



**Monday, February 12, 2024
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, February 12, 2024, 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 January 8, 2024, 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: 2/8/2024 6:50pm Removed: _____

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 469-429-0415, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

A. Regular Meeting

Subject **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.**

Meeting Feb 12, 2024 - Library Board Meeting

Access Public

Type Information, Procedural

Those who wish to speak may [fill out a form](#) or [email](#) the City Secretary prior to the meeting.

A. Regular Meeting

Subject	4. Consider approval of the January 8, 2024, meeting minutes.
Meeting	Feb 12, 2024 - Library Board Meeting
Access	Public
Type	Action, Minutes
Recommended Action	Approve the minutes as presented.
Minutes	View Minutes for Jan 8, 2024 - Library Board Meeting

File Attachments

[Library Regular Minutes 01.08.2024.pdf \(34 KB\)](#)

**LIBRARY BOARD OF THE CITY OF SACHSE
JANUARY 8, 2024, MEETING MINUTES**

The Library Board of the City of Sachse held a regular meeting on Monday, January 8, 2024, at 7:00 p.m. at Sachse City Hall Council Chambers, 3815-B Sachse Road. Members present were Vice-Chairperson John Morris; Board Members Cindy Woodcock, Suzanne Cardwell, Dia Rhoden, and Beau Hooten; and Councilmember Frank Millsap.

Members absent: Marion Simpson

1. Call to Order.

Mr. Morris called the meeting to order at 7 p.m.

2. Invocation and Pledges of Allegiance to the US and Texas Flags.

Mr. Morris led the invocation and the pledges.

3. Public Comment:

There were no public comments.

4. Consider approval of the November 13, 2023, meeting minutes.

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

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

Ms. Conde made the motion to appoint John Morris as Chairperson, Dia Rhoden as Vice Chairperson, and Cindy Woodcock as Secretary. Ms. Cardwell seconded the motion, and it carried unanimously.

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

Mr. Laney presented the Library's monthly report for December 2023. Library staff and patrons participated in several holiday events during the month of December, and checkouts, attendance, and patron visits all remain high. Mr. Laney informed the Board that the Library's new hours of operation went into effect on January 2nd, with the Library now open a total of 60 hours per week, an increase of 12 hours per week from the previous year.

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

Mr. Laney announced several new programs, including a second monthly Adult Craft Night, which is now called "Make & Mingle," a new monthly book club called "Book Talk," and a presentation by the North Texas Master Naturalists called "Attracting Backyard Birds."

8. Adjournment.

Mr. Morris adjourned the meeting at 7:31 p.m.

APPROVE:

John Morris, Chairperson

ATTEST:

Cindy Woodcock, Secretary

A. Regular Meeting

Subject	5. Receive and discuss the Library Manager's monthly report.
Meeting	Feb 12, 2024 - 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

[January 2024 Library Manager's Report.pdf \(92 KB\)](#)



Departmental Report		January 2024	
Fiscal Year (previous)		Fiscal Year (current)	
This Month	Year to Date	This Month	Year to Date

Collection

Number of Titles	37,436		38,730	
Number of Items	38,573		39,888	
Number of New Items	497	1,893	366	1,750
Number of Items Removed	917	2,315	554	1,726
Donated Items Added	29	91	17	31
Number of E-Books	4,134		4,228	
Number of New E-Books	42	214	101	195

Patrons

Number of Patrons	10,297		12,076	
Number of New Patrons	131	483	184	559
Number of Patrons Removed	0	2	25	94

Circulation

	Initial	Total	Year to Date	Initial	Total	Year to Date
Total	8,524	12,455	49,476	10,125	14,481	51,883
Adult Fiction	515	879	3,162	721	1,140	3,529
Adult Non-Fiction	217	418	1,611	367	731	2,198
Juvenile Fiction	2,554	4,563	19,604	2,955	5,153	19,547
YA materials	145	294	987	146	273	1,045
Manga / Graphic Novels	101	296	1,246	250	420	1,541
Interlibrary Loans	41	43	115	29	32	154
Juvenile Non-Fiction	447	868	3,408	719	1,246	4,034
DVDs & Blu-Ray	422	996	3,845	430	958	3,638
Board Games, Card Games, & Puzzle	124	139	578	202	220	734
Literacy Kits	14	15	75	22	24	81
Hoopla	643	643	3,121	655	655	3,008
CloudLibrary (Sachse Patrons)	1,450	1,450	5,208	1,589	1,589	5,660
CloudLibrary (Other Patrons)	1,851	1,851	6,516	2,040	2,040	6,714

Programs and Services

Number of Internet Sessions	134	486	213	670
Number of Programs	15	73	32	100
Program Attendance	297	3,340	544	4,862
Number of Volunteer Hours	18	77	30	94
Meeting Room Rentals	6	27	7	29
3D Print Requests	79	389	47	154
ILL Incoming Requests	44	118	41	146
ILL Incoming Received	42	110	29	131
ILL Outgoing Requests	124	326	105	328
ILL Outgoing Shipped	56	155	63	158
Literacy Computer Uses	787	3,117	1,142	4,169
Door Count	3,287	13,495	4,631	16,938

Programs	Date	Participation
"Noon Year's Eve" Party	2-Jan	125
After School Dungeons & Dragons	3-Jan	4
Sit & Stitch	5-Jan	3
Teen Candle Making Craft	5-Jan	6
Kids Crafternoon	8-Jan	49
Baby Bounce Story Time	9-Jan	6
Adult Papercraft	9-Jan	5
Family Game Night	9-Jan	15
Greta the Reading Therapy Dog	9-Jan	6
Toddler Story Time	10-Jan	47
Make & Mingle	10-Jan	16
Preschool Story Time	11-Jan	15
Family Story Time	11-Jan	10
Sit & Stitch	12-Jan	2
Toddler Story Time	17-Jan	17
After School Dungeons & Dragons	17-Jan	7
Preschool Story Time	18-Jan	8
Family Story Time	18-Jan	14
Sit & Stitch	19-Jan	2
Make & Mingle	20-Jan	9
Baby Bounce Story Time	23-Jan	3
"Attracting Backyard Birds"	23-Jan	6
Toddler Story Time	24-Jan	44
Book Talk	24-Jan	3
Preschool Story Time	25-Jan	17
Family Story Time	25-Jan	8
Sit & Stitch	26-Jan	2
Kids Crafternoon	29-Jan	20
Baby Bounce Story Time	30-Jan	15
Family Game Night	30-Jan	19
Greta the Reading Therapy Dog	30-Jan	6
Toddler Story Time	30-Jan	35
Total		544

A. Regular Meeting

Subject	6. Discuss Library Board announcements regarding special events, current activities, and local achievements.
Meeting	Feb 12, 2024 - Library Board Meeting
Access	Public
Type	Discussion,Information

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