

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
November 22, 2004

At 6:30 p.m., President Nancy Pencsak called the twelfth meeting of the Trustees of the Lake Travis Community Library District to order. The meeting was convened in the Lake Travis High School/Community Library. Board Members present were Nancy Pencsak, Dan Pedersen, Carol Black, and Mary Whitaker. Attendees were Eddie Beckelhymer, Jean Dowdy, Ann Holt, and Lisa Brooks.

The Pledge of Allegiance was recited.

Nancy Pencsak read the Open Forum Policy adopted at the third meeting on June 28, 2004. She also stated that the November 8, 2004 Board of Trustees meeting was not held because of the non-existence of a quorum.

The first order of business was the approval of the Oct 25, 2004 minutes. Dan Pedersen made a motion to approve the minutes as corrected. Nancy Pencsak seconded the motion. The motion passed. Carol Black requested that all agenda items go through the Board Secretary before posting. The agendas are also posted on the library web site in addition to those required by law.

The second order of business was the treasurer's report. Dan Pedersen stated that our bank has officially changed names and is now known as Prosperity Bank. There was an erroneous bank charge on their statement that had been corrected. Mr. Pedersen also stated that our insurance had been paid. He also called attention to our short-term liabilities to our lawyer and The Friends of the Lake Travis Community Library. Nancy Pencsak made a motion to accept the treasurer's report. Mary Whitaker seconded the motion. The motion passed.. Mrs. Pencsak and Rhonda Hostetler found 90 businesses that were not coded to pay the sales tax. These have been referred to the comptroller. The Friends have been collecting receipts and have discovered others. Time Warner has requested a map of the District as they were collecting taxes only in Lakeway. BFI has also requested a map.

Members of the Citizens Advisory Committee were recognized. Dan Pedersen introduced Eddy Beckelhymer, Jean Dowdy, and Ann Holt as members of this committee. Ms. Holt is the representative of the Friends of the Lake Travis Community Library.

As the Board did not have any real estate business, they did not go into executive session as permitted under the Texas Open Meetings Act, Government Code 551.072- Deliberations Regarding Real Property, to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Nancy Pencsak requested that the Citizens' Participation be moved forward in the agenda as Lisa Brooks had requested to address the Board. Ms. Brooks is a member of the Land Acquisition

Committee, but was not speaking on their behalf. She recommended that the Library Board consider renting space outside of the Lake Travis High School until a permanent building could be built. Ms. Brooks stated her reasons for this request. A rental space that will become available in the near future was suggested. The Board stated that they would take her request under consideration.

A discussion was held regarding plans for assuming the Lake Travis Community Library's responsibilities.

Carol Black asked if there had been a response to the letter sent to the Lake Travis Community Library Board regarding retention of records. Mary Whitaker stated that at the next meeting of the Community Board, this topic would be addressed.

A lengthy discussion was held regarding the contract negotiation with the Lake Travis I.S.D. Dan Pedersen stated that Bob Hart, Asst. Supt. of Finance & Support Services, had requested that the administration only wanted to take this item to the Lake Travis I.S.D. School Board one time. We had suggested that this be an agenda item at two meetings. Mr. Pedersen gave each District Board member a draft of topics to be considered for renegotiating this contract. It was suggested that Mr. Pedersen contact our lawyer regarding assuming the present LTCL contract. This would allow the Board time to write the revised contract for presentation to the school board.

Mary Whitaker will develop the document that will transfer all assets of the LTCL to the LTCLD. She will bring this before the Board of the LTCL.

Because space for a computer room at the Lake Travis High School was needed, the children's collection had to be moved out of a library room. In the new smaller area, it was necessary that the librarian, Jean Johnson, weed these materials. Board members, with the help of Julie Rhone, packed these books in boxes for future use. Additionally, the LTCL had received more donated books. A storage unit was desperately needed. Ms. Rhone contacted the Hill Country Self Storage and requested a 5' x 15' acclimatized unit at no charge for six months. The owners of this company agreed. Nancy Pencsak received a contract. Carol Black made a motion to accept the free storage and sign the contract. Mary Whitaker seconded the motion. The motion passed. The boxes of books will be moved to this location in the near future.

The proposed Rotary Project Regarding English as a Second Language Center was discussed. Through a conversation with Mr. Clayton Amacker, Mary Whitaker discovered that funds would not be available for two years. This agenda item will be deferred to a future time. Mr. Amacher wants to continue working with us.

Citizens' Participation was again addressed. At the last meeting, Jean Dowdy had stated that she would survey the area of Briarcliff for businesses not collecting the district library tax. She reported on this survey.

A discussion was held on sections of the Lake Travis Community Library District Policy and Procedures Manual that Nancy Pencsak and Carol Black compiled. The following actions were taken:

Volunteers – Mary Whitaker made a motion to accept the policy as corrected. Nancy Pencsak seconded the motion. The motion passed.

EMAIL – Mary Whitaker made a motion to accept the policy as corrected. Nancy Pencsak seconded the motion. The motion passed.

Freedom to View – Carol Black made a motion to accept the policy. Mary Whitaker seconded the motion. The motion passed.

A discussion was held regarding future 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 December 13, 2004. Other scheduled meetings would occur on January 10, 2005 at 6:30 p.m. and January 24, 2005 at 6:30 p.m.

President Nancy Pencsak stated that since there was no further business the meeting was adjourned. The meeting was adjourned at 8:25 p.m.

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