



Sachse, Texas

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

Meeting Agenda Library Board

Monday, May 12, 2014

7:00 PM

Library Meeting room

The Library Board of the City of Sachse will hold a Regular Meeting on Monday, May 12, 2014, at 7:00 p.m. at the Sachse Library, 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business.

- 1 Call to Order
- 2 Invocation & Pledge of Allegiance.
3. 14-2196 Consider approval of the minutes of the April 14, 2014 meeting

Executive Summary

*Review and consider approval of the minutes of the April 14, 2014
Library Board meeting*

Attachments: [boardminutes041414pdf](#)

- 4 Discuss Friends of the Sachse Public Library Monthly Report.
5. 14-2197 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: [April 2014](#)

- 6 Discuss Library Board announcements regarding special events, current activities, and local achievements
- 7 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 May 9, 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 #: 14-2196 **Version:** 1 **Name:** Consider approval of the minutes of the April 14, 2014 meeting.
Type: Agenda Item **Status:** Agenda Ready
File created: 4/29/2014 **In control:** Library Board
On agenda: 5/12/2014 **Final action**
Title: Consider approval of the minutes of the April 14, 2014 meeting.

Executive Summary

Review and consider approval of the minutes of the April 14, 2014 Library Board meeting.

Sponsors.

Indexes:

Code sections:

Attachments: [boardminutes041414pdf](#)

Date	Ver	Action By	Action	Result
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Title

Consider approval of the minutes of the April 14, 2014 meeting

Executive Summary

Review and consider approval of the minutes of the April 14, 2014 Library Board meeting

Background

Consider approval of the Library Board minutes for the April 14, 2014 meeting

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Recommend approval of the minutes of the April 14, 2014 meeting

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

**Regular Meeting Minutes
Monday, April 14, 2014 7:00 p.m.**

Present Board Members: Patrece King, Dia Rhoden, Mary Saathoff, Dixie Scogin, Terry Bennett and Billy Ketner

Absent Board Members: Robert Rodgers

Library Manager: Mignon Morse

Council Liaison: Jeff Bickerstaff

1 Invocation

Terry Bennett

2. Call to Order:

Patrece King called the meeting to order at 7:00 p.m.

March 10 MM

3 Consider Approval of the Minutes for the April 14, 2014 meeting.

Terry Bennett motioned to approve the minutes with corrections to the Present Board Members and Meeting Adjournment sections. Mary Saathoff did not attend the March 10, 2014 meeting and should be listed as Absent Board Members along with Patrece King. Dixie Scogin motioned to adjourn the meeting on March 10, 2014, instead of Mary Saathoff. The motion was seconded by Billy Ketner and the corrected minutes were unanimously approved.

4 Discuss Friends of the Sachse Public Library Monthly Report.

The next Teen Library Club meeting is on Tuesday May, 6 2014. Greg Peters made a presentation on the City of Sachse's Water filtration System at the April meeting. Rick Coleman, Fire Chief, will be speaking at the May Teen Club meeting. The Estate Planning program will be on Thursday, May 29, 2014 from 7:00 PM - 8:00 PM.

5. Library Managers Report.

- Since there has been an increase in circulation every six (6) months, Library Manager, Mignon Morse, is estimating circulation will reach 100,000 items by the end of the fiscal year. There was a 47% increase in story time attendance.
- Mignon will be sending out the Library Board packets instead of Denise Vice. Denise has left the City of Sachse.
- There was a proclamation for National Library Week at the April 7th Council meeting along with a presentation for the 2013 Texas Municipal League Achievement of Library Excellence Award.
- The Library will be closed on Friday, April 18 (Good Friday) and Saturday, April 19, 2014.

- Fines are being waived in exchange for supplies for the Sachse Animal Shelter during National Library Week.
- May 9 is the School Librarian Breakfast. Hand-outs about Summer Reading Club will be available at the breakfast; which will include Librarians from Garland ISD and Wylie ISD (Sachse District)
- June 7 is the Summer Reading Club Kick-Off Party A video is being developed by Sachse High School Mustang TV

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

Mary Saathoff has been working with the Writer's Group since the beginning Ruth Glover is the teacher and teens are welcome to participate

7 Adjournment

A motion was made by Dixie Scogin to adjourn. Billy Ketner seconded. The motion carried unanimously and the Library Board meeting was adjourned at 7:25 PM.

Attest:

Paula-Gia Rhodes
Secretary

Approve

Paula-Gia Rhodes
Chairman / Acting

- Fines are being waived in exchange for supplies for the Sachse Animal Shelter during National Library Week
- May 9 is the School Librarian Breakfast Hand-outs about Summer Reading Club will be available at the breakfast; which will include Librarians from Garland ISD and Wylie ISD (Sachse District).
- June 7 is the Summer Reading Club Kick-Off Party A video is being developed by Sachse High School Mustang TV

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

Mary Saathoff has been working with the Writer's Group since the beginning Ruth Glover is the teacher and teens are welcome to participate

7. Adjournment:

A motion was made by Dixie Scogin to adjourn Billy Ketner seconded The motion carried unanimously and the Library Board meeting was adjourned at 7 25 PM

Attest:

Barbara-Dia Rhoten
Secretary

Approve

Barbara-Dia Rhoten
Chairman / Acting

**Library Board
Library Meeting Room
3815 Sachse Road, Building C
Regular Meeting Minutes
Monday, March 10, 7:00 p m**

2014 mm

Present Board Members: Robert Rodgers, Dia Rhoden, Mary Saathoff, Dixie Scoggins, Billy Ketner and Terry Bennett

Absent Board Members: Patrece King

Library Manager: Mignon Morse

Invocation:

Dixie Scoggins

Call to Order:

Robert Rodgers called the meeting to order at 7 00 PM

Consider approval of the minutes of the February 10, 2014 Library Board meeting.

Billy Ketner motioned to approve the minutes. The motion was seconded by Dia Rhoden and the minutes were unanimously approved

Friends Report:

Library Manager, Mignon Morse, presented the Friends Report on the behalf of the Friend of the Library. Ten people attended the most recent Friends meeting

The Friends are planning on program on "How to write a Will" preparation in May 2014

Library Manager's Report.

Although there was a winter blast, there was still slight increase in circulation and program attendance. However, e-Book check-out decreased as well as volunteer hours.

Volunteer hours will increase because the Honor Society student are becoming more involved at the Sachse Public Library

The library received five hundred (500) new books (2013 copyright) books from the Dallas Morning News

The new Collection Development Policy was approved by council and the "Voluntary Utility Bill Donations" will be added to a future Council agenda

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

The Writer's Group teacher is doing a good job. There are about 6-8 people who attend each month

The library will receive a proclamation for National Library Week on Monday, April 7, 2014

Adjournment.

A motion was made by Mary Saathoff to adjourn. Billy Ketner seconded The motion carried unanimously and the Library Board meeting was adjourned at 7 17 PM

Attest

Louise L. Rhoades
Secretary

Approve

Louise L. Rhoades
Chairman / Acting



Legislation Details (With Text)

File #:	14-2197	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:	4/29/2014	In control:			Library Board
On agenda:	5/12/2014	Final action:			
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.				

Sponsors.**Indexes:****Code sections:****Attachments** April 2014

Date	Ver	Action By	Action	Result
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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

April 2014

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

Collection

Number of Titles	39,425		42,101	
Number of Copies	39,898		41,283	
Number of New Copies	333	2,706	600	3,107
Number of Items Removed	296	1,692	657	944
Donated Items Added	66	717		611

Patrons

Number of Patrons	9,172		10,255	
Number of New Patrons	102	545	66	523
Number of Patrons Removed	4	23	2	6

Circulation

Total Circulation	8,120	47,100	7,319	52,267
Books	5,787	32,187	4,902	34,738
DVDs & Blu-Ray	2,122	13,763	2,027	14,914
E-Books			171	1,011
Audio CDs	166	916	172	1,295
Music CDs	1	36	1	25
Business Library	29	140	17	160

Programs and Services

Number of Internet Sessions	776	5,265	616	4,266
Number of Programs	8	60	8	63
Program Attendance	211	1,969	258	2,252
Interlibrary Loans	15	83	29	128
Number of Volunteer Hours	140	657	109	575

Door Count	4,503	24,767	3,606	23,125
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Programs

	Date	Attendance
Pajama Storytime	04/01/2014	3
Teen Library Club	04/01/2014	8
Storytime	04/03/2014	39
Storytime	04/10/2014	47
Writer's group	04/15/2014	8
Easter Storytime	04/17/2014	79
Storytime	04/24/2014	58
Poetry Reading	04/29/2014	16
Total		258

Poetry
Contest: 8 entries