

City of Bastrop Public Library Board

Meeting Minutes

December 04, 2023

1. Call to Order

The meeting was called to order by President Rebecca Bennett at 6:00 pm. The members present were Lisa Gossett, Sally Keinarth, Jennifer Leisure, Laura Goodwin, Nancy Wood, Bonnie Pierson Library Director, and Cheryl Lee City Council Vice- President Meagan Webb was not present with an excused absence.

2. Citizen Comments – None

3. Announcements

- a. The library's annual open house will take place on Saturday, December 9th.
- b. The library will be closed for the following holidays: for Christmas Friday, December 22nd through Monday, December the 25th and for New Year's Day Monday, January 1st2024.
- c. Due to the library being closed on Monday, January 1st the monthly board meeting will be held on Monday, January the 8th.
- d. There will be no programs between Christmas and New Year's.
- e. Reminder that an email was sent out to the board members about the current History Preservation Project. This email includes information on fundraising to purchase the needed equipment to digitalize documents.
- f. Starting Tuesday, January the 2nd the library will open at noon versus 1 pm. This schedule will continue and include Thursdays as well.
- g. There is some research being done to possibly start a pilot program in the summer of 2024 to open on some days at 10 am. A temporary staff person will be needed to help with these added hours of the library being open.
- h. Announcements from individual board members – none

4. Reports

- a. Director's report
 - i. Programming:
 - The last group session of Quilting with Mary was held on Friday, November 17th. During this session Helen Taylor from Project Linus was present and gave information about this group and how the quilters could be involved with donating handmade blankets.

- Youth Services Librarian Eva Bernal has officially started teen programming. One of the programs being introduced on Teen Thursdays is Dungeon and Dragons.
- Beginning in January 2024 the library is planning to add a variety of adult programs. Some of the programs will be due to the popularity of the quilting and sewing groups. Due to interest a knitting group has been added. Other programming includes History Talks and Meet At The Library. The latter will be held weekly with varied health education discussions, board game time, and matinee movies.

ii. Noteworthy:

- Jackie Baez, Children's Service Associate had to resign her position unexpectedly. Her last day was Wednesday, November 1st. An updated job description for this position was posted to the public on Wednesday, November 22nd.
- Karen Caldera-Martinez was hired for 90 days as a temporary library clerk. Her first day was Thursday, November 22nd.
- Catherine Lombardo, Library Services Circulation Associate is on medical leave and working from home starting Monday, November 16th. She is expecting to return to work in full-time capacity in six weeks.
- Catherine Lombardo, Library Services Circulation Associate celebrated her 5th anniversary with Bastrop Public Library on Sunday, December 3rd.

iii. Updates:

- Work continues to be done on Photo ID library cards.
- Research continues for RFID (Radio-Frequency identification) tags.
- Community feedback continues to be positive and varied. A local quilter said the new quilting group helped her finish a quilt project that she started 18 years ago, the Elgin Courier had an article about the November History Fair.

b. Statistical Comparison Report:

The full report is available in the agenda packet. Noted increases in the number of programs and attendance continues. Adult programming has increased year to date (YTD) from 4 to 11. The YTD door count showed a significant increase and part of this explanation was the Solar Day Program which had 500 attendees. A new category under History and Culture includes partnerships. A

new partner is St. Davids Libraries For Health. Overdrive E-Books total checkouts has increased.

- c. Monthly Financial Report: See agenda packet for Financial Report.
 - d. 2023 Open House Report: See agenda packet for Open House Report. As of the board meeting the library was looking to find more volunteers for the open house.
5. Presentation-none
6. Workshop- None
7. Items for Individual Consideration
- a. Consider action to approve the Bastrop Public Library Minutes from November 06, 2023. Sally Keinarth moved to approve the minutes. Jennifer Leisure seconded the motion, and it was carried.
8. Adjournment of meeting at 6:30 pm

Respectfully submitted.

Laura Goodwin, Secretary

Rebecca Bennett, President