

FRIENDS OF THE LAKE TRAVIS COMMUNITY LIBRARY

MEETING MINUTES --- OCTOBER 19, 2017

ATTENDING: Morgan McMillian, Danielle Wilson, Helen Kott, Amy Holland, Nancy Penscak, Tim Toler, Jana Dodd, Mimi King

The meeting was called to order at 9:35 AM by President Jana Dodd. Motion to approve the September 21, 2017 was made by Amy Holland; seconded by Helen Kott. Motion passed.

TREASURER'S REPORT: Amy Holland reported after deducting the expenses for the month and the contribution given to the library fund, there is a cash balance of \$11,522. Regular book sales total for the month of \$1,101 which included \$196 collected from the one-day Flash Sale. Online sales total was \$501. Motion to accept the treasurer's report was made by Helen Kott; seconded by Jana Dodd. The report will be filed.

VOLUNTEER DIRECTOR'S REPORT: Danielle Wilson reported she has recruited volunteers to serve as Tech Coaches. They can provide patrons with technology assistance for resume formatting, emailing, printing, faxing, using digital services like OverDrive, and more.

She is researching Volunteer Management programs that will help her with volunteer registration and recording volunteer activities.

Invitations have been mailed for the Volunteer Appreciation Gala, November 12, 5 – 6:30 PM.

LIBRARY BOARD MEETING: Jana attended the September meeting of the LTCL Board of Trustees. Danielle reported on her ongoing research for a Volunteer Management program – Karen gave her outreach report and Morgan gave her report on library activities.

Sharon Temple was elected to fulfill Nancy Penscak's term on the board.

Work is continuing with the installation of the donated sculpture described as "boy on a bench reading to a dog."

LIBRARY DIRECTOR'S REPORT: Morgan reported in the past month two new employees have been hired and are undergoing training. Khalil El-Bathy, outreach assistant, will be working Mondays, Tuesdays, Wednesdays and Saturdays. He is helping with the bookmobile, Game On! activity on Monday afternoons, and covering circulation. Raj Kamat, library assistant, will be working Tuesdays, Wednesdays, Fridays and every other weekend. She is working with ILLs, website management, computer help, and covering circulation.

There were 257 entries in the Teen Read Art Contest. 13 winners have been selected – 3 from the middle schools, 3 from the high school and 7 honorable mentions. The winning student's art work will be framed and on display in the month of November.

Volunteer help is needed for upcoming events: the Pumpkin Parade, Tuesday, October 31 at 10:30 AM; Santa's Visit, Tuesday, December 12 at 6:30 PM and Noon Year's Eve countdown, Sunday, December 31. The library will open earlier than scheduled Sunday for the celebration.

Morgan gave the report for outreach. Lake Travis Independent Living in Lakeway has been added as a stop for the bookmobile. The Harbor, an assisted living and memory care facility in Lakeway, may be added in 2018. Two Trunk or Treat events are scheduled October 28 and 29.

NOOK SALES: Nancy reported sales are going well. A second "Flash Sale" is scheduled for Friday, November 10. Proceeds from the October sale totaled \$196.

ART COMMITTEE: Morgan reported the library has confirmation from all the artists the committee selected for the rotating art exhibit in 2018.

BUTTERFLY COMMITTEE: Monarchs and Queens are visiting the garden this Fall. Next workday will be in the Spring.

SCHOLARSHIP COMMITTEE: no report

READ ME PROGRAM: The Book Sale Committee and the Read Me Program committee members will meet to decide on a date for the spring book sale. Nancy indicated she and Joe will need at least 9 to 10 weeks before the date selected to collect and pack sale books.

NEW BUSINESS: December meeting scheduled for Thursday, December 14. Meeting to start at 10:30 AM. Luncheon to follow at 11:30 AM.

Meeting adjourned: 10:10 AM

Next meeting Thursday, November 19, 2017 at 9:30 AM

Jana Dodd, President

Mimi King, Secretary

Date