



City of Sachse, Texas

Meeting Agenda

Library Board

Monday, May 8, 2017

7:00 PM

Library Meeting Room

The Library Board of the City of Sachse will hold a Regular Meeting on Monday, May 8, 2017, at 7:00 p.m. at the Sachse Public Library, 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business:

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

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

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

2. [17-3799](#) Approve the minutes of the April 10, 2017 Library Board meeting.

Attachments: [Library Board Minutes 04 10 17](#)

3. [17-3798](#) Discuss the 2017 Summer Reading Club.

4. [17-3800](#) Receive and discuss the Library Manager's monthly report.

Attachments: [April 2017](#)

5. Discuss volunteer opportunities.

6. Request for future agenda items.

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

8. Adjournment.

Posted: May 3, 2017; 5:00 p.m.

Michelle Lewis Sirianni, City Secretary

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



City of Sachse, Texas

Legislation Details (With Text)

File #: 17-3799 **Version:** 1 **Name:** Library Board Minutes - April 10, 2017
Type: Agenda Item **Status:** Agenda Ready
File created: 5/1/2017 **In control:** Library Board
On agenda: 5/8/2017 **Final action:**
Title: Approve the minutes of the April 10, 2017 Library Board meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [Library Board Minutes 04 10 17](#)

Date	Ver.	Action By	Action	Result
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Title

April 10, 2017 meeting minutes.

Background

Minutes for the April 10, 2017 meeting.

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Approve the minutes of the April 10, 2017 meeting.

**Library Board
Library Meeting Room
3815 Sachse Road, Building C
Regular Meeting Minutes
Monday, April 10, 2017 at 7:00 p.m.**

Attendees: Dixie Scogin, Billy Ketner, Ruth Glover, Lauren A. McKinney, Library Manager Mignon Morse, Katie Saturnino (Library Assistant), and Councilman Charlie Ross

Absent: Sean French and Judith Lynch

Meeting called to order at 7:00 p.m. by Dixie Scogin, Chairperson

- 1. Invocation and Pledge of Allegiance to the US Flag and Texas Flag.**
- 2. 17-3756 Consider approval of the March 13, 2017 meeting minutes.**

Billy Ketner made a motion to accept the minutes as read. Ruth Glover seconded the motion. A voice vote occurred and the motion passed.
- 3. 17-3758 Receive and discuss presentation regarding library programs and duties.**

Katie Saturnino (Library Assistant) facilitated a presentation which reviewed the current library programs, library duties, artifacts/samples from implemented initiatives and the recently received 2016 Texas Municipal Library Directors Association Library (TMLDA) award. The City of Sachse was one of forty-four statewide libraries to receive this honor. Attendance at the Wednesday and Saturday morning Story Times have continued to increase as noted by the program participant counts.
- 4. 17-3757 Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.**

Monthly statistics were presented for the month of March which included patron activity, material circulations, program and services updates, and door counts for events. As an organization, the library has had a 33% increase in overall program attendance for the first half of the 2017 fiscal year as compared to the same time in the previous fiscal year. The next high attendance event is the Perot Tech Truck which will take place on April 29, 2017.
- 5. Discuss volunteer opportunities.**

Upcoming opportunities for Board Members to volunteer in the months of April, May, and June were discussed. This included the following:

 - Event: Perot Tech Truck
 - Date: April 29, 2017

- Time: 12:30 pm – 3:30 pm
- Event: Knight and Princess Academy Program
 - Date: May 2, 2017
 - Time: 5:30 pm – 8:00 pm
- Event: Summer Reading Kick-Off
 - Date: June 10, 2017
 - Time: 9:30 am – 12:30 pm

6. Request for future agenda items.

No future agenda item suggestions were made.

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

No announcements specific to the Library Board were discussed.

8. Adjournment

Meeting adjourned at 7:30 p.m.

Attest:

Approve:

Lauren A. McKinney
Secretary

Dixie Scogin
Chairman



City of Sachse, Texas

Legislation Details (With Text)

File #: 17-3798 **Version:** 1 **Name:** Presentation--Toni Kelly
Type: Agenda Item **Status:** Agenda Ready
File created: 5/1/2017 **In control:** City Council
On agenda: 5/8/2017 **Final action:**
Title: Discuss the 2017 Summer Reading Club.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Library Duties

Background

The Library Manager has requested that all staff do a presentation to the board on their duties. Toni Kelly, Library Assistant, will be presenting information on Summer Reading Club 2017. Toni has worked for the City of Sachse for 4.5 years, and she has over 20 years of library experience. Under her leadership, the programming attendance, has increased significantly within the last four years.

Policy Considerations

None

Budgetary Considerations

None

Staff Recommendations

Discussion only.



City of Sachse, Texas

Legislation Details (With Text)

File #:	17-3800	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:	5/1/2017	In control:			Library Board
On agenda:	5/8/2017	Final action:			
Title:	Receive and discuss the Library Manager's monthly report.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	April 2017				

Date	Ver.	Action By	Action	Result
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Title

Library Manager's Report

Background

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

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

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



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

Collection

Number of Titles	40,755		42,060	
Number of Items	42,154		43,304	
Number of New Items	406	2,863	711	3,523
Number of Items Removed	534	5,875	148	3,009
Donated Items Added	104	466	8	326
Number of E-Books				
Number of New E-Books			58	290

Patrons

Number of Patrons	10,448		10,688	
Number of New Patrons	86	516	99	599
Number of Patrons Removed	0	4	0	11

Circulation

Total Circulation	10,448	69,740	9,492	72,170
Adult Fiction	836	5,463	717	5,257
Adult Non- Fiction	856	4,112	536	3,953
Juvenile Fiction	4,824	33,095	4,850	36,709
YA materials	369	1,900	288	1,355
Interlibrary Loans	31	358	50	383
Juvenile Non-Fiction	682	5,128	707	5,061
DVDs & Blu-Ray	2,270	16,095	1,946	16,029
E-Books	390	2,386	307	2,554
Audio CDs	192	1,205	91	818

Programs and Services

Number of Internet Sessions	488	2,632	453	3,310
Number of Programs	8	50	12	2,499
Program Attendance	413	2,726	721	4,762
		200		197
Number of Volunteer Hours	100	1,126	17	517

Door Count	4,879	13,943	4,975	15,181
Early Lit Computers			1,409	5,895
After school computers			647	2,718

Programs

	Date	Attendance
Hudson Middle School Robotics	04-Apr	44
Story time	05-Apr	23
Story time	06-Apr	88
Chemistry Department experiments	11-Apr	61
Easter story time	12-Apr	41
Easter story time	13-Apr	120
crochet (both classes)		15
story time	19-Apr	41
story time	20-Apr	95
story time	26-Apr	32
story time	27-Apr	96
Perot Tech Truck	29-Apr	96
Total		752