

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
June 13, 2005

At 6:30 p.m., President Nancy Pencsak called the twenty-third 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, and Dan Pedersen. Attendees were Eddy Beckelhymer, Jean Dowdy, Julie Rhone, and Margaret McDermott.

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

The next order of business was the approval of the May 16, 2005 minutes. Carol Black made a motion to approve the minutes as corrected. Dan Pedersen seconded the motion. The motion passed.

Treasurer Dan Pedersen stated that there was no treasurer's report as bank statements had not been received. Carol Black made a motion to purchase a desk, chair, two-drawer filing cabinet, and bookshelf for the new part-time librarian. Dan Pedersen seconded the motion. Discussion followed. The motion passed. Carol Black reported that the "B" Literates Book Club had made a donation of \$125 to the LTCLD. The Board Secretary was asked to write a thank-you note..

Because of visitors, Nancy Pencsak asked that Agenda item #9 be discussed next. The Board approved this move.

Bob Johntz introduced the four members of the Collection Development Policy Committee that were present. They were Julie Rhone, Margaret McDermott, Dan Pedersen and himself. Judy Winter, another committee member, could not be present. Mr. Johntz reported that the committee had had three meetings. Topics had been assigned and the group was ready to report on progress made. Mr. Pedersen addressed the issues of Community Profile, Community Needs Assessment, and Collection Goals. Julie Rhone presented a review of collection development policies of several libraries emphasizing Criteria for Selection. Margaret McDermott presented the topic Collection Evaluation and Inventory, and Bob Johntz presented the topic, Reconsideration of Library Materials. Additionally, Mr. Johntz presented Mrs. Winter's Weeding Policy information. Discussion followed. Mr. Johntz asked that the Board review the documents for a more detailed discussion at the July and August meetings.

Dan Pedersen reported on LTCLD insurance. The District has an Errors and Omissions Policy for Directors and Employees and a Liability Policy that our attorney recommended. The vendor for these insurance policies is the Texas Municipal League. At the present time, Mr. Pedersen is investigating Workman's Compensation insurance.

During Citizens Participation, no citizen asked to speak.

Nancy Pencsak reported that changes needed to be made in our Texshare Policies. Carol Black made a motion to change the waiting period for a Texshare card from three months to one month. Dan Pedersen seconded the motion. There was a lengthy discussion. The motion passed. Mr. Pedersen requested clarification on the length of time a patron card is valid. Dr. Black made a motion to let our employees issue Texshare cards. Bob Johntz seconded the motion. The motion passed.

Next, Nancy Pencsak introduced information on the new Student Volunteer Program that was planned. Rhonda Hostettler has developed the program and developed the application form. Dan Pedersen explained how students can qualify for hours “in service” which apply toward National Honor Society, etc. requirements. Mrs. Pencsak noted that the students can not get credit for LTISD service organizations during school hours. To enter this Student Volunteer Program, students must be 11-12 years old and have parental supervision in the library or 13 years old or older and work under designated volunteers or employees. The students will be interviewed and then trained if accepted. Carol Black made the motion to adopt the Student Volunteer Program. Bob Johntz seconded the motion. Discussion followed. The motion passed.

Nancy Pencsak discussed the summer hours and programs in place and planned. June 12th had been the first Sunday that the library was open to the public. Fifteen patrons visited the library on that day. Mrs. Pencsak reported that the “summer hours are going great.”

Next, a report from Nancy Pencsak on the Greenlights for Nonprofit’s Success was given. Information on this program had been gathered at the Central Texas Library System’s meeting. A membership fee is charged if you desire to join the program. A discussion was held regarding the RFG Resources Financial Group.

Submission of grant proposals was the next agenda item discussed. Because there may be a one or two year wait, Carol Black requested that the Board look into submitting a grant proposal to the Lakeway Civic Corporation. Nancy Pencsak suggested that the Board ask Mrs. Fabish to look into writing a grant proposal. Eddy Beckelhymer stated that she thought the Board should ask the LCC for money.

It was noted that a thank-you letter had been received from Janet Wright and Todd Dellinger for the Board permitting them to make a presentation at the May 16th meeting.

President, Nancy Pencsak adjourned the meeting at 8:35 p.m. to go into Executive Session for 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

No action was taken on either agenda item

The closed session ended on June 13, 2005 at 9:03 p.m.

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At 9:04 p.m., President Nancy Pencsak reconvened the Board of Trustees of the Lake Travis Community Library District.

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meeting will occur at 6:30 p.m. on July 11, 2005. Other meetings will be at 6:30 p.m. on August 8, 2005 and at 6:30 p.m. on September 12, 2005

President Nancy Pencsak stated that since there was no further business the meeting was adjourned. The meeting was adjourned at 9:08 p.m.

Library District

Carol Black, Secretary
Board of Trustees
Lake Travis Community