

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
JANUARY 30, 2020 245TH 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. Morgan McMillian was in attendance.

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 December 19, 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. Donation: Morgan stated that the library was receiving donations in the memory of library supporter Maurice Kinslow.

6. Library Director's Report: Morgan reported that a criminal trespass warning had been issued on December 21 and that the person is complying with the order. Circulation statistics continue to increase with the highest percentage being OverDrive usage. All bookmobile drivers have completed the Staff Driver Training. Morgan will attend the ALA conference in Chicago in June.

The Library Director's complete report is attached.        Citizens Participation: None

7. Annual Audit for Fiscal Year ending June 30, 2019 - West Davis continues to work on the Annual Audit for Fiscal Year June 30, 2019.

8. P.K. Chatterjee presented the December 2019 treasurer's report. Sales tax receipts for December totaled \$118,837.25. January sales tax receipts are \$105,038. Sharon Rogers moved that the report be approved with a second by Alan Gober.

Citizen Participation: None            The motion passed unanimously.

9. Branch Library - Alan Gober reported that the board committee will meet with Steve Jones and Jim Ratcliff on February 5<sup>th</sup> to begin discussion regarding the search for either land or a storefront location. Morgan distributed a preliminary plan for a storefront branch.

10. No executive session was needed.

11. There was no executive session.

12. Comments –The board moved the February meeting from February 20<sup>th</sup> back to February 27<sup>th</sup>.

13. Closing: Future meetings  
February 27, 2020 3:30 p.m. Lake Travis Community Library  
March 26, 2020 3:30 p.m. Lake Travis Community Library
14. Since there was no further business the meeting was adjourned at 4:30 p.m.

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Sharon Temple  
Secretary, Lake Travis Community Library District

Minutes Approved on \_\_\_\_\_