

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
November 16, 2017

At 3:30 p.m., President Carol Black called to order the two hundred and seventeenth 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, Alan Gober, P. K. Chatterjee, and Sharon Temple. Attendees were Morgan McMillian, Sue Gilman, Beth Yoder, 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. Carol Black asked for the approval of the October 26, 2017 minutes. Alan Gober moved that the minutes be approved as corrected. Sharon Rogers seconded the motion. The motion passed unanimously.

4. Sue Gilman presented the Statements of Elected/Appointed Officers. Alan Gober and Sharon Rogers signed the "Statements of Elected/Appointed Officers." Sue Gilman then administered the "Oath of Office as Board Trustees" to Alan Gober and Sharon Rogers. The Board thanked Ms. Gilman for her work as election officer.

5. Election for officers for the LTCLD was held for the 2017-2018 year.

PK Chatterjee made a motion to re-elect the current officers to continue in office for the 2017-2018 year.

Carol Black – President

Sharon Rogers - Vice President

Sharon Temple - Secretary

PK Chatterjee - Treasurer

Alan Gober - Director of Library Operations and Human Resources

Alan Gober seconded the motion. The motion was passed unanimously.

6. Citizen Participation: NONE

7. There was no Art donation to consider.

8. The Board has great interest in pursuing Outreach Services to better serve the outlying areas of the LTCLD. Karen Ballinger prepared the Bookmobile and Outreach update and the December calendar of stops which was presented by Morgan McMillian. Report is attached.

CITIZENS PARTICIPATION: NONE

9. Library Director's Report – Morgan McMillian introduced the new Assistant Volunteer Coordinator and Circulation Clerk, Beth Yoder. She also reported on the Library Interiors of Texas, LLC furniture quote. There were 4 items on the list that she felt needed to be addressed. These included additional DVD shelving, a section of shelving in the children's area, reupholstering computer chair seats and study chairs.

PK Chatterjee moved to approve \$10,600 to address these needs. Carol Black seconded the motion and it was unanimously approved.

NW Fence provided a quote to add a handrail to the walkway from Tuscan Village. Ms. McMillian will acquire a second quote.

Library Director's Report is attached.

CITIZENS PARTICIPATION: NONE

10. P.K. Chatterjee discussed the October 2017 Profit and Loss Statement. Alan Gober moved that the report be approved with a second by Sharon Rogers. The motion passed unanimously. Report is attached.

CITIZENS PARTICIPATION: Minkus Grinbergs requested information on the Database expenditure. Ms. McMillian replied that the expenditure portion was used for subscription to the OverDrive Digital Library.

11. PK Chatterjee reported that the 2017 Audit is not yet complete and will be presented at the next board meeting.

CITIZENS PARTICIPATION: NONE

12. Executive session:

Carol Black adjourned the meeting at 4:07 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 November 16, 2017 at 4:08 p.m.

13. At 4:09 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

14. Comments - Board Trustees

PK Chatterjee commented on the sales tax.

15. Closing: Future meetings

December 14, 2017 – 3:30 p.m.

January 25, 2018 --3:30 p.m.

16. Since there was no further business the meeting was adjourned at 4:11 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District