

## Friends of Lake Travis Community Library Meeting Minutes --- November 17, 2016

**Attended** – Morgan McMillian, Danielle Wilson, Carol Black, Joyce Botta, Jana Dodd, Amy Holland, Helen Kott, Judy Lowell, Margaret McDermott, Nancy Pencsak, Sharon Rogers, Diane Taylor, Tim Toler, Mimi King

**Call to Order** – President Jana Dodd called the meeting to order at 9:30 AM.

**Minutes** – Prior to today's meeting, a copy of the October 20, 2016 minutes were sent to committee members along with today's agenda. The minutes were approved.

**Treasurer's Report** – Amy Holland presented the November 17, 2016 Friends' Treasurer's Report. One correction – Current Contribution to Permanent Library Fund changed to \$5,000.00. Amy covered the income from donations and books sales (regular and online) and the expenses for library programs and events. Helen Kott moved to approve the corrected treasurer's report. Margaret McDermott seconded. The motion passed.

**Volunteers** – Danielle Wilson thanked everyone for supporting the Volunteer Gala. She passed out a sign-up sheet for volunteers to help out with the Holiday Celebration, Tuesday, December 13<sup>th</sup>, 6:30 to 8:00 PM.

**Library Board Meeting** – Margaret McDermott attended the October 27<sup>th</sup> Board Meeting. The board went through the items on the agenda efficiently and quickly. The library is in sound financial condition. Sales tax collections from within the district as reported from Sales Tax Assurance have increased. Morgan McMillian, Library Director and Karen Ballinger, Outreach Librarian, gave their report on the activities of the library and bookmobile. Sarah Traugott reported a grant received from CTS (Central Texas Library System) will be used for a program through LEGO Education – 'Bots Books, a family program to start in January. The Board met in executive session to discuss LTCL Personnel Policy changes with regard to new Department of Labor changes. Library now has 4 full-time employees: Morgan McMillian, Danielle Wilson, Sara Traugott, and Karen Ballinger.

**Library Director** – Morgan thanked the Friends for supporting this year's Teen Read Art Contest. She went through the events coming up in December. She reminded everyone of the Noon Year Eve's celebration coming up Friday, December 31, 2016 at 11 AM. The acoustical tiles in the teen room have been installed. 2017 Lake Travis Reads *The Midnight Assassin* will conclude with an event with author Skip Hollandsworth at LTCL on Tuesday, February 21<sup>st</sup> at 7 PM.

Lakeway Rotary Club donated \$1,000 to be matched later by the District Rotary Club/Tocker Foundation to support the Bookmobile. A parking sign as well as promotional materials have been ordered. All stats for the library which now includes numbers from the Bookmobile are up from the previous October - program attendance is up 61%; total door count is up 24%; circulation transactions are up 25%; Overdrive up 60%. Also up is the number of new patrons, volunteer hours, meeting room reservations, and interlibrary loans.

**Bookmobile** – Morgan reported for Karen. The first bookmobile movie night will be held this Friday evening November 18<sup>th</sup>, at Apache Shores, starting at 5:30 PM. Changes coming in January to the bookmobile schedule – a few stops will be discontinued, a few added. Brookdale Lakeway is asking for support for their book club. Karen would like to collect book donations from library patrons' book clubs.

**Book Sales** – Nancy reported the Friends Online Book Sales. Donated books continue to come in. The next Book Sale is scheduled for April 21-22<sup>nd</sup>, 2017.

**Art Committee** - Diane had no report.

**Butterfly Committee** - Helen reported this has been the best year for butterflies in library's garden; bluebonnet seeds have been planted and sometime after first frost the committee will have a work-day for clean-up.

**READ ME** - Karen has been preparing books with READ ME labels to leave at hospitals, rehab centers and senior centers.

**Nominating Committee** - Joyce presented the slate for committee chairs for next year:

Secretary – Mimi King  
Recording Secretary – Sharon Rogers  
Art Committee – Diane Taylor  
Membership Committee – Joyce Botta  
Book Sales – Nancy Pencsak  
Butterfly Committee - Helen Kott, Mimi King

**New Business:**

Book Sale scheduled for April 21 – 22<sup>nd</sup>, 2017. The meeting room is reserved for Wednesday, April 19 through Sunday, April 23 - Wednesday afternoon to move books to the library, set-up on Thursday, sale Friday through Saturday, and clean-up and donation collection on Sunday.

Tim Toler and Margaret McDermott will help Amy Holland in the audit of the books.

Joyce will look into menus for the Christmas luncheon. Sign-up sheet will be by the circulation desk.

“Help our Wounded” tea is coming up March 11<sup>th</sup>, 2017, 1-3 PM, The Hills Country Club. Helen made the motion for the Friends to sponsor a table. Amy seconded. The motion passed.

Move to Adjourn: Tim Toler

Seconded: Margaret McDermott

The meeting was adjourned at 10 A.M

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Jana Dodd, President

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Mimi King, Recording Secretary

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Date

Next meeting: Thursday, December 15, 2016 starting at **10:30 AM**