

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
January 22, 2015**

At 2:00 p.m., Sharon Rogers called to order the one hundred and eighty-second 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 Sharon Rogers, Alan Gober, Nancy Pencsak and PK Chatterjee. Carol Black was absent. Attendees were Morgan McMillian, Joyce Botta, Jean Dowdy and Mikus Grinbergs.

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 December 18, 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. Mr. Gober has contacted a gutter company, after being informed that the amphitheater problem is not a run-off, landscaping problem, but a rain and gutter problem. Upgrading the 'gutter' on the east side would involve removing roofing; therefore erosion control will be addressed. JXC Landscaping has been selected to remove the crushed granite adjacent to the patio, and replace it with grass, make changes to the walking path, place some steps on the hillside and install drains. CITIZENS PARTICIPATION: None.

7. Bartos Architectural has submitted a proposal to install panels in the meeting room for \$10,477. There will be a meeting, Monday afternoon, with the installers. CITIZENS PARTICIPATION: None.

8. Alan Gober presented the final version of the Emergencies Plan. The plan is quite thorough with a detailed map showing emergency exits and locations of safety equipment. Copies will be available at the Circulation Desk and all staff will receive training and updates. This extensive plan has been incorporated in the Policy Manual. PK Chatterjee made a motion to accept the policy as presented. Alan Gober seconded the motion. CITIZENS PARTICIPATION: None. The motion passed unanimously.

9. Morgan McMillian discussed reports from Sales Tax Assurance. The City of Austin continues reporting to the District. Sales tax revenue from telecommunications is averaging at \$8,700 monthly for period September 2014 through January 2015

CITIZENS PARTICIPATION: None.

10. Morgan McMillian presented the Library Director's Report.

Ms. McMillian stated that compared to December 2013, program attendance is up 51%, the door count is stable, and circulation is up 12%. The library currently has 10,945 active card holders. Wifi statistics are now tracked; there were 1,834 connections in December. The Long Range Planning Committee has distributed a community survey and is now drafting a new Long Range Plan. February 8th, there will be an artist's reception with Lucille Edgarian, whose art will be displayed during February. Lake Travis Reads concludes February 17th at 7:00 pm, with an evening with author S. C. Gwynne. Plans are in place for all staff to attend the TLA Convention in Austin, for at least one day. Libra-tech has submitted a bid for DVD shelving and installation for \$5,183.40. PK Chatterjee made a motion to accept the bid. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously

11. Treasurer's Reports. Mr. PK Chatterjee gave the treasurer's reports. Sales tax receipts for November were \$70,083.00, for December were \$ 61,830.00 and for January is \$57,794.00. The balance sheet is very, very healthy. Nancy Pencsak made a motion to approve the Treasurer's Reports. Alan Gober seconded the motion. CITIZENS PARTICIPATION: None. The motion carried unanimously.

12. Morgan McMillian handed out information from Mary Jo Finch on Legislative issues. At the meeting of The Association of Community Library Districts on January 16, 2015, it was recommended that the Association hire Robert E. Johnson, for a fee of \$35,000 for the 2015 session of the Texas Legislature. A projected fee schedule was presented, LTCLD share would be approximately \$2,910.56, to be paid out of non-sales tax revenues. A check for LTCLD share of \$2,910.56 has been sent to Westbank Library.

CITIZENS PARTICIPATION: Joyce Botta asked why the Legislature would be hostile to Library Districts. Sharon Rogers explained that there is a Committee looking at all the Special Purpose Districts in Texas, not just Library Districts.

13. There was no Executive session:

16. Closing: Future meetings

Feb 26, 2015 -- 2:00 p.m. - Board Meeting – Lake Travis Community Library
Mar 26, 2015 -- 2:00 pm -- Board Meeting – Lake Travis Community Library

17. Since there was no further business the meeting was adjourned at 2:40 p.m.

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