

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
December 15, 2016

At 3:00 p.m., President Carol Black called to order the two hundred and sixth 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, Mikus Grinbergs, and Kitty Ripley.

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 November 17, 2016 minutes. Alan Gober made a motion to approve the minutes. PK Chatterjee seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. The 2016 Audit is complete and was presented by Kitty Ripley of West, Davis accounting firm. The fiscal year ended June 30, 2016. All previous recommendations have been implemented and there are no recommendations for this year. Ms. Ripley said it was a great audit and thanked the Board and staff for their cooperation in preparing the audit. PK Chatterjee made a motion to accept the audit. Alan Gober seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

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. As Karen Ballinger was out on the Bookmobile route, Morgan McMillian presented the Bookmobile and Outreach update and the January calendar of stops. There have been some route changes, four new stops have been added, beginning in January, and most of the scheduled "Stops" have been very successful. PK Chatterjee suggested that more movie nights be scheduled. Mr. Chatterjee also said that an additional Bookmobile might be needed in the future.

CITIZENS PARTICIPATION: None.

8. Library Director's Report. Morgan McMillian stated that compared to November 2016, the door count is up 6% and circulation is up 17%. OverDrive Transactions were up 68%. Program attendance is up 46%. The library currently has 10,870 active card holder accounts. The LTCL website unique visitor count was 7,511. These statistics reflect bookmobile statistics as well. Local artist Victoria Waite will exhibit her acrylic paintings during the month of January. A family friendly art reception will be on Saturday, January 7th from 2 p.m. to 3 p.m. Biblionix has implemented a patron privacy option to delete patron checkout history.

CITIZENS PARTICIPATION: None.

9. PK Chatterjee presented the October Treasurer's report. October sale tax receipts were \$81,497.00 and the November receipts were \$96,407.76 and December receipts were \$81,131.00. The District is in very good financial condition.

Alan Gober made a motion to approve the Treasurer's report. Sharon Rogers seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

10. Executive session:

Carol Black adjourned the meeting at 4:03 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 December 15, 2016 at 4:05 p.m.

11. At 4:06 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.

13. Closing: Future meetings

January 26, 2017 – 3:00 p.m.

February 23, 2017 – 3:00 p.m.

14. Since there was no further business the meeting was adjourned at 4:08 p.m.

Nancy Pencsak
Secretary, Lake Travis Community Library District