

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
AUGUST 22, 2019 239TH Meeting

At 3:30 p.m. Carol Black called to order the 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 Morgan McMillian, Sue Gilman, Karen Ballinger, and Mikus Grinbergs.

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 July 25, 2019 minutes. Sharon Rogers moved to approve the minutes and Alan Gober seconded the motion.

Citizens Participation: None The motion passed unanimously.

4. Citizens Participation: None

5. Donations: Morgan McMillian reported that a \$5,000 donation in honor of Yuan Xu has been received.

6. November Board Election: Sue Gilman reported that the drawing for ballot places on the November 5, 2019 election had been held. Alan Gober drew the first slot with Sharon Rogers in the second slot. She also informed the board that no other candidates had filed for election and presented the Certification of Unopposed Candidates. She recommended that the election be cancelled. Sharon Rogers moved that the November 5, 2019 board election be cancelled. Sharon Temple seconded the motion. Citizens Participation: None The motion passed unanimously.

Sue Gilman and Carol Black presented the Election Agreement between Travis County and Lake Travis Community Library District. P.K. Chatterjee moved that the board sign the agreement. Alan Gober seconded the motion. Citizens Participation: None. The motion passed unanimously.

7. Library Director's Report: Morgan McMillian turned the floor over to Karen Ballinger who gave an update on outreach services. She provided circulation statistics for each bookmobile stop. Bookmobile circulation was up 62% in July. Morgan McMillian reported that overall circulation in July was up 20% and adult programs was up 95%. Morgan also is planning on writing a 2-page proposal for a federal grant that provides \$25,000 - \$200,000. She will investigate the best subject for the proposal that is due on September 27, 2019. Library Director's Report is attached. Citizens Participation: None.

8. P.K. Chatterjee presented the July 2019 treasurer's report. Sales tax receipts for July totaled \$94,757.23. August sales tax receipts were \$113,985.00. Alan Gober moved that the report be approved with a second by Sharon Temple.

Citizen Participation: None The motion passed unanimously.

9. Annual Audit for Fiscal Year ending June 30, 2019 – The engagement letter for the audit has been sent to West Davis.

10. Executive session:

Carol Black adjourned the meeting at 4:25 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 discussion regarding the appointment, employment, evaluation, reassignment and/or duties of an employee. This closed session ended on August 25, 2019 at 4:45 p.m.

11. At 4:46 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: Alan Gober stated that he will not be at the next meeting.

P.K. Chatterjee stated that he will be out from the middle of October until the middle of December.

13. Closing: Future meetings

September 26, 2019 3:30 p.m. Lake Travis Community Library

October 24, 2019 3:30 p.m. Lake Travis Community Library

14. Since there was no further business the meeting was adjourned at 4:48 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District