



Sachse, Texas

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

Meeting Agenda Library Board

Monday, November 10, 2014

7:00 PM

Library Meeting room

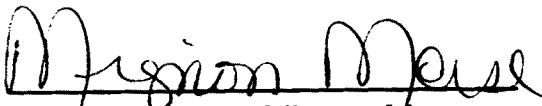
The Library Board of the City of Sachse will hold a Regular Meeting on Monday, November 10, 2014, at 7:00 p.m. at the Sachse Public Library, 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business:

1. **Invocation and Pledge of Allegiance to the U.S. and Texas Flags.**
2. 14-2520 Consider approval of the minutes of the October 13, 2014 meeting minutes.

Executive Summary
Review and consider approval of the minutes of the October 13, 2014 Library Board meeting.
Attachments: LIBRARY MINUTES 101314
3. **Recieve Friends of the Sachse Public Library Report.**
4. 14-2529 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: October 2014
5. **Library Board announcements regarding special events, current activities, and local achievements.**
6. **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: November 6, 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 #: 14-2520 **Version:** 1 **Name:** Consider approval of the minutes of the October 13, 2014 meeting.
Type: Agenda Item **Status:** Agenda Ready
File created: 10/28/2014 **In control:** Library Board
On agenda: 11/10/2014 **Final action:**

Title: Consider approval of the minutes of the October 13, 2014 meeting minutes.

Executive Summary

Review and consider approval of the minutes of the October 13, 2014 Library Board meeting.

Sponsors:

Indexes:

Code sections:

Attachments: LIBRARY MINUTES 101314

Date	Ver.	Action By	Action	Result
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Title

Consider approval of the minutes of the October 13, 2014 meeting.

Executive Summary

Review and consider approval of the minutes of the October 13, 2014 Library Board meeting.

Background

Consider approval of the Library Board minutes for the October 13, 2014 meeting.

Policy Considerations

N/A

Budgetary Considerations

N/A

Staff Recommendations

Recommend approval of the minutes of the October 13, 2014 meeting.

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

Regular Meeting Minutes
Monday, October 13, 2014 at 7:00 p.m.

Present Board Members: Dia Rhoden, Mary Saathoff, Dixie Scogin, Robert Rogers and Billy Ketner

Absent Board Members: Terry Bennett

Library Manager: Mignon Morse

1. **Invocation:** Billy Ketner

2. **Call to Order:**

Robert Rodgers

3. **Approval of Minutes:**

Billy Ketner motioned to approve the minutes from the September 8, 2014. The motion was seconded by Dia Rhoden. The minutes were unanimously approved.

4. **Friends Report:**

Mignon presented the report in the absence of a friends' member. The Friends hosted an author event on October 7 featuring Reavis Wortham. All four of his titles were added to the collection prior to the event. The next friends fundraiser is on Friday, October 27 at Painting with a Twist in Garland, TX.

5. **Discuss and Consider recommendation for approval of the Long Range Plan to the City Council:**

Library Manager, Mignon Morse presented a Power Point presentation on the long range plan for the Sachse Public Library. The long range plan is required by the Texas State Library and Archives Commission and it provides future goals and action items for the library. Billy Ketner made a motion to submit the long range plan with recommendations from the Library Board to Council for approval. Mary Saathoff seconded. The plan was unanimously approved.

6. **Discuss and consider recommending the Facility Use Policy amendment to the City Council:**

New audiovisual equipment has been installed in the library's meeting room. Library Manager, Mignon Morse, presented a proposal to charge \$15 for the use of cables to access the library's new audio equipment. Dia Rhoden made a motion to submit the amendments to the Facility Use Policy as recommended by the Library Board to City Council for approval. Billy Ketner seconded. The minutes were unanimously approved.

7. **Library Managers Report:**

Library Manager, Mignon Morse, presented highlights of the 2013-2014 Annual Report. The circulation record was broken in June with the highest number of checkouts ever in a single month (11,309). In FY 2014, the library had 101,076 checkouts, an increase of 11%. The annual report highlights library events throughout the year.

8. **Adjournment:**

Billy Ketner moved to adjourn at 8:09 PM.

Attest:

Approve:

Secretary

Chairman



Sachse, Texas

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #: 14-2529 **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: 11/4/2014 **In control:** Library Board

On agenda: 11/10/2014 **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: October 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

October 2014

Fiscal Year 2014		Fiscal Year 2015	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	40,524		43,077	
Number of Copies	39,273		40,347	
Number of New Copies	480	480	533	533
Number of Items Removed	80	80	1,652*	0
Donated Items Added	69	69	101	101

Patrons

Number of Patrons	9,829		10,926	
Number of New Patrons	96	96	76	76
Number of Patrons Removed	2	2	2	2

Circulation

Total Circulation	8,812	8,812	9,222	9,222
Books	6,151	6,151	6,463	6,463
DVDs & Blu-Ray	2,412	2,412	2,265	2,265
E-Books	16	16	223	223
Audio CDs	187	187	214	214
Music CDs	9	9	2	2
Business Library	31	31	17	17

Programs and Services

Number of Internet Sessions	775	775	577	577
Number of Programs	9	9	14	14
Program Attendance	373	373	549	549
Interlibrary Loans	6	6	38	38
Number of Volunteer Hours	70	70	63	63

Door Count	4,154	4,154	3,982	3,982
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Programs

	Date	Attendance
Storytime	2-Oct	72
Gone With the Wind Movie	4-Oct	0
Teen Library Club (FBI speaker)	7-Oct	12
Author Event	7-Oct	20
Pajama Storytime	7-Oct	11
Storytime - Pet Parade	9-Oct	63
Storytime	16-Oct	46
Patriot Paws	16-Oct	15
Cub Scout Tour	20-Oct	15
Search & Rescue Dogs	21-Oct	37
Authors' Group	21-Oct	11
Storytime - Trick Dogs	23-Oct	76

Animal Art

Contest:

3 Adult entries 4
Teen entries 25
Children's
entries

*Items marked
"lost" for more
than 2 years
were removed

Halloween Party	28-Oct	126
Storytime	30-Oct	45
Total		549

from the
system.