

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
July 28, 2016

At 2:00 p.m., President Carol Black called to order the two hundred and 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 Carol Black, PK Chatterjee, Nancy Pencsak, and Sharon Rogers. Alan Gober was absent. Attendees were Morgan McMillian, Karen Ballinger, 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 asked for the approval of the June 23, 2016 minutes. Sharon Rogers made a motion to approve the minutes. PK Chatterjee seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. There was no art donation to consider. In memory of Jacky Drees, a plaque will be placed on a book cart in the Book Mobile. A generous donation has been made to the project to install acoustical tiles in the Teen Room.

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 of July 29th. Plans are for the Book Mobile to start travelling September 1st. Outreach Librarian Karen Ballinger presented an updated route schedule and information on Outreach events.

CITIZENS PARTICIPATION: None.

6. Sue Gilman 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. The candidate filing deadline is 5:15 p.m. August 22, 2016.

CITIZENS PARTICIPATION: None.

8. Morgan McMillian presented a Book Mobile Policy.

PK Chatterjee made a motion to approve the Book Mobile Policy. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: Mikus Grinbergs asked about the necessity for the phrase "patrons at each stop." That phrase was removed and the motion passed unanimously

9. Librarian's Report. Morgan McMillian stated that compared to June 2016, the door count is up 12%, and circulation is up 8%. Overdrive Transactions were up 52%. There were 10% more programs during June. Program attendance is up 17%. The library currently has 10,314 active card holder accounts. The LTCL website had 3,215 unique visitors. Local artist Margaret Osburn's paintings will be on exhibit during the month of August. The art reception will be Saturday, August 6 from 1:30 p.m. to 3:00 p.m. The Library received a thank you note from Lakeway mayor, Joe Bain, for participating in the 4th of July Parade.

CITIZENS PARTICIPATION: None.

10. The next meeting of the Library District Discussion Group will take place here on Friday, August 5th.

CITIZENS PARTICIPATION: None

11. PK Chatterjee presented the Treasurers reports, reporting that June sales tax revenue was \$77,597.00 and the July receipts were \$78,077.00. The Library is in very sound financial condition.

Sharon Rogers made a motion to approve the reports from the Treasurer. Nancy Pencsak seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously

12. West Davis is to perform the annual fiscal audit. The fiscal year has ended and work progresses on the information for the auditors.

CITIZENS PARTICIPATION: None.

13. There was no Report from Sales Tax Assurance.

CITIZENS PARTICIPATION: None.

14. Executive session:

Carol Black adjourned the meeting at 3:25 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 July 28, 2016 at 3:45 p.m.

15. At 3:46 p.m., Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on one executive session item. No action was taken.

CITIZENS PARTICIPATION: None.

16. Board Trustees' Comments. PK Chatterjee asked that future meetings convene at 2:30 p.m. The Board agreed to this time change.

17. Closing: Future meetings    August 25, 2016        – 2:30 p.m.  
    September 22, 2016    – 2:30 p.m.  
    October 27, 2016     - 2:30 p.m.

18. 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