



**Monday, May 13, 2019  
Library Board Meeting**

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

**A. Regular Meeting**

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1. Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, May 13, 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.

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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](mailto:lrose@cityofsachse.com), or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

|                    |                                                                                |
|--------------------|--------------------------------------------------------------------------------|
| Meeting            | May 13, 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  | May 13, 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 Assistant Patrice Grant and 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.pdf (1,533 KB)

# 2019 Summer Reading Program

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JUNE 1 – JULY 27, 2019



# 2019 Summer Reading Theme

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# 20-Hour Reading Challenge

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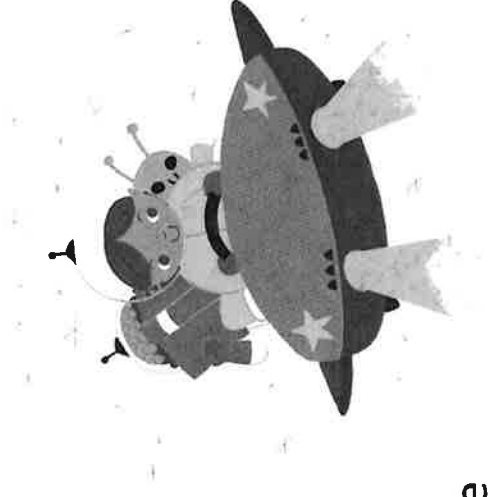
Saturday, June 1 – Saturday, July 20

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!





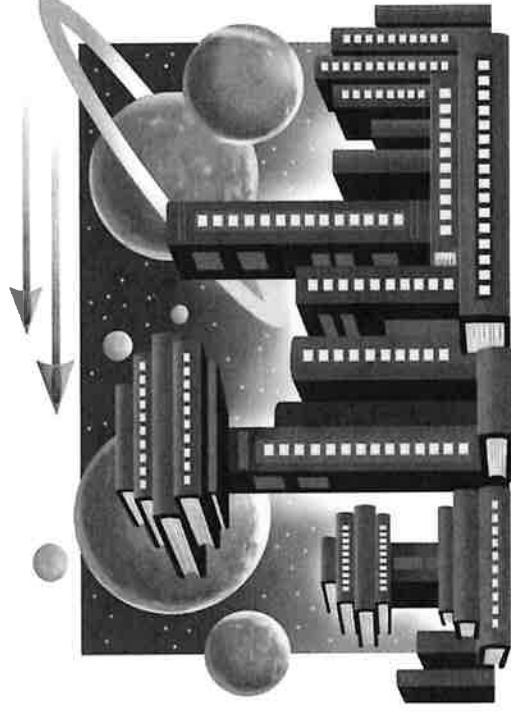
# Summer Reading Kick-Off Party

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Saturday, June 1  
10:00 a.m. – 12:00 p.m.

## Attractions:

- Petting zoo
- Inflatables
- Outdoor games
- Face Painting



First opportunity to sign-up for the 20-Hour Reading Challenge



# Summer Reading Special Events

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**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

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## **Perot Museum TECH Truck**

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

## **NASA Ambassador Max Corneau**

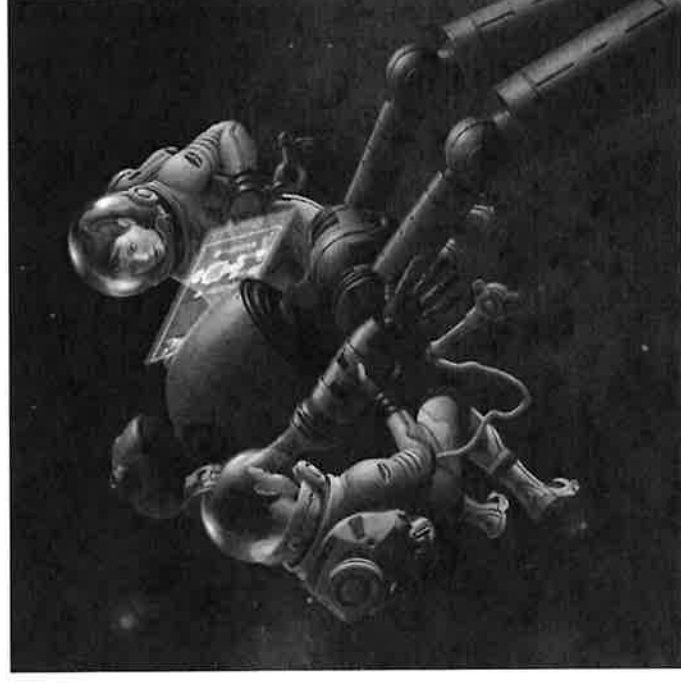
*Tuesday, June 18 at 6:30 p.m.*

## **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

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## **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

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

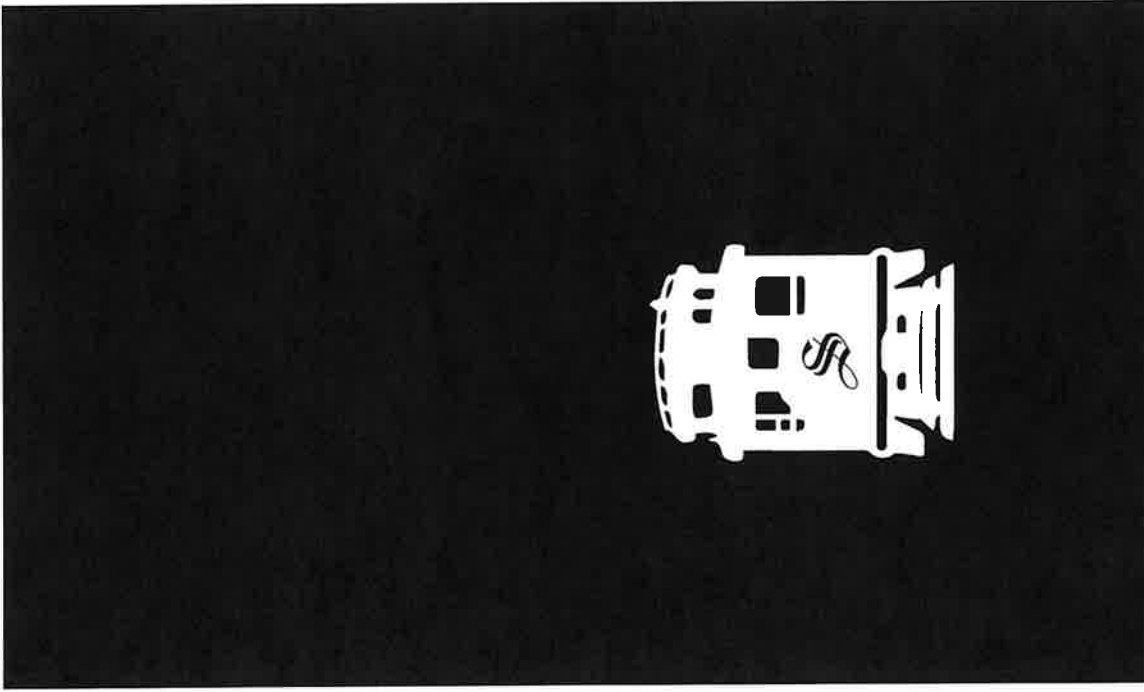
## Attractions:

- 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            | May 13, 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**

| <b>Item</b>                                             | <b>Loan Period</b> | <b>Hold Limit</b> |
|---------------------------------------------------------|--------------------|-------------------|
| 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  | May 13, 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.

**Agenda Item Details**

|          |                                                              |
|----------|--------------------------------------------------------------|
| Meeting  | May 13, 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)



| 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        |
| <b>Total</b>                           |                | <b>827</b> |

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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        |
| <b>Total</b>       |        | <b>827</b> |