

**Notice of Meeting for the
Library Advisory Board
of the City of Georgetown
December 1, 2020 at 6:00 PM
at Virtual**

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.

Consistent with Governor Greg Abbott's suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board meetings will be held virtually. Public comment will be allowed via teleconference; no one will be allowed to appear in person. To participate, please copy and paste the following weblink into your browser:

**[https://georgetowntx.zoom.us/j/98612726996?
pwd=OGVaaE9JeDM1cXNDRis3aFdYU2tJUT09](https://georgetowntx.zoom.us/j/98612726996?pwd=OGVaaE9JeDM1cXNDRis3aFdYU2tJUT09)**

**Meeting ID: 986 1272 6996
Passcode: 675729**

**Topic: Library Advisory Board Meeting
Time: Dec. 1, 2020 06:00 PM Central Time (US and Canada)**

**Dial by your location
+1 346 248 7799 US (Houston)
833 548 0276 US Toll-free
833 548 0282 US Toll-free
877 853 5257 US Toll-free
888 475 4499 US Toll-free
Meeting ID: 986 1272 6996
Find your local number: <https://georgetowntx.zoom.us/u/aec27JGNvA>**

To join a Zoom meeting, click on the link provided and join as an attendee.

You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the "Raise your Hand" option at the bottom of the Zoom meeting webpage once

that item has opened. When you are called upon by the Recording Secretary, your device will be remotely un-muted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.

Use of profanity, threatening language, slanderous remarks, or threats of harm are not allowed and will result in you being immediately removed from the meeting.

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 Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission. -Eric Lashley, Library Director.
- B Citizens wishing to address the board. -Michael Kelley, Board Chair.
- C Consideration and possible action to approve minutes from the November 3, 2020 Library Advisory Board meeting. -Michael Kelley, Board Chair.
- D Consideration of Library Director's report. -Eric Lashley, Library Director.
- E Discussion regarding the retirement of Library Services Director Eric Lashley and the process for filling the director position. -Eric Lashley, Library Director.
- F Consideration and possible action to draft a letter to Mayor and Council concerning library services. - Michael Kelley, Board Chair.
- G Consideration and possible action regarding future meeting dates and times. -Michael Kelley, Board 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 _____, 2020, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

Minutes of the Meeting of the
Library Advisory Board
City of Georgetown
November 3, 2020

The Library Advisory Board met virtually on Tuesday, November 3, 2020 at 6:00 p.m. using a Zoom meeting.

Consistent with Governor Greg Abbott's suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board meetings will be held virtually.

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

MEMBERS ABSENT: None.

STAFF IN ATTENDANCE: Eric Lashley – Library Director

The meeting was called to order at 6:00 p.m. by Board Chair – Kelley. David Garlock joined the meeting at 6:04 p.m.

Regular Agenda

- A. Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission. – Eric Lashley, Library Director. Lashley explained to the Board how the meeting would proceed if a member of the public wished to join the meeting. Lashley asked for Chair Kelley to call roll when voting on an agenda item to allow for a clear recording of the vote. No action required.
- B. Citizens wishing to address the Board. – Michael Kelley, Board Chair. As of the deadline, no persons were signed up to speak on items other than what was posted on the agenda. No action required.
- C. Consideration and possible action to approve the October 6, 2020 Library Advisory Board minutes. – Michael Kelley, Board Chair. **Motion Schaffer, second by Thielmann to approve the October 6, 2020 Library Advisory Board meeting minutes. Approved 6-0.**
- D. Consideration of the Library Director's report. - Eric Lashley, Library. Lashley reported the Red Poppy Coffee Company, which operated the Library's coffee shop since the new building opened in 2007, has closed due to the economic downturn from COVID-19. The City is drafting a Request for Proposals to find a new coffee shop vendor.

The library has hired Becca Sexton as its new Cataloging Librarian, to fill the vacancy left by Kristina Gonzales Zepeda. Sexton is currently the Director of Bastrop Public Library.

Lashley commented on Rosemary Colgrove's book ***You Have No Idea!: Secrets From The Stacks And So Much More....*** Lashley and the staff feel humbled by Colgrove's effort and consider the book a love letter to the Library. Schaffer noted she emailed Colgrove, to thank her for writing the book.

Lashley reviewed the monthly statistics, as provided in the agenda packet. Lashley noted the circulation for September 2020 was about 85% of the previous year's circulation compared to 2019. Visitations were only 35% compared to September 2019. Bookmobile circulation equaled 1,944. OverDrive checkouts equaled 5,139 ebooks and 2,380 downloadable audiobooks.

The Library began accepting volunteers in September and had 122 hours of service reported. Lashley emphasized how important it has been to have the volunteers back at the Library. The Library added 1,108 copies and withdrew 1,060 copies in September.

Lashley noted Reference Librarian Ann Evans had been leading a few virtual programs. Talks with Britin and Ann have been very popular. Their latest involved parades, festivals, and popular recreation spots in Georgetown's history. On October 16, she and the adult services staff hosted virtual workshops entitled Roots, Records, Research in partnership with the Williamson County Genealogical Society. The workshops were held via Zoom and were well attended with few technical issues.

Staff have been preparing and giving out craft kits during "Maketober". The kits have been a huge success.

There were no patron comments for September. No action required.

- E. Consideration and possible action to draft a letter to Mayor and Council concerning library services. – Michael Kelley, Board Chair. Kelley discussed the draft letter he had presented to the Board in October. The Board discussed additions suggested by Cooper which was included in the agenda packet. Board members made additional suggestions. The Board had previously voted to allow Kelley to send the finished letter to the Mayor and Council. Kelley reported he planned on sending the letter via email. He suggested there was a better chance the Mayor and Council would read the letter if it were received in an email. Lashley noted there was a good chance there may be a runoff election in some of the races if no candidate won 50% of the vote. Lashley also reported he will give a presentation to Council at the December 8 Council Workshop and will give an orientation to the new Council member(s) and Mayor in either late December or early January. No action taken.
- F. Consideration and possible action regarding future meeting dates and times. – Michael Kelley, Board Chair. The December meeting will be held as regularly scheduled via Zoom on Tuesday, December 1, 2020.

Chair Kelley adjourned the meeting at 6:43 p.m.

Respectfully submitted,

Michael Kelley
Chair

Richard Thielmann
Secretary

These minutes were approved at the virtual meeting on 12/1/2020.

GEORGETOWN PUBLIC LIBRARY

	Oct	Nov	Dec	Annual Total
Patron Visits				
Current Year	22205			
2019-2020	32586	26643	23995	213230
Circulation				
	2020			Annual Total
Current Year	38241			38241
2019-2020	46708	38121	39868	392558
FY 2020-2021 Statistics				
				Annual Total
# patron checkouts	3588			3588
WOW! Circs	2155			2155
Children's Programs				
Attendance	11			11
Programs	0			0
Story Time Programs	1			1
Other (Tour, Movies, Cra	0			0
After School Programs	0			0
Teen Programs				
Programs	0			0
Attendance	0			0
Teen Space Users	0			0
Adult Programs				
Programs	5			5
Attendance	290			290
Other Services				
GPL ILL Req. filled	0			0
Outgoing ILL	0			0
ILL Requests	0			0
Overdrive usage (E-book	4824			4824
Overdrive usage (audiob	2422			2422
SimplyE	1			1
Database Searches	3617			3617
Volunteer Hours				
Adult	124			124
Teen	0			0
Community Service	0			0
Total	124			124
Registrations				
City Residents-new	155			155
Non-residents-new	89			89
GISD Student memb.	2			2
Total	246			246
Cash Receipts				
Non-resident fees	N/A			-
Copies	N/A			-
Donations	N/A			-
Gifts/Memorials	N/A			-
Meeting Room Use				
# of attendees	0			0
# of reservations	0			0
Study Room Use				
# of attendees	0			0
# of reservations	0			0

Library Collection Changes		
Copies Added	1127	1127
Copies Discarded	1350	1350
Donations Added	130	130

**Director's Monthly Report
Georgetown Public Library
November 2020**

November Highlights

- The library moved to Curbside service on November 13 following the Williamson County and Cities Health District announcement of the county's move into the orange phase of community transmission for COVID-19. The library also halted volunteer service until it was safe for them to return to the building.
- Red Poppy Coffee Company on the library's first floor announced on November 10 it would be closing its doors due to the economic downturn from COVID-19. Red Poppy has occupied the library's café space since the building opened in 2007.
- Eric Lashley announced his retirement from the City on November 19 after a 25 year-long career with the City of Georgetown, 20 of those years serving as Library Director. Lashley has accepted a position as executive director of Central Texas Library System, Inc.
- November programs for kids/teens included:
 - November 19-Among Us kits + online game day for teens
 - Dinovember virtual Storytimes & kits available for curbside pick-up
- November programs for adults included:
 - November 3-Virtual Tuesday Talks with Ann & Britin: November's topic featured a moved house mystery.
- Adult services staff also provided *Your Next Read* and *Resume Review* services. Staff posted reading lists on social media for Native American Heritage Month featuring native and indigenous authors and creators.
- Art exhibits in the library were available until the building closed on Nov. 13 as follows:
 - Sally Gradle: *Follow the Thread*
 - Leslie Kell: *Come Closer*

Patron Comments

There were no patron comments in November.

GEORGETOWN PUBLIC LIBRARY DONATIONS -- October 2020

DONOR	DONATION
Paulla Beard	\$100 in memory of Jan Stanford
Palmer Teichelman	\$100 in memory of Jan Stanford
Carol Hoke	\$25 in memory of Earlene Scott
Linda Buss	\$150 for Overdrive materials
Anthony Blankenship	Copy of his book First Generation Father in honor of the House family