

# MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT

## BOARD OF TRUSTEES

October 27, 2022

285th MEETING

1. At 3:30 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, Tom Seidenstricker, and PK Chatterjee. Board member Amy Holland was absent. Library Director Morgan McMillian, Sue Gilman, Hunter Hudson of Willatt and Flickinger PLLC, Joni Langle of Highland Realty, Jim Bannerot, Joyce Botta, Carol Black, and Jim Ratcliff were also present. Alan Gober joined at 3:48 p.m. Gary Davis and Nancy Pencsak joined by Zoom.
2. The Pledge of Allegiance to the Flag of the United States of America was recited.
3. Sharon Rogers asked for the approval of the September 16, September 22, and October 13, 2022 minutes. PK Chatterjee moved to approve the minutes and Tom Seidenstricker seconded the motion. Citizens Participation: None. The motion passed unanimously.
4. Citizens Participation: None.
5. Additional library facility: Executive Session: Sharon Rogers adjourned the meeting at 3:34 p.m. to go into Executive Session as allowed by Texas Government Code Section 551.072 (Deliberation about Real Property). Sharon Rogers allowed all to stay with the stipulation that no mention of the location or entity name be disclosed during the session. Nancy Pencsak left the meeting.
6. At 4:27 p.m. Sharon Rogers reconvened the meeting of the Board of Trustees. Citizens Participation: Carol Black thanked everyone. Hunter Hudson and Joni Langle excused themselves from the meeting.
7. Donations: Morgan McMillian reported that a donation of \$100 was received in appreciation of the library's free Interlibrary Loan service. Citizens Participation: None.
8. November Board Election: Election officer Sue Gilman reported that the Oath of Office and Statement of Elected Officer will be given at the next Board meeting after the November 8, 2022 election. Board Officers will also need to be elected. Citizens Participation: None.
9. Audit: Gary West of West Davis & Co. presented the audit report for the 2021-2022 fiscal year, noting a clean audit opinion. Gary suggested that the Board change the ruling for Capital Expenses to be a higher dollar amount as that would simplify accounting procedures. He also expressed appreciation to the staff and Board. PK Chatterjee

moved to accept the audit report and Tom Seidenstricker seconded it. Citizens Participation: None. The motion passed unanimously. Gary Davis excused himself from the meeting.

10. Morgan McMillian presented the Library Director's Report and the full report is attached. Citizens Participation: None.

11. Treasurer's Report: PK Chatterjee presented the Treasurer's Report. Following a brief discussion, Tom Seidenstricker made a motion to accept the report and Alan Gober seconded it. Citizens Participation: None. The motion passed unanimously.

12. The Board considered Resolution 2022-06 to update signatories and Safe Deposit Box access at Prosperity Bank. The Board of Trustees of Lake Travis Community Library District will remove Carol Black from the bank account and add Amy Holland and Morgan McMillian as signatories. Authorized signatories should include PK Chatterjee, Amy Holland, Morgan McMillian, Sharon Rogers, and Danielle Wilson. The Board of Trustees of Lake Travis Community Library District will remove Carol Black from Safe Deposit Box access and add Sharon Rogers. Those authorized to access the Safe Deposit Box should include PK Chatterjee, Morgan McMillian, and Sharon Rogers. PK Chatterjee moved to accept the Resolution and Tom Seidenstricker seconded it. Citizens Participation: None. The Resolution passed unanimously.

13. Executive Session: Sharon Rogers adjourned the meeting at 5:03 p.m. to go into Executive Session as allowed by Texas Government Code Section 551.074 (Personnel Matters). All remaining left the meeting.

14. At 5:40 p.m. Sharon Rogers reconvened the meeting of the Board of Trustees. Citizens Participation: None.

15. Comments: None.

16. Closing – Future Board Meetings:

November 17, 2022	3:30 p.m.	Lake Travis Community Library
December 15, 2022	3:30 p.m.	Lake Travis Community Library

17. Since there was no further business, Sharon Rogers adjourned the meeting at 5:41 p.m.

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Sue Gilman, Acting Secretary

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