

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
JANUARY 25, 2018

At 3:30 p.m., President Carol Black called to order the two hundred and nineteenth 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, Mikus Grinbergs, Karen Ballinger, 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. Carol Black asked for the approval of the December 14, 2017 minutes. Sharon Rogers made a motion to approve the minutes. Alan Gober seconded the motion. The motion passed unanimously.

4. CITIZEN PARTICIPATION – NONE

6. The annual audit for year ending June 30, 2017 was presented by Kitty Ripley of West Davis & Company, LLP. Ms. Ripley stated that it was a great audit and thanked the board and staff for their cooperation. There were no recommendations. The complete audit report will be on file at the library.

CITIZENS PARTICIPATION: NONE

5. Donation - Morgan McMillian shared that Sheldon Tucker, who had previously displayed his work at the library had sent a thank you card and a small picture to the library. No action was taken.

7. 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 February calendar of stops. The bookmobile generator is running well but there may need to be a replacement in two to three years. Report is attached.

CITIZENS PARTICIPATION: NONE

8. Library Director's Report – Morgan McMillian reported that close to 300 people attended the 4th annual Noon Year's Eve party. The library offered 73 programs in December. Morgan presented a letter from TFE, the technology solutions company, regarding the PCs and Servers that the library purchased in 2012. The industry standard for PC refresh is 4 years and Server refresh is 5 years. Morgan stated that the total cost for refreshing the staff computers would run from \$8,000 to \$10,000. She is going to acquire a couple of quotes. Library Interiors of Texas will pick up cushions to reupholster and loan us seven stools to use at the desk height computer stations. Report is attached.

CITIZENS PARTICIPATION: NONE

9. P.K. Chatterjee presented the December 14, 2017 treasurer's report. Sharon Temple moved that the report be approved with a second by Alan Gober. The motion passed unanimously. Report is attached.

CITIZENS PARTICIPATION: NONE

10. Executive session:

Carol Black adjourned the meeting at 4:41 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 January 25, 2018 at 4:42 p.m.

11. At 4:44 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. Comments – Carol Black reminded board members that Sharon Rogers will be providing birthday cards for board member signatures.

14. Closing: Future meetings

February 22, 2018 -- 3:30 p.m.

March 22, 2018 -- 3:30 p.m.

15. Since there was no further business the meeting was adjourned at 4:47 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District