

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
FEBRUARY 22, 2018

At 3:30 p.m., President Carol Black called to order the two hundred and twentieth 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, Alan Gober, P. K. Chatterjee, and Sharon Temple. Attendees were Morgan McMillian, Minkus Grinbergs, and Karen Ballinger.

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 January 25, 2018 minutes. Alan Gober moved that the minutes be approved and P. K. Chatterjee seconded the motion. The motion passed unanimously.

4. CITIZEN PARTICIPATION – None

5. There was no art donation to consider.

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 March calendar of stops. Ms. Ballinger also presented a draft of the Homebound Delivery Service policy which the board will vote on at the next meeting. Outreach report is attached.

CITIZENS PARTICIPATION: None

7. Library Director's Report – Morgan McMillian reported that she and Carol Black attended the Library District Discussion Group meeting on January 26th. The Lake Travis Community Library will be hosting the Library District meeting on August 10, 2018. SenSource has submitted a bid of \$1,000 for installation plus annual fee of \$200 for a people counting system. This system would be installed on the front entrance doors. TFE submitted a bid for \$15,810.28 to replace all staff computers and servers. Austintatious Blinds and Shutters submitted a bid of \$1,883.00 for blackout shades for the meeting room. Library Director's report is attached.

CITIZENS PARTICIPATION: None

8. Morgan McMillian stated that the library's last long range plan was developed in 2015. It only covered three years so another committee needs to be formed. She recommended that Karen Ballinger, Sue Gilman, P.K. Chatterjee, Sharon Temple, Kay Ficklin, and Joyce Botta along with herself serve on the new long range planning committee. P.K. Chatterjee made a motion to approve these committee members. Alan Gober seconded the motion and it was passed unanimously.

CITIZENS PARTICIPATION: None

9. P.K. Chatterjee presented the January 25, 2018 treasurer's report. Alan Gober moved that the report be approved with a second by Sharon Temple. The motion passed unanimously. P.K. also explained the Tuscan Village First Amendment to Reciprocal Easement and Maintenance Agreement for Tuscan Village Master Condominiums. They want to extend the library's prepayment out for another three years. P.K. moved that we agree to the Tuscan Village Agreement subject to its approval by the library district lawyers. Alan Gober seconded the motion and it passed unanimously. P.K. has

also met with Haythem Dawlett regarding the Bargain Sale Agreement. He will deliver copies of the agreement to Mr. Dawlett. Treasurer's report is attached.

CITIZENS PARTICIPATION: NONE

10. Executive session:

Carol Black adjourned the meeting at 4:31 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 February 22, 2018 at 4:50 p.m.

11. At 4:51 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

12. Comments –

14. Closing: Future meetings

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

April 26, 2018 – 3:30 p.m.

15. Since there was no further business the meeting was adjourned at 4:53 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District