

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
September 28, 2017

At 3:30 p.m., President Carol Black called to order the two hundred and fifteenth 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, Sharon Rogers and Alan Gober. P. K. Chatterjee was absent. Attendees were Morgan McMillian, Karen Ballinger, Mikus Grinbergs, Jana Dodd, Khalil El-Bathy, and Danielle Wilson

The Pledge of Allegiance to the Flag of the United States of America and the Flag of the State of Texas were recited.

3. Carol Black asked for the approval of the August 24, 2017 minutes. Alan Gober made a motion to approve the minutes as presented. Sharon Rogers seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

7. Library Director's Report – The Library Director's Report was moved to earlier in the meeting for the purpose of giving Danielle Wilson a chance to speak to the Board. Danielle presented a summary of a 2 day boot camp training she attended on volunteers.

Morgan McMillian introduced a new Outreach Library Assistant, Khalil El-Bathy. He began employment on September 26, 2017. She also announced the employment of Raj Kamat, who will begin employment October 11th.

Continuing with Director's report, Morgan McMillian stated that compared to August 2016, the door count is not available as the door counter is not working. Circulation is 24% higher than last year. Overdrive Transactions were 20% higher and program attendance is about the same. The library currently has 11,856 active card holder accounts. The LTCL website unique visitor count was 14,824. These statistics reflect bookmobile statistics as well. The automatic door installation has been completed. The Friends of the Library donated \$15,000 recently. This makes over \$200,000 they have donated. Donations from friends and family of Susie Pouttu total an amount over \$1,000.

CITIZENS PARTICIPATION: None

5. Alan Gober and Morgan McMillian gave an update on the donated sculpture. The boy with dog sculpture was accepted by the Board at the last meeting.

CITIZENS PARTICIPATION: None.

6. The Board has great interest in pursuing Outreach Services to better serve the outlying areas of the LTCLD. Karen Ballinger presented the Bookmobile and Outreach update and the October calendar of stops. She reported on the success of the stuffed animal road trip, places they will be for Halloween, her meeting with the constable on homeless people in Travis County, and providing materials for second language learners' classes at Emmaus Church.

CITIZENS PARTICIPATION: None.

8. At the August Board meeting Mrs. Nancy Pencsak resigned from the Board of Trustees as of the end of the meeting. With the resignation of Mrs. Pencsak, there was a Board vacancy at the end of the August meeting. There are two persons interested in serving on the Board, Sharon Temple and Joyce Botta. The Board discussed the library related services each candidate had performed. An appointment was needed to select the new Board member. A vote was taken. Three members voted for Sharon Temple. No members voted for Joyce Botta. Because the bylaws state that three votes are needed, Sharon Temple was appointed as the new member of the Board of Trustees of the Lake Travis Community Library District. Ms. Temple will be sworn in at a date convenient for Sue Gilman.

CITIZENS PARTICIPATION: None.

9. As Nancy Pencsak was the Secretary of the Board, this position was vacant. Sharon Rogers made a motion nominating Sharon Temple as Secretary of the Board of Trustees. Alan Gober seconded the motion.

CITIZENS PARTICIPATION None.  
The motion passed unanimously.

10. P.K. Chatterjee was absent, and there was no Treasurer's report.

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 a date that will be selected in the future. Carol Black discussed and stated that we did not use bond money for the Charles Schwab account.

CITIZENS PARTICIPATION: None

12. At the last meeting, questions were raised referring to a letter notification from the City of Lakeway. This was related to the Tuscan Village PUD. Carol Black contacted the City for copies of the Tuscan Village PUD, Amendments #4 and #5. She circulated a copy of the plan to members of the Board. This showed new buildings across the street from the library.

13. Executive session: None.

15. Comments – Board Trustees

16. Closing: Future meetings. Discussion about the November meeting date change.  
October 26, 2017 – 3:30 p.m  
November 16, 2017 – 3:30 p.m

17. Since there was no further business the meeting was adjourned at 4:30 p.m.

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Sharon Rogers  
Vice-President, Lake Travis Community Library District