

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
June 23, 2016

At 2:00 p.m., President Carol Black called to order the two hundredth 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, Nancy Pencsak and Sharon Rogers. Attendees were Morgan McMillian, Karen Ballinger, 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. To recognize the 200th Board Meeting of the Library District, Carol Black read from the minutes of the first meeting, held on May 27, 2004, and chaired by Friends representative Margaret McDermott. Present at that meeting were Bob Johntz, Dan Pedersen, Nancy Pencsak, Mary Whitaker, Carol Black, Rhonda Hostetler, Margaret McDermott, Mary Shook, Joe Davis, Kirk D. Clennon, Julie Rhone, Bill Rhone, Frank Black, Ray Pencsak, Amanda Black, Brenda Black, and Glenda Foreman, Mayor Pro-Tem of the City of Lakeway. Dr. Black expressed the Board's appreciation of all the efforts to establish the Library District.

4. Nancy Pencsak asked for the approval of the May 26, 2016 minutes. Alan Gober made a motion to approve the minutes. Sharon Rogers seconded the motion. The motion passed unanimously.

5. CITIZENS PARTICIPATION: None.

6. There was no Art donation to consider.

7. The Board has great interest in pursuing Outreach Services to better serve the outlying areas of the LTCLD. The Book Mobile has been ordered, with an estimated date of completion, July 28. Plans are for the Book Mobile to start travelling as soon as possible. Karen Ballinger presented library updates to accommodate the bookmobile and a tentative schedule for anticipated stops.

CITIZENS PARTICIPATION: None.

8, Morgan McMillian presented information on the November 8, 2016 General Election. There are three positions up for election, those now held by Carol Black, PK Chatterjee and Nancy Pencsak.

Alan Gober made a motion to call for an election to be held on November 08, 2016. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

9. Librarian's Report. Morgan McMillian stated that compared to May 2016, the door count was unchanged, and circulation is up 8%. Overdrive transactions were up 63%. There were 37% more programs during May. The library currently has 10,157 active card holder accounts. The LTCL website had 2,845 unique visitors.

Local artist Alex Retivov's paintings will be on exhibit during the month of July. The Artwork reception will be Sunday, July 10th from 1:30p.m. to 3:00 p.m.

The library won a Sisters in Crime's We Love Libraries grant of \$1,000 and two Texas Commission on the Arts grants for \$325 for Summer Reading Programs.

The next Board meeting will be held in the Teen Room due to Summer Reading Programs in the Meeting Room. The Summer Reading Finale will be Friday, July 29 from 4:00 p.m. to 6:00 p.m.

CITIZENS PARTICIPATION: None

10. There was no action on Resolution 2016-04 concerning Bank Accounts

11. Resolution 2016-05 Non Public Funds Investment Policy

PK Chatterjee made a motion to approve Resolution 2016-05. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

12. PK Chatterjee presented the Treasurers reports, reporting that May sales tax revenue was \$83,635.00, and the June receipts were \$77,597.00. Yearly revenue is running ahead of the budget.

Sharon Rogers made a motion to approve the reports from the Treasurer. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

13. PK Chatterjee presented the LTCLD 2016-2017 Budget

PK Chatterjee made a motion to approve the 2016-2017 Budget. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

14. PK Chatterjee presented the Letter of Engagement from West Davis to perform the annual fiscal audit.

Alan Gober made a motion to approve engagement of the West Davis. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

15. Report from Sales Tax Assurance. Sales Tax receipts are up 16% from 2015. For the fiscal year, receipts are up 19%. There will be deallocation of sales tax funds in July. CITIZENS PARTICIPATION: None.

16. Library Board members have been invited to participate in the Lakeway Fourth of July Parade.

17. Executive session:

Carol Black adjourned the meeting at 3:20 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 June 23, 2016 at 3:47 p.m.

18. At 3:47 p.m., Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on one executive session item.

PK Chatterjee made a motion to approve staff salary increases. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

19. Board Trustees' Comments.

20. Closing: Future meetings    July 28, 2016        – 2:00 p.m.  
   August 25, 2016     – 2:00 p.m.  
   September 22, 2016 – 2:00 p.m.

21. Since there was no further business the meeting was adjourned at 3:48 p.m.

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Nancy Pencsak  
Secretary, Lake Travis Community Library District