

**Notice of Meeting for the  
Library Advisory Board  
of the City of Georgetown  
April 6, 2021 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/92021053519?  
pwd=UmZyYW80OGRWd25aUmdnRHo1V1NNQT09](https://georgetowntx.zoom.us/j/92021053519?pwd=UmZyYW80OGRWd25aUmdnRHo1V1NNQT09)**

**Meeting ID: 920 2105 3519**

**Passcode: 135510**

**One tap mobile**

**+13462487799,,92021053519# US (Houston)**

**+16699006833,,92021053519# US (San Jose)**

**Dial by your location**

**+1 346 248 7799 US (Houston)**

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**+1 301 715 8592 US (Washington DC)**

**+1 312 626 6799 US (Chicago)**

**833 548 0282 US Toll-free**

**877 853 5257 US Toll-free**

**888 475 4499 US Toll-free**

**833 548 0276 US Toll-free**

**Meeting ID: 920 2105 3519**

**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.**

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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 Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Board. -Sally Miculek, Library Director
- B Citizens wishing to address the board. -Michael Kelley, Board Chair.
- C Consideration and possible action to approve minutes from the March 2, 2021 Library Advisory Board meeting. -Michael Kelley, Board Chair.
- D Review of the Library Advisory Board bylaws and City of Georgetown Boards and Commissions attendance policy. -Sally Miculek, Library Director.
- E Consideration and possible action to elect a Vice Chair and Secretary to the Library Advisory Board. -Michael Kelley, Board Chair.
- F Discussion: The closed library and discussion of the bylaws, function, and responsibilities of the Georgetown Library Advisory Board; including philosophical, practical, and realistic concerns. -Richard Thielmann, Board member and Sally Miculek, Library Director.
- G Consideration of Library Director's report. -Sally Miculek, Library Director.
- H Discussion regarding the library's use of e-materials from Overdrive, Central Texas Digital Consortium, and Libby. -Susan Cooper, Board member and Sally Miculek, Library Director.
- I Discussion regarding the library's databases. -Thom Sinwell, Board member and Sally Miculek, Library Director.
- J 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 \_\_\_\_\_, 2021, at \_\_\_\_\_, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.



Minutes of the Meeting of the  
Library Advisory Board  
City of Georgetown  
February 2, 2021

The Library Advisory Board met on Tuesday, February 2, 2021 at 6:00 p.m. virtually 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:** Susan Cooper, David Garlock, Michael Kelley, Thom Sinwell, and Richard Thielmann.

**MEMBERS ABSENT:** Linda Schaffer

**STAFF IN ATTENDANCE:** Sally Miculek – Interim Library Director, Lawren Weiss-Administrative Assistant, Margaret Lange-Teen Services Librarian

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

**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 Board. – Sally Miculek, Interim Library Director. Miculek explained to the Board how the meeting would proceed if a member of the public wished to join the meeting. Chair Kelley will 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 citizens were present to address the board. No action required.
- C. Consideration and possible action to approve the January 5, 2020 Library Advisory Board minutes. – Michael Kelley, Board Chair. **Motion by Thielmann; second by Sinwell to approve** the January 5, 2021 Library Advisory Board meeting minutes as provided. **Approved 5-0 (Schaffer absent).**
- D. Introduction of new library staff. -Sally Miculek, Interim Library Director and Margaret Lange, Teen Services Librarian. Miculek introduced Lange to the board. Lange discussed her background with the board, noting she previously worked for Temple Public Library for over five years and was excited to be joining the Georgetown staff. Lange brings an exciting energy to the staff and has already hosted successful Facebook storytimes for the kids group and virtual programs for teens. She is looking forward to hosting programs and connecting with Georgetown's teens in person once it is safe to do so following the pandemic. No action required.
- E. Consideration of the Library Director's report. - Sally Miculek, Interim Library Director. Miculek reviewed the monthly statistics as provided in the agenda packet. Discussion followed regarding access to the library's databases, including Ancestry. Chair Kelley asked Miculek to notify the board when City budget meetings are scheduled so they can participate and advocate for the library as plans for the next fiscal year are made. No action required.
- F. Discussion regarding library's integrated library system (ILS), Apollo. – Susan Cooper, board member. Cooper asked Miculek to provide information to the board about the library's catalog, regarding how, when, and why this system was selected over others. Cooper feels the catalog is not as user-friendly as it could be and explained that she has had difficulty helping GISD students navigate it when searching for library materials.

Apollo is the system staff members use to create and maintain patron records, catalog materials, run reports and checkout items to patrons. The system also contains the outward facing catalog for patron use and the Words on Wheels collection for the bookmobile. Miculek explained the reasons Apollo was selected many years ago and continued to be used by the library. The Apollo system is built for small to medium sized libraries like Georgetown, which means they can provide more customized features at an affordable price, with more responsive customer service. System outages and malfunctions are infrequent, but typically restored in less than 5 minutes when they occur. Apollo manages their own servers, so the City's IT department does not have to maintain it. Other features of Apollo include a "Gabbie" texting service where patrons can text a phone number for library service and a staff member replies on the computer with the information requested. This feature was also re-configured during COVID so staff members could utilize it for Curbside service.

Cooper explained the "label" column of the catalog is confusing to students and patrons who may not be familiar with the library language and suggest adding the full names of the labels such as "fiction" for what is currently labeled a "F" and spelling out "junior nonfiction" for what is currently labeled as just "JNF". Labels are currently in abbreviated form to match the spine label of the materials on the shelves. Cooper recommended staff create a 5-10 minute video tutorial on how to search the catalog and put items on hold. She also suggested the video should be embedded in the catalog itself and not just the library's website. Miculek will follow up with library staff about making those changes to enhance the patron experience. No action required.

- G. Discussion regarding the retirement of Library Services Director Eric Lashley and the process for filling the director position.** – Sally Miculek, Interim Library Director. Miculek reminded the board that they may be contacted by the City Manager's office to participate on the interview panel to assist in hiring a new library director. Kelley requested that the item remain on future agendas, under the Director's report to keep the board updated on the hiring process. No action required.
- H. Consideration and possible action regarding future meeting dates and times.** - Michael Kelley, Board Chair. The March meeting will be held as regularly scheduled on Tuesday, March 2, 2021 at 6:00 pm, via Zoom. No action taken.

Chair Kelley adjourned the meeting at 7:02 p.m.

Respectfully submitted,

Michael Kelley  
Chair

Richard Thielmann  
Secretary

These minutes were approved at the virtual meeting on 3/2/21.

**CITY OF GEORGETOWN  
LIBRARY ADVISORY BOARD  
BYLAWS**

**ARTICLE I. NAME AND PURPOSE**

**Section 1.1. Name.** Library Advisory Board ("Board").

**Section 1.2. Purpose.** The Board is established for the purpose of participating in the update of the Long Range Plan for the Library and to serve to promote library programs and services in the community. *See Ordinance Chapter 2.72.*

**ARTICLE II. MEMBERSHIP**

**Section 2.1. Number of Members.** The Board will be composed of seven (7) Members.

**Section 2.2. Eligibility.** All Members shall reside in the corporate City limits or extraterritorial jurisdiction of the City.

**Section 2.3. Appointment of Board Members.** Members of the Board shall be appointed pursuant to and in accordance with the City Charter.

**Section 2.4. Terms of Office.** Generally, terms of office for each Member shall be two (2) years. Generally, a Member may serve two (2) consecutive terms. Refer to *Ordinance Section 2.36.030A* for additional provisions regarding terms of office.

**Section 2.5. Vacancies.** Vacancies that occur during a term shall be filled as soon as reasonably possible and in the same manner as an appointment in accordance with the City Charter. If possible, the Member shall continue to serve until the vacancy is filled. An appointment to fill a vacated term is not included as a term for purposes of counting consecutive terms.

**Section 2.6. Compensation and Expenditure of Funds.** Members serve without compensation. The Board and its Members have no authority to expend funds or to incur or make an obligation on behalf of the City unless authorized and approved by the City Council. Members may be reimbursed for expenses authorized and approved by the City Council and the Board.



**Section 2.7. Compliance with City Policy.** Members will comply with City Ordinances, Rules and Policies applicable to the Board and the Members, including but not limited to *Ethics Ordinance Chapter 2.20* and *City Commissions, Committees and Boards Ordinance Chapter 2.36*.

**Section 2.8. Removal.** Any Member may be removed from their position on the Board for any reason, or for no reason, by a majority vote of the City Council.

### **ARTICLE III. BOARD OFFICERS**

**Section 3.1. Officers.** The Board Officers are Chairman, Vice-Chairman and Secretary. The Chairman is recommended by the Mayor and the City Council shall approve the recommendation by a vote of the majority of the Council during the annual appointment process. Should the Mayor fail to recommend a Chairman for each board, committee, or commission, and/or the Council fails to approve any Chairman recommended by the Mayor, a majority of the Council plus one may approve appointment of a Chairman to serve as Chairman without a recommendation of the Mayor. The other Board Officers are elected by a majority vote of the Members at the first meeting after the annual appointment process.

**Section 3.2. Terms of Office for Board Officers.** Board Officers serve for a term of one year. In the event of vacancy in the office of Chairman, the Vice-Chairman shall serve as Chairman until the City Council appoints a replacement Chairman. A vacancy in the other offices shall be elected by majority vote of the Members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term. If possible, a Board Officer shall continue to serve until the vacancy is filled.

**Section 3.3. Duties.**

- a. The Chairman presides at Board meetings. The Chairman shall generally manage the business of the Board. The Chairman shall perform the duties delegated to the Chairman by the Board.
- b. The Vice-Chairman shall perform the duties delegated to the Vice-Chairman by the Board. The Vice-Chairman presides at Board meetings in the Chairman's absence. The Vice-Chairman shall perform the duties of the Chairman in the Chairman's absence or disability.
- c. The Secretary shall perform the duties delegated to the Secretary by the Board.

## ARTICLE IV. MEETINGS

**Section 4.1. Time and Date of Regular Meeting.** The Board shall meet once a month on the same week of the month, the same day of the week, at the same time, and at the same place. The regular date, time and place of the Board meeting will be decided by the Members at the first meeting of the Board after the annual appointment process.

**Section 4.2. Agenda.** Items may be placed on the agenda by the Chairman, the City Manager or designee, or at the request of a Member. The party (or individual) requesting the agenda item will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items included on the agenda must be submitted to the Staff Liaison no later than one week before the Board meeting at which the agenda item will be considered. Agenda packets for regular meetings will be provided to the Members in advance of the scheduled Board meeting. Agenda packets will contain the posted agenda, agenda item cover sheets, and written minutes of the last meeting.

**Section 4.3. Special Meetings.** Special meetings may be called by the Chairman or by three (3) Members.

**Section 4.4. Quorum.** A quorum shall consist of a majority of the Members. A quorum is required for the Board to convene a meeting and to conduct business at a meeting.

**Section 4.5. Call to Order.** Board meetings will be called to order by the Chairman or, if absent, by the Vice-Chairman. In the absence of both the Chairman and Vice-Chairman, the meeting shall be called to order by the Secretary, and a temporary Chairman shall be elected to preside over the meeting.

**Section 4.6. Conduct of Meeting.** Board meetings will be conducted in accordance with these Bylaws and City Council Meeting Rules and Procedures, as applicable to the Board. See *Ordinance Chapter 2.24*.

**Section 4.7. Voting.** Each Member shall vote on all agenda items, except on matters involving a conflict of interest, substantial financial interest or substantial economic interest under state law, the City's Ethics Ordinance, or other applicable Laws, Rules and Policies. In such instances the Member shall make the required disclosures and shall refrain from participating in both the discussion and vote on the matter. The



Member may remain at the dais or leave the dais, at the Member's option, while the matter is being considered and voted on by the other Board Members. Unless otherwise provided by law, if a quorum is present, an agenda item must be approved by a majority of the Board Members present at the meeting.

**Section 4.8. Minutes.** A recording or written minutes shall be made of all open sessions of Board meetings. The Staff Liaison is the custodian of all Board records and documents.

**Section 4.9. Attendance.** Members are required to attend Board meetings prepared to discuss the issues on the agenda. A Member shall notify the Chairman and the Staff Liaison if the Member is unable to attend a meeting. Excessive absenteeism will be subject to action under Council policy and may result in the Member being replaced on the Board. See *Ordinance Section 2.36.010D*. Excessive absenteeism means failure to attend at least 75% of regularly scheduled meetings, including Board meetings and Subcommittee meetings. If a Member is removed from the Board that position shall be considered vacant and a new Member shall be appointed to the Board in accordance with Section 2.5 above.

**Section 4.10. Public Participation.** In accordance with City policy, the public is welcome and invited to attend Board meetings and to speak on any item on the agenda. A person wishing to address the Board must sign up to speak in accordance with the policy of the Council concerning participation and general public comment at public meetings. Sign-up sheets will be available and should be submitted to the Chairman prior to the start of the meeting. If any written materials are to be provided to the Board, a copy shall also be provided to the Staff Liaison for inclusion in the minutes of the meeting. Speakers shall be allowed a maximum of three minutes to speak, but may take up to six minutes if another individual who signs up to speak yields the time to the speaker. If a person wishes to speak on an issue that is not posted on the agenda, they must file a written request with the Staff Liaison no later than one week before the scheduled meeting. The written request must state the specific topic to be addressed and include sufficient information to inform the Board and the public. A person who disrupts the meeting may be asked to leave and be removed.

**Section 4.11. Open Meetings.** Public notice of Board meetings shall be provided in accordance with the provisions of the Texas Open Meetings Act. All Board meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.

**Section 4.12. Closed Sessions.** The Board may conduct closed sessions as allowed by law, on properly noticed closed session matters, such as consultation with attorney on legal matters, deliberation regarding the value of real property, competitive utility matters, and economic development negotiations. A recording or certified agenda shall be made of all closed sessions of Board meetings.

## **ARTICLE V. REPORTS TO CITY COUNCIL**

The Board shall meet with City Council, as requested, to determine how the Board may best serve and assist City Council. City Council shall hear reports from the Board at regularly scheduled Council meetings.

## **ARTICLE VI. SUBCOMMITTEES**

**Section 6.1. Formation.** When deemed necessary by a majority of the Board, Subcommittees may be formed for specific projects related to Board matters. Subcommittees comprised of non-Members may only be formed with the prior consent and confirmation of the City Council.

**Section 6.2. Expenditure of Funds.** No Subcommittee, or member of a Subcommittee, has the authority to expend funds or incur an obligation on behalf of the City or the Board. Subcommittee expenses may be reimbursed if authorized and approved by the Board or by City Council.

**Section 6.3. Open Meetings.** Subcommittee meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.


## **ARTICLE VII. BYLAW AMENDMENTS**

These Bylaws may be amended by majority vote of the Board Members at any regular meeting of the Board. The Board's proposed amendments to the Bylaws must be approved by City Council at the next Council meeting after the Board's approval. Bylaw amendments are not effective until approved by City Council.

Approved and adopted at a meeting of the City Council on the 24 day of February, 2015.

ATTEST:

THE CITY OF GEORGETOWN

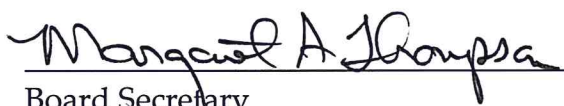
  
\_\_\_\_\_  
City Secretary

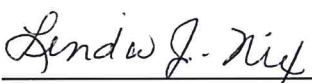
  
\_\_\_\_\_  
Mayor

Approved and adopted at a meeting of the Board on the 20 day of April, 2015.

ATTEST:

BOARD

  
\_\_\_\_\_  
Board Secretary

  
\_\_\_\_\_  
Board Chairman



#### SEC 2.36.010 DUTIES OF COMMISSION, COMMITTEE & BOARD MEMBERS

Attendance by Members is integral to success of the commission, committee or board. It is Council policy to require a minimum of 75 percent attendance of each Member at each regularly scheduled meeting including subcommittee meetings. A Member shall be allowed two excused absences for the Member's personal medical care, required medical care of a Member's immediate family member (as defined by City Ordinance), or Member's military Service that shall not count against the 75 percent attendance requirement. Written notice shall be sent to a Member and the Member's City Council representative when it appears the Member may violate the attendance policy by being absent from more than 25 percent of regularly scheduled meetings, including subcommittee meetings. Excessive absenteeism may result in the Member being replaced by the Council. If a Member is removed from a committee, commission or board, that position shall be considered vacant and a new Member shall be appointed to the Board in accordance with Section 2.36.040

| GEORGETOWN PUBLIC LIBRARY |       |       |       |       |       |       |      |       |       |       |       |       |              |
|---------------------------|-------|-------|-------|-------|-------|-------|------|-------|-------|-------|-------|-------|--------------|
| Patron Visits             | Oct   | Nov   | Dec   | Jan   | Feb   | Mar*  | Apr* | May   | Jun   | Jul   | Aug   | Sep   | Annual Total |
| Current Year              | 22205 | 12192 | 0     | 0     | 0     |       |      |       |       |       |       |       | 34397        |
| 2019-2020                 | 32586 | 26643 | 23995 | 35422 | 33250 | 17193 | NA   | 9883  | 5802  | 18184 | 10272 | 11174 | 224404       |
| Circulation               | 2020  |       |       | 2021  |       |       |      |       |       |       |       |       | Annual Total |
| Current Year              | 38241 | 26368 | 15961 | 16009 | 14279 |       |      |       |       |       |       |       | 110858       |
| 2019-2020                 | 46708 | 38121 | 39868 | 44513 | 41707 | 31253 | 5296 | 24497 | 40771 | 40002 | 39822 | 38347 | 430905       |
| FY 2020-2021 Statistics   |       |       |       |       |       |       |      |       |       |       |       |       |              |
|                           |       |       |       |       |       |       |      |       |       |       |       |       | Annual Total |
| # patron checkouts        | 3588  | 3094  | 2130  | 2042  | 1998  |       |      |       |       |       |       |       | 12852        |
| WOW! Circs                | 2155  | 1533  | 502   | 501   | 455   |       |      |       |       |       |       |       | 5146         |
| Children's Programs       |       |       |       |       |       |       |      |       |       |       |       |       |              |
| Attendance                | 11    | 25    | 49    | 21    | 19    |       |      |       |       |       |       |       | 125          |
| Programs                  | 0     | 0     | 1     | 0     | 0     |       |      |       |       |       |       |       | 1            |
| Story Time Programs       | 1     | 3     | 4     | 3     | 3     |       |      |       |       |       |       |       | 14           |
| Other (Tour, Movies, Cra  | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| After School Programs     | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| Teen Programs             |       |       |       |       |       |       |      |       |       |       |       |       |              |
| Programs                  | 0     | 1     | 0     | 2     | 1     |       |      |       |       |       |       |       | 4            |
| Attendance                | 0     | 8     | 0     | 13    | 7     |       |      |       |       |       |       |       | 28           |
| Teen Space Users          | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| Adult Programs            |       |       |       |       |       |       |      |       |       |       |       |       |              |
| Programs                  | 5     | 1     | 1     | 1     | 1     |       |      |       |       |       |       |       | 9            |
| Attendance                | 290   | 34    | 21    | 23    | 56    |       |      |       |       |       |       |       | 424          |
| Other Services            |       |       |       |       |       |       |      |       |       |       |       |       |              |
| GPL ILL Req. filled       | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| Outgoing ILL              | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| ILL Requests              | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| Overdrive usage (E-book   | 4824  | 4822  | 4981  | 5511  | 5168  |       |      |       |       |       |       |       | 25306        |
| Overdrive usage (audiob   | 2422  | 2346  | 2383  | 2710  | 2290  |       |      |       |       |       |       |       | 12151        |
| SimplyE                   | 1     | 1     | 23    | 8     | 16    |       |      |       |       |       |       |       | 49           |
| Database Searches         | 3617  | 1574  | 1981  | 5096  | 5202  |       |      |       |       |       |       |       | 17470        |
| Volunteer Hours           |       |       |       |       |       |       |      |       |       |       |       |       |              |
| Adult                     | 124   | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 124          |
| Teen                      | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| Community Service         | 0     | 0     | 0     | 0     | 0     |       |      |       |       |       |       |       | 0            |
| Total                     | 124   |       |       |       |       |       |      |       |       |       |       |       | 124          |
| Registrations             |       |       |       |       |       |       |      |       |       |       |       |       |              |
| City Residents-new        | 155   | 64    | 48    | 80    | 37    |       |      |       |       |       |       |       | 384          |



|                                   |            |            |           |           |          |            |
|-----------------------------------|------------|------------|-----------|-----------|----------|------------|
| Non-residents-new                 | 89         | 46         | 5         | 8         | 5        | 153        |
| GISD Student memb.                | 2          | 2          | 0         | 0         | 1        | 5          |
| <b>Total</b>                      | <b>246</b> | <b>112</b> |           |           |          | <b>542</b> |
| <b>Cash Receipts</b>              |            |            |           |           |          |            |
| Non-resident fees                 | 1,845.00   | 1,365.00   | 280.00    | 560.00    | 1,290.00 | 5,340.00   |
| Copies                            | 220.07     | 142.50     | -         | 7.60      | 3.10     | 373.27     |
| Donations                         | 2,184.67   | 2,648.26   | 1,304.54  | 351.18    | 576.27   | 7,064.92   |
| Gifts/Memorials                   | 375.00     | 12,594.84  | 12,145.00 | 47,206.25 | 300.00   | 72,621.09  |
| <b>Meeting Room Use</b>           |            |            |           |           |          |            |
| # of attendees                    | 0          | 0          | 0         | 0         | 0        | 0          |
| # of reservations                 | 0          | 0          | 0         | 0         | 0        | 0          |
| <b>Study Room Use</b>             |            |            |           |           | 0        |            |
| # of attendees                    | 0          | 0          | 0         | 0         | 0        | 0          |
| # of reservations                 | 0          | 0          | 0         | 0         | 0        | 0          |
| <b>Library Collection Changes</b> |            |            |           |           |          |            |
| Copies Added                      | 1127       | 1061       | 1205      | 894       | 787      | 5074       |
| Copies Discarded                  | 1350       | 1098       | 1194      | 1280      | 532      | 5454       |
| Donations Added                   | 130        | 135        | 19        | 131       | 12       | 427        |

**Director's Monthly Report  
Georgetown Public Library  
March 2021**

**March Highlights**

- Sally Miculek was hired as the new Library Director, following Eric Lashley's retirement in January. The City selected Miculek as its new library leader, following a nationwide search of qualified candidates and conducting interviews. Miculek steps into this role after serving as the library's Assistant Director for the past seven years.
- The library moved to a hybrid service model on March 8. The new hours included Curbside service, Monday-Friday from 10 a.m. to noon, and Grab & Go service Monday-Friday from 2-6 p.m. and Saturdays from 10 a.m.-5 p.m.
- Library staff continued planning for the next phases in re-opening the library.
- Virtual programs and activities for children in March included:
  - Storytime
  - Mad Science -spring break
  - Monarch Watch for kids -spring break
- Virtual programs and activities for teens in March included:
  - Virtual Jackbox games & swag bag-spring break
  - Teen Advisory Board meeting
- Virtual programs and activities for adults in March included:
  - Photographing your Artwork with Ted Keller
  - Monarch Watch for Grown Ups
  - Monarch Paint-A-Long
  - Tuesday Talks with Britin and Ann
- The library announced a call for art exhibit proposals for 2022. The call will be open through May 15 and applicants will be notified by June 1.
- The library's Facebook page featured posts and interactive bookshelves for all ages highlighting Women's History Month.

**Patron Comments**

There were no patron comments for March.

GEORGETOWN PUBLIC LIBRARY  
DONATIONS -- February 2021

| DONOR               | DONATION                        |
|---------------------|---------------------------------|
| Dorothy Barnhart    | \$50 unspecified                |
| Col. Lester Frazier | \$250 for staff Christmas party |