



**Monday, January 8, 2024
Library Board Meeting**

**City Hall Council Chambers
3815 Sachse Road, Building B
7:00 p.m.**

**Library Board meetings are streamed live online or available on-demand
(<https://sachsetx.swagit.com/live>).**

**If you have any comments to submit regarding the agenda or other items related to the agenda,
please e-mail those to dlaney@cityofsachse.com.**

A. Regular Meeting

1. Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, January 8, 2024, at 7:00 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance to the U.S. and Texas Flags.
3. The public is invited to address the Board regarding any topic not already on the agenda. The time limit is 3 minutes per speaker. A Public Comment Card should be presented to the acting Secretary prior to the meeting. According to the Texas Open Meetings Act, the Board is prohibited from discussing any item not posted on the agenda but will take comments under advisement.
4. Consider approval of the December 11, 2023, meeting minutes.
5. Consider and elect a Chairperson, Vice Chairperson, and Secretary of the Library Board of Directors.
6. Receive and discuss the Library Manager's monthly report.
7. Discuss Library Board announcements regarding special events, current activities, and local achievements.
8. Adjournment.

I, the undersigned authority, do hereby certify that this notice of a public 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.


Leah K Granger, City Secretary

Posted: 01/04/2024 by 5pm Removed: _____

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 469-429-0415, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

A. Regular Meeting

Subject	4. Consider approval of the December 11, 2023, meeting minutes.
Meeting	Jan 8, 2024 - Library Board Meeting
Access	Public
Type	Action, Discussion, Minutes
Recommended Action	Approve the minutes as presented.
Minutes	View Minutes for Dec 11, 2023 - Library Board Meeting

File Attachments

[Library Regular Minutes 12.11.2023.pdf \(33 KB\)](#)

**LIBRARY BOARD OF THE CITY OF SACHSE
DECEMBER 11, 2023, MEETING MINUTES**

The Library Board of the City of Sachse held a regular meeting on Monday, December 11, 2023, at 7:00 p.m. at Sachse City Hall Council Chambers, 3815-B Sachse Road. Members present were Vice-Chairperson John Morris; Board Members Cindy Woodcock, Suzanne Cardwell, and Dia Rhoden; and Councilmember Frank Millsap.

Members absent: Marion Simpson and Shanna Conde

1. Call to Order.

Mr. Morris called the meeting to order at 7:12 p.m.

2. Invocation and Pledges of Allegiance to the US and Texas Flags.

Mr. Morris led the invocation and the pledges.

3. Public Comment:

There were no public comments.

4. Consider approval of the November 13, 2023, meeting minutes.

Ms. Rhoden made the motion to approve the minutes as presented. Ms. Woodcock seconded the motion, and it carried unanimously.

5. Receive and discuss the Library Manager's monthly report.

Mr. Laney presented the Library's monthly report for October and November 2023.

Circulation of Library materials was down slightly from the previous year; however, Mr. Laney reminded the board that the previous year was a record-setting year for checkouts. Other activities continue to be popular, including the Library's Plant Swap and Dino Dig events.

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

Mr. Laney informed the board of upcoming events at the Library and in the City of Sachse for the month of December.

7. Adjournment.

Mr. Morris adjourned the meeting at 7:21 p.m.

APPROVE:

John Morris, Vice Chairperson

ATTEST:

Marion Simpson, Secretary

A. Regular Meeting

Subject	5. Consider and elect a Chairperson, Vice Chairperson, and Secretary of the Library Board of Directors.
Meeting	Jan 8, 2024 - Library Board Meeting
Access	Public
Type	Action, Discussion
Fiscal Impact	No
Recommended Action	Motion to appoint _____ as the Chairperson of the Library Board. Motion to appoint _____ as the Vice Chairperson of the Library Board. Motion to appoint _____ as the Secretary of the Library Board.

OVERVIEW

The Library Board will elect officers for 2024.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Nominate and elect Library Board officers for 2024.

A. Regular Meeting

Subject	6. Receive and discuss the Library Manager's monthly report.
Meeting	Jan 8, 2024 - Library Board Meeting
Access	Public
Type	Discussion, Reports

BACKGROUND

Staff will present monthly statistics.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive and discuss the Library Manager's monthly report.

File Attachments

[December 2023 Library Manager's Report.pdf \(92 KB\)](#)



Departmental Report		December 2023	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	34,437		38,849	
Number of Items	35,715		39,972	
Number of New Items	430	1,396	602	1,384
Number of Items Removed	336	1,398	734	1,172
Donated Items Added	9	62	5	14
Number of E-Books	4,112		4,164	
Number of New E-Books	50	172	0	94

Patrons

Number of Patrons	10,635		11,913	
Number of New Patrons	93	352	122	375
Number of Patrons Removed	0	2	15	69

Circulation

	Initial	Total	Year to Date	Initial	Total	Year to Date
Total	8,034	11,138	37,021	8,266	11,547	37,402
Adult Fiction	476	740	2,283	465	747	2,389
Adult Non-Fiction	176	325	1,193	276	460	1,467
Juvenile Fiction	2,646	4,337	15,041	2,461	4,326	14,394
YA materials	126	203	693	111	202	772
Manga / Graphic Novels	203	308	950	231	345	1,121
Interlibrary Loans	15	18	72	33	43	122
Juvenile Non-Fiction	435	777	2,540	429	799	2,788
DVDs & Blu-Ray	447	903	2,849	323	681	2,680
Board Games, Card Games, & Puzzles	121	137	439	131	138	514
Literacy Kits	12	13	60	12	12	57
Hoopla	638	638	2,478	640	640	2,353
CloudLibrary (Sachse Patrons)	1,191	1,191	3,758	1,411	1,411	4,071
CloudLibrary (Other Patrons)	1,548	1,548	4,665	1,743	1,743	4,674

Programs and Services

Number of Internet Sessions	113	352	132	457
Number of Programs	12	58	22	68
Program Attendance	2,205	3,043	3,011	4,318
Number of Volunteer Hours	26	59	21	64
Meeting Room Rentals	5	21	10	22
3D Print Requests	20	310	41	107
ILL Incoming Requests	19	74	27	105
ILL Incoming Received	16	68	36	102
ILL Outgoing Requests	56	202	89	223
ILL Outgoing Shipped	28	99	30	95
Literacy Computer Uses	758	2,330	867	3,027
Door Count	2,937	10,208	3,695	12,307

Programs	Date	Participation
Baby Bounce Story Time	1-Dec	10
Sit & Stitch	1-Dec	3
Holiday Bookmark Contest	1-4 Dec	52
Toddler Story Time	6-Dec	28
Sachse Christmas Extravaganza	6-Dec	2,000
Christmas Ornament Craft	6-Dec	389
Preschool Story Time	7-Dec	14
Adult Papercraft	7-Dec	6
Baby Bounce Story Time	8-Dec	10
Sit & Stitch	8-Dec	2
Teen DIY Ice Cream	8-Dec	10
All-Ages Family Story Time	12-Dec	16
Adult Craft Night	14-Dec	19
Baby Bounce Story Time	15-Dec	4
Sit & Stitch	15-Dec	3
Teen Snow Globe Craft	18-Dec	13
Kids Christmas Ornament Craft	19-Dec	30
"Book Talk" Book Club	21-Dec	3
Family Game Night	26-Dec	15
Sit & Stitch	29-Dec	2
Christmas Book Giveaways	18-21 Dec	220
Holiday I-Spy Challenge	1-31 Dec	162
Total		3,011

A. Regular Meeting

Subject	7. Discuss Library Board announcements regarding special events, current activities, and local achievements.
Meeting	Jan 8, 2024 - Library Board Meeting
Access	Public
Type	Discussion,Information

Staff will make announcements and discuss upcoming projects, events, and community outreach.