

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

At 2:00 p.m., President Carol Black called to order the one hundred and ninety-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 Alan Gober, PK Chatterjee, Carol Black, Nancy Pencsak, and Sharon Rogers. Attendees were Sue Gilman, Mikus Grinbergs, Maureen Mulroney, and Sarah Traugott.

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 September 24, 2015 minutes. PK Chatterjee made a motion to approve the minutes. Alan Gober seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. There was no donation.

CITIZENS PARTICIPATION: None.

6. Vice-President Sharon Rogers serves as the Board historian. Ms. Rogers is compiling information. Thanks were submitted by the Board.

CITIZENS PARTICIPATION: None.

7. 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 and Sarah Traugott attended a workshop/discussion on bookmobiles at the Georgetown Public Library on Friday, October 2, 2015. Sarah Traugott brought information from this meeting. At least 15 destinations have been noted for the book mobile route. At their meeting on October 15th, the Friends of the Library decided they would like to budget monies for a bookmobile.

CITIZENS PARTICIPATION: Mikus Grinbergs noted the need for a maintenance plan. Maureen Mulroney asked if there is an all day circuit. Ms. Traugott noted four days a week would be the plan.

8. Sue Gilman gave the Library Director's Report. Program attendance is up; the door count is up and OverDrive usage is up. Discussion followed.

CITIZENS PARTICIPATION: None.

9. Morgan McMillian is researching the purchase of five new library tables that will easily be transported in and out of the closet of the meeting room. Ms. McMillian does not want to dispose of the present tables until the new ones are delivered. Two sample tables were on display, both are much lighter than the current tables.

CITIZENS PARTICIPATION: None.

10. Morgan McMillian and Carol Black have been reviewing and updating for approval, portions of the LTCLD Policy Manual. Today, they presented the LTCLD Mission Statement, Goals and the section on Circulation. Board members had a chance to view these changes earlier. A discussion was held as to which parts were changed and updated.

The revised and updated Mission Statement and Goals will be taken up at the November meeting.

CITIZENS PARTICIPATION: None

11. PK Chatterjee made a motion to approve the revised and updated Interlibrary Loan Circulation Policy. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously on October 22, 2015.

Carol Black made a motion to approve the revised and updated Borrowing Circulation Policy with the addition of the phrase “The state of “to be inserted. Nancy Pencsak seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed on October 22, 2015. PK Chatterjee abstained.

PK Chatterjee made a motion to approve the revised and updated Fees for Service Circulation Policy. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously on October 22, 2015.

12. P.K. Chatterjee gave the Treasurer’s Report.

It was noted that September 2015 sales tax revenue was \$69,948.

Sharon Rogers made a motion to approve the Treasurer’s Report. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

13. There was no report from Sales Tax Assurance during the past month.

CITIZENS PARTICIPATION: None.

14. There was no Executive session.

16. Board Comments: Carol Black spoke to the subject that some of the public seems to think we have an abundance of taxpayers’ monies. The Board was asked to help in spreading the word that it is expensive to run a library operation with staff salaries, resources, maintenance, etc., and any tax surplus is being saved for important projects like the bookmobile and a new facility out Hwy 71.

17. Closing: Future meetings: November 19, 2015 - 2:00 p.m.

December 17, 2015 – 2:00 p.m.

18. Since there was no further business the meeting was adjourned at 3:53 p.m.

Nancy Pencsak
Secretary
Lake Travis Community Library District