

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
February 24, 2022            274th MEETING

1. At 1:00 p.m. Sharon Rogers called to order the meeting of the Trustees of the Lake Travis Community Library District. The meeting was held at the Lake Travis Community Library. Board Members present were Sharon Rogers, Alan Gober and Amy Holland. Board Member P.K. Chatterjee was linked in via ZOOM. Board Member Carol Black was unable to attend. Morgan McMillian, Karen Ballinger and Karen Scott 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. Sharon Rogers asked for the approval of the December 16, 2021 minutes. Alan Gober moved to approve the minutes and Amy Holland seconded the motion. Citizens Participation: None. The motion passed unanimously.
4. Citizens Participation: None.
5. Donations: Nothing to report.
6. Bookmobile Policy: Karen Ballinger presented the proposed revisions to the Bookmobile Policy which adjusts the guidelines for lengths of stops, clarifies the rules for borrowing and collection of late fees. Amy Holland moved to approve the revised Bookmobile Policy and Alan Gober seconded the motion. Citizens Participation: None. The motion passed unanimously.
7. Home Delivery Policy: Karen Scott presented the proposed revisions to the Home Delivery Policy, primarily to reflect the change of the name of the service. Amy Holland moved to approve the revised Home Delivery Policy and Alan Gober seconded the motion. Citizens Participation: None. The motion passed unanimously.
8. Morgan McMillian presented the Library Director's Report. She noted that she will be attending the PLA conference March 22-25 and will be unable to attend the March 24 meeting. The Board agreed to change the date of the meeting to March 17. She will be at another conference in April but will recruit another staff member to attend the April Board Meeting in her absence. Morgan noted that although large children group activities have not resumed

inside the Library yet, there are many other activities to engage them. The Library Director's full report is attached. Citizens Participation: None.

9. Treasurer's Report: P.K. Chatterjee presented the Balance Sheet as of December 31, 2021 and the Operating Statement for the six months ended December 31, 2021. He also presented the Treasurer's Report for January 2021. P.K. noted that he will likely suggest that the PNC Investments account be moved to JPMorgan Chase for market-linked CDs. He also asked that there be a resolution at the next meeting for opening an investment account with Raymond James operated through Prosperity Investments. Amy Holland made a motion to accept the report and Alan Gober seconded it. Citizens Participation: None. The motion passed unanimously.
10. P.K. Chatterjee presented Resolution 2022-01-Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Opening Account with Charles Schwab. Amy Holland made a motion to approve the resolution and Alan Gober seconded it. Citizens Participation: None. The motion passed unanimously.
11. Morgan McMillian presented Resolution 2022-02-Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Pandemic Response and Emergency Suspension of Policy. Amy Holland made a motion to approve the resolution and Alan Gober seconded it. Citizens Participation: None. The motion passed unanimously.
12. Outdoor Signage: Sharon Rogers suggested that the Library investigate purchasing an electronic sign for outside of the library to use for announcements and she agreed to obtain estimates for future discussion. Citizens Participation: None.
13. Plans to Develop Additional Library Facility: Morgan McMillian confirmed that the committee for this project is herself, Sharon Rogers, Alan Gober and Jim Ratcliff. She also noted that she has contacted realtor Joni Langle for assistance in locating a suitable property. After some discussion, the Board asked Morgan to invite Joni Langle to the next Board Meeting. Citizens Participation: None.
14. Executive Session: Sharon Rogers adjourned the meeting at 1:55 p.m. to go into Executive Session as allowed by Texas Government Code Section 551.074 (Personnel Matters).

