City of Sachse, Texas

Meeting Agenda

Library Board

Monday, June 11, 2018	7:00 PM	Library Meeting Room

The Library Board of the City of Sachse will hold a Regular Meeting on Monday, June 11, 2018, 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.   18-4287   Consider approving the minutes of the May 14, 2018 Library Board meeting.

> *Attachments:* Library Board Minutes - May 14, 2018

3.   18-4288   Receive and discuss the Library Manager's monthly report.

> *Attachments:* May 2018

4. Request for future agenda items.

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

6. Adjournment.

Posted: June 8, 2018; 5:00 p.m.

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Michelle Lewis Sirianni, City Secretary

Accomodation 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 972.429.4770, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

File #:	18-4287	**Version:** 1	**Name:**	Library Board Minutes - May 14, 2018	
Type:	Agenda Item		**Status:**	Agenda Ready	
File created:	6/6/2018		**In control:**	Library Board	
On agenda:			**Final action:**		
Title:	Consider approving the minutes of the May 14, 2018 Library Board meeting.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	[Library Board Minutes - May 14, 2018]				

Date	Ver.	Action By	Action	Result

Title
May 14, 2018 meeting minutes.

Background
Minutes for the May 14, 2018 meeting.

Policy Considerations
N/A

Budgetary Considerations
N/A

Staff Recommendations
Approve the minutes of the May 14, 2018 meeting.

City of Sachse – Library Board Monthly Meeting Meeting Minutes

May 14, 2018 7:30 p.m.

I. Call to order

Billy Ketner called to order the regular meeting of the Library Board at 7:50 p.m. on May 14, 2018 at the Sachse Public Library meeting room.

II. Roll call

The following persons were present: Billy Ketner (Chairman),Ruth Glover (Co-Chairwoman), Amy R. Brooks (Secretary), Sean French (Board Member), Dixie Scogin (Board Member), Kyle Graves (Board Member), Charlie Ross (City of Sachse Council Liaison to the Library Board), and Daniel Laney (Library Manager). Absent was Lauren McKinney (Board Member).

III. Approval of Minutes from Previous Meetings

    a) 18-4260 Consider approval of the April 9, 2018 meeting minutes

        i) Minutes from April 9, 2018 meeting reviewed, amended, and approved.

IV. Open issues

    a) 18-4261 Receive and discuss the Library Manager's monthly report

        i) April 2018 Monthly Report

            1. Door count was up for the month

            2. E-books sections were updated to show Sachse patron and Other patron checkouts

            3. Two patrons (with no fines) were removed due to no activity within the last three years.

V. Upcoming events/Announcements

    a) Patrice Grant, Library Assistant Children's Programming, presented the Summer Reading program

    b) Continuing Programs – Family Game Night, Teen Study Night

c)   New Programs – Adult programs will kick off in the Fall of 2018

VI. New business

a)   General discussion about a Fine Free Library which would eliminate Overdue Fines.

VII. Adjournment

Billy Ketner adjourned the meeting at 8:35 p.m.

Minutes submitted by: Amy R Brooks

City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4288	**Version:** 1	**Name:**	May 2018 Library Manager's Report	
Type:	Agenda Item		**Status:**	Agenda Ready	
File created:	6/8/2018		**In control:**	Library Board	
On agenda:			**Final action:**		
Title:	Receive and discuss the Library Manager's monthly report.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	May 2018				

Date	Ver.	Action By	Action	Result

Title
Library Manager's Report

Background
Library Manager Daniel Laney will make Library announcements, present monthly statistics, discuss upcoming projects, events, and community outreach.

Policy Considerations
N/A

Budgetary Considerations
N/A

Staff Recommendations
Discussion only.

Departmental Report		May 2018	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

	This Month	Year to Date	This Month	Year to Date
Number of Titles	--		41,199	
Number of Items	--		42,416	
Number of New Items	678	4,364	444	3,906
Number of Items Removed	91	3,053	522	3,187
Donated Items Added	42	368	37	168
Number of E-Books	--		2,736	
Number of New E-Books	12	299	33	173

Patrons

	This Month	Year to Date	This Month	Year to Date
Number of Patrons	--		10,593	
Number of New Patrons	122	721	101	643
Number of Patrons Removed	5	16	1,475	1,479

Circulation

	This Month	Year to Date	This Month	Year to Date
Total Circulation	10,349	81,877	11,472	86,450
Adult Fiction	700	5,792	769	5,376
Adult Non- Fiction	473	4,422	613	3,797
Juvenile Fiction	5,216	41,918	4,919	37,981
YA materials	324	1,819	288	2,237
Interlibrary Loans	50	433	29	401
Juvenile Non-Fiction	695	5,204	706	5,315
DVDs & Blu-Ray	2,216	18,253	2,369	17,782
E-Books (Sachse Patron Checkouts)	398	2,952	803	6,209
E-Books (Other Patron Checkouts)	196	196	884	6,842
Audio CDs	81	888	92	510

Programs and Services

	This Month	Year to Date	This Month	Year to Date
Number of Internet Sessions	148	3,458	567	3,773
Number of Programs	--	102	18	147
Program Attendance	--	6,173	432	4,692
Number of Volunteer Hours	124	641	73	758
ILL Incoming Requests	47	418	27	349
ILL Incoming Received	49	415	25	357
ILL Outgoing Requests	143	1,095	156	1,117
ILL Outgoing Shipped	62	547	60	575
Literacy Computer Uses	1,997	10,609	1,489	10,319
Door Count	5,820	42,356	5,676	39,281

Programs	Date	Attendance
Teen Study Night	1-May	35
Infant Story Time	2-May	9
Preschool Story Time	2-May	39
Toddler Story Time	3-May	26
Build-A-Book	4-May	22
Princess the Reading Dog	8-May	5
Mother's Day All-Ages Story Time	9-May	24
Mother's Day All-Ages Story Time	10-May	59
Family Movie - "Freaky Friday"	12-May	3
Mother's Day Card Craft	12-May	30
Family Game Night	15-May	31
Infant Story Time	16-May	7
Preschool Story Time	16-May	35
Toddler Story Time	17-May	57
Family Story Time	19-May	7
Princess the Reading Dog	22-May	4
Harry Potter Yoga Adventure	29-May	19
Teen Study Night	31-May	20
Total		432

Programs by Type	Number	Attendance
Story Times	9	263
Childrens Programs	3	28
Teen Programs	2	55
Adult Programs	0	0
Family Programs	4	86
Total		432