

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
March 21, 2005

At 6: 30 p.m., President Nancy Pencsak called the nineteenth 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 the Flag of the United States of America and the State of Texas were recited.

The first order of business was the approval of the March 7, 2005 minutes. Mary Whitaker made a motion to approve the minutes as corrected. Bob Johntz seconded the motion. The motion passed.

Dan Pedersen gave no formal treasurer's report. He did display the large and small maps completed by Mapsco. Mr. Pedersen stated that a copy of the map had been placed on the web site. He plans to send maps to telecommunication companies such as Time Warner. Carol Black discussed the bill before the legislature that would eliminate our receiving sales tax monies from telecommunication companies.

Next a discussion was held regarding the May 7th election. Frank Black was present to talk to us about the election. Only two candidates had applied for two positions. On March 9, 2005, Nancy Pencsak, Carol Black, Frank Black, Robert Johntz, and Dan Pedersen were present for the drawing for place on ballot. Robert Johntz and Dan Pedersen drew positions out of a hat. Dan Pedersen drew first place on the ballot and Robert Johntz drew second place on the ballot. Carol Black read the Certificate of Unopposed Candidates signed by her. There were no additional candidates and no write-in candidates. Therefore, she then read the Order of Cancellation. Both documents were in English and Spanish languages. The first sentence of the Order of Cancellation states: "The Lake Travis Community Library District hereby cancels the election scheduled to be held on May 7, 2005 in accordance with Section 2.053(a) of the Texas Election Code." It further states that Dan W. Pedersen and Robert B. Johntz have been certified as unopposed and are hereby elected.

Mary Whitaker made a motion to cancel the election as stated in the Order of Cancellation. Nancy Pencsak seconded the motion. The motion passed.

It was noted that the candidates will be sworn in at our first meeting after the May 7, 2005 election. This meeting will be held on May 9, 2005. Additionally, it was stated that from now on every Board member elected will serve a two year term.

Dan Pedersen stated that he had received a phone call the previous week regarding our Dept. of Justice submission. They just wanted clarification on a few statements.

A discussion was held regarding plans for assuming the Lake Travis Community Library's responsibilities and Organizational Formation Checklist. Mary Whitaker will email the Lake Travis Community Library Board this week to inform them of the transfer papers to be signed by Mary Whitaker and Nancy Pencsak. The transfer is scheduled to take place on April 1, 2005. It was noted that the bank account assets of the LTCLB will go into the Friends of the LTCL bank account. It was noted that at our next meeting on April 11, 2005, the Board would be responsible for materials, equipment, etc. in the library.

The Collection Development Policy and the purchase of materials were discussed at great length. Bob Johntz is working on the collection development policy. He shared handouts on collection development activities. He has acquired resources such as books and actual policies from libraries. He noted that the Texas State Library has been very helpful. The Board discussed forming a Collection Development Policy Committee. Carol Black made a motion to form this committee. Mary Whitaker seconded the motion. The motion passed. It was recommended that the committee be comprised of five persons including Mr. Johntz and Dan Pedersen.

The CTLS Individual Library Improvement Plan was discussed. Mary Whitaker stated how she had developed the plan using a model suggested by Pat Tuohy, CTLS consultant. The main emphasis was improving the Lake Travis Community Library District's youth collection. In this plan, she stated the need for monies for the Summer Reading Program, the 2 X 2 Reading materials, and the high school and middle school required reading books. Mrs. Whitaker stated that we had to have this plan in place to receive the CTLS allotment. At a future date, the Board will have to conduct a survey to assess this plan after implementation. President, Nancy Pencsak thanked Mrs. Whitaker for completing the task so quickly to meet the deadline of April 1st.

Citizens Participation

Eddy Beckelhymer gave suggestions on names for the Collection Development Committee. She also told the Board that they were doing a great job.

President, Nancy Pencsak adjourned the meeting at 8:06 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 8:24 p.m., President Nancy Pencsak reconvened the Board of Trustees of the Lake Travis Community Library District.

No action was taken by the Board.

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 April 11, 2005, and at 6:30 p.m. on May 9, 2005 and June 13, 2005.

President Nancy Pencsak stated that since there was no further business the meeting was adjourned. The meeting was adjourned at 8:30 p.m.

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