

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
September 27, 2018

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

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

3. Citizens Participation: None

4. Carol Black asked for the approval of the August 23rd minutes. Alan Gober moved to approve the minutes and P.K. Chatterjee seconded the motion.

Citizens Participation: None. The motion passed unanimously.

5. Donation: There was no 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 October calendar of stops. The Lake Way e-Newsletter mentioned the Home Delivery Service in their latest update and library staff has been interviewed about the program. The Bookmobile continues to add stops to its schedule. Outreach report is attached.

Citizens Participation: Frank Black asked how the homebound program was being received.

11. P.K. Chatterjee presented the proposed personnel benefit policy. After some discussion, it was agreed that Ms. McMillian would communicate with the District lawyer, Wells Fargo, and TML regarding various items in the proposal. The Board will revisit the policy at the October meeting.

Citizens Participation: Karen Ballinger and Minkus Grinbergs both suggested adding exempt and non-exempt qualifiers.

12. P.K. Chatterjee presented the August treasurer's report. Sales tax receipts for August totaled \$109,224.54. September sales tax receipts were \$94,800.91. The Texpool account is paying an interest rate of 2.24 percent. Carol Black reported that The Friends of the Library donated \$10,000 to the library. Citizen Participation: None

Alan Gober moved that the report be approved with a second by Sharon Temple. The motion passed unanimously.

7. Frank Black reported on the request to grant a utility easement to Charter Communications. The District lawyer has done a thorough review of the utility easement document. Citizen Participation: None

P.K. Chatterjee moved that the easement document be signed. Sharon Rogers seconded the motion. The motion passed unanimously.

8. The ballot for the TML Board of Trustee Election is due. Citizen Participation: None

P.K. Chatterjee moved that Carol Black be appointed to place our ballot with a second from Sharon Temple. The motion passed unanimously.

9. Annual Audit for Fiscal Year Ending JUNE 30, 2018: The engagement letter has been sent to the firm West Davis. Work progresses on information for the auditors.

Citizens Participation: None

10. Library Director's Report: Morgan McMillian reported that programming statistics are up and credited that to the tech coaching program offered at the library as well as offering crafts on the book-mobile. Apollo has a new service of automatic renewal if the material isn't reserved. This feature will soon be available. Sarah Bird's new book, Daughter of a Daughter of a Queen, has been selected for the 2019 Lake Travis Reads. The event will take place at the library. Lone Star Paving had to cancel the parking lot work and it has been rescheduled for October 22, 2018. The library will be closed that day. Library Director's report is attached. Citizens Participation: Minkus Grinbergs stated that Austin Public Library also uses automatic renewal.

13. Executive session:

Carol Black adjourned the meeting at 4:44 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 August 23, 2018 at 5:15 p.m.

14. At 5:16 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

15. Comments: Carol Black stated that all election notices have been mailed. Sharon Temple stated that the September 27, 2018 meeting is the 228th meeting and needs to be corrected on the agenda. She reminded members that the November meeting will be held on the third Thursday of the month instead of the fourth Thursday.

16. Closing: Future meetings

October 25, 2018

3:30 p.m. Lake Travis Community Library

November 15, 2018

3:30 p.m. Lake Travis Community Library

17. Since there was no further business the meeting was adjourned at 5:19 p.m.

Sharon Temple

Secretary, Lake Travis Community Library District