Notice of Meeting for the
Library Advisory Board
of the City of Georgetown
November 5, 2019 at 6:00 PM
at Lobby, First Floor, Georgetown Public Library, 402 W. 8th Street

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

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Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

A Citizens wishing to address the board. As of the deadline, no persons were signed up to speak on items other than what was posted on the agenda. -Lindsay Cooper, Chair.

B Introduction of new Library Advisory Board member Susan Cooper. -Lindsay Cooper, Chair.

C Consideration and possible action to approve the October 1, 2019 Library Advisory board minutes. -Lindsay Cooper, Chair.

D Consideration of the Library Director's report. -Eric Lashley, Library Director.

E Consideration and possible action to write a letter to City Council advising Council concerning future library budgets. -Lindsay Cooper, Chair.

F Report on the Central Texas Library System's annual meeting held in College Station, Texas. -Eric Lashley, Library Director.

G Consideration and possible action regarding future meeting dates. -Lindsay Cooper, Chair.

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of __________________, 2019, at ________, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

__________________________________
Robyn Densmore, City Secretary
The Library Advisory Board met on Tuesday, October 1, 2019 at 6:00 p.m. in the first floor Conference Room, Georgetown Public Library, 402 W. 8th Street

MEMBERS IN ATTENDANCE: Thom Sinwell, Lindsay Cooper, Michael Kelley, Richard Thielmann, and Linda Schaffer.

MEMBERS ABSENT: John Hudson.

STAFF IN ATTENDANCE: Eric Lashley – Library Director.

The meeting was called to order at 6:00 p.m. by Chair Cooper.

Regular Agenda

A. Citizens wishing to address the Board. As of the deadline, no persons were signed up to speak on items other than what was posted on the agenda. No action required.

B. Consideration and possible action to approve the September 3, 2019 Library Advisory Board minutes. – Lindsay Cooper, Chair. Motion by Kelley; second by Schaffer to approve the September 3, 2019 Library Advisory Board minutes. Approved 5-0. (Hudson absent).

C. Consideration of the Library Director’s report. – Eric Lashley, Library Director. Lashley reviewed monthly statistics with the board, noting the Library had 2,000 additional visitors for the month of August and 4,000 additional checkouts over the previous year. Bookmobile circulation was down for the month of August due to air-conditioning malfunctions.

Lashley reported the new meeting room software is up and running and patrons can request their own meeting electronically through our website. All staff now have the ability to book meeting rooms. Lashley read a list of past events and reported on upcoming events: GPL World Cinema will feature Tea with the Dames on October 16, the Genealogy Jamboree will be held on October 18 from 10 a.m. to 8:30 p.m., Austin Opera Live – October 20 at 2 p.m., and a number of Halloween programs for children and teens.

Lashley discussed the Letter to the Editor of the Williamson County Sun dated September 25, 2019 concerning the Library’s screening of the horror movie Us. Lashley reported the Library had not received any other complaints in person or on social media since the letter was written. He explained a staff committee proposes films to be screened and the committee looks at reviews for movies that would attract and appeal to adults in their 20s and 30s. Lashley listed passed Oscar award winning films that were all rated “R”.
Lashley read the patron comments from September 2019 submitted through the library’s suggestion box. No action required.

D. Consideration and possible action to approve library’s strategic plan update. – Eric Lashley, Library Director. The board discussed making some grammatical changes to the draft Strategic Plan. Sinwell asked to enhance Goal IV - Objective 4 in terms of recruitment and retention of volunteers. Kelley expressed pleasure with adding the bestseller lists of the Wall Street Journal and Publisher’s Weekly along with the New York Times bestseller list. **Motion by Thielmann; second by Schaffer to approve** the Georgetown Public Library 2020-2025 Strategic Plan with changes discussed. **Approved 5-0** (Hudson absent).

E. Consideration and possible action to write letter to City Council advising Council concerning future Library budgets. – Lindsay Cooper, Chair. Lashley distributed a draft letter he had edited from a draft letter he had received from Thielmann. The board discussed changes to the letter and asked Lashley to provide additional statistics. **Motion by Sinwell, seconded by Thielmann to authorize** Cooper and Kelley to draft a letter to be presented to the Board at the November meeting. **Approved 5-0** (Hudson absent).

F. Consideration and possible action to approve Ingram, Inc. as the primary vendor for the purchase of library materials. – Eric Lashley, Library Director. Lashley discussed the difference in pricing between Ingram and Baker and Taylor; the two largest wholesalers of books in the country. Ingram provides the larger discount and the Library has been very satisfied with the service they provide. **Motion by Sinwell; second by Thielmann to recommend** to Council the selection of Ingram, Inc. as the primary vendor for the purchase of library materials. **Approved 5-0** (Hudson absent).

G. Consideration and possible action regarding the future meeting dates. Lindsay Cooper, Chair. The November meeting will be held as regularly scheduled on Tuesday, November 5, 2019 at 6:00 p.m.

Chair Cooper adjourned the meeting at 7:10 p.m.

Respectfully submitted,

Michael Kelley  
Secretary

Lindsay Cooper  
Chair
### Patron Visits

<table>
<thead>
<tr>
<th>Month</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Annual Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Year</td>
<td>32687</td>
<td>17375</td>
<td>27062</td>
<td>28098</td>
<td>38313</td>
<td>34359</td>
<td>34863</td>
<td>35202</td>
<td>36305</td>
<td>37413</td>
<td>33739</td>
<td>31231</td>
<td>386647</td>
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<tr>
<td>2017-2018</td>
<td>29114</td>
<td>28197</td>
<td>27459</td>
<td>58231</td>
<td>33028</td>
<td>27693</td>
<td>36839</td>
<td>26622</td>
<td>30929</td>
<td>29615</td>
<td>31031</td>
<td>23101</td>
<td>381859</td>
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### Circulation

<table>
<thead>
<tr>
<th>Year</th>
<th>Current Year</th>
<th>Annual Total</th>
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<tbody>
<tr>
<td>2018</td>
<td>43804</td>
<td></td>
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<tr>
<td>2019</td>
<td>36467</td>
<td></td>
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<tr>
<td>2017-2018</td>
<td>35565</td>
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### FY 2018-2019 Statistics

#### # of patron checkouts

<table>
<thead>
<tr>
<th></th>
<th>Current Year</th>
<th>Annual Total</th>
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<tbody>
<tr>
<td>Bookmobile</td>
<td>4457</td>
<td>56367</td>
</tr>
<tr>
<td>Circulation</td>
<td>2254</td>
<td>24498</td>
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</tbody>
</table>

#### Children's Programs

- **Attendance**: 1622
- **Programs**: 14
- **Story Time Programs**: 30
- **Other (Tour, Mov)**: 10
- **After School Programs** 4

#### Teen Programs

- **Programs**: 14
- **Attendsance**: 97
- **Teen Space Users**: 787

#### Adult Programs

- **Programs**: 14
- **Attendance**: 230

#### Other Services

- **GPL ILLReq. filled**: 65
- **Outgoing ILL**: 26
- **ILL Requests**: 165
- **Internet usage (per hour)**: 5628
- **Overdrive usage (E-books)**: 3036
- **Overdrive usage (audiobooks)**: 1473

#### Volunteer Hours

- **Adult**: 796.03
- **Teen**: 132.28

#### Registrations

- **City Residents**: 270.00

### Summary

**Total Registrations**: 9540.07
<table>
<thead>
<tr>
<th>Non-residents-new</th>
<th>117.00</th>
<th>51.00</th>
<th>47.00</th>
<th>132.00</th>
<th>90.00</th>
<th>87.00</th>
<th>74.00</th>
<th>139.00</th>
<th>186.00</th>
<th>153.00</th>
<th>107.00</th>
<th>138.00</th>
<th>1321.00</th>
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<tbody>
<tr>
<td>GISD Student mem.</td>
<td>2</td>
<td>8.00</td>
<td>1.00</td>
<td>6</td>
<td>6.00</td>
<td>15.00</td>
<td>18.00</td>
<td>27.00</td>
<td>43.00</td>
<td>6.00</td>
<td>16.00</td>
<td>12.00</td>
<td>160.00</td>
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<tr>
<td><strong>Total</strong></td>
<td>389.00</td>
<td>206.00</td>
<td>208.00</td>
<td>433.00</td>
<td>303.00</td>
<td>350.00</td>
<td>310.00</td>
<td>455.00</td>
<td>702.00</td>
<td>512.00</td>
<td>499.00</td>
<td>424.00</td>
<td>4631.00</td>
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**Cash Receipts**

<table>
<thead>
<tr>
<th>Non-resident fees</th>
<th>2685.00</th>
<th>1610.00</th>
<th>1520.00</th>
<th>3495.00</th>
<th>2920.00</th>
<th>2835.00</th>
<th>2675.00</th>
<th>3455.00</th>
<th>5110.00</th>
<th>4275.00</th>
<th>3420.00</th>
<th>3525.00</th>
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<tbody>
<tr>
<td>Copies</td>
<td>1900.26</td>
<td>1244.75</td>
<td>1223.51</td>
<td>1979.13</td>
<td>1806.70</td>
<td>2131.14</td>
<td>1761.54</td>
<td>1858.80</td>
<td>1739.47</td>
<td>1915.36</td>
<td>1887.87</td>
<td>2063.45</td>
<td>21511.98</td>
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<tr>
<td>Donations</td>
<td>2948.26</td>
<td>2092.25</td>
<td>8288.88</td>
<td>2788.60</td>
<td>2034.96</td>
<td>3292.82</td>
<td>2989.99</td>
<td>1841.18</td>
<td>13598.93</td>
<td>3160.39</td>
<td>1864.27</td>
<td>3235.72</td>
<td>48136.25</td>
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<tr>
<td>Gifts/Memorials</td>
<td>450.00</td>
<td>3200.00</td>
<td>10500.00</td>
<td>16310.00</td>
<td>735.00</td>
<td>865.00</td>
<td>1914.83</td>
<td>1950.00</td>
<td>23567.20</td>
<td>290.00</td>
<td>16037.80</td>
<td>1670.00</td>
<td>77489.83</td>
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**Meeting Room Use**

<table>
<thead>
<tr>
<th>persons att'd meetings</th>
<th>4095</th>
<th>3406</th>
<th>3755</th>
<th>3395</th>
<th>4073</th>
<th>3963</th>
<th>6752</th>
<th>3311</th>
<th>5937.00</th>
<th>4862.00</th>
<th>1402.00</th>
<th>44951</th>
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<tbody>
<tr>
<td># of reservations</td>
<td>219</td>
<td>162</td>
<td>115</td>
<td>153</td>
<td>136</td>
<td>174</td>
<td>144</td>
<td>133</td>
<td>140</td>
<td>125</td>
<td>99</td>
<td>115</td>
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**Library Collection Changes**

<table>
<thead>
<tr>
<th>Copies Added</th>
<th>1878</th>
<th>1588</th>
<th>1231</th>
<th>1466</th>
<th>1323</th>
<th>1226</th>
<th>1248</th>
<th>1106</th>
<th>1165</th>
<th>1112</th>
<th>1607</th>
<th>1623</th>
<th>16573</th>
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<tbody>
<tr>
<td>Copies Discarded</td>
<td>1061</td>
<td>2709</td>
<td>1715</td>
<td>1234</td>
<td>887</td>
<td>1947</td>
<td>1831</td>
<td>1433</td>
<td>1410</td>
<td>1822</td>
<td>1676</td>
<td>1078</td>
<td>18803</td>
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<tr>
<td>Donations Added</td>
<td>102</td>
<td>126</td>
<td>196</td>
<td>96</td>
<td>158</td>
<td>228</td>
<td>90</td>
<td>124</td>
<td>135</td>
<td>105</td>
<td>173</td>
<td>390</td>
<td>1923</td>
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</tbody>
</table>
October Highlights

- The library launched its new meeting room software on Tuesday, September 3. The system allows staff to book study and meeting rooms for a broader range of service to patrons than before. There is also a new online booking component for patrons.
- Bookmobile stops were cancelled on 10/22 & 10/23 after a deer hit the bus. The windshield and fender were the only items requiring replacement.
- Recurring events for children/tweens/teens such as Storytimes, READ Dogs, Teen Advisory Board, Homeschool Happenings, and Dungeons & Dragons continued this month. Other programs included:
  - Music with Mar, October 7
  - Tween Ghost Tours, October 11
  - Spooky Silly Science, October 26
  - Teen Scary Clown Tag, October 25
  - Fall Fun storytime parties on October 30 & 31
- Programs for adults in October included:
  - Recurring events such as artist receptions, Knitting Club, Games for Grown Ups/Adult Coloring Circle and Wired Wednesday
  - GPL World Cinema screened Tea with the Dames on October 16.
  - Live Music Sunday featuring the Austin Opera on October 20.
  - Adultish screened horror film Us on October 11.
  - Art exhibits:
    - Art Hop XII (Second floor bridge, hallway galleries and café gallery) until Oct. 27
    - Gary Nowlin: Texas Landscapes beginning Oct. 28

Patron Comments

1. Closed caption on the movies you show would allow more of us to attend
2. Please work on Adult NF 153.8-155.
3. As a teacher and a person who does a lot of repairing of board book that have to be left out. I would to see if you could host (I would pay for) a class on tips of how to repair & fix books! 😊 Thanks!
4. Implement a safe used needle disposal box in bathrooms in the library. I saw a sign in the bathroom telling people not to throw used needles in the trash. It made me think that, if someone walks a long way to the Library, they might not listen to the sign. Or if they do, it does not guarantee that the needles would be safely disposed of outside the library; therefore still resulting in hurting others.
5. Adult patron w/ disability felt Teen Space was more calming b/c of blue colors and wants us to add calmer/more soothing colors to café or another place downstairs (she did not want to go upstairs).
6. Several sections of CD’s are approaching critical mass. I moved a couple of series to the very bottom today to make room. Also I noticed several of the series have more than 1 in the same season. Les Mis has 6 copies on the shelf.
7. I love the new T/V monitor on the wall, is great!! Makes reception area seem inviting and I like the display information. Good job!
8. Please put some sort of sound deadening material in and on the book return cart.
<table>
<thead>
<tr>
<th>DONOR</th>
<th>DONATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Aiken</td>
<td>$1000 for WOW HD fund-will be given to FOL</td>
</tr>
<tr>
<td>Sanica Matthyssen</td>
<td>$120 where we have the greatest need</td>
</tr>
<tr>
<td>Dr. Robert Pinder</td>
<td>His book <em>A Life Worth Living</em></td>
</tr>
<tr>
<td>Corianne Wise</td>
<td>$300 in honor of Kambly Ashton Belz-kids books</td>
</tr>
<tr>
<td>Col. Lester G. Frazier</td>
<td>$250 for staff Christmas party only</td>
</tr>
<tr>
<td>Thom &amp; Vicky Sinwell</td>
<td>$250 for Adultish programs</td>
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