

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
March 15, 2010**

At 6:00 p.m., President Carol Black called to order the one hundredth and first meeting of the Trustees of the Lake Travis Community Library District. The meeting was convened in the Lake Travis Community Library. Board Members present were Carol Black, Sharon Rogers, Nancy Pencsak, Bob Johntz, and PK Chatterjee. Attendees were Sue Gilman, Margaret McDermott and Morgan McMillian.

The Pledge of Allegiance to the Flag of the United States of America and the Flag of the State of Texas were recited.

3. Nancy Pencsak, Board Secretary, asked for the approval of February 8, 2010 minutes. Sharon Rogers made a motion to approve the minutes as presented. Bob Johntz seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: none.

5. Sue Gilman discussed the May 8, 2010 election. She stated that as of 5:00 p.m. there were no write-in candidates. Also, at 5:30 p. m. there was a drawing for places on the ballot, and PK Chatterjee is first on the ballot, Carol Black is second on the ballot, and Nancy Pencsak is third on the ballot. Ms. Gilman suggested that because the three candidates were unopposed that the Board cancel the election.

CITIZENS PARTICIPATION: none.

Bob Johntz made a motion to cancel the May 8, 2010 election and declare the candidates elected. Sharon Rogers seconded the motion. The motion passed unanimously. Ms Gilman will notify Travis County of the cancellation. The candidates will be sworn in to office at the May 10, 2010 meeting.

Sue Gilman discussed the change in boundaries for the LTISD. A subdivision across the Pedernales River has asked to be included in the school district. The LTISD School Board has voted to take in this territory. This change is now waiting for federal approval. The boundary change for LTISD does not affect the present boundaries of the LTCLD. Our boundaries were set by the election that formed the library district.

8. Taken out of order. When recording the boundaries of the LTCLD, Dan Pedersen had worked with the company, Mapsco. As questions were being asked of Mr. Pedersen regarding the LTISD change, he stated that because of new streets being added in the LTCLD, that a new map should be made that includes these territories. This is a crucial factor in collecting taxes in Travis County. **PK Chatterjee suggested taking no action on a new map at this time, as MuniServices might provide this kind of information.** Ms Gilman noted that Travis County periodically notifies her of new addresses of registered voters.

CITIZENS PARTICIPATION: none.

6. PK Chatterjee presented the Treasurer's Report. February receipts were \$40,011.00, which reflects December 2009 sales. The District's net worth is now \$1.027 million.

CITIZENS PARTICIPATION: none.

Bob Johntz made a motion to approve the treasurer's report. Sharon Rogers seconded the motion. The motion passed unanimously

7. PK Chatterjee presented information on the Collection of Sales Tax. MuniServices will contract, for a fee of \$3500, to search for businesses not reporting or under-reporting sales tax going back 4 years and going forward 2 years. They charge 35 percent of found collections; this could pay the \$3500, if enough are found. CITIZENS PARTICIPATION: none.

PK Chatterjee made a motion to engage MuniServices for this basic service. Nancy Pencsak seconded the motion. The motion passed unanimously

8. Taken up earlier.

9. Carol Black gave a report on a conversation with our lawyer, Sharlene Collins. Dr. Black had asked if all five board members could attend a fundraising function held at the Activity Center and the home of a patron. At that time, Ms Collins stated that the LTCLD needed to pass a resolution stating other locations where district business was conducted other than the library. Nancy Pencsak read Resolution 2010-1 Meeting Sites. Board discussion followed.

CITIZENS PARTICIPATION: none.

PK Chatterjee made a motion to pass this resolution. Sharon Rogers seconded the motion. The motion passed unanimously.

10. Also in the conversation with the lawyer, Sharlene Collins, stated that fundraising was conducting business of the Board. Thus, the five board members could socialize at such an event, but if any formal business (presentations) was conducted, only two Board members could be in the room at a time. Other Board members would have to leave the room.

CITIZENS PARTICIPATION: none.

11. pro-forma architects have asked that the district choose a building contractor to estimate the project costs. CITIZENS PARTICIPATION: none.

PK Chatterjee made a motion to submit, as first choice, Bailey Elliot Construction; and as second choice, Brawn and Butler Construction. Bob Johntz seconded the motion. The motion passed unanimously.

12. On February 22nd at 1:00 p. m., Morgan McMillian and Carol Black were interviewed by Julie Krumholz for an article that would appear in the February issue of Tuscan Village Times (Vol. 5). Permission was given by pro-forma architects, inc. to use schematic drawings in this article and any we wanted to submit to the Lake Travis View. This article and drawings were published in this issue with full color renderings of the roof and pond views of the proposed library.

CITIZENS PARTICIPATION: none.

13. A discussion was held on a Meeting Room Policy. With a Meeting Room proposed for the new library structure, Morgan McMillian and Carol Black have been receiving input from other District libraries after an inquiry was sent. One district had three church services a week using their meeting room. Most all charged fees to use the meeting room, as cleanup was inevitable. Fees were higher at one library if food was to be served. One library director stated that you should never have a group that meets for breakfast. You have to hire library personnel to open the building. Another library director stated that library events always take precedent over anything else. Karen Weber of Johnson City, stated that their "Woman's Club has given us about \$100,000 for our building fund, and we named the meeting room after them. They only have a few meetings each year and must make an application." All of these libraries had a Meeting Room Policy. Carol Black proposed that the LTCLD look into forming a committee to write a policy that would address these issues.

CITIZENS PARTICIPATION: Margaret McDermott said she agrees with the board.

14. Sharon Rogers gave a report on the Fund Raising Committee meeting with the Lakeway Civic Corporation held on March 11th. The Committee made a request for \$100,000. Sharon Rogers, Ginger Gober, Morgan McMillian, PK Chatterjee, and Jon Champeny all made presentations to the LCC. Ms McMillian gave information on library services and the need for additional space, and Mr. Chatterjee presented an overview of the financials of the district.

The first of a series of 'house parties' will be held March 25th at the home of Jon and Joyce Champeny. Several grant possibilities are being investigated; Amy Holland is the chair of the Grant Committee.

CITIZENS PARTICIPATION: none.

15. Morgan McMillian presented the Library Director's Report

CITIZENS PARTICIPATION: none

16. Morgan McMillian discussed the Library's Long Range Plan. This committee met last week. Mary Whitaker is the chair. Their task is to prepare an update from the 2008 Plan, on what goals have been attained.

17. There were no Executive Sessions.

Comments by Board Trustees:

1. Carol Black stated that the library had received a complimentary letter from Mr. George S. Drake praising the services of Earlene Loflin and Karen Ballinger.
2. Bob Johntz has informed center businesses of the defibrillator in the library.
3. Bob Johntz pointed out that we are 26 ½ months away from the end of our lease with the shopping center.

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meeting will be at 6:00 p.m. on April 12, 2010. Another meeting is scheduled for May 10, 2010 at 6:00 p.m.

Since there was no further business the meeting was adjourned at 8:24 p.m.

Nancy Pencsak, Secretary
Board of Trustees
Lake Travis Community Library District