



**Monday, January 11, 2021
Library Board Meeting**

This meeting will begin at 7:00 p.m.

MEETING HELD AS A TELEPHONE CONFERENCE CALL

Because of the Dallas County, Collin County and City of Sachse disaster declarations we are practicing social distancing in order to prevent the spread of COVID-19.

We encourage members of the public to listen to the telephone conference meeting.

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.

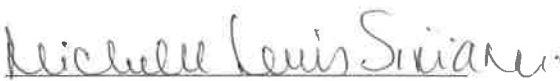
INSTRUCTIONS FOR ACCESSING THE TELEPHONE CONFERENCE CALL:

**Dial this Phone Number: US: +1 346 248 7799
Enter Meeting ID: 932 2977 4712
Meeting Link: <https://zoom.us/j/93229774712>**

A. Regular Meeting

1. Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, January 11, 2021 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. Consider approval of the November 9, 2020 meeting minutes.
4. Discuss and consider election of officers.
5. Receive and discuss the Library Manager's report.
6. Request for future agenda items.
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 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.


Michelle Lewis Sirianni, City Secretary

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



Agenda Item Details

Meeting Jan 11, 2021 - Library Board Meeting
Category A. Regular Meeting
Subject 3. Consider approval of the November 9, 2020 meeting minutes.
Access Public
Type Action, Minutes
Recommended Action Approve the minutes of the November 9, 2020 Library Board meeting.

Public Content

OVERVIEW

Minutes from the November 9, 2020 Library Board meeting.

POLICY CONSIDERATIONS

There are no policy considerations with this item.

RECOMMENDATION

Approve the minutes of the November 9, 2020 Library Board meeting.

Library Board Meeting Minutes - November 9, 2020.pdf (113 KB)

Library Board Meeting (Monday, November 9, 2020)

MEETING HELD VIRTUALLY VIA ZOOM

Members Present

Jarvis Chambers
Rhia Johnson
Kyle Graves
Marion Simpson
Jason Thompson
Leslie Williams
Cindy Gaspar
Michelle Howarth

Call to Order: The Library Board of the City of Sachse will hold a Regular Meeting on Monday, November 9, 2020 at 7:00 P.M. at the Sachse Public Library 3815 Sachse Road, Building C, Sachse, Texas to consider the following items of business:

Jarvis Chambers called the meeting to order at 7:04 p.m.

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

Jarvis Chambers led the invocation and the Pledges of Allegiance to the U.S. flag and Texas flag.

Consider approval of the September 14, 2020 meeting minutes.

The minutes were approved unanimously on a motion by Jarvis Chambers, seconded by Marion Simpson.

Discuss the Library Manager's monthly report.

The board received and discussed the library manager's report.

Receive and discuss a statistical summary of Library services for FY 2020.

The board received a presentation by the library manager on Library service statistics for FY 2020.

Consider changes to the Library Circulation Policy.

The board received a presentation by the library manager regarding proposed changes to the Library Circulation Policy. The proposed changes would add a section pertaining to Digital Library Cards, which the Library added in response to the COVID-19 pandemic. The changes were unanimously approved on a motion by Jarvis Chambers, seconded by Leslie Williams.

Request for future agenda items.

Board members discussed when the Secretary position would be filled following the departure of Board member Kyle Graves. Library Manager Daniel Laney informed the board that officer positions are usually voted on during the January meeting each year.

Board members discussed whether to have a meeting during the month of December. Chairman Jarvis Chambers elected to cancel the December meeting, as has been done in years past.

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

Library Manager Daniel Laney announced the City's Christmas Light Spectacular, which would take place during the month of December, in lieu of the City's annual Christmas Extravaganza event.

Adjournment

Jarvis Chambers adjourned the meeting at 7:40 p.m.



Agenda Item Details

Meeting Jan 11, 2021 - Library Board Meeting

Category A. Regular Meeting

Subject 4. Discuss and consider election of officers.

Access Public

Type Action, Discussion

Recommended Action Nominate and elect Library Board officers for 2021.

Public Content

OVERVIEW

The Library Board will elect officers for 2021.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Nominate and elect Library Board officers for 2021.



Agenda Item Details

Meeting	Jan 11, 2021 - Library Board Meeting
Category	A. Regular Meeting
Subject	5. Receive and discuss the Library Manager's report.
Access	Public
Type	Discussion, Reports

Public Content

OVERVIEW

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

Discussion only.

[November 2020 Library Manager's Report.pdf \(89 KB\)](#)

[December 2020 Library Manager's Report.pdf \(89 KB\)](#)



Departmental Report		November 2020	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	43,964		35,213	
Number of Items	45,784		36,545	
Number of New Items	539	1,596	390	1,243
Number of Items Removed	236	349	578	654
Donated Items Added	74	96	8	23
Number of E-Books	3,190		3,843	
Number of New E-Books	0	0	132	142

Patrons

Number of Patrons	9,709		9,349	
Number of New Patrons	135	238	53	115
Number of Patrons Removed	1	1	0	0

Circulation

	Initial	Total	Year to Date	Initial	Total	Year to Date
Total Circulation	7,862	9,312	20,198	6,919	8,440	17,880
Adult Fiction	451	597	1,257	312	485	1,143
Adult Non-Fiction	328	482	949	182	316	739
Juvenile Fiction	3,361	3,970	8,881	1,930	2,768	6,166
YA materials	176	216	462	144	221	466
Interlibrary Loans	32	35	73	15	15	31
Juvenile Non-Fiction	434	559	1,300	372	490	1,149
DVDs & Blu-Ray	1,299	1,651	3,567	391	566	1,256
Audio CDs	25	35	87	8	14	24
Board Games, Card Games, & Puzzle	115	126	126			
Hoopla				613	613	1,208
CloudLibrary (Sachse Patrons)	796	796	1,702	1,061	1,061	1,992
CloudLibrary (Other Patrons)	845	845	1,794	1,891	1,891	3,706

Programs and Services

Number of Internet Sessions	402	834	90	226
Number of Programs	16	37	5	10
Program Attendance	498	1,576	117	313
Number of Virtual Programs			7	18
Virtual Program Attendance			486	1,391
Number of Volunteer Hours	163	378		
3D Print Requests	5	7	9	31
ILL Incoming Requests	29	73	9	17
ILL Incoming Received	31	64	15	27
ILL Outgoing Requests	151	337	94	214
ILL Outgoing Shipped	75	180	54	118
Literacy Computer Uses	1,326	2,807		
Curbside Pickup			64	164
Door Count	4,565	10,107	1,759	4,024

Programs

Participation

Owl Pellet Kits picked up during November		26
Plant Hangar Kits picked up during November		9
Virtual Story Time	5-Nov	121
Johnny Appleseed Magnet Kit	6-Nov	35
Johnny Appleseed Magnet Kit Post	6-Nov	46
Zoom Medicare Workshop	7-Nov	2
Virtual Story Time	12-Nov	245
Gratitude Journal Kit	13-Nov	13
Gratitude Journal Kit Post	13-Nov	5
Virtual Story Time	19-Nov	61
Leaf Activity Kit	20-Nov	34
Leaf Activity Kit Post	20-Nov	6
Total		603

Programs by Type

Number

Participation

Virtual Story Times & Programs	4	429
Activity Videos/Posts	3	57
Take-Home Activities	5	117
Total		603



Departmental Report		December 2020	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	43,912		35,570	
Number of Items	45,732		36,897	
Number of New Items	361	1,957	613	1,856
Number of Items Removed	413	762	76	730
Donated Items Added	30	126	23	46
Number of E-Books	3,309		3,850	
Number of New E-Books	119	119	49	191

Patrons

Number of Patrons	9,733		9,376	
Number of New Patrons	24	262	53	168
Number of Patrons Removed	0	1	1	1

Circulation

	Initial	Total	Year to Date	Initial	Total	Year to Date
Total Circulation	7,279	8,529	28,736	6,912	8,625	26,505
Adult Fiction	457	598	1,855	400	553	1,696
Adult Non-Fiction	363	559	1,508	235	402	1,141
Juvenile Fiction	2,500	3,295	12,176	1,874	2,764	8,930
YA materials	181	249	711	158	238	704
Interlibrary Loans	28	30	103	16	21	52
Juvenile Non-Fiction	253	352	1,652	284	486	1,635
DVDs & Blu-Ray	1,121	1,455	5,022	457	667	1,923
Audio CDs	19	31	118	1	7	31
Board Games, Card Games, & Puzzle	93	109	244			
Hoopla				617	617	1,825
CloudLibrary (Sachse Patrons)	809	809	2,511	1,006	1,006	2,998
CloudLibrary (Other Patrons)	1,455	1,042	2,836	1,864	1,864	5,570

Programs and Services

Number of Internet Sessions	378	1,212	102	328
Number of Programs	15	52	5	15
Program Attendance	2,379	3,955	172	485
Number of Virtual Programs			7	25
Virtual Program Attendance			551	1,942
Number of Volunteer Hours	125	503		
3D Print Requests	3	10	56	87
ILL Incoming Requests	27	100	25	42
ILL Incoming Received	32	96	18	45
ILL Outgoing Requests	149	486	120	334
ILL Outgoing Shipped	83	263	75	193
Literacy Computer Uses	1,101	3,908		
Curbside Pickup			98	262
Door Count	4,114	14,221	1,681	5,705

Programs	Participation
Virtual Story Time	3-Dec 81
Snowman Craft Kits	4-Dec 74
Snowman Craft Kits Post	4-Dec 30
Virtual Story Time	10-Dec 177
Christmas Ornament Craft Kits	11-Dec 19
Christmas Ornament Craft Kits Post	11-Dec 63
Foam Christmas Tree Craft Kits	11-Dec 14
Christmas Treat Bags	11-Dec 15
Virtual Story Time	17-Dec 66
Christmas Coloring Kits	18-Dec 50
Christmas Coloring Kits Post	18-Dec 23
Virtual Story Time	31-Dec 111
Total	723

Programs by Type	Number	Participation
Virtual Story Times & Programs	4	435
Activity Videos/Posts	3	116
Take-Home Activities	5	172
Total		723