

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
April 18, 2012**

At 2:00 p.m., President Carol Black called to order the one hundred and forty-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, and PK Chatterjee. Absent member was Bob Johntz. Attendees were Jean Dowdy and Sue Gilman.

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 the March 21, 2012 minutes. Sharon Rogers made a motion to approve the minutes as presented. PK Chatterjee seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. Frank Black's report from the Bldg. Committee was handed out to the Board.

Building Committee Update -- April 18, 2012

The official start date for our project construction (Notice to Proceed) was March 28th. Therefore, the 245 Calendar days allotted for construction in the Bartlett Cocke bid would predict the building will be available for use in late November. However, it is likely weather delays or delivery problems could delay this project completion for a few days.

Today, the work on the site is centered on drilling and cementing the support piers for the building. Also, the entrance for construction traffic on Lohmans Road will soon be activated. The new water lines which are buried in this entranceway have been installed and inspected.

There has been one significant problem appear in plotting the building perimeter and location of the support piers. A buried electrical service line which serves much of the Tuscan Village was not installed as shown on the Civil Engineering drawings of Tuscan – and runs under what will be an eastern portion of our building. The contractor cannot finish the piers or foundations for that portion of the building until the electrical line and an accompanying TV cable is rerouted by Austin Energy. Austin Energy predicts that it will be six to ten weeks before their engineering and installation groups can complete this relocation. The cost for all this will be something around \$40,000.

It is not clear, at this point, which contractor did the work and for what reason this electrical service line was not installed as shown on the King engineering drawings of the Library property. We will try to determine if others can pay for at least part of this relocation cost.

Bartlett Cocke plans to work around a time delay due to this problem by pouring the section of the slab near the misplaced line later while proceeding with the pouring of the main building slab.

The next construction coordination meeting is scheduled for April 25th – (Groundbreaking day). At that time Bartlett will produce a rework of their detailed construction schedule.

CITIZENS PARTICIPATION: None.

6. Carol Black discussed the technology vendors for the library. Dr. Black and Morgan McMillian have met with four firms to discuss the technology needs of the new library. These firms are Admin@tech, TFE

Connect (Technology for Education), Black Box Network Services, and SCTi. Three bids have been received for installing cable. Sean Casey, the Assistant Superintendent for Technology for LTISD has generously agreed to analyze these proposals for our application

CITIZENS PARTICIPATION: None.

7. Carol Black discussed the planned Groundbreaking activities. This event will take place at 9:00 a.m. on April 25th. Invitations have been mailed to certain dignitaries, groups, and citizens. A tent has been rented and lemonade will be available.

CITIZENS PARTICIPATION: None.

8. The Treasurer's Report was presented by PK Chatterjee. The Sales Tax receipts for March were \$42,069, and for April, \$52,625. New accounts have been opened at A+ Credit Union and First American Bank. The first Bond payment has been made to the City of Lakeway.

Nancy Pencsak made a motion to approve the Treasurer's Report. Carol Black seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously.

9. PK Chatterjee discussed the bond monies received from the City of Lakeway.

CITIZENS PARTICIPATION: None.

10. Carol Black discussed the need for additional safe deposit space. PK Chatterjee made a motion to authorize Bob Johntz to rent another deposit box, on the best possible terms. Carol Black seconded the motion.

CITIZENS PARTICIPATION: None. The motion passed unanimously

11. We continue to work with Mr. Jeff Bulla of pro-forma architects.

CITIZENS PARTICIPATION: None.

12. Though assured that the LTCL may occupy the present quarters throughout the calendar year of 2012, no lease agreement has been received from Trent Chastain of Reliance Commercial Realty.

CITIZENS PARTICIPATION: None.

13. Sharon Rogers gave a report on fund raising efforts.

A Christmas Parade of Homes is planned for December 9, 2012.

There has been a big push to sell bricks for a final count needed for construction. This began in March.

Banners were placed all around the area to remind people to purchase a brick. Sale of bricks is at \$63,000.

Sales of Tickets to the Dancing with the Stars Gala, to be held at The Oasis in October, will begin soon.

CITIZENS PARTICIPATION: None.

14. Sue Gilman presented the Library Director's Report. The Annual Report to the Texas State Library has been completed. CITIZENS PARTICIPATION: None.

No Executive session was held.

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 2:00 p.m. on May 16, 2012. Another meeting is scheduled for June 20, 2012 at 2:00 p.m.

Since there was no further business the meeting was adjourned at 3:21 p.m.

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