

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
December 13, 2004

At 6:32 p.m., President Nancy Pencsak called the thirteenth 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, Bob Johntz, Dan Pedersen, Carol Black, and Mary Whitaker. Attendees were Eddie Beckelhymer, Jean Dowdy, Ralph Thibodeau, Rudy Delgado, Rhonda Hostetler, Peter Hitt, and Trent Chastain..

The Pledge of Allegiance was recited.

Nancy Pencsak read the Open Forum Policy adopted at the third meeting on June 28, 2004.

The first order of business was the approval of the Nov. 22, 2004 minutes. Bob Johntz made a motion to approve the minutes as read. Mary Whitaker seconded the motion. The motion passed.

The second order of business was the treasurer's report. Dan Pedersen submitted the Operating Budget monthly report, Short-term and Long-term liabilities report, Capital Budget, Reserve Budget, and Prosperity Bank monthly statement. He then stated that the District had received its first sales tax monies from the Comptroller. The total was approximately \$15,478. These were taxes submitted by local businesses for the month of October. The Comptroller's office took out 2% of what had been collected for a collection fee and 2% for a reserve fund. Mr. Pedersen stated that there are possibly still some businesses not collecting the tax. Additionally, some businesses pay their tax quarterly. Mr. Pedersen stated that the legal bills have been paid, as well as the loan from the Friends. He will soon start a reserve account in another bank. Carol Black made a motion to accept the treasurer's report. Nancy Pencsak seconded the motion. The motion passed.

Architect, Ralph Thibodeau and his associate, Rudy Delgado, made a presentation. Mr. Thibodeau had previously spoken with Jean Dowdy and Dan Pedersen. He stated that he had done several library projects including the Copperas Cove Public Library and the Rains County Public Library. He presented documents and drawings from these two projects. Additionally, a library for the Austin Public Library system was mentioned. Mr. Thibodeau discussed the procedures leading up to construction of a library. He stated that fundraising was an important part of this process. This could take place over a three to six month period. A master plan was discussed so as to plan for future expansion as the population grows. Mr. Thibodeau spoke about the issues to be examined when considering construction sites. Some of these were soil testing, handicapped accessibility, utilities, zoning, etc. It was determined that the LTCLD could not build on the small sites like Copperas Cove and Rains County. Both were located in downtown areas with lots of accessible parking. The LTCLD would need more acreage. Bill Gooch, now retired from the Texas State Library, was a paid consultant on the Taylor site and a gratis consultant on the Copperas Cove site. Mr. Thibodeau has also consulted with David Price, Burnet County Librarian, on twenty libraries.

Mr. Thibodeau stated that it would take 18 to 24 months to get into the facility once the plans were approved.

Nancy Pencsak thanked the speakers.

As we had a person who wanted to speak, citizen's participation (Agenda Item #9) was moved before the Agenda Item #6.

Trent Chastain, from Quick and Company, addressed the Board. In referring to the property located on 620 (where the old Randalls was located), Mr. Chastain stated that he had sold the property. He had spoken with the new owner and a 10,500 sq. ft. space with rest rooms would be available for lease January 1, 2005. It would lease for \$12,000 a month. It might be possible to receive the first two to three months' rent free to get the library going. Mr. Ralph Thibodeau stated that it might be possible for him to pass along information on grants for shelving, etc.

At 7:45 p.m., the Board of Trustees went 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. The session ended at 8:40 p.m.

The Board of Trustees reconvened in open session at 8:40 p.m.

No action was taken in closed session.

The Board decided to address agenda item 8 next.

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

The Lake Travis Community Library Board met today on Monday, December 13, 2004. An email had been sent a week ago asking for the attendance of LTCL board members. Four members attended. Board President, Mary Whitaker, had three documents for the Board to sign. They were 1. Articles of Dissolution. 2. Agreement to Transfer Assets. 3. Transfer of Contract with Lake Travis I.S.D. These documents were not signed at the meeting. Jean Johnson, Librarian and board member, gave a report. She stated that Assistant Superintendent of Curriculum Instruction & System Accountability Cynthia Clinesmith felt that the LTISD was not ready to sign the documents. Ms. Clinesmith stated, "They (LTCLD) haven't sent all we need." Mr. Pedersen stated that our attorney said we can assume the present contract. The Lake Travis I.S.D. had agreed to it verbally. Assistant Superintendent of Finance & Support Services Bob Hart felt that we should not go to the Lake Travis Board of Trustees twice for contracts. Carol Black made a motion that Bob Hart be contacted for clarification of contracts. Mary Whitaker seconded the motion. The motion passed. Mr. Pedersen stated that he would try to speak with Bob Hart on Tuesday.

Dan Pedersen passed out copies of "Draft of Discussion Items for Interlocal Agreement between Library District and School District." He went over these items and stated that he would send these to Bob Hart.

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 that was approved at the last meeting of the Board. In early December, Nancy Pencsak, Carol Black, and Frank Black transferred books from two locations to the new storage facility. Photographs of the facility that Dr. Black had taken were shared. Mrs. Jean Johnson has asked that book jackets be stored there also.

Plans for the 20th Anniversary of the Lake Travis Community Library were discussed.

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 January 10, 2005. Other scheduled meetings would occur on January 24, 2005 at 6:30 p.m. and February 14, 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 9:30 p.m.

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