

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
MAY 27, 2004

At 6:35 p.m., the first meeting of the Trustees of the Lake Travis Community Library District was called to order by Margaret McDermott. The meeting was convened in the Lake Travis High School/Community Library. Present were Bob Johntz, Dan Pedersen, Nancy Pencsak, Mary Whitaker, Carol Black, Rhonda Hostetler, Margaret McDermott, Mary Shook, Joe Davis, Kirk D. Clennon, Julie Rhone, Bill Rhone, Frank Black, Ray Pencsak, Amanda Black, Brenda Black, and Glenda Foreman, Mayor Pro-Tem of the City of Lakeway. Margaret McDermott acted as chairperson of the meeting until officers could be elected.

The first order of business was the signing of sworn statements by the newly elected trustees and the faxing of same to the Recording Division of Travis County and the Official Records Division of the Secretary of State of Texas. Upon confirmation that the sworn statements had been transmitted, the Trustees swore to their respective oaths of office. They will be filed with the records of the District. Mrs. Mary Shook served as Notary Public.

Mrs McDermott discussed the terms of office for each of the new trustees. By election law it was determined that Carol Black, Mary Whitaker, and Nancy Pencsak having received the highest number of votes, would each serve a full two-year term. Dan Pedersen and Bob Johntz each would serve one-year terms.

The business of election of officers of the Lake Travis Community Library District was undertaken. Dan Pedersen nominated Nancy Pencsak to fill the office of President of the new district. Carol Black seconded the nomination. Mrs. Pencsak was approved unanimously. Nancy Pencsak nominated Bob Johntz to fill the office of Vice-President of the new district. Dan Pedersen seconded the nomination. Mr. Johntz was approved unanimously. Dan Pedersen nominated Carol Black to fill the office of Secretary of the new district. Bob Johntz seconded the nomination. Dr. Black was approved unanimously. Carol Black nominated Dan Pedersen to fill the office of Treasurer of the new district. Nancy Pencsak seconded the nomination. Mr. Pedersen was approved unanimously.

As the newly elected President, Nancy Pencsak presided for the rest of the meeting.

Mrs. Pencsak read A Resolution Approving and Adopting a Sales and Use Tax. Bob Johntz made a motion to adopt the resolution. Mary Whitaker seconded the motion. Dan Pedersen related that this document was to accompany materials to the Comptrollers Office. Ms. Pencsak called for the vote. The resolution was adopted.

The President read A Resolution Establishing The Office and Regular Meeting Places and Times for the Board of Trustees. Mary Whitaker moved that the resolution be

adopted. Dan Pedersen seconded the motion. A discussion was held regarding the correct address of the Lake Travis Community Library District. Additionally a clause was added regarding special meetings. Ms. Pencsak called for the vote. With corrections and additions, the adoption of the resolution passed unanimously. The Lake Travis Community Library District will house their main office in the Lake Travis Community Library.

The President read A Resolution Authorizing The Posting Of All Meetings of the Board of Trustees. Bob Johntz made the motion that this resolution be adopted. Mary Whitaker seconded the motion. Discussion followed. Mrs. Pencsak called for the vote. The adoption of the resolution passed unanimously.

Dan Pedersen presented information on the Open Meetings Act, Open Records Act, and their application to board meetings and documents. Discussion followed. Mr. Pedersen's handout is attached to the minutes.

Carol Black led a discussion regarding future agenda production.

The President led a discussion on what to say to the public regarding the operation of the Community Library now that a District has been created. Margaret McDermott voiced the opinion that when asked we would verbally let patrons know the library would continue to operate as is.

When the Board addressed item number 10 on the agenda, Dan Pedersen stated that the Travis County Commissioner's Court had canvassed and approved the election on Tuesday, May 25, 2004.

The President led the discussion on authorizing all steps necessary to comply with the Tax Assessor/Collector's office and other entities to ensure that the District's tax will be properly imposed. Carol Black made the motion to have the Treasurer undertake this task. Mary Whitaker seconded the motion. The motion passed.

Carol Black presented a list of persons to whom the District wished to send thank you notes. Dan Pedersen made a motion that this be done. Mary Whitaker seconded the motion. The motion passed.

The next item on the agenda was Citizens' participation. Joe Davis of Lakeway, TX began by congratulating the Board on the election. He complimented the Board on other matters and gave advice regarding future meetings.

Discussion was held regarding future summer meetings of the Board of Trustees for the Lake Travis Community Library District. It was determined that the next meeting would occur at 6:30 p.m. on June 14, 2004.

Bob Johntz made a motion to adjourn the meeting. Mary Whitaker seconded the motion. The motion passed. The meeting was adjourned at 8:30 p.m.

Carol M. Black, Secretary
Board of Trustees
Lake Travis Community Library District