

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
May 17, 2012**

At 4:04 p.m., President, Carol Black, called to order the one hundred and forty-second 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, and Nancy Pencsak. PK Chatterjee and Bob Johntz were absent. Attendees were Morgan McMillian and Margaret McDermott.

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 April 18, 2012 minutes. Sharon Rogers made a motion to approve the minutes as presented. Carol Black seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION: None.

5. Frank Black, Building Committee co-chair, gave a report to the Board on the progress of the new library structure.

CITIZENS PARTICIPATION: None

Building Committee Update – May 17, 2012

This past month, the work on the site has been centered on completing the piers and foundation beams for a major section of the building slab. Underground drainage for the driveways and parking areas has been partially installed. Plumbing piping and electrical conduits which are located under the building slab have been installed.

Also, the cut of the curb for the entrance off of Lohmans has been completed.

There remains the significant problem of the wayward underground electrical lines which serve Tuscan Village and due to a contractor error run under the east section of our planned building slab. Bartlett will proceed with pouring the 2/3 of the building slab which is west of these interfering lines. As of today, Austin Energy supplied the design for relocation of these buried lines and an invoice for \$13,800.27 for their design and future installation efforts. It may be four weeks or longer before these lines are relocated. Bartlett Cocke will trench and supply conduits for the Austin Energy changes. This will cost another \$10,000 to \$18,000. The relocation of the TV cables has not been priced. Bartlett Cocke continues with plans to work around a time delay due to this underground electrical problem by pouring the west 2/3 of the slab while waiting on Austin Energy.

We have encountered another problem related to the civil engineering drawings for the site. The planned drainage of the driveway and parking areas was redesigned, as the pond weir and water level are significantly higher than those shown in the original design. A new 18 inch drain will be added to take this driveway runoff to the pond. This will add some minor cost to the project. Bartlett Cocke states that any “float” days in their construction schedule have been taken up by dealings with the Civil Engineers and Austin Energy. Until Austin Energy provides a schedule for re-location of the underground electric cables, alterations to the project schedule cannot be properly addressed.

6. Morgan McMillian and Carol Black discussed the technology vendors for the library. Four firms have met with them 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.

CITIZENS PARTICIPATION: None

7. Treasurer's Report was postponed. Morgan McMillian reported sales tax receipts for the month of May as \$72,042.53.

CITIZENS PARTICIPATION: None

8. Agenda item on auditor postponed.

9. PK Chatterjee, Bob Johntz and Carol Black are authorized to sign checks individually below \$10,000. Checks above this amount require two signatories. Because of the absence of two Board signatories and the need to pay important bills for the construction of the new library, it was decided to authorize another Board member to serve in this capacity for the Prosperity Checking Account only. Carol Black made a motion to authorize Sharon Rogers to act as a signatory on the Prosperity Checking Account. Nancy Pencsak seconded the motion.

CITIZENS PARTICIPATION; None

The motion passed unanimously.

10. Agenda item on safe deposit needs is postponed.

11. We continue to work with Mr. Jeff Bulla of pro-forma architects. A discussion was held on the LTCLD's procedure to pay Mr. Bulla's invoices.

CITIZENS PARTICIPATION: None

12. Agenda item on lease agreement is postponed.

13. Agenda item on report from Fund Raising Committee is postponed.

14. Library Director's Report is postponed.

CITIZENS PARTICIPATION: None

15. Agenda item on Central Texas Library System fee schedule is postponed.

16. Board meeting is scheduled for June 20 at 4 p.m. and July 18 at 4 p.m.

17. No Executive session was held.

19. Comments from Board Trustees

21. Since there was no further business the meeting was adjourned at 4:26 p.m.

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