

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
July 25, 2024 308th 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, Jim Bannerot, Amy Holland, Tom Seidenstricker, and P.K. Chatterjee. Library Director Morgan McMillian, Assistant Library Director Raj Kamat and John Caporal also attended, and Nancy Penscak attended via ZOOM.
2. The Pledge of Allegiance to the Flag of the United States of America was recited.
3. Celebrations of Success: Morgan McMillian presented a video of the West location that has been posted to Facebook.
4. Sharon Rogers asked for the approval of the July 3, 2024 minutes. P.K. Chatterjee made a motion to approve the minutes; Tom Seidenstricker seconded the motion. Citizens Participation: None. The motion passed unanimously.
5. Citizens Participation: None.
6. November Board Election: Morgan McMillian reported that Sue Gilman has filed all the necessary documentation and noted that the current terms of P.K. Chatterjee, Amy Holland and Tom Seidenstricker expire in November.
7. City of Lakeway Economic Development Committee Buy Local Campaign: John Caporal introduced the Buy Local Campaign and explained that plans are underway to gain support for local businesses in order to increase sales and tax revenues.
8. Donations: Morgan McMillian reported that the library has received \$142,966 from 57 donors to date, including a \$30,000 donation to name the reading room at the West location.
9. Plans to Develop Additional Facility: Morgan McMillian reported that construction is progressing well and that the plan is still on track to be completed in late September. Furniture and shelving are scheduled to be delivered the week of September 23 and the collection is scheduled to be moved to the week

of September 30. Applications for new employees have been received and are being reviewed.

10. Library Director's Report: Morgan McMillian presented the Library Director's Report and highlighted a few items. The full Report is attached.
11. Collection Development policy: Morgan McMillian noted that this policy should be reviewed annually. P.K. Chatterjee suggested a slight change to the wording which Morgan will incorporate and recirculate. Sharon Rogers suggested that action on this policy should be tabled until the next meeting to allow the Trustees time to review the amended policy.
12. Intellectual Freedom policy: Jim Bannerot presented a revised Intellectual Freedom policy, including a few minor corrections. Amy Holland made a motion to adopt this revised policy; P.K. Chatterjee seconded the motion. Citizens Participation: None. The motion passed unanimously.
13. Treasurer's Report: P.K. Chatterjee presented the operating statement for the fiscal year 2023-2024 along with the budget for 2024-2025, and the balance sheet as of June 2024. He noted that for the budget he assumed that the revenues for the 2024-2025 year would be the same as the budgeted amounts for 2023-2024, and that the budget would be revised after the first quarter when the status of the new West facility is further established. Amy Holland made a motion to accept the Treasurer's Report; Tom Seidenstricker seconded the motion. Citizens Participation: None. The motion passed unanimously.
14. Audit for FY 2023-2024: Morgan McMillian reported that the audit engagement letter was received and approved.
15. Executive Session: Sharon Rogers adjourned the meeting at 5:10 p.m. to go into Executive Session as permitted under the Texas Open Meetings Act.
16. Reconvene: Sharon Rogers resumed the meeting of the Board of Trustees at 5:21 p.m.
17. Comments: None.
18. Future Board Meetings:

August 22, 2024	3:30 p.m.	Lake Travis Community Library
September 26, 2024	3:30 p.m.	Lake Travis Community Library

19.Closing: Since there was no further business, Sharon Rogers adjourned the meeting at 5:23 p.m.

Amy Holland, Secretary

Approved on _____