

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
MARCH 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, Sharon Rogers and Sharon Temple. Attendees were Mikus Grinbergs, Sue Gilman, and Karen Ballinger.

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

3. Carol Black asked for the approval of the February 22, 2018 minutes. Alan Gober moved that the minutes be approved and PK 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 April calendar of stops. Copies of the Sweetwater Stuffed Animal road trip booklet along with a coloring sheet celebrating National Bookmobile Day on April 11th were distributed. Ms. Ballinger also presented documents that are to be used in the Homebound Delivery program which included applications, brochures, and inventory sheets. There was a discussion regarding insurance issues with the program and Ms. Ballinger will present the Homebound Program package of documents at the next board meeting. This package will also include staff and volunteer waivers regarding insurance as well as clarification of TML's position on coverage. She will have these documents approved by the district's lawyers. Outreach report is attached.

CITIZENS PARTICIPATION: None

7. Library Director's Report – Sue Gilman presented the report for Morgan McMillian who was attending the Public Library Convention. She pointed out that circulation transactions were up 5% in February. A TSLAC grant application has been submitted to help fund year three of the bookmobile service. Karen Ballinger's grant to the Texas Book Festival was funded for \$2,380 to purchase Spanish materials. TFE plans to install new staff computers and new servers in late April or early May. Author Nate Blakeslee will speak at Bee Cave Public Library on Wednesday, April 11th at 7pm for Lake Travis Reads 2018. Library Director's report is attached.

CITIZENS PARTICIPATION: None

8. There was nothing to report from the Long Range Planning Committee.

CITIZENS PARTICIPATION: None

9. P.K. Chatterjee presented the February treasurer's report. The district is in very good financial condition. Sharon Rogers moved that the report be approved with a second by Alan Gober. The motion was approved.

Treasurer's report is attached.

CITIZENS PARTICIPATION: None

10. Executive session:

Carol Black adjourned the meeting at 4:13 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 March 22, 2018 at 4:23 p.m.

11. At 4:24 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 – Board Trustees: None

13. Closing: Future meetings

April 26, 2018 - 3:30 p.m.

May 24, 2018 - 3:30 p.m.

14. Since there was no further business the meeting was adjourned at 4:25 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District