,866
Number of Programs	18	147	14	148
Program Attendance	432	4,692	335	7,615
Number of Volunteer Hours	73	758	103	836
3D Print Requests			6	48
ILL Incoming Requests	27	349	33	267
ILL Incoming Received	25	357	35	309
ILL Outgoing Requests	156	1,117	162	1,210
ILL Outgoing Shipped	60	575	82	688
Literacy Computer Uses	1,489	10,319	1,450	10,907
Door Count	5,676	39,281	4,837	39,673

Programs	Date	Attendance
Tummy Time & Rhyme	1-May	2
Preschool Read & Play - Firefighter Day	1-May	59
Sachse Wylie Authors Group	1-May	8
Toddler Tales	2-May	51
Creating a Beautiful Flower Garden	4-May	10
Medicare Workshop	7-May	10
Tummy Time & Rhyme	8-May	0
Preschool Read & Play	8-May	32
Toddler Tales	9-May	68
Family Game Night	14-May	24
Greta the Reading Therapy Dog	14-May	8
Sachse Gaming Adventures	25-May	7
Greta the Reading Therapy Dog	28-May	7
May Guessing Game	1-31 May	49
Total		335

Thunderstorms

Thunderstorms

Programs by Type	Number	Attendance
Story Times	6	212
Childrens Programs	2	15
Teen Programs	0	0
Adult Programs	4	35
Family Programs	2	73
Total		335