



**Monday, October 9, 2023
Library Board Meeting**

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

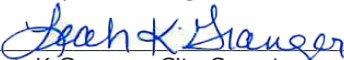
**Library Board meetings are streamed live online or available on-demand
(<https://sachsetx.swagit.com/live>).**

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, October 9, 2023, 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 August 14, 2023, meeting minutes.
5. Receive and discuss the Library Manager's monthly report.
6. Receive and discuss a statistical summary of Library services for FY 2023.
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: 10/04/2023 by 5pm Removed: _____

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 972-495-1212, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

A. Regular Meeting

Subject **4. Consider approval of the August 14, 2023, meeting minutes.**

Meeting Oct 9, 2023 - Library Board Meeting

Access Public

Type Action, Minutes

Recommended Approve the minutes as presented.
Action

Minutes [View Minutes](#) for Aug 14, 2023 - Library Board Meeting

File Attachments

[LibraryBoard Regular Minutes 08.14.2023.pdf \(68 KB\)](#)

**LIBRARY BOARD OF THE CITY OF SACHSE
AUGUST 14, 2023, MEETING MINUTES**

The Library Board of the City of Sachse held a regular meeting on Monday, August 14, 2023, at 7 p.m. at Sachse City Hall Council Chambers, 3815-B Sachse Road. Those present were Board Members Cindy Woodcock, 'Dia Rhoden, Joshua Frick, and Susanna Cardwell; Library Services Manager Daniel Laney; Parks and Recreation Administrative Assistant Jennifer Hagood; and Councilmember Frank Millsap.

Members absent: John Morris, Marion Simpson, and Shanna Conde

1. Call to Order.

Ms. Woodcock called the meeting to order at 7:04 p.m.

2. Invocation and Pledges of Allegiance to the U.S. and Texas Flags.

Ms. Woodcock led the pledges of allegiance to the U.S. and Texas flags.

3. Public Comment.

There were no comments from the public at this time.

4. Consider approval of the July 10, 2023, meeting minutes.

Ms. Rhoden made a motion to approve the minutes as presented. Ms. Cardwell 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 July 2023. Circulation of materials continues to be high and is expected to exceed last year's record checkout numbers.

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

Mr. Laney informed the Board that there would be no meeting in September, and the next meeting of the Board would be on Monday, October 9.

7. Adjournment.

Ms. Woodcock adjourned the meeting at 7:30 p.m.

APPROVE:

ATTEST:

John Morris, Vice Chairperson

Marion Simpson, Secretary

A. Regular Meeting

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

Meeting Oct 9, 2023 - 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

[August 2023 Library Manager's Report.pdf \(81 KB\)](#)

[September 2023 Library Manager's Report.pdf \(85 KB\)](#)



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

Collection

Number of Titles	36,282		38,706	
Number of Items	37,526		39,836	
Number of New Items	395	4,020	437	4,478
Number of Items Removed	118	3,246	212	3,566
Donated Items Added	8	55	11	128
Number of E-Books	4,019		4,152	
Number of New E-Books	63	462	33	449

Patrons

Number of Patrons	9,604		11,431	
Number of New Patrons	164	1,467	163	1,702
Number of Patrons Removed	1	2,090	1	57

Circulation

	Initial	Total	Year to Date	Initial	Total	Year to Date	Items Added
Total	10,167	14,569	139,643	9,955	14,105	142,861	437
Adult Fiction	496	888	7,933	631	1,016	9,280	78
Adult Non-Fiction	222	450	4,727	254	484	4,920	22
Juvenile Fiction	3,211	5,439	54,141	3,263	5,409	56,110	173
YA materials	149	321	2,484	177	302	2,924	41
Manga / Graphic Novels	241	393	2,325	263	479	3,973	30
Interlibrary Loans	47	58	373	45	53	426	
Juvenile Non-Fiction	592	1,139	10,978	587	1,049	10,854	17
DVDs & Blu-Ray	505	1,149	12,877	413	978	10,991	28
Board Games, Card Games, & Puzzle	303	331	2,375	241	252	1,869	0
Literacy Kits	20	20	284	16	18	235	0
Hoopla	1,254	1,254	11,634	806	806	7,906	
CloudLibrary (Sachse Patrons)	1,323	1,323	12,624	1,548	1,548	14,666	
CloudLibrary (Other Patrons)	1,804	1,804	16,888	1,711	1,711	18,647	

Programs and Services

Number of Internet Sessions	242	1,876	219	1,949
Number of Programs	9	174	8	209
Program Attendance	91	7,209	72	9,766
Number of Volunteer Hours	45	397	34	364
Meeting Room Rentals	6	73	0	50
3D Print Requests	517	1,293	18	3,821
ILL Incoming Requests	43	329	32	380
ILL Incoming Received	48	331	48	363
ILL Outgoing Requests	130	1,038	108	1,019
ILL Outgoing Shipped	68	539	52	481
Literacy Computer Uses	1,010	8,624	1,106	10,472
Door Count	4,116	40,039	4,262	44,888

Programs	Date	Participation
Family Game Night	1-Aug	15
Greta the Reading Therapy Dog	1-Aug	1
Ariel Point Senior Living Outreach	9-Aug	16
Adult Craft Night	10-Aug	17
After School Dungeons & Dragons	16-Aug	4
Family Game Night	22-Aug	12
Greta the Reading Therapy Dog	22-Aug	3
Adult/Teen Dungeons & Dragons	24-Aug	4
Total		72



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

Collection

Number of Titles	36,411		38,844	
Number of Items	37,668		39,980	
Number of New Items	373	4,393	394	4,872
Number of Items Removed	120	3,366	264	3,830
Donated Items Added	7	62	14	142
Number of E-Books	4,032		4,153	
Number of New E-Books	54	516	2	451

Patrons

Number of Patrons	9,777		11,575	
Number of New Patrons	191	1,658	177	1,879
Number of Patrons Removed	18	2,108	33	90

Circulation

	Initial	Total	Year to Date	Initial	Total	Year to Date	Items Added
Total	9,903	13,353	152,996	9,174	13,310	156,171	394
Adult Fiction	473	784	8,717	553	897	10,177	80
Adult Non-Fiction	203	370	5,097	255	476	5,396	16
Juvenile Fiction	3,560	5,405	59,546	3,249	5,570	61,680	164
YA materials	89	185	2,669	136	257	3,181	32
Manga / Graphic Novels	157	259	2,584	171	328	4,301	25
Interlibrary Loans	29	34	407	33	41	467	
Juvenile Non-Fiction	627	982	11,960	569	952	11,806	33
DVDs & Blu-Ray	489	1,043	13,920	417	979	11,970	9
Board Games, Card Games, & Puzzle	198	213	2,588	155	174	2,043	0
Literacy Kits	27	27	311	32	32	267	0
Hoopla	1,245	1,245	12,879	790	790	8,696	
CloudLibrary (Sachse Patrons)	1,193	1,193	13,817	1,288	1,288	15,954	
CloudLibrary (Other Patrons)	1,613	1,613	18,501	1,526	1,526	20,173	

Programs and Services

Number of Internet Sessions	224	2,100	178	2,127
Number of Programs	23	197	19	228
Program Attendance	423	7,632	384	10,150
Number of Volunteer Hours	17	414	12	406
Meeting Room Rentals	5	78	1	51
3D Print Requests	381	1,674	40	3,861
ILL Incoming Requests	21	350	53	433
ILL Incoming Received	29	360	34	397
ILL Outgoing Requests	101	1,139	108	1,127
ILL Outgoing Shipped	33	572	46	527
Literacy Computer Uses	919	9,543	962	11,434
Door Count	4,097	44,136	4,080	48,968

Programs	Date	Participation
Toddler Story Time	6-Sep	50
After School Dungeons & Dragons	6-Sep	4
Preschool Story Time	7-Sep	17
Baby Bounce Story Time	8-Sep	14
Family Game Night	12-Sep	12
Greta the Reading Therapy Dog	12-Sep	3
Toddler Story Time	13-Sep	45
Preschool Story Time	14-Sep	17
Baby Bounce Story Time	15-Sep	29
Toddler Story Time	20-Sep	60
After School Dungeons & Dragons	20-Sep	7
Preschool Story Time	21-Sep	25
Baby Bounce Story Time	22-Sep	12
Family Game Night	26-Sep	10
Greta the Reading Therapy Dog	26-Sep	2
Toddler Story Time	27-Sep	36
Preschool Story Time	28-Sep	28
Adult/Teen Dungeons & Dragons	28-Sep	7
Baby Bounce Story Time	29-Sep	6
Total		384

A. Regular Meeting

Subject **6. Receive and discuss a statistical summary of Library services for FY 2023.**

Meeting Oct 9, 2023 - Library Board Meeting

Access Public

Type Discussion, Reports

BACKGROUND

Staff will present a statistical summary of Library services for the previous fiscal year.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive and discuss a statistical summary of Library services for FY 2023.

File Attachments

[FY 2023 Summary Stats.pdf \(80 KB\)](#)



Fiscal Year Summary October 2021 - September 2022
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	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Number of Items	39,849	42,732	41,948	42,750	44,524	36,124	37179	37668	39980
% Change		7.23%	-1.83%	1.91%	4.15%	-18.87%	2.92%	1.32%	6.14%
Number of Patrons	11,975	10,087	11,415	11,173	9,472	9,220	10221	9777	11575
% Change		-15.77%	13.17%	-2.12%	-15.22%	-2.70%	10.86%	-4.34%	18.39%
Total Circulation	116,031	132,251	136,585	137,851	138,495	105,639	123535	152996	156171
% Change		13.98%	3.28%	0.93%	0.47%	-23.72%	16.94%	23.85%	2.08%
Number of Internet Sessions	6,105	6,028	5,984	6,126	5,828	2,560	1207	2100	2127
% Change		-1.26%	-0.73%	2.37%	-4.86%	-56.07%	-52.85%	73.99%	1.29%
Number of Programs	125	143	166	224	233	126	101	197	228
% Change		14.40%	16.08%	34.94%	4.02%	-45.92%	-19.84%	95.05%	15.74%
Program Attendance	7,100	9,136	12,713	10,886	13,379	6,167	3668	7632	10150
% Change		28.68%	39.15%	-14.37%	22.90%	-53.91%	-40.52%	108.07%	32.99%
Number of Volunteer Hours	1,060	1,392	1,249	1,247	1,537	866	101	414	406
% Change		31.32%	-10.27%	-0.16%	23.26%	-43.66%	-88.34%	309.90%	-1.93%
Total ILLs Shipped/Received	665	1,036	1,494	1,465	1,548	454	1046	932	924
% Change		55.79%	44.21%	-1.94%	5.67%	-70.67%	230.40%	-10.90%	-0.86%
Literacy Computer Uses			20,764	17,145	18373	7020	3853	9543	11434
% Change				-17.43%	7.16%	-61.79%	-45.11%	147.68%	19.82%
Door Count	46,724	65,838	69,645	67,443	69,545	36,855	29068	44136	48968
% Change		40.91%	5.78%	-3.16%	3.12%	-47.01%	-21.13%	51.84%	10.95%

A. Regular Meeting

Subject **7. Discuss Library Board announcements regarding special events, current activities, and local achievements.**

Meeting Oct 9, 2023 - Library Board Meeting

Access Public

Type Discussion, Information

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