

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
APRIL 24, 2025 317th 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 in Lakeway. Board Members present were Sharon Rogers, Jim Bannerot, P.K. Chatterjee, Tom Seidenstricker, and Amy Holland. Library Director Morgan McMillian, Assistant Library Director Raj Kamat, John Caporal, Constance Culbertson and Bruce Keene, the tenant at the West Library Outpost, were also present.
2. The Pledge of Allegiance to the Flag of the United States of America was recited.
3. Celebrations of Success: Morgan McMillian reported on Sue Gilman's retirement after 25 years serving the Lake Travis Community Library. She will be greatly missed!
4. Sharon Rogers asked for the approval of March 27, 2025 minutes. Tom Seidenstricker made a motion to approve the minutes; P.K. Chatterjee seconded the motion. Citizens Participation: None. The motion passed unanimously.
5. Citizens Participation: Constance Culbertson reported that she made a book challenge for the book *On Call* to the Reconsideration Committee which was declined. She reiterated her previous request and asked for the issue to be reconsidered.
6. Donations: Morgan McMillian reported that the library has received \$392,724 in donations from 141 donors to date.
7. Discuss plans for West library: Bruce Keene, the owner of Hill Country Web, reported on the status of his lease at West. He stated that he has secured a new facility for his business and is ready to vacate West once he can get the permitting process completed to move his fiber connections. He is hopeful that it will be completed no later than the end of June 2025.

Raj Kamat noted that there is mold in the unit currently occupied by Hill Country Web which needs to be remediated. Once the mold assessment plan is received, she can hire a mold cleaner company. Until the assessment is received she does not have a firm cost estimate, but expects it to be less than the \$25,000 limit for

which competitive bids are required. At this point Bruce Keene excused himself from the meeting.

Raj Kamat also reported on the idea of installing gutters at the West Outpost. Based on what has been learned so far, she recommended deferring on gutters, and the Board agreed. She also noted that attendance and programs at West are doing very well.

P.K. Chatterjee announced that the loan for the West facility was paid off in April and that the District is debt free.

8. Library Director's Report: Morgan McMillian presented the Library Director's Report and highlighted a few items. The full Report is attached.
9. Discuss Board Goals for Consideration: Sharon Rogers outlined three goals to be considered. First, what ideas might be to utilize unit #1 at West, when it is vacated by Hill Country Web. Second, she noted that the Bookmobile is nine years old and may need to be replaced before long. P.K. Chatterjee suggested that we should consider whether one could be rented on a short-term basis and that we should find out how long it might take to receive a new one if we ordered one. Finally, Sharon Rogers noted that the salaries for the District employees should be increased. She presented salary comparison she obtained from the TSLAC Annual Report and asked that this be considered in the budget for the upcoming year.

P.K. Chatterjee noted that he will begin the budget process in the next month and asked that anything else that may be needed or requested be communicated to him.

10. Treasurer's Report: P.K. Chatterjee presented the Profit and Loss as of March 2025 and comparison to budget. Amy Holland made a motion to accept the Treasurer's Report; Tom Seidenstricker seconded the motion. Citizens Participation: None. The motion passed unanimously.
11. Discuss Bank of America and Prosperity Bank Authorized Contacts: Morgan McMillian noted that new bank forms needed to be executed to remove Sue Gilman and add Jenna Kurz as bank signors and authorized credit card users. Amy Holland made a motion to give Morgan McMillian the highest authority for the Bank of America account credit card, replacing Sue Gilman, and to add Jenna Kurz as a user. Amy Holland also made a motion to adopt a resolution to add Jenna Kurz to the Prosperity Bank Account, which now will include Morgan McMillian, P.K. Chatterjee, Sharon Rogers, Amy Holland, and Jenna Kurz. Tom Seidenstricker

seconded the motions. Citizens Participation: None. The motion passed unanimously.

12.Executive Session: Sharon Rogers adjourned the meeting at 4:45 p.m. to go into Executive Session as permitted under the Texas Open Meetings Act Section 551.072.

13.Reconvene: Sharon Rogers resumed the meeting of the Board of Trustees at 4:56 p.m. No action items were necessary.

14.Comments: None.

15.Future Board Meetings:

May 22, 2025 3:30 p.m. Lake Travis Community Library Lakeway

June 26, 2025 4:00 p.m. Lake Travis Community Library Lakeway

16.Closing: Since there was no further business, Sharon Rogers adjourned the meeting at 4:58 p.m.

Amy Holland, Secretary

Approved on
