

# Bastrop Public Library Board Meeting Agenda

Bastrop Public Library  
1100 Church Street  
Bastrop, TX 78602  
(512) 332-8880



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**April 4, 2022**

**Regular Meeting at 6:00 P.M.**

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*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 to 1311 Chestnut Street, Bastrop, TX 78602, or call Relay Texas through a T.D.D. (Telecommunication Device for the Deaf) at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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**1. CALL TO ORDER**

**2. CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the Board Secretary prior to the meeting.*

*In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board cannot discuss issues raised or make any decision at this time. Instead, the Board is limited to making a statement of specific information or a recitation of existing policy in response to the inquiry. Issues may be referred to City staff 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 to allow a member of the public to slur the performance, honesty, and/or integrity of the Board, as a body or any member or members of the Board, individually or collectively, nor any members of the City's staff. Accordingly, profane, insulting, or threatening language directed toward the Board and/or any person in the Board's presence will not be tolerated.*

**3. ANNOUNCEMENTS**

3A. The library will participate with the Recreation Center and the Parks Board for International Walking Day, Wednesday, April 6, 2022. The library will be a gathering location.

3B. The library will be closed Friday, April 15<sup>th</sup> for Good Friday and Saturday, April 16<sup>th</sup> for Easter.

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- 3C. Kimberly Hanley will be the special guest for April's City Friends Storytime, taking place Wednesday, April 20<sup>th</sup>.
- 3D. The Children's Advocacy Center (CAC) and Court Appointed Special Advococation (CASA) are hosting Springfest Saturday, April 23, 2022, in Fisherman's Park. The library will participate and share information about our services and the Summer Reading Program.
- 3E. The Book and Plant sale will take place Friday, April 29<sup>th</sup> and Saturday, April 30<sup>th</sup>.
- 3F. The City of Bastrop will have Movies in the Park in April, and May. The library has committed to participating in the pre-movie activities for April and May.
- 3G. Summer Reading Program will begin Tuesday, May 31<sup>st</sup> and run through Saturday, July 23<sup>rd</sup>. Because of last year's successful opening week activities, a similar week is planned for this year. At this time, the End of Summer Reading Program party is scheduled for Saturday, July 23<sup>rd</sup>.
- 3H. Announcements from the Library Director.
- 3I. Announcements from individual Library Board members.

**4. REPORTS**

- 4A. Library Director Report.
- 4B. Statistical comparison report.
- 4C. Financial update.

**5. PRESENTATIONS - NONE**

**6. WORKSHOP**

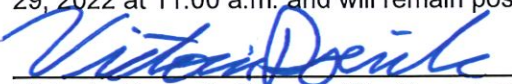
- 6A. Presentation and discussion of fine free libraries.

**7. ITEMS FOR INDIVIDUAL CONSIDERATION & DISCUSSION**

- 7A. Consider action to approve Bastrop Public Library Board minutes from the March 7, 2022, regular meeting.
- 8A. Individual requests from Library Board members for items to be listed on future agendas.

**8. ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting is posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenience that is readily accessible to the public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org). Said Notice was posted on the following date and time: Tuesday, March 29, 2022 at 11:00 a.m. and will remain posted for at least two hours after said meeting has convened.

  
Victoria Psencik, Deputy City Secretary

# City of Bastrop Public Library Board

## Meeting Minutes

March 7, 2022

### 1. Call to Order

- a. Meeting was called to order by President Mary Jo Jenkins at 6:01 pm. Members present were President Mary Jo Jenkins, Barbara Clemons, Meagan Webb, Laura Goodwin, Jennifer Leisure, Sally Keinarth, and Library Director Bonnie Pierson.

### 2. Citizen Comments

- a. No citizen comments

### 3. Announcements

- a. March 14-18 is BISD's Spring Break; the library will have special programming that week.
- b. The book and plant sale will take place Friday, April 29<sup>th</sup> and Saturday, April 30<sup>th</sup>.
- c. The library's summer reading program will begin Tuesday, May 31<sup>st</sup> and will run through Saturday, July 23<sup>rd</sup>; there will be opening week activities.
- d. Library Director Announcements
  - i. Bonnie will be on the Heart of Texas talk show
  - ii. April 6<sup>th</sup> begins National Library Week; there will be a proclamation at the City Council meeting on 03/22/22
- e. Board Member Announcements
  - i. None

### 4. Reports

- a. Library Director Report
  - i. City Friends story time in March was presented by Ann Franklin and was very successful; April's will be presented by Kimberly Handley on water conservation
  - ii. Bethany visited Founders Classical Academy for Black History Month, which was very well received
  - iii. The library will be participating in International Walking Day on April 6<sup>th</sup>
  - iv. The library will also be participating in Spring Fest, a community event being held on April 23<sup>rd</sup>
  - v. The library's new AC unit was installed and is working well
  - vi. The associate position was offered to and accepted by Kathryn Durham
  - vii. There are 3 applicants for the librarian position that will be interviewed soon
- b. Statistical Comparison Report
  - i. The presentation of statistics was aligned with the strategic focus areas:
    1. Community Engagement: increased programming; school tours are coming up; membership: 93 new city cards, with a year to date total of 261
    2. Lifelong Learning: total public computer use is up from last year, at 16,586 year to date, even with the server not working for the kids and teen computers

3. Books & Reading: checking for January were at 9141, which is up from December; the library added 936 books so far this year, and restarted their standing order of “Cozy Mysteries”; library is in the process of updating and replacing items in the juvenile fiction section
      4. Culture of Service: library has started sending a welcome email when someone signs up; click for January were at 163, which is a rate of 25%
    - c. Monthly Financial Report
      - i. Year to Date Revenue: \$16,805.12
      - ii. December 2021 Revenue: \$4,398.32
5. **Presentations – None**
6. **Workshop**
  - a. Board discussed fine free libraries: Bonnie found 3 reports with data regarding the impacts/effectiveness of making libraries fine free and explained that the Board has many options for creating recommendations around this issue (i.e. a mixture of no fines for certain things, but fines for others); Board asked to discuss this topic more in depth at the next meeting, in order to decide on recommendations
7. **Consent Agenda**
  - a. Jennifer Leisure made a motion to approve the minutes with no corrections noted and Barbara Clemons seconded; minutes were approved
8. **Items for Individual Consideration and Discussion**
  - a. Multiple Board members asked that the topic of fine free libraries be placed on the March agenda for further discussion
9. **Adjournment**
  - a. Meeting was adjourned at 6:46 pm.

Respectfully Submitted,

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Meagan Webb, Secretary

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Mary Jo Jenkins, President





# STAFF REPORT

MEETING DATE: April 4, 2022

AGENDA ITEM: 4A

**TITLE:**

Library Director's Report

**AGENDA ITEM SUBMITTED BY:**

Bonnie Pierson, Library Director

**PROGRAMMING:**

CRCA students asked the library to participate in their Period Poverty Project. The project provides female hygiene products free of charge in the restrooms of partnered facilities. Students brought the initial supplies to the library on March 8 and will replenish them as needed. The library is pleased to partner with the students and offer this service.

Interactive programming was available in the library over Spring Break. These activities included Take-and-Make crafts for children, opinion polls for children and teens, and puzzle packs for adults. The interactive display in the children's area was especially cute!

March's LEGO® Club took place on the 15<sup>th</sup>. The room was set up with different stations, free building, vehicle building, and road building. This allowed attendees to create at their own pace. With 57 in attendance, this program was the most successful LEGO® Club of the fiscal year. Many parents and guardians expressed an appreciation of the set-up and were excited to hear Summer LEGO® Club meetings would be held in the same way.

Carmen Serna engaged with 149 Mina Kindergarten students and teachers on Friday, March 25. Students were given a brief introduction to the materials in the Children's Area and then enjoyed the story *Gorilla, Gorilla* by Jeananne Willis.

Coffee with Catherine partnered with the City Recreation Center on March 30 to provide a demo of the Matter of Balance program that will be starting at the Center in April. This program is specifically designed to reduce the fear of falling and improve activity levels for older adults.

Founders Classical Academy 3<sup>rd</sup> and 4<sup>th</sup> graders visited the library on Thursday, March 31<sup>st</sup> for a tour and mini lesson about locating materials. Carmen Serna led an activity where the students used what they had learned to find books in the collection.

Austin Public Health and CARTS came to the library on separate days to provide information to our patrons. Austin Public Health came with COVID-19 and other service information, while CARTS was promoting its Ride on Demand service.

“Our outreach team enjoyed Spring Break, made new friends, and shared information about CARTS last week. In just 2 days, our team attended 4 events!

- Lockhart Public Library Craft Day
- Bastrop Public Library Story Time
- Taylor Public Library Truck Petting Zoo
- Elgin Parks & Recreation Touch a Truck

Thank you to the Taylor, Lockhart, Bastrop, and Elgin communities for all of your participation and enthusiasm! Congratulations to our special summer basket winners - we hope you have some fun in the sun!”

-CARTS Newsletter

#### NOTEWORTHY:

Carmen Serna's 7<sup>th</sup> anniversary was March 16<sup>th</sup>.

On March 22<sup>nd</sup>, the City Council gave a proclamation for National Library Week. Bonnie Pierson, Bethany Dietrich, Terry Carwell, Veronica Nunez, Barbara Clemons, Jennifer Leisure and Sally Keinarth were present at the meeting and took a commemorative picture with Mayor Connie Schroeder.

Kathryn Durham accepted the Library Associate position. Her first day was Monday, March 28<sup>th</sup>. Kathryn (Kat) will be providing service at the circulation desk and joining the programming team.

Two applicants were interviewed for the open Technical Services and Circulation Librarian position.

The Lost Pines Garden Club turned over the maintenance of the garden in front of the library to the Texas Master Naturalists. They have been hard at work tidying it up and plan to slowly convert the garden to a native plant garden.



## COMMUNITY FEEDBACK:

“Bethany at reference desk is the best!! Wonderful and so helpful always. I really appreciate all that she does for me. Ordering books, etc.”  
-Peggy Boone, Patron



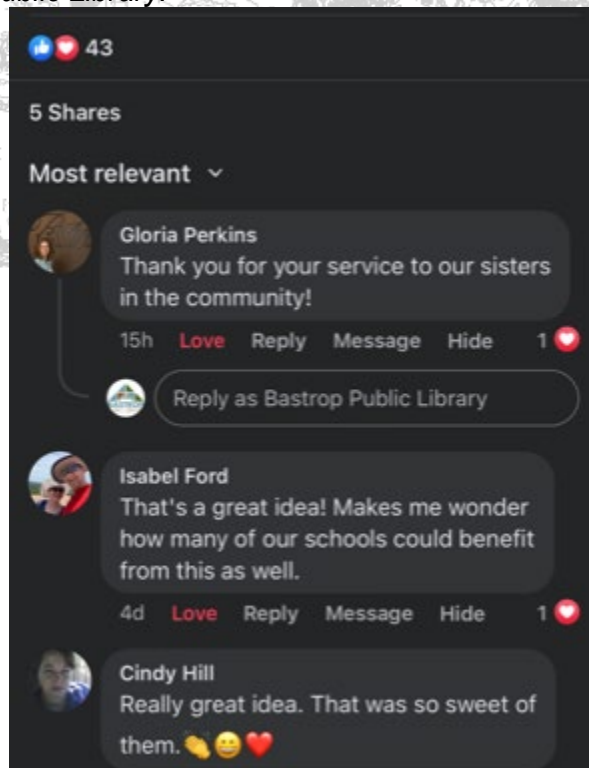
Joe C

Local Guide • 347 reviews • 854 photos

★★★★★ 26 mins ago

Lovely library with a great location next to a beautiful park and river. Check out a book and enjoy nature 👍

*In response to a social media post explaining partnering with CRCA to bring the “Period Poverty Project” to the Bastrop Public Library:*



## Statistics - March 2022

| Community Engagement            | Q1            | JAN          | FEB          | MAR | Q2           | YTD 22        | YTD 21 | YEAR TOTAL 21 |
|---------------------------------|---------------|--------------|--------------|-----|--------------|---------------|--------|---------------|
| <b>Circs By Patron Type</b>     |               |              |              |     |              |               |        |               |
| Juv                             | 846           | 316          | 260          |     | 576          | 1,422         |        | 4,226         |
| Teen                            | 171           | 95           | 53           |     | 148          | 319           |        | 1,183         |
| Adult                           | 4,367         | 1,322        | 1,236        |     | 2,558        | 6,925         |        | 16,198        |
| Staff                           | 305           | 119          | 164          |     | 283          | 588           |        | 1,381         |
| NR Juv                          | 1,320         | 406          | 444          |     | 850          | 2,170         |        | 4,271         |
| NR Teen                         | 339           | 123          | 100          |     | 223          | 562           |        | 856           |
| NR Adult                        | 10,280        | 3,214        | 3,618        |     | 6,832        | 17,112        |        | 39,269        |
| TexShare                        | 11            | 37           | 58           |     | 95           | 106           |        | 54            |
| <b>Total NR Usage</b>           | <b>11,950</b> | <b>3,780</b> | <b>4,220</b> |     | <b>8,000</b> | <b>19,950</b> |        | <b>44,450</b> |
| <b>% NR Usage</b>               | <b>68%</b>    | <b>67%</b>   | <b>71%</b>   |     | <b>69%</b>   | <b>114%</b>   |        | <b>66%</b>    |
| <b>Programming</b>              |               |              |              |     |              |               |        |               |
| Kids - # of Programs            | 26            | 9            | 1            |     | 10           | 36            |        | 65            |
| Kids - Program Attendance       | 910           | 234          | 304          |     | 538          | 1448          |        | 1,891         |
| Teens - # of Programs           | 19            | 7            | 5            |     | 12           | 31            |        | 77            |
| Teens - Program Attendance      | 140           | 48           | 37           |     | 85           | 225           |        | 437           |
| Adults - # of Programs          | 8             | 4            | 4            |     | 8            | 16            |        | 54            |
| Adults - Program Attendance     | 83            | 29           | 31           |     | 60           | 143           |        | 247           |
| General - # of Programs         | 0             | 0            | 0            |     | 0            | 0             |        | 0             |
| General - Program Attendance    | 0             | 0            | 0            |     | 0            | 0             |        | 0             |
| Outreach - # of Programs        | 5             | 1            | 2            |     | 3            | 8             |        | 17            |
| Outreach - Program Attendance   | 923           | 12           | 49           |     | 61           | 984           |        | 916           |
| Passive - Coloring Sheets       | 270           | 134          | 180          |     | 314          | 584           |        | 105           |
| <b>Total # of Programs</b>      | <b>61</b>     | <b>21</b>    | <b>12</b>    |     | <b>33</b>    | <b>94</b>     |        | <b>223</b>    |
| <b>Total Program Attendance</b> | <b>2,500</b>  | <b>323</b>   | <b>421</b>   |     | <b>744</b>   | <b>3,244</b>  |        | <b>4,681</b>  |
| <b>Membership - New Cards</b>   |               |              |              |     |              |               |        |               |
| City                            | 70            | 23           | 19           |     | 42           | 112           |        | 311           |
| City Renewals                   | 132           | 62           | 36           |     | 98           | 230           |        | 569           |
| Faculty                         | 1             | 2            | 0            |     | 2            | 3             |        | 4             |
| Faculty Renewals                | 8             | 2            | 4            |     | 6            | 14            |        | 20            |
| Friends                         | 0             | 0            | 0            |     | 0            | 0             |        | 2             |
| Friends Renewals                | 8             | 4            | 2            |     | 6            | 14            |        | 24            |
| Staff                           | 1             | 1            | 0            |     | 1            | 2             |        | 6             |
| Staff Renewals                  | 1             | 0            | 0            |     | 0            | 1             |        | 17            |
| Nonresident                     | 116           | 41           | 29           |     | 70           | 186           |        | 452           |
| Nonresident Renewals            | 179           | 111          | 70           |     | 181          | 360           |        | 942           |
| TexShare Visitor                | 1             | 5            | 0            |     | 5            | 6             |        | 9             |
| TexShare Visitor Renewals       | 1             | 1            | 0            |     | 1            | 2             |        | 0             |
| <b>Total New Registrations</b>  | <b>189</b>    | <b>72</b>    | <b>48</b>    |     | <b>120</b>   | <b>309</b>    |        | <b>779</b>    |
| <b>Total Renewals</b>           | <b>329</b>    | <b>184</b>   | <b>114</b>   |     | <b>298</b>   | <b>627</b>    |        | <b>1,572</b>  |
| TexShare Home New               | 0             | 1            | 0            |     | 1            | 1             |        | 1             |
| TexShare Home Renewals          | 10            | 4            | 2            |     | 6            | 16            |        | 36            |
| <b>Facility</b>                 |               |              |              |     |              |               |        |               |
| Door Count                      | 14,038        | 4,592        | 4,393        |     | 8,985        | 23,023        |        | 51,643        |
| Study Room Use                  | 235           | 124          | 118          |     | 242          | 477           |        | 645           |
| Pressley Use - Library          | 45            | 13           | 12           |     | 25           | 70            |        | 101           |
| Pressley Use - Nonprofit        | 15            | 8            | 8            |     | 16           | 31            |        | 32            |



## Statistics - March 2022

|                               |            |            |            |            |            |            |   |
|-------------------------------|------------|------------|------------|------------|------------|------------|---|
| Pressley Use - Other          | 0          | 0          | 0          | 0          | 0          | 0          | 0 |
| Maynard Use - Library         | 6          | 5          | 8          | 13         | 19         | 16         |   |
| Maynard Use - Nonprofit       | 4          | 1          | 2          | 3          | 7          | 5          |   |
| Maynard Use - Other           | 0          | 0          | 0          | 0          | 0          | 0          |   |
| <b>Total Meeting Room Use</b> | <b>305</b> | <b>151</b> | <b>148</b> | <b>299</b> | <b>604</b> | <b>799</b> |   |

| Lifelong Learning                            | Q1            | JAN          | FEB          | MAR      | Q2           | YTD 22        | YTD 21 | YEAR TOTAL 21 |
|--|---------------|--------------|--------------|----------|--------------|---------------|--------|---------------|
| <b>Database Use</b>                          |               |              |              |          |              |               |        |               |
| Portal to Texas History - Bastrop Advertiser | 25,450        | 8,225        | 5,037        |          | 13,262       | 38,712        |        | 68,290        |
| Learning Express Library                     | 159           | 285          | 82           |          | 367          | 526           |        | 1,049         |
| Heritage Quest                               | 1,015         | 53           | 341          |          | 394          | 1,409         |        | 3,340         |
| Small Business Reference Center              | 84            | 0            | 0            |          | 0            | 84            |        | 0             |
| TeachingBooks                                | 0             | 0            | 0            |          | 0            | 0             |        | 0             |
| Explora Elementary                           | 0             | 0            | 0            |          | 0            | 0             |        | 12            |
| Explora High School                          | 0             | 0            | 0            |          | 0            | 0             |        | 20            |
| <b>Total Use Kids Databases</b>              | <b>0</b>      | <b>0</b>     | <b>0</b>     | <b>0</b> | <b>0</b>     | <b>0</b>      |        | <b>32</b>     |
| <b>Technology</b>                            |               |              |              |          |              |               |        |               |
| Kids Computer Use                            | 3             | 0            | 0            |          | 0            | 3             |        | 215           |
| Teen Computer Use                            | 17            | 0            | 0            |          | 0            | 17            |        | 650           |
| Adult Computer Use                           | 1125          | 410          | 345          |          | 755          | 1880          |        | 3,603         |
| Wifi Use                                     | 3868          | 1256         | 1309         |          | 2565         | 6433          |        | 9,172         |
| Website Visits                               | 9254          | 3423         | 3228         |          | 6651         | 15905         |        | 43,770        |
| 3D Prints                                    | 0             | 0            | 0            |          | 0            | 0             |        | 8             |
| <b>Total Public Computer Use</b>             | <b>11,497</b> | <b>5,089</b> | <b>4,882</b> |          | <b>9,971</b> | <b>21,468</b> |        | <b>57,418</b> |

| Books & Reading           | Q1            | JAN          | FEB          | MAR | Q2            | YTD 22        | YTD 21 | YEAR TOTAL 21  |
|---------------------------|---------------|--------------|--------------|-----|---------------|---------------|--------|----------------|
| <b>Material Use</b>       |               |              |              |     |               |               |        |                |
| Check-Outs - Kids         | 3,471         | 1,242        | 1,397        |     | 2,639         | 6,110         |        | 11,572         |
| Check-Outs - Tween        | 2,908         | 907          | 869          |     | 1,776         | 4,684         |        | 11,274         |
| Check-Outs - Teen         | 559           | 215          | 136          |     | 351           | 910           |        | 3,128          |
| Check-Outs - Adult        | 5,645         | 1,997        | 1,895        |     | 3,892         | 9,537         |        | 25,137         |
| Honor Paperbacks          | 121           | 45           | 35           |     | 80            | 201           |        | 262            |
| Renewals                  | 5,230         | 1,410        | 1,624        |     | 3,034         | 8,264         |        | 16,860         |
| In-House Use              | 5,474         | 873          | 1,269        |     | 2,142         | 7,616         |        | 11,366         |
| Self-Check                | 2,759         | 1,087        | 972          |     | 2,059         | 4,818         |        | 7,021          |
| Mobile Circ               | 138           | 65           | 56           |     | 121           | 259           |        | 187            |
| Hotspots                  | 55            | 21           | 15           |     | 36            | 91            |        | 36             |
| OverDrive eBooks - Kids   | 182           | 84           | 94           |     | 178           | 360           |        | 736            |
| OverDrive eBooks - Teen   | 135           | 46           | 49           |     | 95            | 230           |        | 652            |
| OverDrive eBooks - Adults | 1,813         | 736          | 520          |     | 1,256         | 3,069         |        | 8,376          |
| OverDrive eAudio - Kids   | 127           | 45           | 46           |     | 91            | 218           |        | 655            |
| OverDrive eAudio - Teen   | 118           | 35           | 35           |     | 70            | 188           |        | 465            |
| OverDrive eAudio - Adults | 988           | 333          | 318          |     | 651           | 1,639         |        | 4,594          |
| SimplyE                   | 1             | 0            | 5            |     | 5             | 6             |        | 1              |
| <b>Total Checkouts</b>    | <b>29,724</b> | <b>9,141</b> | <b>9,335</b> |     | <b>18,476</b> | <b>48,200</b> |        | <b>102,321</b> |

## Statistics - March 2022

| <b>Interlibrary Loan</b>     |              |            |            |  |     |              |              |
|------------------------------|--------------|------------|------------|--|-----|--------------|--------------|
| ILL Borrowed                 | 22           | 12         | 4          |  | 16  | 38           | 89           |
| ILL Lent                     | 30           | 4          | 8          |  | 12  | 42           | 109          |
| <b>Collection</b>            |              |            |            |  |     |              |              |
| Items Added - E, 1st Readers | 137          | 25         | 71         |  | 96  | 233          | 721          |
| Items Added - Board Books    | 17           | 0          | 0          |  | 0   | 17           | 54           |
| Items Added - J              | 237          | 82         | 127        |  | 209 | 446          | 738          |
| Items Added - Teens          | 60           | 27         | 19         |  | 46  | 106          | 192          |
| Items Added - Adults         | 511          | 125        | 93         |  | 218 | 729          | 1,382        |
| Items Added - Magazines      | 137          | 44         | 41         |  | 85  | 222          | 645          |
| Items Withdrawn              | 759          | 616        | 141        |  | 757 | 1516         | 4,230        |
| Missing Items                | 147          | 17         | 5          |  | 22  | 169          | 191          |
| <b>Total Items Added</b>     | <b>1,527</b> | <b>936</b> | <b>497</b> |  |     | <b>2,960</b> | <b>6,169</b> |

| <b>Culture of Service</b>           | <b>Q1</b>    | <b>JAN</b>    | <b>FEB</b>    | <b>MAR</b> | <b>Q2</b>     | <b>YTD 22</b> | <b>YTD 21</b> | <b>YEAR TOTAL 21</b> |
|-------------------------------------|--------------|---------------|---------------|------------|---------------|---------------|---------------|----------------------|
| <b>Reference Transactions</b>       |              |               |               |            |               |               |               |                      |
| General Reference Questions         | 764          | 289           | 325           |            | 614           | 1,378         |               | 2,785                |
| Directional Questions               | 268          | 84            | 90            |            | 174           | 442           |               | 1,339                |
| Tech Support Questions              | 1,366        | 437           | 516           |            | 953           | 2,319         |               | 4,997                |
| Phone Reference                     | 815          | 253           | 332           |            | 585           | 1,400         |               | 4,307                |
| Tests Proctored                     | 3            | 4             | 5             |            | 9             | 12            |               | 24                   |
| Tech Tutor                          | 9            | 4             | 4             |            | 8             | 17            |               | 37                   |
| <b>Total Reference Transactions</b> | <b>3,225</b> | <b>1,071</b>  | <b>1,272</b>  |            | <b>2,343</b>  | <b>5,568</b>  |               | <b>13,489</b>        |
| <b>Volunteers</b>                   |              |               |               |            |               |               |               |                      |
| Volunteer Hours                     | 288          | 104           | 70.25         |            | 174.25        | 462.25        |               | 540.50               |
| FOL Volunteer Hours                 | 147.5        | 66.75         | 52            |            | 118.75        | 266.25        |               | 513.75               |
| Teen Volunteer Hours                | 108.5        | 32            | 22.75         |            | 54.75         | 163.25        |               | 252.75               |
| <b>Total Volunteer Hours</b>        | <b>544</b>   | <b>202.75</b> | <b>145.00</b> |            | <b>347.75</b> | <b>891.75</b> |               | <b>1,307.00</b>      |
| <b>Social Media</b>                 |              |               |               |            |               |               |               |                      |
| Facebook Likes                      | 6,101        | 2,058         | 2,070         |            | 4,128         | 10,229        |               | 23,043               |
| Facebook Engaged                    | 2,012        | 414           | 424           |            | 838           | 2,850         |               | 9,770                |
| Facebook Reach                      | 33,607       | 8,263         | 11,376        |            | 19,639        | 53,246        |               | 167,019              |
| Instagram Followers                 | 3,000        | 1,013         | 1,011         |            | 2,024         | 5,024         |               | 10,405               |
| Instagram Impressions               | 7,813        | 2,800         | 1,876         |            | 4,676         | 12,489        |               | 24,008               |
| Instagram Reach                     | 1,937        | 471           | 362           |            | 833           | 2,770         |               | 8,611                |
| <b>Savannah Stats</b>               |              |               |               |            |               |               |               |                      |
| # of Emails Composed                | 8            | 8             | 12            |            | 20            | 28            |               | 28                   |
| # of Messages Sent                  | 13,785       | 5,116         | 870           |            | 5,986         | 19,771        |               | 78,128               |
| Opens                               | 6,477        | 2,569         | 582           |            | 3,151         | 9,628         |               | 78,156               |
| Open %                              | 47%          | 50%           | 67%           |            | 59%           | 65%           |               | 47%                  |
| Clicks                              | 367          | 163           | 56            |            | 219           | 586           |               | 4400                 |

# Monthly Financial Report

1. The library's total non-donation revenue from October 1, 2021, through March 20, 2022, is \$20,016.89
  - a. Nonresidential: \$14,350.00
  - b. Material fines, fees, and replacement cards: \$2,809.28
  - c. Printing: \$2,341.00
  - d. Paypal: \$516.61
  
2. The library's total non-donation revenue from February 1, 2022, through February 28, 2022, is \$3,361.82
  - a. Nonresidential: \$2,230.00
  - b. Material, fines, fees, and replacement cards: \$583.02
  - c. Printing: \$453.10
  - d. Paypal: \$95.70

CITY OF BASTROP  
 FINANCIAL STATEMENT  
 AS OF: FEBRUARY 28TH, 2022

101-GENERAL FUND

| EXPENDITURES                     | PRIOR<br>Y-T-D | CURRENT<br>BUDGET | M-T-D<br>ACTUAL | Y-T-D<br>ACTUAL | BUDGET<br>BALANCE | % OF<br>BUDGET |
|----------------------------------|----------------|-------------------|-----------------|-----------------|-------------------|----------------|
| <u>LIBRARY</u>                   |                |                   |                 |                 |                   |                |
| <u>=====</u>                     |                |                   |                 |                 |                   |                |
| <u>00-NON-PROGRAM</u>            |                |                   |                 |                 |                   |                |
| <u>=====</u>                     |                |                   |                 |                 |                   |                |
| <u>PERSONNEL COSTS</u>           |                |                   |                 |                 |                   |                |
| 21-00-5101 OPERATIONAL SALARIES  | 146,932.15     | 388,465.50        | 24,471.66       | 123,192.92      | 265,272.58        | 31.71          |
| 21-00-5116 LONGEVITY             | 2,632.75       | 3,937.50          | 0.00            | 3,383.75        | 553.75            | 85.94          |
| 21-00-5117 OVERTIME              | 0.00           | 600.00            | 0.00            | 0.00            | 600.00            | 0.00           |
| 21-00-5150 SOCIAL SECURITY       | 10,718.75      | 30,137.00         | 1,842.73        | 9,530.50        | 20,606.50         | 31.62          |
| 21-00-5151 RETIREMENT            | 16,708.25      | 42,828.00         | 2,668.32        | 13,802.90       | 29,025.10         | 32.23          |
| 21-00-5155 GROUP INSURANCE       | 31,343.33      | 82,229.00         | 4,240.48        | 25,369.26       | 56,859.74         | 30.85          |
| 21-00-5156 WORKERS COMPENSATION  | 655.24         | 1,088.00          | 0.00            | 641.34          | 446.66            | 58.95          |
| TOTAL PERSONNEL COSTS            | 208,990.47     | 549,285.00        | 33,223.19       | 175,920.67      | 373,364.33        | 32.03          |
| <u>SUPPLIES &amp; MATERIALS</u>  |                |                   |                 |                 |                   |                |
| 21-00-5201 SUPPLIES              | 4,631.53       | 16,390.00         | 326.13          | 4,635.85        | 11,754.15         | 28.28          |
| 21-00-5203 POSTAGE               | 111.24         | 1,100.00          | 68.37           | 570.36          | 529.64            | 51.85          |
| 21-00-5206 OFFICE FURNITURE      | 0.00           | 0.00              | 0.00            | 327.59          | ( 327.59)         | 0.00           |
| 21-00-5210 SMALL EQUIPMENT       | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-5217 JANITORIAL            | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-5231 BOOKS                 | 10,873.85      | 41,560.00         | 3,887.89        | 19,592.26       | 21,967.74         | 47.14          |
| 21-00-5232 AUDIO VISUALS         | 1,722.58       | 9,000.00          | 923.04          | 3,325.14        | 5,674.86          | 36.95          |
| 21-00-5299 MISCELLANEOUS         | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| TOTAL SUPPLIES & MATERIALS       | 17,339.20      | 68,050.00         | 5,205.43        | 28,451.20       | 39,598.80         | 41.81          |
| <u>MAINTENANCE &amp; REPAIRS</u> |                |                   |                 |                 |                   |                |
| 21-00-5302 BOOK MAINTENANCE      | 61.45          | 1,500.00          | 0.00            | 0.00            | 1,500.00          | 0.00           |
| 21-00-5320 EQUIPMENT MAINTENANCE | 65.00          | 280.00            | 0.00            | 0.00            | 280.00            | 0.00           |
| 21-00-5325 COMPUTER MAINTENANCE  | 3,074.00       | 3,100.00          | 1,500.00        | 3,074.00        | 26.00             | 99.16          |
| 21-00-5345 BUILDING MAINTENANCE  | 0.00           | 400.00            | 0.00            | 0.00            | 400.00            | 0.00           |
| TOTAL MAINTENANCE & REPAIRS      | 3,200.45       | 5,280.00          | 1,500.00        | 3,074.00        | 2,206.00          | 58.22          |
| <u>OCCUPANCY</u>                 |                |                   |                 |                 |                   |                |
| 21-00-5401 COMMUNICATION         | 6,384.84       | 16,920.00         | 875.18          | 6,523.19        | 10,396.81         | 38.55          |
| 21-00-5403 UTILITIES             | 4,940.30       | 15,500.00         | 910.34          | 4,270.09        | 11,229.91         | 27.55          |
| TOTAL OCCUPANCY                  | 11,325.14      | 32,420.00         | 1,785.52        | 10,793.28       | 21,626.72         | 33.29          |



CITY OF BASTROP  
 FINANCIAL STATEMENT  
 AS OF: FEBRUARY 28TH, 2022

101-GENERAL FUND

| EXPENDITURES                           | PRIOR<br>Y-T-D | CURRENT<br>BUDGET | M-T-D<br>ACTUAL | Y-T-D<br>ACTUAL | BUDGET<br>BALANCE | % OF<br>BUDGET |
|--|----------------|-------------------|-----------------|-----------------|-------------------|----------------|
| <u>CONTRACTUAL SERVICES</u>            |                |                   |                 |                 |                   |                |
| 21-00-5505 PROFESSIONAL SERVICES       | 0.00           | 2,000.00          | 0.00            | 0.00            | 2,000.00          | 0.00           |
| 21-00-5507 CREDIT CARD PROCESSING FEES | 410.39         | 2,500.00          | 152.86          | 807.25          | 1,692.75          | 32.29          |
| 21-00-5531 COMPUTER TECHNOLOGY         | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-5533 LIBRARY AUTOMATION          | 0.00           | 4,500.00          | 0.00            | 3,405.00        | 1,095.00          | 75.67          |
| 21-00-5544 UNEMPLOYMENT TAXES          | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-5561 CONTRACTED SERVICES         | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| TOTAL CONTRACTUAL SERVICES             | 410.39         | 9,000.00          | 152.86          | 4,212.25        | 4,787.75          | 46.80          |
| <u>OTHER CHARGES</u>                   |                |                   |                 |                 |                   |                |
| 21-00-5601 ADVERTISING                 | 0.00           | 1,250.00          | 0.00            | 0.00            | 1,250.00          | 0.00           |
| 21-00-5605 TRAVEL & TRAINING           | 50.00          | 4,150.00          | 350.00          | 390.00          | 3,760.00          | 9.40           |
| 21-00-5615 DUES, SUBSCRIPTIONS & PUB   | 5,779.69       | 6,170.00          | 249.13          | 4,340.09        | 1,829.91          | 70.34          |
| 21-00-5655 EQUIPMENT RENTAL            | 1,391.05       | 5,970.00          | 325.37          | 2,147.60        | 3,822.40          | 35.97          |
| 21-00-5680 OVER/SHORT                  | 0.00           | 25.00             | 0.00            | 0.00            | 25.00             | 0.00           |
| TOTAL OTHER CHARGES                    | 7,220.74       | 17,565.00         | 924.50          | 6,877.69        | 10,687.31         | 39.16          |
| <u>CAPITAL OUTLAY</u>                  |                |                   |                 |                 |                   |                |
| 21-00-6010 EQUIPMENT                   | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-6015 COMPUTER EQUIPMENT          | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-6021 OFFICE FURNITURE            | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| 21-00-6050 BUILDING                    | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| TOTAL CAPITAL OUTLAY                   | 0.00           | 0.00              | 0.00            | 0.00            | 0.00              | 0.00           |
| TOTAL 00-NON-PROGRAM                   | 248,486.39     | 681,600.00        | 42,791.50       | 229,329.09      | 452,270.91        | 33.65          |
| TOTAL LIBRARY                          | 248,486.39     | 681,600.00        | 42,791.50       | 229,329.09      | 452,270.91        | 33.65          |
| *** TOTAL EXPENSES ***                 | 248,486.39     | 681,600.00        | 42,791.50       | 229,329.09      | 452,270.91        | 33.65          |

\*\*\* END OF REPORT \*\*\*

\*\*WARNING\*\* 1,029 RESTRICTED ACCOUNT(S) OMITTED FROM THIS REPORT



# WORKSHOP

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MEETING DATE: April 4, 2022

AGENDA ITEM: 6A

**TITLE:**

Fine Free Workshop Report

**AGENDA ITEM SUBMITTED BY:**

Bonnie Pierson, Library Director

**BACKGROUND:**

See attached background information.

**RECOMMENDATION:**

The Library Board should create a recommendation appropriate to take to the City Manager concerning the Bastrop Public Library fee schedule.

# Current Fee Schedule

Sec. A1.12 - Libraries.

| SEC Reference | Last updated | Description   | Amount of fee/ Deposit  |
|---------------|--------------|---|---|
| A1.12         |              | <b>Membership Fees</b>  |   |
|               |              | Annual Membership   | Resident: \$0.00<br>Non-Resident: \$25.00                                   |
|               |              | Six-month Membership  | Resident: \$0.00<br>Non-Resident: \$15.00                                   |
|               |              | <b>Circulating Material Fines &amp; Fees</b>  |   |
|               |              | Material Returned After Due Date  | \$0.10 per item per day after a five-day grace period, \$5.00 cap per item. |
|               |              | Electronic devices returned after Due Date  | \$1.00 per item per day, no grace period, \$30.00 cap per item.             |
|               |              | Replacement of Bastrop Public Library materials or electronic devices lost or damaged beyond repair | Manufacturer's suggested retail price (MSRP)                                |
|               |              | Replacement of Interlibrary Loan materials lost or damaged beyond repair                            | Set by lending library  |
|               |              | Interlibrary Loan return shipping costs   | \$3.00 per item   |
|               |              | <b>Meeting Rooms</b>  |   |
|               |              | Maynard Conference Room   | General: \$25.00 per hour   |

|  |  |  |                              |
|--|--|--|------------------------------|
|  |  | Pressley Meeting Room                                      | General: \$50.00<br>per hour |
|  |  | Supply and Equipment Fees                                  |                              |
|  |  | Printing - Black & White, Letter-sized paper               | \$0.10 per page              |
|  |  | Printing - Color, Letter-sized paper                       | \$1.00 per page              |
|  |  | Printing - Black & White, Ledger-sized paper (11X17")      | \$0.20 per page              |
|  |  | Printing - Color, Ledger-sized paper (11x17")              | \$1.20 per page              |
|  |  | 3D Printing, except as part of an official Library program | \$0.10 per gram              |
|  |  | Miscellaneous Fees   |                              |
|  |  | Replacement library card                                   | \$1.00                       |
|  |  | Electronic devices returned via exterior book drop         | \$5.00                       |

(Ord. No. 2019-42, § 2(Exh. A), 9-24-19; Ord. No. 2021-12, § 1(Exh. A), 9-21-21)



# Current Fee Schedule

1. 15 items per card
2. \$0.10 fine per day per item, \$30.00 cap per item
  - a. 5-day grace period
3. \$1.00 fine per day per electronic item, \$30.00 cap per item
  - a. No grace period

## Adjustments to Consider

| Ruling  | Description  | Variance  |
|---|--|---|
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Maintain current fee schedule.   |   |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Increase items per card to...  | <input type="checkbox"/> 20<br><input type="checkbox"/> 25<br><input type="checkbox"/>  |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Increase check-out time to...  | <input type="checkbox"/> 3 weeks, with grace period<br><input type="checkbox"/> 3 weeks, without grace period<br><input type="checkbox"/>   |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | A grace period of ____ will be in place after the due date has passed.   | <input type="checkbox"/> 0 days<br><input type="checkbox"/> 5 days<br><input type="checkbox"/>  |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | If a grace period is established, _____ items are exempt from the grace period.  | <input type="checkbox"/> Specialty<br><input type="checkbox"/> Electronic<br><input type="checkbox"/>   |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Fines collected for...   | <input type="checkbox"/> YA materials<br><input type="checkbox"/> Adult materials<br><input type="checkbox"/> Special collections (cake pans, electronic devices)<br><input type="checkbox"/> |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Materials not returned ____ after the due date are considered missing and the account will be billed for the item at MSRP. | <input type="checkbox"/> 14 days<br><input type="checkbox"/> 30 days<br><input type="checkbox"/> 60 days<br><input type="checkbox"/> 90 days<br><input type="checkbox"/>                      |

|   |   |  |
|---|---|--|
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Refunds for lost items are accepted...  | <input type="checkbox"/> Anytime with receipt<br><input type="checkbox"/> Anytime without receipt<br><input type="checkbox"/> 30 days with receipt<br><input type="checkbox"/> 30 days without receipt<br><input type="checkbox"/> |
| <input type="checkbox"/> Accept<br><input type="checkbox"/> Decline | Accounts with \$_____ in fines will be considered suspended and will not be able to check-out materials until all fines are paid. | <input type="checkbox"/> 25.00<br><input type="checkbox"/> 30.00<br><input type="checkbox"/> 50.00<br><input type="checkbox"/>   |

# Fine-Free Library FAQ

On February 17, 2022, the Austin City Council adopted an ordinance eliminating overdue fines for Austin Public Library materials returned or renewed past their due date. Below are some questions and answers to help you understand what this change means for you when accessing APL resources and materials.

- **Q: What is changing?**

**A:** Austin Public Library customers will no longer incur fines for returning or renewing library materials past their due dates. Late fines create a financial barrier for many people in accessing library materials, and have been found to be an ineffective way of encouraging returns. Overdue fines had already been eliminated for children's materials at Austin Public Library – this new change applies to adult materials. The change goes into effect on Monday, February 28, 2022.

- **Q: Will this change discourage returns and make it harder for me to find books?**

**A:** Studies of libraries in other communities that have eliminated late fees have found that ending late fees actually results in a higher rate of books being returned, as people are less likely to avoid the library if they are not concerned about having to pay money. That means more books in circulation for APL customers.

- **Q: Will my current fines be forgiven?**

**A:** No. The fine-free change is not retroactive, and does not eliminate unpaid fines that customers already had on their account prior to the change going into effect. Cardholders will still be responsible for fines assessed prior to the change.

- **Q: Will I still need to pay if I have lost a book?**

**A:** Yes. If an item is lost or damaged, the cost of the item will be billed to the cardholder's account.

- **Q: I have fines now, can I use my library card?**

**A:** Library cards with unpaid fees totaling \$24.99 or less can be used to borrow material. Customers with unpaid fines or fees over \$24.99 cannot check out materials.

- **Q: When and how does a customer receive communication about overdue items?**

**A:** Courtesy overdue item notification emails are sent when an item becomes 3, 14 and 27 days overdue.

- **Q: Can I work out a payment plan for my current fees?**

**A:** We don't have a formal payment plan, but you can make payments as you are able. Please speak with Customer Service at 512-974-7475 to discuss options.

- **Q: What if I have a special circumstance? Who should I contact?**

**A:** Contact Austin Public Library Customer Service at 512- 974-7475.

- **Q: If I am unable to use my card, can I still use the library to read books or use the computers?**

**A:** Yes. Anyone can use public computers and Wi-Fi, read books, do research, attend Library events and use most of our online databases in-house without a Library Card.

# Austin Public Library: Lost or Damaged Items

If an item is lost or damaged, the account is billed the cost of the item, as determined by the Library. The Austin Public Library does not accept replacement copies for lost or damaged items.

Note: Effective 10/1/2019, lost and damaged items will no longer be assessed a non-refundable \$10 processing fee. This change is not retroactive. Therefore, processing fees billed prior to 10/1/2019 will remain as is.

Refunds are only eligible for up to 1 year from the 'Date Billed' for LOST items that have been paid for in full. In order to receive a refund, the item and a receipt showing payment in full must be presented. If the receipt is lost, a refund will only be issued if record of payment in full is found in the Library system. Fees for missing audio/visual pieces (MEDIARPL) are non-refundable.

Charges for lost or damaged laptops and electronic devices include the cost of the laptop / device plus a \$150 non-refundable service charge per device.



## 2.3 LOANS

### I. Loan Periods and Limitations

Materials will be loaned to borrowers for varied periods of time established by the library director. Limitations on the number of materials loaned per transaction or per borrower may be established by the library director to protect valuable materials and assure their availability to other borrowers.

### II. Fines and Charges

- A. Effective October 1, 2019, fines will no longer be assessed on overdue library materials. Once library materials are more than 14 days late beyond the last renewal date, they will be considered lost and charges will be assessed in accordance with Section II B.
- B. Charges for lost or damaged materials are based on 100% replacement cost. Once payment is collected for lost or damaged materials, the materials become the property of the library patron. Refunds will not be issued for lost items returned after they have been paid for.
- C. Replacement cost for lost or damaged DVD cases is \$3.00 per case, and replacement cost for lost or damaged Audiobook cases is \$10.00 per case. Replacement cost for a lost or damaged DVD or audiobook insert is \$3.00 per item.
- D. Charges for printing/copying are as follows:
  - Per page/item charges -
    - \$.10/page – black and white copies/prints
    - \$.50/page – color copies/prints - \$.25/page – students under the age of 19
- E. The fee for proctoring services is \$10.00 per exam.
- F. There is no charge for faxing at the patron self-serve station.
- G. The authority to waive fees is at the discretion of the library director or his/her designee.

### III. Suspension of Use

Loan privileges will be suspended when balance owed exceeds Twenty dollars (\$20.00). The use of the library and its services will be denied for due cause, such as failure to pay penalties, theft of library property or destruction of library property.

### IV. Confidentiality of Library Records

The library adheres to the Texas Open Records Act and the American Library Association Policy on Confidentiality of Library Records.

ENDORSED  
BY THE NEW BRAUNFELS PUBLIC LIBRARY ADVISORY BOARD

SEPTEMBER 13, 2002  
REVISED OCTOBER 21, 2002; MARCH 22, 2005; MAY 24, 2007  
REVISED APRIL 20, 2009; JUNE 20, 2011  
ENDORSED JULY 16, 2012; APRIL 25, 2016  
REVISED JULY 15, 2013; JANUARY 21, 2014, MAY 18, 2015, APRIL 25, 2016,  
NOVEMBER 28, 2016; JUNE 19, 2017; JUNE 18, 2018; JUNE 17, 2019; MARCH 15, 2021;  
MAY 17, 2021

By:   
Connie Born, President

Attest:   
Gretchen A. Pruett, Director

# San Antonio Public Library Fees & Rates FY 2022

**LOST UNCATALOGED MATERIALS OR WITHDRAWN DAMAGED MATERIALS**  
 Replacement items (in good condition) of the same type accepted in lieu of payments listed below:

| Materials for which list price is known           | List price per item |
|---|---------------------|
| Adult paperback books                             | \$10.00 per item    |
| Juvenile or young adult paperback books           | \$6.00 per item     |
| Magazines or other items                          | \$4.00 per item     |
| Cases for videos, DVDs, music CDs, or audio books | \$1.00 per item     |
| Material kits                                     | \$100.00 per kit    |

**LOST CATALOGED MATERIALS OR WITHDRAWN DAMAGED MATERIALS**  
 \$5.00 refundable processing fee per item if lost item is returned with receipt within 30 days of payment. Refunds for lost items will be refunded at any time with receipt. Refunds are issued by check within 30 business days.

| Materials for which list price is known   | List price of item |
|---|--------------------|
| Lost/Damaged audio book or CD             | \$8.00 per item    |
| Missing liner notes – DVD's or music CD's | \$3.00 per item    |

**OTHER FEES**

|  |  |
|--|--|
| Collection agency fee                          | \$10.00 per account                          |
| Card fee for borrowers outside of Bexar County | \$200.00 per year, or \$60.00 for 3 months   |
| Copy or Print – Black & White                  | \$0.20 per page, 8 ½ x 11, 8 ½ x 14, 11 x 17 |
| Copy or Print - Color                          | \$1.00 per page, 8 ½ x 11, 8 ½ x 14          |
| Copy or Print - Color                          | \$2.00 per page, 11 x 17                     |

Effective October 1, 2021

scanning it and it wasn't working, and they were getting upset," explained Kaneshige. "We had to rejigger our narrative at the door," she said, slowing down the entry process even further.

### STRAIN ON STAFF

Employees have been bearing the brunt of the community's dissatisfaction, noted Aldrich, and between major changes in service models during the pandemic—a large uptick in use of digital materials and the holds system—and having to explain new services, rules, and closings to the public, they were already operating at capacity.

Managers have been asked to look out for stress among employees. Public service hours have been reduced so that staff can recharge away from forward-facing work, and they are encouraged to use the counseling services offered by the state. For libraries without security guards, management recommends posting two staff members at the door to back each other up. The conflict is painful—and personal—for everyone, noted Kaneshige.

Most HSPLS workers appreciate the mandate, and the knowledge that everyone who walks into the library is vaccinated or has tested negative for COVID. A few employees disagree and have chosen to take weekly tests rather than get vaccinated themselves. The biggest challenge to staff, said Aldrich, is the new level of uncertainty about how patrons will react to the new requirements on any given day. Employees "have been called Communists, fascists, and Nazis," she said, "and had library cards thrown at them."

Online feedback has heated up as well, but no confrontations have escalated to violence, although the police have been called on several occasions when a visitor refused to leave. One branch manager in a rural town had his car keyed in the parking lot, and the wires were cut in a security guard's car; no arrests have been made, but as this is the first incident of vandalism at that location, Aldrich and Kaneshige believe that it's related to patrons' unhappiness at being denied entry.

### POSITIVE PUBLICITY

In addition to safeguarding employee and patron health, in some cases the mandate has encouraged library users to get their vaccinations.

"I was one of those who said I wasn't going to get vaccinated," Kauai resident Louie Ho'omanawanui told The Garden Island. "But the library changed my mind. I like going to the library, and when I went there, I found out I needed to be vaccinated. I'm OK with that." After receiving the one-shot Johnson & Johnson vaccine, Ho'omanawanui was able to return to the library in a couple of weeks.

With positive publicity from Friends groups and word of mouth—and some time to get used to the new rules—angry incidents at the library have been decreasing. While upholding the governor's mandate hasn't been simple, the fact that Hawaii's libraries are all state agencies means that they don't have to defend their choice. Public libraries in other states looking to institute a proof of vaccination requirement, with no single administering entity to back them up, will have a challenging time making their case to those who are opposed to it, noted Aldrich. She advised libraries considering it to talk with their legal counsel beforehand. Kaneshige also suggested reaching out to Friends groups and local news outlets, which has helped HSPLS keep its public informed and mitigate frustration. —Lisa Peet

### Public

## NYC Libraries Go Fine-Free

On October 5, the three New York City library systems—Brooklyn Public Library (BPL), New York Public Library (NYPL), and Queens Public Library (QPL)—announced that they will no longer charge late fines on books and other circulating materials, joining libraries in other large cities including San Francisco, Philadelphia, Nashville, Salt Lake City, San Diego, Baltimore, and many more.

New Yorkers of all ages will not need to pay late fines on overdue materials, and the three systems have cleared all prior late fines from patron accounts, unblocking about 400,000 cards frozen because holders had accrued more than \$15 in late fees—more than half of them in high-need communities.

Patrons will still need to pay replacement fees for lost materials, which will be considered lost after being overdue for one month; if materials are returned, however, no fees will apply. Users will be blocked from borrowing additional physical materials if they

on [libraryjournal.com](http://libraryjournal.com)

### Gale Launches New Online High School Degree Program

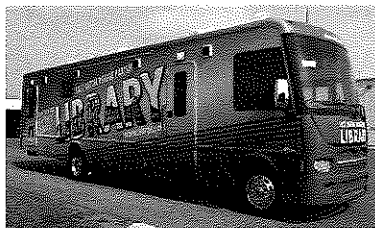
With accreditation through Cognia, Gale Presents: Excel Adult High School is designed to enable adults to earn a certified high school diploma entirely online.

[bit.ly/GaleExcelHS](http://bit.ly/GaleExcelHS)

### Libraries Respond to Hurricane Ida

U.S. libraries from the southern states up through the east coast were affected by several severe storms in a row.

[bit.ly/LibrariesIda](http://bit.ly/LibrariesIda)



## OverDrive

### OverDrive Refines AI Collection Management Tool

Readtelligence will use AI and deep learning tools to analyze every ebook in the OverDrive Marketplace.

[bit.ly/OverDriveAI](http://bit.ly/OverDriveAI)

UNIVERSITY LIBRARIES

## 21-Day Racial Equity Challenge

### UNC Libraries' Racial Equity Challenge Syllabus

UNC at Chapel Hill's libraries recently released the syllabus of the 21-Day Racial Equity Challenge as an open source, interactive PDF.

[bit.ly/UNCequitysyllabus](http://bit.ly/UNCequitysyllabus)



accrue a replacement fee from \$50 to \$100—the threshold varies from system to system—but they can still access computers, ebooks, and other digital services.

### “AN ANTIQUATED NOTION”

In 2017, 92 percent of libraries responding to *LJ*'s Fines and Fees survey indicated that they collected fines. Since then, many systems have removed fines and fees on late materials—inspired by a number of studies and statements, including the Colorado State Library's 2015 white paper “Removing Barriers to Access: Eliminating Library Fines and Fees on Children's Materials,” and a resolution added to the American Library Association (ALA) policy manual in 2019 stating that the association “asserts that imposition of monetary library fines creates a barrier to the provision of library and information services.”

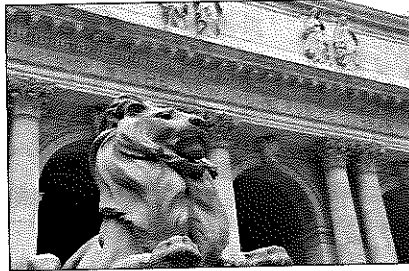
The rationale is simple: Fines and fees present a barrier to library use among the communities that need access most. They also contribute to material attrition, as a patron who can't afford to pay the fine on a late item may not return it at all. While eliminating fines cuts a line item out of many libraries' revenue, most have discovered that the loss could be absorbed—and that getting rid of fines raises circulation numbers, brings lapsed users back to the library, and boosts goodwill.

“The simple fact that the library community knows well is that fines are an antiquated notion that doesn't work,” NYPL President and CEO Tony Marx told *LJ*. “New Yorkers and people throughout the country love and trust their library—they understand it's a public good, they respect it, and they bring their books back.”

In New York, high-need communities, with median household incomes below \$50,000, account for six times the number of blocked cards as other areas. The 10 NYC branches with the highest percentage of blocked cards are all in high-need areas. This is even more pronounced for patrons under 18; about 30 percent of blocked accounts belonged to children and teens, and a 2017 assessment found that 80 percent of blocked youth cards were located in low-income communities.

Since 2010, New York City's three library systems have researched what it

would take to eliminate fines and fees and implemented pilot initiatives such as “Read Down Your Fines” programs. Studies show that students with fine-free MyLibraryNYC cards, issued to participating NYC Department of Education schools, check out an average of 30 percent more items than their peers without the cards, with less than two percent higher loss rates.



In fall 2017, the three systems were given a \$2.25 million grant from the JPB Foundation for one-time amnesty for kids and teens 18 and under; they had their library fines automatically forgiven and blocks on their library cards lifted. High school students 18 and older were given the chance to clear their fines in person. Before the amnesty period, out of 927,000 youth with library cards across the city, more than 160,000 had been blocked from checking out materials because they owed fines of \$15 or more. Afterward, the libraries saw a more than 60 percent increase in the percentage of previously blocked children and teens who then checked out materials, an effect most pronounced in the lowest income neighborhoods.

Prior to the COVID-19 pandemic, BPL instituted a series of innovations including improved communications such as texts or emails with images of the overdue book cover; spine stickers that would stand out on a patron's shelf, identifying a book as belonging to the library; and 28 additional book drops around the borough. “We were really preparing for this for quite a long time,” BPL President and CEO Linda Johnson told *LJ*.

### PANDEMIC AS TIPPING POINT

The pandemic became the tipping point for going fine-free. The NYC systems suspended fines to accommodate patrons who couldn't return materials during the pandemic and unlocked all cards to give people

maximum access at a time when it was needed most. Once branches reopened, however, the libraries needed to convince people to return hundreds of thousands of books.

With no revenue from fines coming in during the pandemic shutdown, the three systems realized that the shortfall could be absorbed. Each did its internal due diligence, and together they decided that the time was ripe.

In addition to removing a barrier for patrons, going fine-free will ease a burden on library employees, who had to enforce late fees at the checkout desk, as well. “We're not in the business of being a collection agency,” said Marx. “That does not help us establish productive relations with our patrons.”

BPL will be fundraising around the loss of revenue, said Johnson, and all are hoping that the incoming New York City mayor—Bill de Blasio's term ends on December 31—will decide to help make up the libraries' revenue shortfall in the FY23 budget.

But no matter what it takes to compensate internally for the elimination of fines, all three systems' leaders agree that it's time for NYC to do the right thing. “Budget shouldn't be based off the backs of people,” said QPL President and CEO Dennis Walcott. “It shouldn't be based on penalizing people for something that's a part of what we want them to do—to read, to take out books, to get material.”

The goal, he added, is nothing less than a paradigm shift in how patrons view libraries, and new levels of trust. “Late fines tell people they do not belong, and that shutting them out is simply the cost of doing business. This is not only unacceptable, but also inconsistent with our mission.” —Lisa Peet

### Academic

## UC Boulder Develops Media Preservation Curriculum

The University of Colorado (CU) Boulder Libraries Rare and Distinctive Collections has partnered with the Department of Cinema Studies and

→ CONTINUED ON P. 13