



Burnet County Library System

The purpose of the Burnet County Library System is to serve all of the citizens of Burnet County, offering services, resources and facilities to fulfill informational, educational and recreational needs and interests.
The library system has 15,073 current card holders.

Bertram



Oakalla



Marble Falls



Spicewood



Herman Brown



E-Services

HOOPLA: movies, music, audiobooks, ebooks, comics and TV shows. Instant borrow

LIBBY: ebooks, audiobooks, and magazines. Provides learning courses and music

TEXSHARE: database provides academic journals, legal forms, career development, genealogy, health, homework help, etc.

ROSETTA STONE: language learning program with various language choices

NEWSBANK: current and archived newspapers, business journals, periodicals, government documents, etc.



Available to all library card holders but especially how we serve patrons who are visually/hearing impaired, disabled, learning English, beginner readers, etc.

Branch Statistics

October 2022-April 2023

Total Number of Materials: 111,856

Patron Visits

System Total: 68,567 11% increase from FY 22

Bertram	9,770
Oakalla	2,544
Marble Falls	30,369
Spicewood	3,123
Herman Brown	22,449

Circulation

System Total: 109,363

Bertram	14,174
Oakalla	2,241
Marble Falls	52,807
Spicewood	1,636
Herman Brown	38,821

Children Program Attendance

System Total: 6,105 66% increase from FY 22

Bertram	1,102
Oakalla	859
Marble Falls	1,170
Spicewood	816
Herman Brown	2,158

Adult Program Attendance

System Total: 2,001 65% increase from FY 22

Bertram	137
Oakalla	198
Marble Falls	1,066
Spicewood	390
Herman Brown	210

Meeting Room Attendance

System Total: 5,674 47% increase from FY 22

Bertram	3,311
Marble Falls	1,434
Spicewood	89
Herman Brown	840

Digital Circulation

Libby	18,412
Hoopla	3,903
Rosetta Stone	501
Newbank	8,480

Bertram



Homeschool Programs



Children's Program- Magic Show



Putt Putt in the library- Summer reading



Public Comments

**"Sweet and kind people are here and teach a lot of everything.
Fun too!"**

**"What I love about my library: there is an awesome selection of books
& they have great recommendations if you aren't sure what you want
to read. There are wonderful kid programs and a delightful area where
kids can learn and play. " -Betty P.**

**"I love how the library gives you the ability to travel without ever
leaving town, and the fantastic crew who makes the library such a
joyous place to come." -Ava H.**



Adult Programming- Succulents



Oakalla



Children's Programming



Chickens 101 Program



Public Comments

"If possible, extra opening time for the library is suggested. This extra flexibility is helpful to our family." - Ashley

"I truly enjoy the library, it's small but very nice. If I had an issue it would be, I wish it had better hours, longer hours." - Michael A.

"The Oakalla Library has been an integral part of the community & my life for the past twelve years. From the story times, book clubs, to the beautiful gardens- this library is a blessing to all." - Bethany



Beekeeping classes monthly.



Marble Falls



Children's Programming- Animal Show



Concerts



Public Comments

“So thankful for the wonderful people who are here to help us! We are blessed to have such a great Library System in place. Thank you for this GIFT!”

“I love my great Marble Falls Library because I love books, reading and also all of the special staff.”

“Library has always been there for me.”

“I love the helpful and friendly librarians!”



Teen Volunteers help seniors with technology.



Spicewood



Children's Programming



Book Club



Public Comments

"The library is a hub of Spicewood! It is a great source of information not only from its books, internet, and other resources but from the people who founded it, volunteer, and keep it running. The Spicewood community would not be the same without it!"

"We love our library because: -It is a welcoming environment. It feels like family. We get to listen to books & do crafts. "

"Spicewood Community Library is a hidden gem in Burnet County. They have a great selection of books and we can even get books transferred from any other library in Burnet County."



Community Garden



Herman Brown

Children's Weekly Programing



Baby's First Story Time



Pre-School Story Time



Chapter Book Story Time



Public Comments

"Thank you for always being so welcoming to our kids. And a HUGE thank-you for having Rosetta Stone!!! We are beyond delighted to have that in our hoeschool toolbelt! We're also very excited about the craft days y'all are starting. Thank you for the fun days like LOTR and May the 4th and Santa's Workshop - and, speaking of the latter, thanks for being so gracious when our kids made a huge mess at it last year!"
-The M. Family-

"I love the library for it's books & it's WONDERFIL STAFF!" - KF

"I Like to hang out at the Library and read books"

"I love the books, the conversations, the smiles, and the people that make up this lovely library!"



Batman Day



BURNET COUNTY LIBRARY SYSTEM BUDGET REQUEST FY 2024

LINE ITEM**FY 2023 Budget****FY2024 Requested**

<u>LINE ITEM</u>	<u>FY 2023 Budget</u>	<u>FY2024 Requested</u>
330 OPERATING SUPPLIES	10,361.00	15,000.00
420 TELEPHONE BASIC and ISP	12,580.00	16,880.00
425 TRAVEL	1,000.00	6,745.00
437 UTILITIES	0.00	2,200.00*
427 CONFERNCE & DUES	1,341.00	1,377.00**
454 SYSTEM SUPPORT FEES		
PLAN (formerly CTLS)	450.00	450.00
Apollo	8,200.00	8,200.00
Envisionware: Maintenance & Mobile Printing	5,865.68	6,159.00**
Texshare	1,445.00	1,514.00~
Libby by Overdrive Consortium	6,000.00	6,000.00
Hoopla: Streaming & eMaterials	8,000.00	12,000***
Rosetta Stone	3,750.00	4,133.85
Newsbank	2,000.00	2,000.00
Gsuite Emails		5,824.00
TOTALS		
Grand Total	60,992.68	88,482.85

454 SYSTEM SUPPORT FEES

PLAN (formerly CTLS)	450.00	450.00
Apollo	8,200.00	8,200.00
Envisionware: Maintenance & Mobile Printing	5,865.68	6,159.00**
Texshare	1,445.00	1,514.00~
Libby by Overdrive Consortium	6,000.00	6,000.00
Hoopla: Streaming & eMaterials	8,000.00	12,000***
Rosetta Stone	3,750.00	4,133.85
Newsbank	2,000.00	2,000.00
Gsuite Emails		5,824.00

TOTALS

Grand Total

60,992.68

88,482.85

* Spicewood Utilities: description attached

** 5% annual increase

~ 10% increase

*** Increase in patron usage

Insufficient funding for Spicewood and Oakalla Libraries Explanation

The Spicewood and Oakalla Libraries are currently underfunded in the following areas...

- Utilities
- Internet
- Phone

Each branch is valuable to the success of the Burnet County Library System and serves their communities in unique ways.

For example, the Spicewood Community Library recently designated themselves as a "Hospitality Library" – serving County Constable Precinct 4 and the Sheriff's Department with 24-hour access to the building. This provides a place for clean restrooms, access to a kitchen, coffee and wi-fi.

The Friends of the Spicewood Community Library are working to raise funds for a new building to better serve the Spicewood area. The Friends of the Oakalla Library are also working on strengthening their organization and fundraising efforts to improve its building and services for the community. However each branch needs additional support to operate similar to the other libraries in the system with funding support for utilities, internet and phone.

Currently, the Oakalla library does not offer reliable wireless internet to its community. As this is a rural area, wireless internet is an essential service for patrons. Libraries with reliable internet provide communities with the ability to apply for services and work, do homework, communicate with loved ones and even further their education. Oakalla also does not have a phone line for staff to provide services to the community. Although the library does have limited hours, a phone line is essential for helping the community with questions, reference inquiries and troubleshooting the library's electronic services. A phone is also essential for communication with management and emergency services.

Spicewood Request:

Utilities \$2,200
Internet/Phone \$2,150

Oakalla Request:

Internet/Phone \$2,150

Travel Fund Explanation

Request: \$6,745

This fund is used to transfer weekly money deposits and interdepartmental mail to county offices on a weekly basis. However, the primary use of this fund is to cover the expenses for transporting library materials between the five branches weekly. This core service provides our patrons with access to the collection of over 100,000 materials in the Burnet County Library System.

The travel fund is currently underfunded and does not cover the weekly round trip visits between libraries.

Number of materials transported:

Oct 2021-Sept 2022: **18,269**

Oct 2022- Apr 2023: **11,687**

Concerns:

- Staff time is used to transport items between libraries
- Number of books shared between branches is growing
- Wear and tear on personal vehicles
- Inadequate space in personal vehicles for growing number of book crates
- Distance between libraries is vast- travel budget does not cover mileage

Examples of Distances between libraries:

- Oakalla to Spicewood: 56 miles
- Oakalla to Bertram: 26 miles
- Marble Falls to Bertram: 24 miles

Alternative Solutions:

- Carrier for transferring materials weekly so we aren't using library staff's time.
- A County vehicle is preferred so we aren't putting wear and tear on our own personal vehicles.
- Other?

An example of an average week's book exchange between the three main branches.



BURNET COUNT EQUIPMENT & TECHNOLOGY BUDGET REQUEST FORM

☐ NEW TECHNOLOGY ☐ NEW EQUIPMENT OR VEHICLE ☒ EQUIPMENT REPLACEMENT
☐ SOFTWARE

EQUIPMENT:

Type of equipment requested: ☐ Computer ☐ Printer ☐ Scanner ☐ Vehicle

☒ Other (please describe) Fiber for Internet

Is the new equipment for a: ☐ new employee ☒ replacement equipment ☐ new process

Comments: _____

Item description: Upgrade from cable Internet to Fiber

One Time Estimated cost: quote pending, per Ben Tarbet

Ongoing Estimated cost: _____

Reason for new equipment. If this is replacing existing equipment, please give the tag number, serial number or VIN number if available. _____

Please see attached.

PLEASE ATTACH ANY INFORMATION AVAILABLE FOR TECHNOLOGY AND
EQUIPMENT REQUESTS. ATTACH A DETAILED QUOTE IF AVAILABLE.

Fiscal Year 2024: Technology Request
Library System: Herman Brown Free Library

Request: Upgrade the library building from cable internet to fiber internet
One-time Cost: Quote from Vyve is pending, per Ben Tarbet

The library building has been using cable internet for many years. We are noticing slower speeds and frequent loss of Internet. Without reliable Internet, we are not able to conduct our daily business. This also impacts our patrons, many of whom come to the library specifically to use the Internet on our public access computers or using our WiFi on their own device, sometimes making a special trip.

Upgrading to fiber will not only improve our connection speed, greatly reduce the frequency of connection loss, but will also bring our Internet connection up-to-date. This also ensures that as cable Internet is phased out or becomes obsolete, we will not be caught in a critical situation.

BURNET COUNT EQUIPMENT & TECHNOLOGY BUDGET REQUEST FORM

☐ NEW TECHNOLOGY ☐ NEW EQUIPMENT OR VEHICLE ☒ EQUIPMENT REPLACEMENT
☐ SOFTWARE

EQUIPMENT:

Type of equipment requested: ☒ Computer ☐ Printer ☐ Scanner ☐ Vehicle

☐ Other (please describe) _____

Is the new equipment for a: ☐ new employee ☒ replacement equipment ☐ new process

Comments: _____

Item description: Dell Laptop for Staff Use

One Time Estimated cost: \$ 2,818.09

Ongoing Estimated cost: _____

Reason for new equipment. If this is replacing existing equipment, please give the tag number, serial number or VIN number if available. _____

Please see attached

*PLEASE ATTACH ANY INFORMATION AVAILABLE FOR TECHNOLOGY AND
EQUIPMENT REQUESTS. ATTACH A DETAILED QUOTE IF AVAILABLE.*

Fiscal Year 2024: Technology Request
Library System: Herman Brown Free Library

Request: Dell Laptop for Staff Use
One-time Cost: \$2,818.09

Library staff rely on a laptop for several purposes, including but not limited to inventory, retrieving WiFi statistic (at this time, the only way to retrieve stats is to connect directly with the public WiFi router), a mobile circulation unit for outreach programs, and for presentations both in the library and at outreach programs. We also allow limited use of the laptop to groups presenting in the library who use our projector (this only occurs during regular business hours and with staff oversight).

Our current laptop is unreliable and unrepairable. This causes uncertainty if we will be able to accomplish certain tasks or give presentations.



Your Shopping Cart

Savings	\$1,401.78
Subtotal (1)	\$2,603.31
Estimated Shipping	\$0.00
ecomm_Labels: cart_SalesTax_fee_Label	\$214.78
Total	\$2,818.09

Details

Burnet Library laptop
Quote number # 3000152502295
Created May 11, 2023
Expires June 10, 2023
Created by
techsup@burnetcountytexas.org
Authorized buyer Ben Tarbet

Billing

Order contact
Ben Tarbet Burnet County Texas
Contract Code: C000000006841
Customer agreement number: TX
DIR-TSO-3763
Phone number: (512) 715-5286
Additional::
techsup@burnetcountytexas.org

Tax exemption
I am not tax exempt

Shipping

Payment method

Items	Quantity	Unit Price	Item total
-------	----------	------------	------------

**Latitude 5540 - Build Your Own**

1

\$4,005.09

\$4,005.09

Discounted unit price: \$2,603.31

Contract Code: C000000006841

Estimated Delivery

FREE Standard Delivery to 78611 by Friday,
May 26, 2023

Catalog Number: 84 / xctol5540usr

Category	Description	Code	SKU	ID
Base	Dell Latitude 5540 XCTO Base	GYAWD8Z	[210-BGBM]	1
Processor	13th Generation Intel® Core™ i7-1370P vPro (24 MB cache, 14 cores, up to 5.2 GHz)	GYKHRM0	[379-BFBY]	146
Operating System	Windows 10 Pro (Includes free upgrade to Windows 11 Pro), EN, ES, FR, PT	GHL9CWB	[619-ARSD]	11
Office Productivity Software	No Microsoft Office License included	GC70FJV	[658-BCSB]	1002
Base Options	Intel 13th Generation i7-1370P vPro, Intel Integrated Graphics, TBT4	G0TFCRN	[338-CHGG] [338-CHGQ]	149
Systems Management	Intel vPro Enterprise Technology Enabled	G4J7US8	[631-ADPV]	49
Memory	32 GB, 2 x 16 GB, DDR5, 4800 MT/s, dual-channel, Non-ECC	GJUYD81	[370-AGYP]	3
Hard Drive	1 TB, M.2 2230, PCIe NVMe, SSD, Class 35	GK49QA2	[400-BOWD]	8
Additional Hard Drive	No Additional Hard Drive	GNTOSJ7	[401-AADE]	637
Display	15.6" FHD (1920x1080) Non-Touch, AG, IPS, 250 nits, FHD Cam, WLAN	G7T3IPQ	[391-BHEU]	760
Camera	FHD RGB Camera w/ Mic	GZO4IC3	[319-BBJT]	379
Keyboard	English US backlit keyboard with numeric keypad, 99-key	GA6KDNO	[583-BHBG]	4
Mouse	No Mouse	G8043UZ	[570-AADK]	12
Wireless Driver	Intel® AX211, 2x2, 802.11ax, MU-MIMO Driver, Bluetooth	GJMHPT7	[555-BJDC]	7
Wireless	Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® wireless card	GL03PXW	[555-BHHU]	19

Category	Description	Code	SKU	ID
Mobile Broadband	No Mobile Broadband Card	GR957IY	[556-BBCD]	114
Primary Battery	3- cell, 54Wh Battery, Express Charge, Express Charge Boost capable	GFB63PN	[451-BDBL]	112
AC Adapter	65W AC adapter, USB Type-C, TCO Gen 9 compliant	GI417VR	[492-BDHS]	1015
PalmRest	Single Pointing, No Palmrest Security Options	GZCA0VT	[346-BINQ]	55
Security Software	No anti-virus software	GD4K19S	[650-AAAM]	1014
Operating System Recovery Options	OS-Windows Media Not Included	GLA90Q1	[620-AALW]	200013
Power Cord	E4 Power Cord 1M for US	GC90V4B	[537-BBDO]	20
Setup and Features Guides	Latitude 5540 Quick Start Guide	G4DLOCA	[340-DDHL]	60
Documentation	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
ENERGY STAR	ENERGY STAR Qualified	GFSJ2Q8	[387-BBPC]	122
FGA Module	No FGA	NOFGA	[817-BBBB]	572
Non-Microsoft Application Software	Dell Additional Software	GX3QS7G	[658-BFQB]	1003
Packaging	Mix Model 65W Adapter (WHN)	G4EHVZQ	[340-DJVQ]	465
Processor Label	Intel® Core™ i7 vPro Enterprise Label	GYT8X1V	[340-CYNX]	749
Transportation from ODM to region	Standard Shipment	G73Y5OH	[800-BBGT]	200080
EAN POD Label	No UPC Label	G8WGTYN	[389-BCGW]	292
Windows AutoPilot	No AutoPilot	GYE02AP	[340-CKSZ]	291
EPEAT 2018	EPEAT 2018 Registered (Gold)	GBU8CHM	[379-BDZB]	200331
Chassis Options	Latitude 5540 Bottom Door, Intel 13th Gen P-Series CPU, Intel Integrated Graphics	G2VNQT9	[321-BJTM]	116
Resource Media	No Resource USB Media	G5KFAU6	[430-XXYG]	50
Intel Responsiveness Technologies	Intel® Rapid Storage Technology Driver	GYXD2VA	[409-BCWS]	707
Additional Opticals	No Removable CD/DVD Drive	GDCPVR0	[429-AATO]	105
Service	3 Years ProSupport with Next Business Day Onsite Service	PN3	[975-3461] [989-3449] [997-8317] [997-8344] [997-8349] [997-8354]	29

Premier discount

-\$1,401.78

Item total: \$2,603.31

Savings: \$1,401.78

Subtotal (1): \$2,603.31

Savings \$1,401.78

Subtotal (1) \$2,603.31

Estimated Shipping \$0.00

ecommm_Labels: cart_SalesTax_fee_Label \$214.78

Total \$2,818.09

[Support](#) Support
Order Status

[Account](#) Account
Your Profile

[Drivers & Downloads](#)[Dell Contacts](#)[Product Support](#)[Address Book](#)[Support by Topic](#)[Warranty Information](#)[Order Support](#)[Your Products](#) [Your Products](#) [About Dell](#) [About Dell](#)[Quotes](#)[Dell Technologies](#)[Sales Quotes](#)[Systems](#)[Peripherals](#)[Copyright © 2023 Dell Inc.](#)[Legal & Regulatory](#)[Terms of Sale](#)[Privacy Statement](#)[Do Not Sell or Share My Personal Information](#)[Accessibility](#)[Anti-Slavery & Human Trafficking](#)

Ultrabook, Celeron, Celeron Inside, Core Inside, Intel, Intel Logo, Intel Atom, Intel Atom Inside, Intel Core, Intel Inside, Intel Inside Logo, Intel vPro, Itanium, Itanium Inside, Pentium, Pentium Inside, vPro Inside, Xeon, Xeon Phi, Xeon Inside, and Intel Optane are trademarks of Intel Corporation or its subsidiaries in the U.S. and/or other countries.

Same day shipment subject to order size limitations, Dell standard shipping methods and payment via credit card, gift card or Dell Business Credit.^{*} Notification will be provided if there are payment delays which could impact shipping date. Electronics and accessories may ship separately.

Smart Selection. Limited quantities. Only available for orders placed by 5:59 p.m. CT Mon.–Thurs. Systems shipped the next business day after an order is placed. Subject to order approval. Software and accessories not part of the configuration will be shipped separately and may arrive after your system. Please note that Smart Selection Configuration pricing cannot be combined with other pricing offers or discounts provided or agreed to by Dell. Orders with Custom Factory Integration might require additional processing time.

^{*}**DELL BUSINESS CREDIT (DBC):** Offered to business customers by WebBank, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. The Total Minimum Payment Due is the greater of either \$20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.

^{**}Payment solutions provided and serviced by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") for qualified customers. Offers may not be available or may vary in certain countries. Where available offers may be changed without notice and are subject to product availability, applicable law, credit approval, documentation provided by and acceptable to DFS and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell Technologies and the Dell Technologies logo are trademarks of Dell Inc. Restrictions and additional requirements may apply to transactions with governmental or public entities.

¹Subject to applicable law and regulations. ALL ORDERS ARE SUBJECT TO APPROVAL AND ACCEPTANCE BY DELL. Pricing, availability and other terms of offer may be withdrawn or changed without notice. Dell cannot be held responsible for errors in typography or photography. ALL ORDERS ARE SUBJECT TO APPROVAL AND ACCEPTANCE BY DELL. Pricing, availability and other terms of offer may be withdrawn or changed without notice. Dell cannot be held responsible for errors in typography or photography.

BURNET COUNT EQUIPMENT & TECHNOLOGY BUDGET REQUEST FORM

☐ NEW TECHNOLOGY ☒ NEW EQUIPMENT OR VEHICLE ☐ EQUIPMENT REPLACEMENT
☐ SOFTWARE

EQUIPMENT:

Type of equipment requested: ☐ Computer ☐ Printer ☐ Scanner ☐ Vehicle

☒ Other (please describe) Wall Mount Rack Enclosure for Switches

Is the new equipment for a: ☐ new employee ☐ replacement equipment ☐ new process

Comments: _____

Item description: Wall Mounted Rack to house network switches

One Time Estimated cost: \$500.00

Ongoing Estimated cost: none

Reason for new equipment. If this is replacing existing equipment, please give the tag number, serial number or VIN number if available. _____

Please see attached

PLEASE ATTACH ANY INFORMATION AVAILABLE FOR TECHNOLOGY AND
EQUIPMENT REQUESTS. ATTACH A DETAILED QUOTE IF AVAILABLE.

Fiscal Year 2024 Technology Request
Library System: Herman Brown Free Library

Request: Wall Mounted Enclose Rack to house Network Switches
One-time Cost: \$500.00

Currently, the network switches, routers, backup battery, and control computer for our automated system are house on a make-shift shelf and the top of a bookcase (please see picture below). This is directly above the staff printer/copier for our workroom and are often in the way. Having these wire contained will not only keep them out of the way when staff are using the printer, but will also prevent them from being accidentally pulled or dislodged.



Deliver to Herman
Burnet 78611

All - wall+mount+switch+rack

All Apply for Small Business Grants Get the app Add People Buy Again Gift Cards Recommendations Business Savings EN Hello, Herman Account for Friends of Her... 4

Guides buyers in your org

Computers Laptops Desktops Monitors Tablets Computer Accessories PC Components PC Gaming Deals

amazonbusiness Support and shop Black-owned businesses ▶

Electronics › Computers & Accessories › Computer Accessories & Peripherals › Racks & Cabinets



Roll over image to zoom in

Tripp Lite 12U Wall Mount Rack Enclosure Server Cabinet, 20.5 in. Deep, Switch-Depth (SRW12UDP)

Visit the Tripp Lite Store

4.7

1,028 ratings | 193 answered questions

List Price: ~~\$606.60~~Price: **\$484.18**You Save: **\$122.42 (20%)**

Thank you for being a Business Prime Member. Pay **\$556.18** ~~\$484.18~~ for this order. Get a \$125 Amazon Gift Card upon approval for the Amazon Business Prime Card. Terms apply.

Delivery & Support

Select to learn more

Ships from
westlakeEligible for
Return, Refund
or Replacement
within 30 days of
receiptCustomer
Support

Color: Black

**\$484.18** See available
options

Size: 12U

12U	6U	9U	18U
26U	2K BTU	7K BTU	10U
15U	21U		

Style: Switch Depth

Switch Depth	Glass Door	Standard	Glass Window
Heavy- Duty	Server Depth	Switch Depth +...	Switch Depth +...
UPS Depth	UPS Depth + Glass...	Switch Depth +...	Cooling Accessory
Switch Depth +...			

Brand	Tripp Lite
Color	Black
Item Dimensions LxWxH	25.6 x 28.8 x 29.7 inches
Size	12U
Material	Alloy Steel

About this item

- Perfect for network wiring closets, retail locations, classrooms, back offices and other areas with limited floor space where you need equipment to be secure, organized and out of the way
- Houses EIA-standard 19 in. rack equipment in 12U of space
- Maximum load capacity of 200 lb.
- Side panels and front door lock securely to help prevent damage, tampering or theft
- Vented panels allow generous airflow that keeps equipment cool
- Rotate cabinet 180 Degree before mounting to open reversible front door left or right
- Convenient ports with removable covers allow cable routing through top and bottom
- 5-year limited warranty

\$484.18

FREE delivery May 16 - 18. Details

Deliver to Friends - Burnet 78611

**Only 2 left in stock -
order soon.**

Qty: 1

Buying in bulk?

Add to Cart

Ships from and sold by westlake.

Seller Credentials:

Minority-Owned Business, SBA-
Certified Small Disadvantaged
Business

Add a Protection Plan:

- ☐ 4 Year General Merchandise
Protection Plan for **\$60.99**
- ☐ 3 Year General Merchandise
Protection Plan for **\$45.99**

Add to List

New (11) from

\$484.18 & FREE Shipping

Other Sellers on Amazon

\$495.46 Add to Cart

& FREE Shipping

Sold by: PPS ENTERPRISES INC

\$519.36 Add to Cart

& FREE Shipping

Sold by: Unbeatable Sale, Inc

\$523.05 Add to Cart

& FREE Shipping

Sold by: vCloudTech

Have one to sell?

Sell on Amazon

Sponsored

Position Budget Request Form

Action Requested: ☒ New Position ☒ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Library - Herman Brown Free Library

Current Position Title:

Part-Time Library Tech

Proposed Position Title:

Library Tech - Genealogy Librarian

Requested Classification:

Group 58, Step 3

Funding Source:

Burnet County Part-time Budget + General Fund or Appropriate Source

Proposed Salary Amount:

Full-time Step 3, Group 58 (\$62,263.13 total cost)

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

With increased library usage, which is not limited to material circulation, increased participation in programing, and the need to give patrons one-on-one computer assistance, a predominately part-time staff is no longer adequate to meet library staffing needs. The addition of Saturday hours also increases the need for more staff hours. Another factor is we actually have two libraries in one. With the genealogy center, we have additional responsibilities not present at the other branches and this collection requires special attention. Creating a full-time position from an 24 hour per week existing part-time position would help alleviate the staffing strain that comes with having a predominately part-time staff and patchwork schedules. This would be partially funded with the budget for the existing part-time position and adding to this from the General Fund, or other appropriate funding source, to make up the remaining cost. The requested budget cost is for pay scale Group 58, Step 3 to allow for possible merit raises after the probationary period. Please see attached for detailed information.

Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.

Fiscal Year 2024

Library System: Herman Brown Free Library

Request: Full-time Library Tech Position: Genealogy Librarian

Request:

Create a full-time position from an existing 24 hour per week part-time position, to be partially funded with the budget for the existing part-time position and adding to this from the General Fund, or other appropriate funding source, to make up the remaining cost. The requested budget cost is for pay scale Group 58, Step 3 to allow for possible merit raises after the probationary period.

Current Part-time: 24 hours per week		
	Hourly Rate	\$17.62
	Total Hourly Cost	\$20.69
	Health Benefits	0
	Annual Cost	\$25,821.12
Proposed Full-Time: 40 Hours per week		
Group 58, Step 3	Hourly Rate	\$20.40
	Total Hourly Cost	\$24.47
	Health Benefits	\$11,360.64
	Annual Cost	\$62,263.13
	Proposed	\$62,263.13
	Minus Current	\$25,821.12
	Additional Needed	\$36,442.01

For the Herman Brown Free Library to be fully staffed, it would need four full-time and two part-time staff working under the director. As it is, we are stretched with just two full-time and the patchwork schedules of four part-time staff. With increased library usage, which is not limited to material circulation, increased participation in programming, and the increasing need to give patrons one-on-one computer assistance (as more and more business is conducted on-line), a predominately part-time staff is no longer adequate to meet the staffing needs of the library. The addition of Saturday hours also increases the need for more staff hours. Since opening on Saturdays, we have averaged 70 visits each weekend, and that's just for March and April.

Another factor that must be considered is we actually have two libraries in one. With the genealogy center, we have additional responsibilities not present at the other branches. The scope of managing this special collection to the level needed includes, but is not limited to, digitizing and properly storing/preserving our irreplaceable local history archives, aiding visiting researchers, producing educational programming, promoting the research center to both local residents and out-of-town visitors, and managing and training volunteers.

This position also performs several key functions in everyday library business, including, but not limited to, circulation duties, cataloging, marketing, and programing, in addition to the duties of the genealogy librarian.

The genealogy and local history collection is unique to this branch of the Library System and visitors will come to this library – and to Burnet - specifically to use it:

- October 2020 – September 2021: 218 visits
- October 2021 – September 2022: 180 visits
 - Some usage decrease due to microfilm being unavailable
- October 2022 – April 2023: 148 visits
 - This fiscal year, we have had 126 local visits, 18 out-of-town visits, and 4 out-of-state visits, including two researchers who each made special trips to Burnet specifically to use our research center (California and Nebraska)
 - If this trend continues, we could possibly see as many as 300 visitors by the end of the fiscal year
- The visitor log for FY 2022 and this fiscal year show researchers from Burnet, Lampasas, Llano, and Mills Counties, Round Rock, Cedar Park, Austin, Georgetown, Temple, Waco, San Antonio, Sugarland, Houston, Elgin, Johnson City, Dallas, Ft. Worth, just to name a few, as well as other states including Colorado, California, Nebraska, Massachusetts, Oklahoma.

Having this position full-time will allow the genealogy collection to receive the attention it needs as well as help alleviate the staffing strain that comes with having a predominately part-time staff and patchwork schedules.



THE COUNTY OF BURNET
Burnet, Texas 78611

JOB DESCRIPTION

WORKING TITLE: LIBRARY TECH I – GENEALOGY / CIRCULATION
DEPARTMENT: LIBRARY
REPORTS TO: DIRECTOR
CLASSIFICATION: GROUP 58

GENERAL DESCRIPTION

This position, under the supervision of the Library Director and management by the Assistant Director, works closely with the genealogy collection and related projects as directed. In addition, this position performs a variety of public service duties to support daily library functions, including customer service and basic library duties.

ESSENTIAL RESPONSIBILITIES AND DUTIES

1. Requires regular attendance, timeliness, and performance of assigned duties and work schedule
2. Works closely with the genealogy collection as directed to complete and manage projects, including cataloging, processing, and collection development
3. To assist genealogy visitors with research queries
4. Answers research queries submitted via phone, email, or in writing
5. Creates and conducts education programming for genealogy and adult programs
6. Marketing and promoting the genealogy center
7. Digitizing and preserving archives
8. Manages and trains any genealogy volunteers
9. Perform daily operations of circulation, including public interaction
10. Assist patrons in using library materials, services, and computers
11. Retrieve, check in, organize, and shelve materials returned by patrons
12. Communicate with patrons, employees, and other individuals to answer questions, disseminate or explain information and address complaints
13. Execute daily opening and closing operations
14. Instruct patrons on use of all available resources
15. Operate office machines such as computers, scanners, fax machines, and calculators with a high degree of competency

ADDITIONAL RESPONSIBILITIES

May include, but not limited to:

1. Cross train peers, as assigned
2. Compile library data and statistics as required
3. Reconcile and validate moneys collected for deposit to County offices, as assigned
4. Advise patrons in selecting preferred library materials
5. Create and present programs, as assigned
6. Various other tasks necessary for the operation of the library as assigned

EDUCATION REQUIREMENTS

- High school diploma required
- College Degree preferred
- Library experience required

EXPERIENCE AND SKILLS

- Requires knowledge and application of customer service skills
- Requires attention to detail and organizational skills
- Requires research experience
- Able to file with proficiency
- Archival experience preferred
- Able to operate computers with current Windows/Microsoft systems and office equipment with competence
- Read, comprehend, and implement technical and non-technical materials
- Able to learn new technology and have a basic understanding of current technological trends and troubleshooting
- Articulate proficiently in written and oral communication with the ability to speak, read and write in English

PHYSICAL DEMANDS AND WORK ENVIRONMEN

- Able to lift up to 50 pounds
- Stand or sit for extended periods of time
- Walk, bend, stoop, reach, kneel, grasp items, push/pull carts, crawl, sit on floor, climb using stairs, ladders, step stools
- Touch, hear, feel, see and read within a high and low range
- Ability to diffuse hostile, loud or aggressive public
- Tolerate odorous people and materials including molds, allergens and other possibly offensive objects
- Maintain janitorial duties as needed

SPECIAL CONDITIONS

- Requires occasional after hours duties
- Travel for occasional work at other library locations
- Must have reliable transportation to run errands and travel on library business
- Requires appropriate attire and footwear to be worn daily
- A knowledge of local genealogy and history preferred

Position Budget Request Form

Action Requested: ☐ New Position ☒ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Bertram Library

Current Position Title:

Library Tech PT I (step 1)

Proposed Position Title:

Library Tech PT I (step 3)

Requested Classification:

24 hours/week

Funding Source:

Support Staff- PT Hours

Proposed Salary Amount:

1,248 hours @ \$16.77 = \$20,928 (with benefits= \$24,760)

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

There is currently only two full time staff members, including library director, so without going over our current part-time hours, there is only one person in the library for a few hours if a full-time staff is on vacation or sick. This can occur about 2-3 times a month and more for vacation. This increase in hours will provide more safety for our staff and coverage of duties.

Second, these hours help to continue quality services for our patrons as the community grows. The current population in Bertram from EDC is 8,084. The growing community means increase in program attendance and need of extra staff time to provide more programs and personal services. Building our community members for success is our overall goal with these programs and services.

Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.

Position Budget Request Form

Action Requested: ☐ New Position ☐ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Current Position Title:

Proposed Position Title:

Requested Classification:

Funding Source:

Proposed Salary Amount:

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

There is currently only two full time staff members, including library director, so without going over our current part-time hours, there is only one person in the library for a few hours if a full-time staff is on vacation or sick. This can occur about 2-3 times a month and more for vacation. This increase in hours will provide more safety for our staff and coverage of duties.

Second, these hours help to continue quality services for our patrons as the community grows. The current population in Bertram from EDC is 8,084. The growing community means increase in program attendance and need of extra staff time to provide more programs and personal services. Building our community members for success is our overall goal with these programs and services.

Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.

Position Budget Request Form

Action Requested: ☐ New Position ☐ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Current Position Title:

Proposed Position Title:

Requested Classification:

Funding Source:

Proposed Salary Amount:

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

Hours requested to increase library operating hours and enhance services in the Oakalla area. If the library is open more, patrons have more access to internet, books, services, etc.

Second, with increase in programming attendance this requires more staff availability. The increase in operating hours means more programming opportunities for home school and school aged children in the area. With lack of other resources in the area, the library is the main source for technology and educational materials.

Increase in operating hours also means more possibility of increasing Oakalla's Friends group and thus more donations, volunteers, etc. With the current hours, it is difficult to recruit more members. The Friends are vital in keeping our libraries growing and fully supported.

Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.

Position Budget Request Form

Action Requested: ☐ New Position ☐ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Current Position Title:

Proposed Position Title:

Requested Classification:

Funding Source:

Proposed Salary Amount:

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

Hours requested to increase library operating hours and enhance services in the Oakalla area. If the library is open more, patrons have more access to internet, books, services, etc.

Second, with increase in programming attendance this requires more staff availability. The increase in operating hours means more programming opportunities for home school and school aged children in the area. With lack of other resources in the area, the library is the main source for technology and educational materials.

Increase in operating hours also means more possibility of increasing Oakalla's Friends group and thus more donations, volunteers, etc. With the current hours, it is difficult to recruit more members. The Friends are vital in keeping our libraries growing and fully supported.

Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.

Position Budget Request Form

Action Requested: ☐ New Position ☒ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Current Position Title:

Proposed Position Title:

Requested Classification:

Funding Source:

Proposed Salary Amount:

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

The request is to increase the hours of one part time staff member for FY2024.

1. The Marble Falls Public Library is expanding library programs for all ages. Our community programs can draw over 200 patrons and require additional staff support for program days. Part time staff is needed for seasonal hours especially during the summer for children's programs when attendance is large and circulation of items can double. It also will allow time for full time staff to expand programming for the community.

2. To help combat the strain when full-time staff members are out for sick leave or vacation leave, part time support staff is needed. The additional hours for a part time staff will help library services and programs continue to run smoothly.

3. Additional staff hours will help with the book transfers to other branch libraries.



Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.

Position Budget Request Form

Action Requested: ☐ New Position ☒ Reclassification w/Salary Change ☐ Reclassification w/o Salary Change

Department:

Current Position Title:

Proposed Position Title:

Requested Classification:

Funding Source:

Proposed Salary Amount:

NEW POSITION INFORMATION

New/Reclassification of Position:

Please explain in detail the need for New Position/Reclassification. In addition, explain how funding will be obtained (i.e., closing position(s), grant, budget transfers, etc.) If this is a new position, please attach a job description, supporting data or a description of the need:

Spicewood Community Library is currently serving the community with 3 part time staff. The request is to increase the hours of one staff member for FY2024.

1. For safety of staff, it is important that at least two staff are in the library during public service hours. Managing a part time staff schedule can be tricky at times and an increase in available hours to work will help keep two staff on duty for the work day. The library is isolated and safety is a priority.

2. The Spicewood community is rapidly growing. The Friends of the Spicewood Library are working up plans and fundraising methods for a bigger library to serve the community's needs. Now is the ideal time to build strong staff support for this building project. The branch library is moving toward being open full time to the public.

3. The library is growing it's number of programs for adults, young adults and children. Some of the programs will take place outside of the library's set schedule to reach a new audience. This requires more staff support.



Final job title, job description, classification and pay will be determined by the Commissioners Court based on the Compensation plan.