



City of Sachse, Texas

Meeting Agenda

Library Board

Monday, March 14, 2016

7:00 PM

Library Meeting Room

The Library Board of the City of Sachse will hold a Regular Meeting on Monday, March 14, 2016, at 7:00 p.m. in the Library Meeting Room 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. Consider Election of Officers.
3. [16-3206](#) Consider approval of the minutes of the January 11, 2016 meeting.

Attachments: [January 11, 2016 Minutes](#)
4. [16-3207](#) Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.

Attachments: [January 2016](#)
[Feb 2016](#)
5. Receive and discuss Library Board announcements regarding special events, current activities, and local achievements
6. Adjournment.

Posted: March 9, 2016; 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 #: 16-3206 **Version:** 1 **Name:** January 11, 2016 Minutes
Type: Agenda Item **Status:** Agenda Ready
File created: 1/25/2016 **In control:** Library Board
On agenda: 3/14/2016 **Final action:**
Title: Consider approval of the minutes of the January 11, 2016 meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [January 11, 2016 Minutes](#)

Date	Ver.	Action By	Action	Result
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Title

Consider approval of the minutes of the January 11, 2016 meeting.

Background

Consider approval of the Library Board minutes for the January 11, 2016 meeting.

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Approve the minutes of the January 11, 2016 meeting.

Library Board
Library Meeting Room
3815 Sachse Road, Building C
Regular Meeting Minutes
Monday, January 11, 2016, 7:00 p.m.

Attendees: Billy Ketner, Dia Rhoden, Ruth Glover, Dixie Scogin, Sean French, and Mignon Morse

Absent: Sean Hunt

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The meeting was called to order at 7:00 PM by Billy Ketner, vice Chairperson

1. Invocation and Pledge of Allegiance to U.S. Flag and Texas flag

2. Regular Agenda Items

16-3174 Consider approval of the minutes of the October 12, 2015 meeting.

Sean French made a motion to accept the minutes as printed. Dia Rhoden seconded. The minutes were unanimously approved.

16-3173 Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.

- The Board Appreciation Dinner is January 27th.
- Color Copier is installed and training is scheduled.
- Circulation continues to increase. There have been 15 months of increases. There was a 15% increase in the first quarter of FY 2016. Circulation continues to increase for e-content as well.
- There were 225 people who attended the Frozen program.
- Star Wars program is January 26. Darth Vader will be here.
- February 5 is the deadline for Author Con. The program is scheduled for May 21.
- Officers will be elected in February.
- Credit card machines have been received by finance. We are waiting for a software update to install machines in the library.
- Self-checks are being used and staff is receiving positive feedback.

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

Ruth asked about the Friends and their status. Mignon reported they have voted to meet quarterly.

4. Adjournment

The meeting adjourned at 7:18 p.m.

Attest:

Approve:

Secretary

Chairman



City of Sachse, Texas

Legislation Details (With Text)

File #:	16-3207	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:	1/25/2016	In control:			Library Board
On agenda:	3/14/2016	Final action:			
Title:	Discuss Library Manager's Report including announcements, statistics, upcoming projects, events, and community outreach.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	January 2016 Feb 2016				

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.

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		January(current year)	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	42,610		40,308	
Number of Items	39,619		41,747	
Number of New Items	281	1,351	400	1,179
Number of Items Removed	1,206	2,978	411	4,512
Donated Items Added	49	287	120	246
Total Number of E-content			1,726	
Number of New E-Content	20	134	64	504

Patrons

Number of Patrons	11,163			
Number of New Patrons	86	313	89	341
Number of Patrons Removed	0	2		5

Circulation

Total Circulation	8,940	34,961	9,318	39,115
Adult Fiction	596	2,566	722	2,918
Adult Non- Fiction	501	1,848	553	2,005
Juvenile Fiction	4,426	16,833	4,361	18,758
YA materials	167	560	215	954
Interlibrary Loans	37	152	44	199
Juvenile Non-Fiction	656	2,503	668	2,860
DVDs & Blu-Ray	2,109	8,792	2,209	9,375
E-Books	230	886	394	1,374
Audio CDs	218	821	152	672

Programs and Services

Number of Internet Sessions	601	1,934	410	1,223
Number of Programs	7	43	8	45
Program Attendance	269	1,492	759	2,060
Number of Volunteer Hours	49	195	37	229

Door Count	2,960	13,710	4,615	20,548
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	Date	Attendance
story time	07-Jan	73
Frozen Party	12-Jan	225
story time	14-Jan	58
Writer's group	19-Jan	9
Princess the reading dog	12-Jan	3
story time	21-Jan	49
Star Wars	26-Jan	279
story time	28-Jan	63
Total		759

storytimes	4	243
family		
teen		
adult	1	9
movies		
childrens	2	504
	7	756



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

Number of Titles	42,176		40,467	
Number of Items	39,132		41,887	
Number of New Items	386	1,841	456	1,179
Number of Items Removed	920	2,769	428	4,512
Donated Items Added	35	401	82	246
Number of E-Books	1,033		1,860	
Number of New E-Books	65	212	119	504

Number of Patrons	11,242		9,085	36,422
Number of New Patrons	78	390	101	341
Number of Patrons Removed	1	3	3,197	5

Total Circulation	7,841	42,723	10,095	39,115
Adult Fiction	555	3,222	818	2,918
Adult Non- Fiction	410	2,228	659	2,005
Juvenile Fiction	3,697	20,102	4,940	18,758
YA materials	140	680	275	954
Interlibrary Loans	47	210	63	199
Juvenile Non-Fiction	718	3,113	785	2,860
DVDs & Blu-Ray	1,868	11,071	2,088	9,375
E-Books	229	1,108	318	1,374
Audio CDs	177	989	149	672

Number of Internet Sessions	413	2,243	491	1,714
Number of Programs	9	56	8	53
Program Attendance	347	1,979	441	2,501
Number of Volunteer Hours	66	261	109	338

Door Count	3,468	17,931	4,637	20,548
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	Date	Attendance
story time	04-Feb	71
Willy Wonka	10-Feb	107
story time	11-Feb	59
writer's group	17-Feb	6
story time	18-Feb	71
chocolate program	22-Feb	26
Magic Tree House	23-Feb	27
story time	24-Feb	74

Patrons who have not used their		
cards in two years were purged in		
February 2016.		
Total		441