

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
August 21, 2014**

At 2:00 p.m., Carol Black called to order the one hundred and seventy-seventh meeting of the Trustees of the Lake Travis Community Library District. The meeting was convened in the Lake Travis Community Library. Board Members present were Carol Black, PK Chatterjee, Alan Gober, and Nancy Pencsak. Absent Board member was Sharon Rogers. Attendees were Morgan McMillian, Jean Dowdy, Mikus Grinbergs, and Margaret McDermott.

The Pledge of Allegiance to the Flag of the United States of America and the Flag of the State of Texas were recited.

3. Nancy Pencsak, Board Secretary, asked for the approval of the July 24, 2014 minutes. PK Chatterjee made a motion to approve the minutes as presented. Alan Gober seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. There was no Donated Art to be considered.

CITIZENS PARTICIPATION: None.

6. Morgan McMillian discussed the November 04, 2014 election. She stated that a drawing for places on the ballot was held on Monday, August 18th at 5:15 p.m. after the deadline had passed for a candidate to file for a place on the ballot. Nancy Pencsak was first on the ballot, Carol Black was second, and PK Chatterjee was third. Ms McMillian recommended that, because the three candidates are unopposed, the Board cancel the election that was to be held on November 4, 2014.

President Carol Black read the Order of Cancellation.

Alan Gober made a motion to cancel the election and declare the candidates elected. PK Chatterjee seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

The deadline to notify the County Clerk of cancellation of election is 5:00 p.m., August 25. Sue Gilman will notify Travis County of the cancellation. The candidates will be sworn in to office at the November Board meeting.

7. PK Chatterjee and Morgan McMillian discussed reports from Sales Tax Assurance. There has been no new information from Sales Tax Assurance.

CITIZENS PARTICIPATION: Margaret McDermott asked if that meant that Sales Tax Assurance did not collect any tax. Ms McMillian explained that tax collection continues, but no additional noncompliant businesses have been found.

8. Morgan McMillian presented the COBRA Continuation of Coverage Administrative Agreement with TML. There were no changes to the Health Coverage for employees. Alan Gober made a motion to approve signing the agreement. PK Chatterjee seconded the motion. CITIZENS PARTICIPATION: None.

The motion carried unanimously

9. Morgan McMillian presented a new Interlocal Agreement with the Texas Municipal League with a few minor changes due to the changing of the name to the TML Multistate Intergovernmental Employee Benefits Pool. Alan Gober made a motion to approve signing the agreement. PK Chatterjee seconded the motion.

CITIZENS PARTICIPATION: None. The motion carried unanimously

10. Library Director's Report.

Morgan McMillian stated that compared to July 2013, program attendance is up 74 %, the door count is up 7 %, and circulation is 5 % higher. The library currently has 10,422 active card holders. These patrons have saved an average of \$397,566 per month in FY 2013-2014. As of July 2014, the total value of the collection is \$1,016,910.

CTLS membership has been renewed. A paper recycling program will begin soon with a weekly pickup. Ms. McMillian reported on the Long Range Planning Committee's meetings. There are plans for a community survey in the fall.

CITIZENS PARTICIPATION: None.

11. Treasurer's Report. Mr. PK Chatterjee gave the treasurer's report. Sales tax receipts for July were \$59,042, for August \$72,517. Some line items on the report have been consolidated for ease of reading the report. Alan Gober made a motion to approve the Treasurer's Report. Nancy Pencsak seconded the motion.

CITIZENS PARTICIPATION: Mikus Grinbergs asked could consolidated items be identified. Mr. Chatterjee said that this information would be available in other documents in the library.

The motion carried unanimously.

12. Executive session:

Carol Black adjourned the meeting at 2:50 p.m. to go into Executive Session for one agenda item.

Agenda Item #1: The Board of Trustees will meet in Executive Session as permitted under the Texas Open Meetings Act, Government Code 551.074 – Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

- a. A discussion regarding the appointment, employment, evaluation, reassignment and/or duties of an employee.

This closed session ended on August 21, 2014 at 2:52 p.m.

13. At 2:53 p.m., Caro Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on any executive session item if necessary. No action was taken.

CITIZENS PARTICIPATION: None.

14. Board Comments: It was noted that Mr. Peter Hitt, a member of the Library District's Building Committee, is moving away from Lakeway. Mr. Hitt's efforts on behalf of the library are greatly appreciated.

15. Closing: Future meetings September 25, 2014 – 2:00 p.m.
 October 23, 2014 – 2:00 p.m.

16. Since there was no further business the meeting was adjourned at 2:55 p.m.

Nancy Pencsak, Secretary
Board of Trustees
Lake Travis Community Library District