

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
APRIL 26, 2018

At 3:30 p.m., President Carol Black called to order the two hundred and twenty-second 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 Morgan McMillian, Minkus Grinbergs, Karen Ballinger, Rachel Keeler, and Sarah Traugott.

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 March 22, 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 donation to be considered.

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 May calendar of stops. She also presented the Homebound Delivery Proposal. Board members congratulated her on the excellent report. Sharon Rogers moved that the Homebound Delivery policy be approved with a second by Alan Gober. After discussion including citizen participation, the motion passed.

CITIZENS PARTICIPATION: Minkus Grinbergs expressed his thoughts that volunteers will be exposed to more liability in this program and suggested that it be stated in the policy that the staff's participation in this program is part of their library duties.

Outreach report is attached.

7. Library Director's Report – Morgan McMillian introduced Rachel Keeler, the new Collection Development Librarian. Library statistics show that attendance and circulation have increased this month. Morgan has received bids from two companies for repairing the asphalt in the parking lot. Replacing the damaged book drop will cost around \$3,000. She is still working on the people counting system for the front entrance doors. Morgan reported on her attendance at both TLA and PLA. She has been elected Treasurer of TLA's Public Library Division. Sarah Traugott also thanked the board for sending her to TLA. She is going to be following up on the Makerspace program. Morgan and Sarah are looking at the possibility of ordering Playaway Launchpads in the next fiscal year.

Library Director's report is attached.

CITIZENS PARTICIPATION: None

8. LONG RANGE PLANS: Morgan will be convening a meeting in the next few months.

CITIZENS PARTICIPATION: None

9. P.K. Chatterjee presented the March treasurer's report which included both the Operating Statement along with the Balance Sheet. The Library District is in good financial shape. Alan Gober moved that the report be approved with a second by Sharon Rogers. The motion carried.

Treasurer's report is attached.

CITIZENS PARTICIPATION: None

10. Executive session:

Carol Black adjourned the meeting at 4:32 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. The closed session began at 4:41 p.m. on April 26, 2018 and ended at 4:54 p.m.

11. At 4:55 p.m., Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to act on any executive session item. No action was taken.

CITIZENS PARTICIPATION: None

12. Comments – None

13. Closing: Future meetings

May 4, 2018 - 3:30 p.m.

June 28, 2018 – 3:30 p.m.

14. Since there was no further business the meeting was adjourned at 4:57 p.m.

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Sharon Temple  
Secretary, Lake Travis Community Library District