

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
September 24, 2015**

At 2:00 p.m., President Carol Black called to order the one hundred and ninety-first 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 P.K. Chatterjee, Carol Black, and Sharon Rogers. Alan Gober and Nancy Pencsak were absent. Attendees were Morgan McMillian, Yvette Elizondo, Sue Gilman and Mikus Grinsberg.

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

3. Carol Black asked for the approval of the August 27, 2015 minutes. It was noted that the meeting was the one hundred and ninetieth meeting and the minutes approved were for July 23, 2015 and August 24, 2015. Additionally, the \$80,948 tax revenue was for August 2015. P.K Chatterjee made a motion to approve the minutes as corrected. Sharon Rogers seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION - None

5. Discussion was held on naming the Technical Services Room in honor of the Friends of the Library. The Friends have donated vast sums to the operation and construction of the library. Many volunteers work in the Technical Services Room. The Friends of the Library met on September 17, 2015 and agreed to the Board's suggestion. An order has been placed.

CITIZENS PARTICIPATION - None

6. No discussion was held on donating to the library.

CITIZENS PARTICIPATION - None

7. Vice President Sharon Rogers serves as the Board historian. She will make a presentation of her work at the next board meeting.

CITIZENS PARTICIPATION - None

8. The Board still has great interest in pursuing the bookmobile option as a start to better serving the outlying areas of the LTCLD. Morgan McMillian stated that the Board has been invited to the Georgetown Public Library for a workshop/discussion on bookmobiles. This will occur on Friday, October 2, 2015. Morgan McMillian distributed a brochure from OBS Inc. on bookmobile models. She stated that she had been speaking to LTISD about possible stops.

CITIZENS PARTICIPATION - None

9. Sue Gilman presented information on the November 3, 2015 General Election. Paperwork has been submitted to the County and cancellation notices have been posted.

CITIZENS PARTICIPATION

10. Library Director Morgan McMillian gave the Library Director's Report. Briarcliff attendance numbers are up. A new library website could happen by the end of the year. The Volunteer Appreciation Soiree is tentatively scheduled. Discussion followed.

CITIZENS PARTICIPATION – Mikus Grinsberg asked for clarification on the open carry law.

11. Morgan McMillian is researching the purchase of five new library tables. Ms. McMillian does not want to dispose of the present tables until the new ones are delivered. A MITY LITE table sample is on the way to the library. Carol Black stated that tables that will roll into the closet are needed.

CITIZENS PARTICIPATION - None

12. Morgan McMillian and Carol Black have been reviewing and updating for approval portions of the LTCLD Policy Manual. Today, they presented the LTCLD Bylaws and Goals. Board members had a chance to view these changes earlier. A discussion was held as to which parts were changed and updated. District goals will be discussed at the October meeting. P.K. Chatterjee wanted to compare the LTCLD Goals with the Long Range Planning Goals.

P.K. Chatterjee made a motion to approve the revised and updated LTCLD Bylaws, as changed. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION - None

The motion passed unanimously on September 24, 2015.

13. P.K. Chatterjee gave the Treasurer's Report.

It was noted that August 2015 sales tax revenue was \$80,948. The Charles Schwab account did not send out a monthly statement due to inactivity. It was stated that board members should have received audit letters for them to sign.

Sharon Rogers made a motion to approve the Treasurer's Report. Carol Black seconded the motion.

CITIZENS PARTICIPATION - None

The motion passed unanimously.

14. There was no major report from Sales Tax Assurance during the past month. Morgan McMillian will ask about tax on the roofing repairs in the district.

CITIZENS PARTICIPATION - None

15. Executive session:

Carol Black adjourned the meeting at 3:01 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 September 24, 2015 at 3:04 p.m.

16. At 3:05 p.m., Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on any executive session item if necessary.

CITIZENS PARTICIPATION:

17. Board Comments:

- A. Carol Black read a thank you note from the Georgetown librarian.
- B. Carol Black read a thank you note from CTLS.

18. Closing: Future meetings: October 22, 2015 - 2:00 p.m.  
November 19, 2015 - 2:00 p.m.

19. Since there was no further business the meeting was adjourned at 3:07 p.m.

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Yvette Elizondo  
LTCLD Employee  
Lake Travis Community Library District