

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
September 24, 2020 253rd MEETING

At 3:32 p.m. Carol Black called to order the meeting of the Trustees of the Lake Travis Community Library District. The meeting was convened via video conference. 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 August 27, 2020 minutes. Alan Gober moved to approve the minutes and Sharon Rogers seconded the motion.

Citizens Participation: None. The motion passed unanimously.

4. Citizens Participation: None.

5. Morgan McMillian reported that the library had received a total of \$525 in donations from 3 individuals. Citizens Participation: None

6. Morgan McMillian reported that Sue Gilman, election officer, will administer the “oath of office as board trustees” on November 19th to Carol Black, P.K. Chatterjee, and Sharon Temple. Citizens Participation: None.

7. Morgan McMillian presented library statistics, outreach information and notes from patrons. The library will increase curbside hours on September 30th with the addition of 5 p.m. – 7 p.m. on Wednesdays. The library has been accredited and will be a fully qualified member of the Texas Library System for State Fiscal Year 2021. The contract with TFE has been extended another six months.

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

8. Library Reopening Process- The Library remains in Phase II with curbside service and virtual programming. Citizens Participation: None.

9. Library Property Police and Application – Property/Parking Lot and Grounds documents were discussed along with information from the District’s lawyer. Morgan McMillian, Carol Black, and Alan Gober will meet with the lawyer to clarify various items in the policy. Citizens Participation: None.

10. P.K Chatterjee moved that LTCLD join the Association of Community Library Districts to engage the Underwood Law Firm, P.C. to provide political consulting, strategy, and legislative consulting for the upcoming legislative session. Alan Gober seconded the motion. Citizens Participation: None. The motion passed unanimously.

11. P.K. Chatterjee presented the treasurer’s report. August 2020 sales tax revenue was \$143,744.94 and the September 2020 sales tax revenue was \$119,655.26. Sharon Rogers moved that the report be approved with a second by Sharon Temple.

Citizen Participation: None. The motion passed unanimously.

12. West Davis has completed the Annual Audit for Fiscal Year ending June 30, 2020. P.K. Chatterjee will review the draft of the annual report for the October meeting. Citizens Participation: None

13. Executive session:

Carol Black adjourned the meeting at 4:37 p.m. to go into Executive Session for two agenda items.

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 and Agenda Item #2: to deliberate the purchase, exchange, lease, or value of real property under Government Code 551.072.

14. At 4:56 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 the Board had received thank you notes from Karen Ballinger and Rachel Keeler. Morgan McMillian stated that she had received thank you notes from several other staff.

16. Closing – Future Meetings

October 22, 2020 3:30 p.m. via Zoom

November 19, 2020 3:30 p.m. via Zoom

17. Since there was no further business the meeting was adjourned at 4:58 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District

Minutes Approved on _____