

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT

BOARD OF TRUSTEES

May 23, 2019

236<sup>TH</sup> 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, Mikus Grinbergs, and Raj Kamat.

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 April 25, 2019 minutes. Alan Gober moved to approve the minutes and P.K. Chatterjee seconded the motion.

Citizens Participation: None. The motion passed unanimously.

4. Citizens Participation: None.

5. Donation: Morgan McMillian reported that the library had received a Disney poster. Sharon Temple moved to accept it. Sharon Rogers seconded the motion and it passed unanimously.

6. Staff Reports on TLA: Raj Kamat reported that she attended TLA on April the 15<sup>th</sup>. The three interesting sessions were on unique library clubs, sensory story times, and gender bias in books. She thanked the board for the opportunity to attend TLA. Morgan reported that the best program that she attended was "Turn UP Your Collection Turnover Rates" and thanked the board for sending her to the conference. Karen Ballinger, Linden Joiner, and Sarah Traugott provided their information on their attendance in a written report which is included.

7. Bookmobile Policy Update – Morgan McMillian presented the update which includes the requirement that all bookmobile drives to complete the library Safe Driver Training program once a year. The district also requires drivers to report moving violations in the bookmobile and encourages drivers to voluntarily report any moving violations in their personal vehicles that will impact their driving records. Sharon Rogers moved to accept the policy update with a second from Alan Gober. There was no citizens participation and the motion was approved unanimously.

8. Library Director's Report: Morgan McMillian turned the floor over to Raj Kamat who presented a report comparing eBook and print book titles. This report looked at the top 10 circulating titles of 2018.

Library Director's Report Continued. Morgan reported that all donor tile orders have been installed. Replacement carpet tiles are to be installed on May 23<sup>rd</sup>. All tiles have been used and more tiles will need to be purchased. The next Library District Discussion Group is scheduled at Wells Branch Community Library on Friday, August 16<sup>th</sup>.

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

9. P.K. Chatterjee presented the April treasurer's report. Sales tax receipts for April totaled \$90,147.06. May sales tax receipts will be presented at the June board meeting. Sharon Rogers moved that the report be approved with a second by Alan Gober.

Citizen Participation: None. The motion passed unanimously.

Treasurer's Report is attached.

10. Executive session:

Carol Black adjourned the meeting at 4:29 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 May 23, 2019 at 5:08 p.m.

11. At 5:09 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

June 27, 2019

3:30 p.m. Lake Travis Community Library

July 25, 2019

3:30 p.m. Lake Travis Community Library

13. Since there was no further business the meeting was adjourned at 5:10 p.m.

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Sharon Temple

Secretary, Lake Travis Community Library District