

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
March 7, 2005

At 6:32 p.m., President Nancy Pencsak called the eighteenth 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, Carol Black, Dan Pedersen, and Mary Whitaker. Attendees were Eddy Beckelhymer, and Frank Black.

The Pledge of Allegiance to Flag of United States of America and Flag of State of Texas.

The first order of business was the approval of the February 14, 2005 minutes. Bob Johntz made a motion to approve the minutes as corrected. Mary Whitaker seconded the motion. The motion passed.

The treasurer's report was given by Dan Pedersen. Financial documents were presented as of the end of January (Operating Budget, Capital Budget, Reserve Budget, and Bank Statements) Mr. Pedersen has set up an account with the Bank of American and transferred some funds to this account. We now have \$25,056.90 in Prosperity Bank, \$29, 900.01 in Wells Fargo Bank, and \$4, 900. in Bank of America for a total of \$59,856.91.

Carol Black made a motion to accept the Treasurer's Report. Mary Whitaker seconded the motion. The motion passed.

Mr. Pedersen stated that Mapsco has almost completed the maps of the LTCLD. The Board should receive these in the next week or so. Mr. Pedersen will get the map information to the state and also place this information on our web site.

Mr. Pedersen noted that we had received an Open Records Request from Gary Dinges, Editor of the Lake Travis View. This request was sent registered mail and Mr. Dinges asked for our budget and employee information. Mr. Pedersen sent the budget information to Mr. Dinges and also related that we did not have any employees. Mr. Dinges informed Mr. Pedersen that he had received the information.

Next, Frank and Carol Black gave an update on election plans. It was stated that The Notice of Election, the Order 05-01 Calling Trustee Election, and the Notice of Drawing for Place on Ballot were posted on March 2, 2005 on our web site, the Lake Travis Community Library, the Lakeway City Hall, and the LTISD Administrative Building. On March 3rd these documents were posted at the Briarcliff Property Owners Association and the Hudson Bend Middle School. As of the 5:00 p.m. deadline on March 7, 2005 two candidates had applied for a place on the ballot. The drawing for a place on the ballot will take place at the Lake Travis Community Library on Wednesday, March 9, 2005 at 5:00 p.m. A discussion was held regarding canceling the election if the two candidates are unopposed on March 15, 2005. The Certification of Unopposed Candidates and Order of Cancellation will have to be signed at an open meeting. It was noted that an English ballot had been emailed to our translator. Candidates' names can be adjusted when submissions are complete.

A discussion was held regarding plans for assuming the Lake Travis Community Library's responsibilities and Organizational Formation Checklist. Mary Whitaker stated that everything that the LTCL Board needs is ready and the Lake Travis Community Library District will assume control of the Community Library on April 1, 2005.

On March 4th, a document was received from the Central Texas Library System. This document entitled, Individual Library Improvement Plan, is due to them on April 1st. Because the Board is in transition from the LTCL to the LTCLD, Nancy Pencsak will call Pat Tuohy for an extension on the submission time.

After April 1, 2005, the Board Treasurer, Dan Pedersen, will collect fine monies and make deposits in LTCLD banks. He will speak to Brenda Barker about the transfer of fine monies.

As goals have already been adopted in the LTCLD Policy Manual, it was decided to wait to formally adopt objectives until the current surveys are tallied. The completed policy manual will be reproduced and given to each board member to replace the draft copy they now own.

The purchase of materials was discussed. Bob Johntz and Dan Pedersen will work on a Collection Development Policy. Before purchasing many materials, this guidance will be needed. It was recommended that the Board purchase the Texas Library Association's 2X2 reading list for children ages 2 – grade 2. The summer reading booklists for students in middle school and high school will also be purchased. Jean Johnson is asking that the Board purchase highly recommended books that will be published in the future.

Programming for Future Library Structure was discussed. Nancy Pencsak gave a report on the approximately 70 surveys submitted at the Open House. Mary Whitaker asked that this data be entered into a spreadsheet. Ms. Pencsak will speak to Rhonda Hostetler who compiled the survey.

Citizens Participation

Eddy Beckelhymer complimented the Board's report to the Lakeway City Council. She also requested that the Board get more people involved on committees.

President, Nancy Pencsak adjourned the meeting at 7:55 p.m. to go into Executive Session to discuss two agenda items.

Agenda Item #1:

The Board of Trustees met in 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.

Agenda Item #2:

The Board of Trustees met in Executive Session as permitted under the Texas Open Meetings Act, Government Code 551.074 – Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

At 9:16 p.m., President Nancy Pencsak reconvened the Board of Trustees of the Lake Travis Community Library District. No action was taken on either agenda item.

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meetings will occur at 6:30 p.m. on March 21, 2005, April 11, 2005 at 6:30 p.m., and May 9, 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 9:20 p.m.

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