

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
May 23, 2024 306th 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, Jim Bannerot, and Tom Seidenstricker. P.K. Chatterjee and Amy Holland were absent. Library Director Morgan McMillian, Assistant Library Director Raj Kamat, and Summer Circulation Clerk Michelle Woicyk also attended. Nancy Pencsak attended via ZOOM.
2. The Pledge of Allegiance to the Flag of the United States of America was recited.
3. Celebrations of Success: Sharon Rogers presented this new agenda item and the board watched the Hart of Lake Travis videos. Library Director Morgan McMillian also acknowledged staff member Gabe Garcia for coming to the rescue on May 16 when a car drove into the pond near the library.
4. Sharon Rogers asked for the approval of the April 25, 2024 minutes. Sharon Rogers made a motion to approve the minutes; Tom Seidenstricker seconded the motion. Citizens Participation: None. The motion passed unanimously.
5. Citizens Participation: None.
6. Donations: Morgan McMillian reported that the West capital campaign has received 48 donations in the amount of \$86,909.05. The Texas Book Festival grant was submitted last month. The library is receiving donations in memory of longtime volunteer Bruce Warmuth.
7. Plans to Develop Additional Facility: Progress on the new West facility was discussed. The first Pay Application from G Creek General Contractor is expected within the next few days. Raj and Morgan have ordered shelving units from Library Interiors of Texas and are working with Stokes on signage for the space. Water tank issues, the leaning street sign, the Texas Department of Transportation library street sign, TFE cabling, and more were discussed. Library Director Morgan McMillian presented two draft job descriptions for four positions and hopes to post the job openings in July to ensure that staff is hired

and trained in time to open. Construction is scheduled to be completed in late September.

8. Library Director's Report: Morgan McMillian presented the Library Director's Report and highlighted a few items. The full Report is attached. She also reminded the Board that the annual cyber security training is coming due.
9. Treasurer's Report: P.K. Chatterjee was absent, so there was no Treasurer's Report for April 2024. Expenses and revenue for April 2024 were as expected.
10. Executive Session: None needed.
11. Comments: The November election, the 2024-2025 budget, and a review of the Collection Development and Intellectual Freedom policies will be on the June agenda.
12. Future Board Meetings:

June 27, 2024	4:00 p.m.	Lake Travis Community Library
July 25, 2024	4:00 p.m.	Lake Travis Community Library
13. Closing: Since there was no further business, Sharon Rogers adjourned the meeting at 4:15 p.m.

Morgan McMillian, Acting Secretary

Approved on _____