

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
November 21, 2023 299th MEETING

1. At 4:00 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, P.K. Chatterjee, Amy Holland, and Tom Seidenstricker. Assistant Library Director Raj Kamat, Sue Gilman, Brandi McDaniel and Dan Pedersen attended. Library Director Morgan McMillian and Board Member Jim Bannerot were linked in via ZOOM.
2. The Pledge of Allegiance to the Flag of the United States of America was recited.
3. Sue Gilman gave instructions to sign the official election statements and swore in the newly reelected Board Members Sharon Rogers and Jim Bannerot. Citizens Participation: None.
4. Election of officers for the LTCLD for 2023-2024: The slate of officers was unanimously approved, as follows. Sharon Rogers, President; P.K. Chatterjee, Vice President; Amy Holland, Secretary; P.K. Chatterjee, Treasurer. Citizens Participation: None.
5. Sharon Rogers asked for the approval of the October 24, 2023 minutes. P.K. Chatterjee made a motion to approve the minutes; Tom Seidenstricker seconded the motion. Citizens Participation: None. The motion passed unanimously.
6. Citizens Participation: None.
7. Donations: Raj Kamat stated that there was nothing to report. Citizens Participation: None.
8. Plans to Develop Additional Facility: P.K. Chatterjee led the discussion with a review of the most recent sales tax figures noting that the November revenue was less than anticipated. He also presented a schedule of Cash Flow Projections with amounts revised for the latest cost estimates to complete the project, a copy of which is attached. He commented that it may not be prudent to commit to the entire project as originally anticipated at the current time, given the re-

vised cash flow projections. Several alternatives were discussed, including having additional negotiations with the bidding contractors. Sharon Rogers suggested inviting John Caporal to join the Building Committee to assist with these negotiations; Jim Bannerot nominated him, Amy Holland seconded the motion, and it was unanimously approved. Sharon Rogers will invite John Caporal and will schedule a special meeting of the LTCLD as soon as possible. Citizens Participation: None.

9. Library Director's Report: Raj Kamat presented the Library Director's Report and highlighted a few items. The Library Director's full report is attached. Citizens Participation: None.
10. Treasurer's Report: P.K. Chatterjee presented the Treasurer's Report for October 2023. He requested Morgan McMillian and Raj Kamat to ask the sales tax director to analyze sales tax receipts for November 2023 as compared to October 2023 and to November 2022 to better understand the unexpected amount for November 2023. Following a brief discussion, Amy Holland made a motion to accept the report and Tom Seidenstricker seconded it. Citizens Participation: None. The motion passed unanimously.
11. Board Policy Concerning Citizen Comment at Board Meetings: Jim Bannerot presented a draft of a Policy on Public Participation in Open Meetings, a copy of which is attached. It was agreed that this issue will be tabled until the next meeting. Citizens Participation: None.
12. Executive Session: Sharon Rogers adjourned the meeting at 5:41 p.m. and called to order an Executive Session as permitted under the Texas Government Code Section 551.074 Personnel Matters.
13. Sharon Rogers reconvened the Board of Trustees of the Lake Travis Community Library District at 5:44 p.m. No action was required.
14. Comments: None.
15. Future Board Meetings:

December 19, 2023	4:00 p.m.	Lake Travis Community Library
January 25, 2024	3:30 p.m.	Lake Travis Community Library

16. Closing: Since there was no further business, P.K. Chatterjee made a motion to adjourn the meeting and Tom Seidenstricker seconded it. The motion passed unanimously. Sharon Rogers adjourned the meeting at 5:46 p.m.

Amy Holland, Secretary

Approved on _____