



## Sachse, Texas

Sachse Public Library  
3815 Sachse Road  
Building C  
Sachse, Texas 75048

### Meeting Agenda Library Board

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Monday, June 9, 2014

7:00 PM

Library Meeting room

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The Library Board of the City of Sachse will hold a Regular Meeting on Monday, June 9, 2014, 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

2. Regular Agenda Items:

a. 14-2251 Consider approval of the minutes of the May 12, 2014 meeting

*Executive Summary*

*Review and consider approval of the minutes of the May 12, 2014 Library Board meeting.*

Attachments: minutes051214pdf

b. Discuss Friends of the Library Monthly Report.

c. 14-2252 Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.

*Executive Summary*

*Library Manager Mignon Morse will present Library Manager's Report.*

Attachments: June2014

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

3. Adjournment

State law prohibits the introduction or discussion of any item of business not posted at least seventy-two (72) hours prior to the meeting time

Posted June 6, 2014, 5:00 p.m. Mignon Morse, Library Manager

*If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Terry Smith, City Secretary at (972) 495-1212, 48 business hours prior to the scheduled meeting date. Reasonable accommodations will be made to assist your needs.*



# Sachse, Texas

Sachse City Hall  
3815-B Sachse Road  
Sachse, Texas 75048

## Legislation Details (With Text)

**File #:** 14-2251      **Version:** 1      **Name:** Consider approval of the minutes of the May 12, 2014 meeting.  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/2/2014      **In control:** Library Board  
**On agenda:** 6/9/2014      **Final action**  
**Title:** Consider approval of the minutes of the May 12, 2014 meeting.

### Executive Summary

Review and consider approval of the minutes of the May 12, 2014 Library Board meeting.

### Sponsors.

### Indexes.

### Code sections:

**Attachments.** [minutes051214pdf](#)

| Date | Ver | Action By | Action | Result |
|------|-----|-----------|--------|--------|
|------|-----|-----------|--------|--------|

### Title

Consider approval of the minutes of the May 12, 2014 meeting

### *Executive Summary*

*Review and consider approval of the minutes of the May 12, 2014 Library Board meeting*

### Background

Consider approval of the Library Board minutes for the May 12, 2014 meeting

### Policy Considerations

N/A

### Budgetary Considerations

N/A

### Staff Recommendations

Recommend approval of the minutes of the May 12, 2014 meeting

**Library Board  
Library Meeting Room  
3815 Sachse Road, Building C**

**Regular Meeting Minutes  
Monday, May 12, 2014, 7:00 p.m**

**Present Board Members** Dia Rhoden, Mary Saathoff, Dixie Scoggins, Terry Bennett and Billy Ketner

**Absent Board Members** Robert Rodgers, Patrece King

**Library Manager** Mignon Morse

**1 Invocation and Pledge**

Terry Bennett

**2. Call to Order**

Dia Rhoden called the meeting to order at 7:03 p m

**3 Approval of Minutes**

Terry Bennett made a motion to approve the minutes for the April 14, 2014, meeting Billy Ketner seconded the motion to approve the minutes. The minutes were unanimously approved.

**4 Friends Report:**

Tyler Edmondson is presenting the Estate Planning program on May 29 at 7:00

**5. Library Managers Report:**

- Library Manager, Mignon Morse reported a slight fall in circulation for the months of April 2014
- Council approved the proposal for Voluntary Utility Bill Donations Funds for the Sachse Public Library are earmarked for e-Books.
- During the May 9 School Librarian Breakfast a draft of the Summer Reading Cub video was shown and brochures (designed by Ellen Ritchie) were given to attendees. Library Manager, Mignon Morse has taken Summer Reading Club brochures to local schools, daycares and Church's.
- Three new Childcare Centers are being built in the City of Sachse this year
- Wednesday, May 21 staff and volunteers will stuff 700 Summer Reading Club bags at 2:30 PM in the Program Room and put together packets for adults and teens.

- Friday, May 23, Mignon Morse and Toni Kelly will be promoting the Summer Reading Club program at the Bearfoot Lodge in Sachse, TX for their open house
- Saturday, June 7 is the Summer Reading Club Kick Off with clowns, the Sachse Radio Club, Bounce Houses, Face Painting and more
- Tuesday, June 17 there will be a Manga Art program for Teens For the first year Teens will have a full Summer Reading Club program
- Tuesday, June 24 ages 12 and up are encouraged to attend the Guide Dogs for the Blind program Attendees will be treated to free In & Out burgers Ages 12 and up is the defined age, but all ages are welcome
- Saturday, July 12 is the pre-opening party for the new Walmart in Sachse The library will have a booth Board members are encouraged to attend
- The 2014 funds from the Kroger Rewards program have brought in about half the amount of 2013 compared to the same time period last year Kroger customers and supporters of the Sachse Public Library can go online to Kroger Community Rewards com or visit the Library's website for more details Mignon encouraged board members to check and ensure their Kroger cards are active and spread the word

**6. Discuss Library Board announcements regarding special events, current activities, and local achievements.**

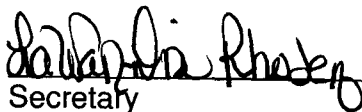
Mary Saathoff used the Geocaching APP to create a GPS route to the Sachse Public Library So far Geocaches are finding the Sachse Public Library for the first time

**7. Adjournment:**

Terry Bennett motioned to adjourn at 7:38 p m

Attest:

Approve

  
Secretary

  
Chairman

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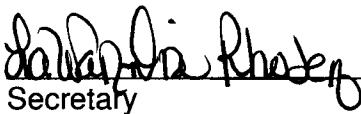
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Sachse City Hall  
3815-B Sachse Road  
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## Legislation Details (With Text)

|                       |                                                                                                                          |                     |   |              |                                                                                                                          |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------|---------------------|---|--------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>File #:</b>        | 14-2252                                                                                                                  | <b>Version:</b>     | 1 | <b>Name:</b> | Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach. |
| <b>Type:</b>          | Agenda Item                                                                                                              | <b>Status:</b>      |   |              | Agenda Ready                                                                                                             |
| <b>File created:</b>  | 6/2/2014                                                                                                                 | <b>In control:</b>  |   |              | Library Board                                                                                                            |
| <b>On agenda:</b>     | 6/9/2014                                                                                                                 | <b>Final action</b> |   |              |                                                                                                                          |
| <b>Title</b>          | Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach. |                     |   |              |                                                                                                                          |
|                       | Executive Summary<br>Library Manager Mignon Morse will present Library Manager's Report.                                 |                     |   |              |                                                                                                                          |
| <b>Sponsors.</b>      |                                                                                                                          |                     |   |              |                                                                                                                          |
| <b>Indexes.</b>       |                                                                                                                          |                     |   |              |                                                                                                                          |
| <b>Code sections:</b> |                                                                                                                          |                     |   |              |                                                                                                                          |
| <b>Attachments:</b>   | <u>June2014</u>                                                                                                          |                     |   |              |                                                                                                                          |

| Date | Ver | Action By | Action | Result |
|------|-----|-----------|--------|--------|
|------|-----|-----------|--------|--------|

### Title

Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach

### *Executive Summary*

*Library Manager Mignon Morse will present 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 item is discussion only No action is necessary



# Departmental Report

May 2014

| Fiscal Year 2013 |              | Fiscal Year 2014 |              |
|------------------|--------------|------------------|--------------|
| This Month       | Year to Date | This Month       | Year to Date |

## Collection

|                         |        |       |        |       |
|-------------------------|--------|-------|--------|-------|
| Number of Titles        | 39,347 |       | 42,330 |       |
| Number of Copies        | 39,779 |       | 41,490 |       |
| Number of New Copies    | 352    | 3,058 | 405    | 3,512 |
| Number of Items Removed | 406    | 2,098 | 157    | 1,101 |
| Donated Items Added     | 72     | 789   | 37     | 1,024 |

## Patrons

|                           |       |     |        |     |
|---------------------------|-------|-----|--------|-----|
| Number of Patrons         | 9,250 |     | 10,328 |     |
| Number of New Patrons     | 73    | 618 | 77     | 600 |
| Number of Patrons Removed | 2     | 25  | 2      | 8   |

## Circulation

|                   |       |        |       |        |
|-------------------|-------|--------|-------|--------|
| Total Circulation | 8,370 | 55,470 | 7,937 | 60,204 |
| Books             | 5,769 | 37,956 | 5,326 | 40,064 |
| DVDs & Blu-Ray    | 2,440 | 16,203 | 2,192 | 17,106 |
| E-Books           |       |        | 181   | 1,192  |
| Audio CDs         | 128   | 1,044  | 195   | 1,490  |
| Music CDs         | 8     | 44     | 1     | 26     |
| Business Library  | 14    | 154    | 5     | 165    |

## Programs and Services

|                             |     |       |     |       |
|-----------------------------|-----|-------|-----|-------|
| Number of Internet Sessions | 739 | 6,004 | 601 | 4,867 |
| Number of Programs          | 8   | 68    | 10  | 73    |
| Program Attendance          | 288 | 2,257 | 369 | 2,621 |
| Interlibrary Loans          | 10  | 93    | 37  | 165   |
| Number of Volunteer Hours   | 220 | 877   | 60  | 635   |

|            |       |        |       |        |
|------------|-------|--------|-------|--------|
| Door Count | 3,970 | 28,737 | 3,609 | 26,734 |
|------------|-------|--------|-------|--------|

## Programs

|                            | Date  | Attendance |
|----------------------------|-------|------------|
| Storytime                  | 1-May | 49         |
| Comic Con                  | 5-May | 76         |
| Teen Library Club          | 6-May | 12         |
| Pajama Storytime           | 6-May | 12         |
| Storytime                  | 8-May | 55         |
| School Librarian Breakfast | 9-May | 12         |

|                           |        |     |
|---------------------------|--------|-----|
| Storytime                 | 15-May | 41  |
| Writers' Group            | 20-May | 8   |
| Patriot Paws Storytime    | 22-May | 63  |
| Estate Planning (Friends) | 29-May | 41  |
| Total                     |        | 369 |