

PROPOSED GUIDELINES

LIBRARY ANNEX MEETING ROOMS GUIDELINES

City of Leander Public Library – 8-2019

With City of Leander program and event expansion, continued Library growth and existing Library space constraints the Library Annex Meeting Rooms will be used solely for use by the Leander Library, City of Leander and Leander Parks and Recreation programs and events. The use will begin September 1, 2019.

City Government Use:

Departments of the City of Leander Municipal Government may use the Library meeting rooms to include programs and activities open to the public; as well as staff meetings, training sessions and other invitation-only uses that may not be open to the public. Each of the Departments have discretion to charge entrance fees, class fees or allow fundraising for City sponsored programs. Examples are: Local, State and National elections; Boards and Commission meetings; City Employee Health Screenings; etc.

Library Use:

The Leander Public Library has the ability to use the Library meeting rooms to include library programs and activities open to the public; programs co-sponsored with other organizations; and staff meetings, training sessions and other invitation-only uses that may not be open to the public. The Library has discretion to charge entrance fees, class fees or allow fundraising for Library sponsored programs. Examples include: Library Foundation Used Book Fair; United Way Vita Tax Preparation; English as Second language (ESL) classes; etc.

Parks and Recreation Use:

The Leander Parks and Recreation Department has the ability to use the Library meeting rooms to include programs and activities open to the public; programs co-sponsored with other organizations; and staff meetings, training sessions and other invitation-only uses that may not be open to the public. The Parks and Recreation Department has discretion to charge entrance fees, class fees or allow fundraising for parks and recreation sponsored programs. Examples include: Fitness programs, such as Zumba or yoga; Health Fairs; Summer youth camps; Special events such as Daddy/Daughter Dance; etc.

Procedures:

- Parks and Recreation Department will collaborate with other city departments and the Library on meeting room management and scheduling within library facilities.

PROPOSED GUIDELINES

- Schedules will be determined according to equitable procedures in six month increments.
- Partnership programs will be encouraged to enable the promotion of services to the community. All partnership programs will require an agreement or contract for the event or activity with the City of Leander.

POTENTIAL RECREATION CALENDAR OF EVENTS FOR LIBRARY USE

Recreation	Date	Day of Week	Time	Location	Ages	Event Size		Cost of Event	Instructor Led
						Participants	Spectators		
Aquatics									
<i>Swim Lessons</i>									
a. Parent and Child	June/July	M-TH	9:00-9:30am	Bledsoe Pool	6 mos. - 2	5	10	Reg. Fees	Yes
b. Preschool	June/July	M-TH	9:00-9:30am	Bledsoe Pool	3 to 5	5	10	Reg. Fees	Yes
c. Preschool Advanced	June/July	M-TH	9:00-9:30am	Bledsoe Pool	3 to 5	5	10	Reg. Fees	Yes
d. Level 1	June/July	M-TH	9:00-9:30am	Bledsoe Pool	6 to 12	5	10	Reg. Fees	Yes
e. Level 2	June/July	M-TH	9:00-9:30am	Bledsoe Pool	6 to 12	5	10	Reg. Fees	Yes
f. Level 3	June/July	M-TH	9:00-9:30am	Bledsoe Pool	6 to 12	5	10	Reg. Fees	Yes
g. Level 4	June/July	M-TH	9:00-9:30am	Bledsoe Pool	6 to 12	5	10	Reg. Fees	Yes
h. Adult	June/July	M-TH	5:30-6:00pm	Bledsoe Pool	12+	5	10	Reg. Fees	Yes
<i>Water Aerobics</i>									
a. Cardio	June/July	M/W/F	10:00-11:00am	Bledsoe Pool	12+	12	10	Reg. Fees	Yes
b. Shallow Toning	June/July	M/W/F	11:00am-Noon	Bledsoe Pool	12+	12	10	Reg. Fees	Yes
c. Deep Full Body	June/July	T/TH	6:00-7:00pm	Bledsoe Pool	12+	12	10	Reg. Fees	Yes
d. Aquatic Resistance	June/July	T/TH	5:00-6:00pm	Bledsoe Pool	12+	12	10	Reg. Fees	Yes
<i>Events</i>									
a. Polar Bear Plunge	February	Saturday	10:00am-1:00pm	Bledsoe Pool	All Ages	50-100	100	\$200.00	Staff
b. End of Summer Bash	5/30/2020	Saturday	6:30-9:30pm	Bledsoe Pool	All Ages	75	150	\$200.00	Staff
c. Back to School Splash	8/3/2020	Saturday	6:30-9:30pm	Bledsoe Pool	All Ages	75	150	\$200.00	Staff
d. K-9 Kerplunk	September	Saturday	10:00am-1:00pm	Bledsoe Splash Pad	Dogs	50	80	\$100.00	Staff
e. ARC Certification Class	Quarterly	Saturday/Sunday	9:00am-4:00pm	Library/Bledsoe Pool	15+	6 to 8	10	\$100.00	Yes
Arts & Enrichment									
<i>Camps</i>									
a. Art Camp	Summer/Holiday	M-F	9:00am-Noon	Library	5 to 12	15	10	Reg. Fees	Yes
b. Lego Camp	Summer/Holiday	M-F	9:00am-Noon	Library	5 to 12	15	10	Reg. Fees	Yes
b. Fencing Camp	Summer/Holiday	M-F	9:00am-Noon	Library	5 to 12	15	10	Reg. Fees	Yes
<i>Fine Arts</i>									
a. Pottery	Monthly	Mondays	9:30-10:30am	Library	3 to 15	15	10	Reg. Fees	Yes
b. Photography	Monthly	Thursdays	6:30-7:30pm	Library	15+	15	10	Reg. Fees	Yes
c. Babysitter Training	Quarterly	Saturdays	10:00am-2:00pm	Library	15+	6 to 8	10	Reg. Fees	Yes
<i>Martial Arts</i>									
a. Karate	Every 6 weeks	Thursdays	7:00-8:30pm	Library	5 to 12	15-25	10	Reg. Fees	Yes
b. Self Defense	Every 6 weeks	Sundays	1:00-3:00pm	Library	5 to 12	15-25	10	Reg. Fees	Yes
c. Tai Chi	Every 6 weeks	Saturdays	3:00-4:00pm	Library	18+	15-25	10	Reg. Fees	Yes
d. Fencing	Every 6 weeks	Tuesdays	6:00-7:30pm	Library	5 to 12	15-25	10	Reg. Fees	Yes
<i>Music and Dance</i>									
a. Kinder Tot	Every 6 weeks	Saturdays	9:00-10:00am	Library	3 to 5	15	20	Reg. Fees	Yes
b. Kinderdance	Every 6 weeks	Saturdays	10:00-11:00am	Library	3 to 5	15	20	Reg. Fees	Yes
c. Country Western Dancing	Every 6 weeks	Sundays	2:00-3:00pm	Library	12+	15	10	Reg. Fees	Yes
d. Ballroom Dancing	Every 6 weeks	Sundays	3:00-4:00pm	Library	12+	15	10	Reg. Fees	Yes

POTENTIAL RECREATION CALENDAR OF EVENTS FOR LIBRARY USE

Athletics									
<i>Youth Leagues</i>									
a. Little League Baseball	Spring/Fall	Varies	Varies	Benbrook Baseball	4 to 14	600-800	1500	\$40,000-\$80,000	Staff
b. Youth Basketball League	Winter	Saturdays	Varies	LISD/FBC Leander	4 to 12	250	500	Reg. Fees	Staff
<i>Adult Leagues</i>									
a. Men's Flag Football League	Quarterly	Mondays	Varies	Bledsoe Park	18+	200	100	Reg. Fees	Staff
b. Co-Ed Kickball League	Quarterly	Thursdays	Varies	Benbrook/Bledsoe	18+	200	100	Reg. Fees	Staff
<i>Courses</i>									
a. Sporties for Shorties	Quarterly	Mondays	5:30-6:30pm	Library	3 to 5	15	10	Reg. Fees	Yes
<i>Camps</i>									
a. Sports Mania Camp	Summer/Holiday	M-F	9:00am-Noon	Bledsoe Park	5 to 12	15	10	Reg. Fees	Yes
b. Baseball Camp	Summer/Holiday	M-F	9:00am-Noon	Benbrook Baseball	7 to 12	15	10	Reg. Fees	Yes
c. Football Camp	Summer	M-F	9:00am-Noon	Bledsoe Park	7 to 12	15	10	Reg. Fees	Yes
d. Lacrosse Camp	Summer	M-F	9:00am-Noon	Bledsoe Park	7 to 12	15	10	Reg. Fees	Yes
<i>Events</i>									
a. Baseball Opening Cermonies	2/29/2020	Saturday	11:00am-2:00pm	Benbrook Baseball	All Ages	2000		\$500-\$1000	Staff
b. Baseball All Stars Pool Party	7/30/2020	Thursday	7:00-9:00pm	Bledsoe Pool	All Ages	75		\$200	Staff
<i>Tournaments</i>									
a. Disc Golf Tournament	Spring/Fall	Saturday	11:00am-2:00pm	Lakewood Park	All Ages	50	25	\$500	Staff
b. Adult Flag Football	Summer/Winter	Saturday/Sunday	Varies	Bledsoe Park	18+	300	200	\$500	Staff
c. Adult Kickball	Summer/Winter	Saturday/Sunday	Varies	Bledsoe Park	18+	300	200	\$500	Staff
d. Youth Baseball	Spring/Fall	Saturday/Sunday	Varies	Benbrook Baseball	7 to 14	500	1000	\$500	Staff
Camps									
a. Fall Break	10/14 & 10/15	Monday/Tuesday	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
b. Thanksgiving	Nov. 25-27	M-W	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
c. Christmas/New Years	Dec/Jan	Varies	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
d. MLK	Jan. 20	Monday	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
e. President's Day	Feb. 17	Monday	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
f. Spring Break	3/16-3/20/20	M-F	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
g. Good Friday	Apr. 10	Friday	8:00am-4:00pm	Library	5 to 12	12	10	Reg. Fees	Staff
Special Events									
a. Bluegrass Festival	10/4 & 10/5/19	Friday/Saturday	All Day	Mason Homestead	All Ages	5000		\$15,000	Staff
b. Veterans Ceremony	11/9/2019	Saturday	10:00am-1:00pm	Veterans Park	All Ages	500-700		\$1,000	Staff
c. Trunk or Treat	10/31/19 Tent.	Thursday	5:00-8:00pm	Camacho Elem.	All Ages	1000		\$250	Staff
d. Christmas Parade	12/7/2019	Saturday	All Day	Old Town	All Ages	8000		\$4,500	Staff
e. Kite Festival	5/16/2020	Saturday	All Day	Devine Lake Park	All Ages	3500		\$1,000	Staff
f. Eggstravaganza	4/5/2020	Sunday	1:00-3:00pm	Benbrook Baseball	All Ages	5000		\$2,000	Staff
g. Mason Days	3/28/2020	Saturday	10:00am-2:00pm	Mason Homestead	All Ages	1500		\$1,000	Staff
h. Liberty Fest	7/4/2020	Saturday	All Day	Lakewood Park	All Ages	15000-20000		\$85,000	Staff
i. LPAC Art Festival	6/13/2020	Saturday	10:00am-5:00pm	Bledsoe Park	All Ages	1000		\$3,000	Staff
j. Summer Nights	Quarterly	Saturdays	5:00-10:00pm	Bledsoe Park	All Ages	500		\$5,000	Staff
k. Fishing Derby	Nov/Dec	Saturday	1:00-4:00pm	Lakewood Park	All Ages	100	200	\$500	Staff

POTENTIAL RECREATION CALENDAR OF EVENTS FOR LIBRARY USE

I. Pancakes and PJs	12/14/2020	Saturday	8:00-11:00am	Library	All Ages	150	100	\$500	Staff
m. Parents Night Out	Monthly	Fridays	5:00-9:00pm	Library	5 to 14	50	10	Reg. Fees	Yes
Fitness and Wellness									
<i>Courses</i>									
a. Power Pump	Monthly	T/TH	5:30-6:30am	Library	16+	30	10	Reg. Fees	Yes
b. Body Toning	Monthly	T/TH	6:30-7:30am	Library	16+	30	10	Reg. Fees	Yes
c. Yoga	Monthly	M/W	4:00-5:00pm	Library	16+	30	10	Reg. Fees	Yes
d. Cardio Sculpt	Monthly	M/W	5:00-6:00pm	Library	16+	30	10	Reg. Fees	Yes
e. Cross Training	Monthly	M/W	6:00-7:00pm	Library	16+	30	10	Reg. Fees	Yes
f. Pilates	Monthly	T/TH	8:00-9:00am	Library	16+	30	10	Reg. Fees	Yes
g. Tabata	Monthly	T/TH	9:00-10:00am	Library	16+	30	10	Reg. Fees	Yes
h. Lunch Crunch	Monthly	M/W/F	12:00-1:00pm	Library	16+	30	10	Reg. Fees	Yes
i. Bootcamp	Monthly	M/W/F	5:30-6:30am	Bledsoe	16+	30	10	Reg. Fees	Yes
<i>Fee Based Fitness</i>									
a. Circuit Training	Punch Pass	T/TH	8:00-9:00am	Library	16+	30	10	Reg. Fees	Yes
b. Foam Roller Stretch	Punch Pass	T/TH	10:00-11:00am	Library	16+	30	10	Reg. Fees	Yes
c. Strength and Core	Punch Pass	T/TH	7:00-8:00pm	Library	16+	30	10	Reg. Fees	Yes
d. Zumba	Punch Pass	T/TH	5:00-6:00pm	Library	16+	30	10	Reg. Fees	Yes
e. Zumba Toning	Punch Pass	T/TH	6:00-7:00pm	Library	16+	30	10	Reg. Fees	Yes
f. Balance and Stretch	Punch Pass	T/TH	9:00-10:00am	Library	16+	30	10	Reg. Fees	Yes
<i>Events</i>									
a. Spring Health Fair	March	2nd Thursday	9:00am-6:00pm	Library	All Ages	500	100	Reg. Fees	Staff/HR
b. Fall Health Fair	October	2nd Thursday	9:00am-6:00pm	Library	All Ages	500	100	Reg. Fees	Staff/HR
c. Blood Drives	Quarterly	Fridays	2:30-6:30pm	Library	17+	200	100	Reg. Fees	Yes
Seniors									
<i>Fitness and Wellness</i>									
a. Chair Fitness	Punch Pass	M/W/F	12:00-1:00pm	Library	50+	30	10	Reg. Fees	Yes
b. Yoga	Punch Pass	M/W/F	3:00-4:00pm	Library	50+	30	10	Reg. Fees	Yes
c. Senior Cise	Punch Pass	M/W/F	9:00-10:00am	Library	50+	30	10	Reg. Fees	Yes
d. Step N Sculpt	Punch Pass	M/W/F	5:00-6:00pm	Library	50+	30	10	Reg. Fees	Yes
<i>Martial Arts</i>									
a. Self Defense	Monthly	3rd Wednesday	6:00-7:00pm	Library	50+	30	10	Reg. Fees	Yes
b. Tai Chi	Monthly	Mondays	8:00-9:00am	Library	50+	30	10	Reg. Fees	Yes
<i>Dance</i>									
a. Ballroom Dance Lessons	Every 6 weeks	Thursdays	10:00-11:00am	Library	50+	30	10	Reg. Fees	Yes
b. Western Dance Lessons	Every 6 weeks	Thursdays	11:00-12:00pm	Library	50+	30	10	Reg. Fees	Yes
c. Dances	Quarterly	Fridays	5:00-8:00pm	Library	50+	30	10	Reg. Fees	Yes
<i>Social Activities</i>									
a. Hiking	Quarterly	1st Friday	9:00am-2:00pm	TBD	50+	30	10	\$100	Staff
b. Bridge	Weekly	Wednesday	10:00am-1:00pm	Library	50+	30	10	\$50	Staff
c. Donut Happy Hour	Monthly	3rd Thursday	1:00-3:00pm	Library	50+	30	10	\$50	Staff
d. Day Trips	Monthly	1st Thursday	9:00am-2:00pm	TBD	50+	30	10	\$100	Staff
e. Cards, Dominos, Board Games	Bi-Weekly	2nd and 4th TH	1:00-3:00pm	Library	50+	30	10	\$50	Staff

POTENTIAL RECREATION CALENDAR OF EVENTS FOR LIBRARY USE

Staff Enrichment									
a. Staff Summit	February	Thursday/Friday	8:00am-5:00pm	Library	Parks, Library, Golf	50	10	\$1,000	Staff
b. End of Summer BBQ	September	Friday	11:00am-2:00pm	Parks Office	Parks Staff	25	10	\$200	Staff
c. Thanksgiving Luncheon	November	Wednesday	11:00am-1:00pm	Library	Parks, Library, Golf	50	10	\$200	Staff
d. Christmas Lunch and White Elephant	December	Wednesday	11:00am-1:00pm	Library	Parks, Library, Golf	50	10	\$200	Staff
Meetings									
a. LPAC Second Sunday Art Show	Monthly	2nd Sunday	10:00am-2:00pm	Library	All Ages	50	50	N/A	LPAC
b. Bluegrass Festival Planning	July, Aug, Sept.	1st Tuesday	9:00-11:00am	Library	Staff	15	10	N/A	Staff
c. Christmas Parade Planning	Sept, Oct, Nov	1st Tuesday	9:00-11:00am	Library	Staff	15	10	N/A	Staff
d. Liberty Fest Planning	Apr, May, June	1st Tuesday	9:00-11:00am	Library	Staff	15	10	N/A	Staff
e. Veterans Planning	Aug, Sept, Oct	1st Tuesday	9:00-11:00am	Library	Staff	15	10	N/A	Staff
f. Mason Days Planning	Dec, Jan, Feb	1st Tuesday	9:00-11:00am	Library	Staff	15	10	N/A	Staff
g. Eggstravaganza Planning	Jan, Feb, Mar	1st Tuesday	9:00-11:00am	Library	Staff	15	10	N/A	Staff
h. Fall Baseball Coaches Meetings	August	T/W/TH	5:00-9:00pm	Library	Coaches Only	45	10	N/A	Staff
i. Fall Baseball Picture Day	September	Saturday	7:00am-3:00pm	Library	All Ages	500	100	N/A	Staff
j. Basketball Coaches Meetings	October	T/W/TH	5:00-9:00pm	Library	Coaches Only	25	10	N/A	Staff
k. Basketball Picture Day	January	Saturday	7:00am-3:00pm	Library	All Ages	200	100	N/A	Staff
l. Spring Baseball Coaches Meetings	January	T/W/TH	5:00-9:00pm	Library	Coaches Only	75	10	N/A	Staff
m. Spring Baseball Picture Day	March	Saturday	7:00am-3:00pm	Library	All Ages	700	100	N/A	Staff
n. Parks and Recreation Staff Meetings	Bi-Weekly	Tuesdays	1:30-3:00pm	Library	Coaches Only	15	10	N/A	Staff