



**Monday, March 13, 2023  
Library Board Meeting**

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

**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](mailto:dlaney@cityofsachse.com).**

**A. Regular Meeting**

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1. Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, March 13, 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. Public Comment: The public is invited at this time to address the Board. Please come to the microphone and state your name and city of residence for the record. However, if your remarks pertain to a specific agenda item that will include action/vote, please hold them until that item, at which time the presiding officer will solicit your comments. The time limit is 3 minutes per speaker. The Board is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act but may take comments under advisement. Issues raised may be referred to City staff for research and possible future action.
4. Consider approval of the February 13, 2023, meeting minutes.
5. Receive and discuss the Library Manager's monthly report.
6. Discuss Library Board announcements regarding special events, current activities, and local achievements.
7. 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: 03/10/2023 by 5 pm \_\_\_\_\_ 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](mailto:achi@cityofsachse.com), or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

## A. Regular Meeting

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<b>Subject</b>	<b>4. Consider approval of the February 13, 2023, meeting minutes.</b>
Meeting	Mar 13, 2023 - Library Board Meeting
Access	Public
Type	Action, Minutes
Recommended Action	Approve the minutes as presented.
Minutes	<a href="#">View Minutes</a> for Feb 13, 2023 - Library Board Meeting

File Attachments

[02.13.2023 Library Board Minutes.pdf \(73 KB\)](#)

**LIBRARY BOARD OF THE CITY OF SACHSE  
FEBRUARY 13, 2023, MEETING MINUTES**

The Library Board of the City of Sachse held a regular meeting on Monday, February 13, 2023, at 7 p.m. at Sachse City Hall Council Chambers, 3815-B Sachse Road. Those present were Chairperson Dashe Williams; Vice-Chairperson John Morris; Secretary Marion Simpson; Board Members ‘Dia Rhoden, Cindy Woodcock, and Joshua Frick; Library Services Manager Daniel Laney; Parks and Recreation Administrative Assistant Jennifer Hagood; and Councilmember Frank Millsap.

**Those absent:** Rhia Johnson

**1. Call to Order.**

Chairperson Williams called the meeting to order at 7:01 p.m.

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

Ms. Williams 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 January 9, 2023, meeting minutes.**

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

**5. Consider and elect a Chairperson, Vice Chairperson, and Secretary of the Library Board of Directors.**

Mr. Laney explained the roles of the Chairperson, Vice Chairperson, and Secretary, and the Board discussed which members would be interested in serving in these roles. All three members currently in these positions were interested in keeping their existing roles.

Appoint Dashe Williams the Chairperson of the Library Board of Directors.

Motion by Marion Simpson, second by John Morris.

Final Resolution: Motion Carries

Yes: Marion Simpson, John Morris, Dashe Williams, Cindy Woodcock, Joshua Frick, Dia Rhoden

Appoint John Morris as the Vice Chairperson of the Library Board of Directors.

Motion by Joshua Frick, second by Dashe Williams.

Final Resolution: Motion Carries

Yes: Marion Simpson, John Morris, Dashe Williams, Cindy Woodcock, Joshua Frick, Dia Rhoden

Appoint Marion Simpson as the Secretary of the Library Board of Directors.

Motion by Dia Rhoden, second by Joshua Frick.

Motion Carries

Yes: Marion Simpson, John Morris, Dashe Williams, Cindy Woodcock, Joshua Frick, Dia Rhoden

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

Mr. Laney presented the Library's monthly report. Circulation of library materials continues to exceed the previous year, and the Library debuted several new programs, including a Family Story Time, Kids' "Block Party," and teen STEM activities.

**7. Consider approval of the updated Patron Behavior Policy.**

Mr. Laney presented the Board with an updated Patron Behavior Policy. The policy was amended to include language regarding the Library's Community Bulletin Board, unattended personal items, unlawful carrying of weapons, use of tobacco products, and use of wheeled devices inside the Library.

Approve the updated Patron Behavior Policy.

Motion by John Morris, second by Dashe Williams.

Final Resolution: Motion Carries

Yes: Marion Simpson, John Morris, Dashe Williams, Cindy Woodcock, Joshua Frick, Dia Rhoden

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

Mr. Laney informed the Board that the results of the City of Sachse's community survey would be presented at an upcoming meeting.

**9. Adjournment.**

Chairperson Williams adjourned the meeting at 7:28 p.m.

APPROVE:

\_\_\_\_\_  
Dashe Williams, Chairperson

ATTEST:

\_\_\_\_\_  
Marion Simpson, Secretary

## A. Regular Meeting

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<b>Subject</b>	<b>5. Receive and discuss the Library Manager's monthly report.</b>
Meeting	Mar 13, 2023 - Library Board Meeting
Access	Public
Type	Discussion, Reports

### **BACKGROUND**

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

### **POLICY CONSIDERATIONS**

There are no policy considerations affiliated with this item.

### **RECOMMENDATION**

Receive and discuss the Library Manager's monthly report.

File Attachments

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



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

**Collection**

Number of Titles	35,861		37,728	
Number of Items	37,136		38,838	
Number of New Items	364	1,523	344	2,237
Number of Items Removed	62	1,408	201	2,516
Donated Items Added	7	27	4	95
Number of E-Books	3,903		4,175	
Number of New E-Books	9	170	40	254

**Patrons**

Number of Patrons	8,664		10,366	
Number of New Patrons	88	512	114	597
Number of Patrons Removed	1	2,072	33	35

**Circulation**

	Initial	Total	Year to Date	Initial	Total	Year to Date	Items Added
Total	7,166	10,234	56,539	8,168	11,410	60,886	344
Adult Fiction	366	607	3,113	486	778	3,940	65
Adult Non-Fiction	242	429	2,036	209	421	2,032	39
Juvenile Fiction	2,157	3,833	22,305	2,756	4,471	24,075	113
YA materials	112	188	825	106	203	1,190	27
Manga / Graphic Novels	79	123	664	180	250	1,496	26
Interlibrary Loans	32	37	167	24	34	149	
Juvenile Non-Fiction	452	799	4,053	519	880	4,288	38
DVDs & Blu-Ray	346	825	5,459	357	806	4,651	7
Board Games, Card Games, & Puzzle	87	99	625	98	133	711	0
Literacy Kits	24	25	118	23	24	99	3
Hoopla	1,024	1,024	4,919	646	646	3,767	
CloudLibrary (Sachse Patrons)	978	978	5,514	1,153	1,153	6,361	
CloudLibrary (Other Patrons)	1,267	1,267	6,741	1,611	1,611	8,127	

**Programs and Services**

Number of Internet Sessions	101	582	162	648
Number of Programs	15	66	19	92
Program Attendance	254	1,260	416	3,756
Number of Volunteer Hours	9	52	37	114
Meeting Room Rentals	6	31	9	36
3D Print Requests	48	231	92	481
ILL Incoming Requests	36	151	33	151
ILL Incoming Received	31	149	23	133
ILL Outgoing Requests	80	452	78	404
ILL Outgoing Shipped	52	258	41	196
Literacy Computer Uses	479	2,672	722	3,839
Door Count	2,404	13,089	3,228	16,723

Programs	Date	Participation
Toddler Story Time	1-Feb	30
Preschool Story Time	2-Feb	30
Baby Bounce Story Time	3-Feb	3
Family Story Time	7-Feb	11
Toddler Story Time	8-Feb	38
Preschool Story Time	9-Feb	43
Adult Craft Night	9-Feb	24
Baby Bounce Story Time	10-Feb	7
Creative Arts Workshop - Able Mindset	11-Feb	13
Family Story Time	14-Feb	10
Toddler Story Time	15-Feb	34
After School Dungeons & Dragons	15-Feb	6
Preschool Story Time	16-Feb	36
Baby Bounce Story Time	17-Feb	17
Family Story Time	21-Feb	7
Toddler Story Time	22-Feb	46
Preschool Story Time	23-Feb	42
Baby Bounce Story Time	24-Feb	7
Family Story Time	28-Feb	12
<b>Total</b>		<b>416</b>

## **A. Regular Meeting**

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<b>Subject</b>	<b>6. Discuss Library Board announcements regarding special events, current activities, and local achievements.</b>
Meeting	Mar 13, 2023 - Library Board Meeting
Access	Public
Type	Discussion, Information