

Bastrop Public Library Board Minutes
Bastrop Public Library Pressley Meeting Room
1100 Church Street
Bastrop, TX 78602
(512) 332-8880



November 04, 2024

Minutes - Public Library Board at 6:00 PM

Bastrop Public Library Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

Library Board Members Present

Chair Rebecca Bennett
Secretary Sally Keinarth
Board Member Rachelle Caviness
Board Member Lisa Gossett
Board Member Jennifer Leisure
Board Member Nancy Wood

Guests, Liaisons, and Staff Present

City Council Member Cheryl Lee
Library Director Bonnie Pierson
Community Engagement Director Kathy Danielson
Community Engagement Executive
Administrative Assistant Elisa Puentes
Planning & Zoning Commission Liaison
Pete Parsons

1. CALL TO ORDER OATH OF OFFICE

2. OATH OF OFFICE

2A. Incumbent Library Board Member Meagan Webb Place 7 was not present and will take the oath of office at a later date.

2B. Incoming Library Board Member Rachelle Caviness Place 5

Swearing Oath of Office, Bonnie Pierson, Library Director

Signature of official documents, Elisa Puentes, Community Engagement Executive
Administrative Assistant

Welcome by Library Board

Comments by Library Board Member Caviness

3. CALL TO ORDER REGULAR MEETING

4. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Board/Commission to allow a member of the public to slur the performance, honesty and/or integrity of the Board/Commission, as a body, or any member or members of the Board/Commission individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Board/Commission and/or any person in the Board/Commission's presence will not be tolerated.

5. MINUTE APPROVAL

- 5A. Consider action to approve Bastrop Public Library minutes from October 7, 2024, regular meeting.

Jennifer Leisure motioned to approve minutes from October 7, 2024; Rebecca Bennett recommended one minor word change; Nancy Woods seconded, and the motion passed.

6. ANNOUNCEMENTS

- 6A. The library will be closed Saturday, November 9th for the annual Veteran's Day car show.
- 6B. The library will be closed Monday, November 11th for Veteran's Day.
- 6C. The library will be closed Thursday, November 28th through Saturday, November 30th for Thanksgiving.
- 6D. Announcements from the Library Director.

The City requests a work plan from the Library Board due in February.

The City Ordinance for Discounted Membership to the library will have a second reading at the 11/12/2024 City Council meeting. Ordinance to go into effect January 2025.

- 6E. Announcements from individual board members.

7. REPORTS

7A. Director's report.

Director Bonnie Pierson highlighted items in the Library Recap FY 2024. Visitors increased by 18%. Materials lent increased by 20%. Programs and Events increased by 81%. Volunteer Hours increased by 21%. Four staff positions were filled in 2024, allowing the fully staffed library to increase programming. Staffing is a barrier to success. With more programming, covering the two service desks is more difficult. Another part-time staff member would help with this issue. Meeting space is a barrier, as well. Space for 3-4 person groups is needed and not available. An additional larger meeting space is needed. Discussion included desire for a maker space. A larger library facility was discussed in addition to potential branch locations.

7B. Statistics report.

Adult programs increased from 72 in FY 2023 to 231 in FY 2024. Use of the Pressley room increased from 108 in 2023 to 178 in 2024.

7C. Financial report.

Nonresidential fees totaled \$39,215.00 for FY 2024.

8. PRESENTATIONS

9. WORKSHOP

9A. Fiscal Year 2025 Goals workshop.

Board discussed Library Goals, highlighting the following:

1. Community Engagement: Increase awareness of programs and services through increased social media use and signs with program schedules scattered throughout the city. Build community relationships with increased groups such as Moms' Groups.
2. Lifelong Learning: Media Literacy and Information Literacy mentioned as possible subjects.
3. Culture of Service: Discussion focused on ensuring that library physical space is adequate for expected growth in population and services. The first step is to evaluate the library's needs. Bonnie Pierson to prepare a report for 11/21/2024 Planning and Zoning Commission Workshop. Liaison Pete Parsons will present the report at that meeting. The second step is for the City to include the library needs as part of City of Bastrop comprehensive plan for growth.
4. Administrative: Top 4 items to accomplish are to catch up on Library Policy update schedule, to introduce enhanced library cards, to prepare a new 5-year strategic plan beginning calendar year 2026, and to provide Emergency & Shelter Plan training for staff.

10. ITEMS FOR INDIVIDUAL CONSIDERATION

10A. Individual requests from Library Board members for items to be listed on future agendas.

1. Work Plan for City of Bastrop to be discussed at December 2, 2024 meeting.
2. Planning for Growth to be discussed at December 2, 2024 meeting.

11. ADJOURNMENT

Respectfully submitted,

Sally Keinarth, Secretary

Rebecca Bennett, Chair