

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
June 24, 2021                      265th MEETING

1. 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 via video conference. Board Members present were Carol Black, P.K. Chatterjee, Sharon Rogers and Amy Holland. Morgan McMillian and Nancy Pencsak were also present.
2. 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 May 27, 2021 minutes which were read by Amy Holland. P.K. Chatterjee moved to approve the minutes and Sharon Rogers seconded the motion. Citizens Participation: None. The motion passed unanimously.
4. Citizens Participation: None.
5. Patron Regulations Policy. Morgan McMillian read the revised section of the Patron Regulations Policy which prohibits the use of Library property for camping purposes. A copy of the Policy is attached. She also noted that the person who was previously camping at the Library has relocated. P.K. Chatterjee moved to approve the revised Policy and Amy Holland seconded the motion. Citizens Participation: None. The motion passed unanimously.

Morgan noted that item 9 of the Policy will require further revision at such time as the Governor's firearms bill becomes effective.

6. Donations: Morgan McMillian reported that the Friends of the Lake Travis Community Library received a \$750 donation from the Mandell Philanthropic Fund at the Foundation for Jewish Philanthropies to support the Library's Great Decisions Program. Citizens Participation: None.

Board Member Alan Gober joined the meeting.

7. Morgan McMillian presented the Library Director's Report. She noted that Library Staff and representatives from the Friends of the Library plan to convert the Teen Room into the Friends Bookstore to allow more room to sort,

process and sell donated books. Sharon Rogers expressed her concern that the Staff Workroom is too crowded and suggested building out the open area outside of the workroom to the roof line. After some discussion, it was agreed that the revision of the Teen Room to the Friends Bookstore was a good idea to maximize the use of space. Alan Gober agreed to investigate the cost of a build out that would stay within the existing roof line.

Morgan also discussed her plan to add a Circulation Clerk as operating hours will be expanded in the upcoming months. P.K. Chatterjee noted that this cost is included in the 2021-2022 Budget to be discussed later.

Morgan noted that she will be on vacation for the July 22 Board Meeting but will ask another Library Staff to fill in for her. The Library Director's full report is attached. Citizens Participation: None.

8. Treasurer's Report. P.K. Chatterjee presented the Treasurer's Report for May 2021. Sharon Rogers made a motion to approve the report and Amy Holland seconded it. Citizens Participation: None. The motion passed unanimously.
9. Budget. P.K. Chatterjee presented the 2021-2022 Budget. After some discussion, P.K. made a motion to approve the Budget and Alan Gober seconded it. Citizens Participation: None. The motion passed unanimously.
10. Long-Range Planning Committee. Morgan McMillian noted that the latest Long-Range Planning Committee expires in 2021 and she proposed a slate for a new Committee for 2021-2024 to consist of herself, Karen Ballinger, Danielle Wilson, P.K. Chatterjee, Amy Holland and Sharon Temple. P.K. made a motion to approve the formation of a Long-Range Planning Committee for 2021-2024 and Amy Holland seconded it. Citizens Participation: None. The motion passed unanimously.
11. Fourth of July Parade. Carol Black reported that only one person will be allowed in the Library convertible this year and recommended that Morgan McMillian be the person to represent the Library this year. Morgan accepted the invitation. It was noted that the Bookmobile will also be part of the parade. Citizens Participation: None.
12. Executive Session. Carol Black adjourned the meeting at 4:34 p.m. to go into Executive Session as allowed by Texas Government Code Section 551.074 (Personnel Matters).

13. At 4:56 p.m. Carol Black reconvened the meeting of the Board of Trustees of the Lake Travis Community Library District.
14. Comments: P.K. Chatterjee stated that he would contact the auditor to begin the audit of 2020-2021 fiscal year.
15. Closing – Future Board Meetings:  
July 22, 2021, via Zoom 3:30 p.m.  
August 26, 2021, via Zoom 3:30 p.m.
16. Since there was no further business, Carol Black adjourned the meeting at 4:57 p.m.

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Amy Holland, Secretary

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