

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
August 25, 2016

At 2:30 p.m., President Carol Black called to order the two hundred and 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 Carol Black, PK Chatterjee, Nancy Pencsak, Sharon Rogers, and Alan Gober. Attendees were Morgan McMillian, Karen Ballinger, Sue Gilman, Mikus Grinbergs, and Diane Taylor.

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 July 28, 2016 minutes. PK Chatterjee made a motion to approve the minutes. Sharon Rogers seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. There was no Art donation to consider.

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 was 5:00 p.m. August 22, 2016. At 5:15 p.m., August 22, 2016, a drawing was held for places on the ballot. Nancy Pencsak is first, PK Chatterjee is second, and Carol Black is third. Sue Gilman recommended that the Board cancel the election, as there are only three candidates for the three positions. PK Chatterjee made a motion to cancel the election and declare the candidates elected. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously

7. The Board has great interest in pursuing Outreach Services to better serve the outlying areas of the LTCLD. The Bookmobile has arrived; plans are for the Bookmobile to start travelling September 1st. Outreach Librarian Karen Ballinger presented a Bookmobile and Outreach update and the September calendar of stops. The Board thanked Ms. Ballinger for the tremendous job she is doing organizing the Bookmobile/Outreach program.

CITIZENS PARTICIPATION: None.

8. Library Director's Report. Morgan McMillian stated that compared to July 2016, the door count is up 12%, and circulation is up 13%. OverDrive Transactions were up 90%. There were 5% more programs during July. Program attendance is up 30%. The library currently has 10,423 active card holder accounts. The LTCL website had 2,801 unique visitors. Local artist Sheweia will showcase her acrylic and mixed-media artwork, digital photography and her book The Old Shoes during the month of September. The reception will be on Sunday, September 11th from 2:00 p.m. to 3:30 p.m. Sisters in Crime will present the \$1,000 grant check at Pat Dunlap Evan's author event on October 8th.

CITIZENS PARTICIPATION: None.

9. The Association of Community Library Districts is planning on again hiring a lobbyist for the next session of the Texas Legislature. The LTCLD has been invited to participate, through a Memorandum of Understanding, in the hiring of the lobbyist. The agreement will be effective as of 01/10/2017 and continue through 06/15/2017. Carol Black made a motion that the Board agree with, and sign the Memorandum of Understanding. Alan Gober seconded the motion. CITIZENS PARTICIPATION: None. The motion passed unanimously

10. PK Chatterjee presented the Treasurers reports, reporting that July sales tax revenue was \$78,077 and the August receipts were \$94,725. The Library is in very sound financial condition.

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

CITIZENS PARTICIPATION: None. The motion passed unanimously

11. West Davis is to perform the annual fiscal audit. The fiscal year has ended and work progresses on the information for the auditors. There will be a meeting with the auditor on Friday, August 26th.

CITIZENS PARTICIPATION: None.

12. The Report from Sales Tax Assurance shows that July 2016 revenue is up 17% compared to July 2015.

CITIZENS PARTICIPATION: None.

13. Executive session:

Carol Black adjourned the meeting at 3:47 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 August 25, 2016 at 3:52 p.m.

14. At 3:53 p.m., Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on any executive session item. No action was taken.

CITIZENS PARTICIPATION: None.

15. Board Trustees' Comments.

PK Chatterjee asked that the time for future board meetings be 3:00 p.m.

16. Closing: Future meetings   September 22, 2016   – 3:00 p.m.  
  October 27, 2016   -- 3:00 p.m.  
  November 2016     – 3:00 p.m.

17. Since there was no further business the meeting was adjourned at 3:54 p.m.

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Nancy Pencsak  
Secretary, Lake Travis Community Library District