

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
July 23, 2015**

At 2:00 p.m., President Carol Black called to order the one hundred and eighty-eighth 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 Alan Gober, Nancy Pencsak, Carol Black, and Sharon Rogers. PK Chatterjee was absent. Attendees were Frank Black, Sue Gilman, 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 June 25, 2015 minutes. Sharon Rogers made a motion to approve the minutes as presented. Alan Gober seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. There were no donated items

6. Sue Gilman presented information on the November 3, 2015 General Election. There are two positions up for election, those now held by Alan Gober and Sharon Rogers. The first date to file for a place on the ballot is July 25, 2015; the last date to file is 5:00 p.m., August 24, 2015. Notices of the election have been posted as required.

CITIZENS PARTICIPATION: None.

7. In the absence of Library Director Morgan McMillian, Sue Gilman gave the Library Director's Report. Ms. Gilman stated that compared to June 2014, program attendance is down slightly. The door count is up 4% and circulation is up 8%. The library currently has 9,266 active card holder accounts. Wi-Fi statistics are now tracked; there were 2,604 connections in June.

Farber Specialty Vehicles plans to drive a new Sprinter Bookmobile to the library on the afternoon of Wednesday, August 5th, on their way to deliver the vehicle in west Texas. Georgetown Public Library's WOW!mobile will visit the library during the next board meeting on Thursday, August 27th.

Derrick Dixon's Art Reception will be Saturday, August 8th, from 1-2:30 p.m. in the meeting room. The Library District Discussion Group will meet January 22, 2016 at Westbank Community Library.

CITIZENS PARTICIPATION: None.

8. Service to outlying areas was discussed by Sharon Rogers and other Board members.

Morgan McMillian visited bookmobile vendors at the ALA Conference.

CITIZENS PARTICIPATION: None.

9. Audit Engagement Letter from West, Davis and Company. Sharon Rogers made a motion to engage the firm West, Davis and Company to audit the fiscal year ending June 30, 2015. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

10. Treasurer's Report. There was no formal treasurer's report, as treasurer, PK Chatterjee was out-of-town. Frank Black presented an Architects Certificate for Payment of retainage of \$43,954.30 to contractor Bartlett Cocke. Alan Gober made a motion to pay Bartlett Cocke \$43,954.30. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: Mikus Grinbergs said that he agreed that Bartlett Cocke should be paid.

The motion passed unanimously.

11. The Donations from The Friends of the Library was discussed.

To recognize the Friends of the Library for their generous donations, Carol Black made a motion to place the Friends of the Library name on the Tech Services area, subject to the Friends approval. Sharon Rogers seconded the motion. CITIZENS PARTICIPATION: None. The motion passed unanimously.

12. Sales Tax Assurance reported that the District's sales tax collections for July were \$65,971; up from \$59,042 for July 2014. They are still researching two issues that the district had questioned.

CITIZENS PARTICIPATION: None.

13. Library District Discussion Group Meeting

Nancy Pencsak provided handouts from the Discussion Group's meeting.

CITIZENS PARTICIPATION: None.

14-15. There was no Executive session.

16. Board Comments: Carol Black read a letter from the mayor of Lakeway thanking the Board for participating in the 4th of July parade.

17. Closing: Future meetings: August 27, 2015 – 2:00 p.m.

September 24, 2015 - 2:00 p.m.

18. Since there was no further business the meeting was adjourned at 2:50 p.m.

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