

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
August 8, 2005

At 6:30 p.m., President Nancy Pencsak called the twenty-sixth 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 Jean Dowdy and Rhonda Hostettler,

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 July 28, 2005 minutes. Bob Johntz made a motion to approve the minutes as submitted. Dan Pedersen seconded the motion. The motion passed.

Dan Pedersen gave the treasurer's report. He stated that the District was ahead of schedule on revenues and under budget on expenses. Carol Black made a motion to approve the treasurer's report. Bob Johntz seconded the motion. The motion passed.

A discussion was held regarding the Fiscal Year 2005-2006 Operating Budget, the Fiscal Year 2005-2006 Capital Budget, and the Fiscal Year 2005-2006 Reserve Budget. Costs of the May election with Travis County were unknown. Carol Black made a motion to accept the budgets with any changes that might occur from information regarding the 2006 election. Bob Johntz seconded the motion. The motion passed.

Citizens Participation

Jean Dowdy stated that she had attended a meeting of the Village of Briarcliff and learned that the Lake House Café is not paying library sales taxes.

The next item on the agenda was a report on the Back to School Bash. This event was considered a big success with thirty-eight children attending with their parents. Thanks went to all of the library volunteers and book club volunteers that assisted in this endeavor. The clowns were named Jo Jo and Curlicue. Thanks also went to our many sponsors, which included Sonic, Hudson Bend Fire Department, Foleys, Pedernales Electric Company, What-a-Burger, Chick-Fil-A, Mary's Paradise Ice Cream, and Daybreak Family Entertainment Center.

Nancy Pencsak discussed a health insurance benefit program for employees. She had researched the benefit packages offered by the Texas Municipal League. She found that they covered active full-time employees, but not part-time employees if their hours are limited and fluctuate. Mrs. Pencsak stated that she had researched the plan offered by Wells Branch.

Citizens' Participation:

Rhonda Hostettler asked that the Board check on the providers for other libraries that employ only one librarian. Jean Dowdy gave insurance costs and plans.

Dan Pedersen made a motion that the Board authorize Mrs. Pencsak to research, negotiate, and execute a health insurance contract. Carol Black seconded the motion. The motion passed.

Carol Black made a motion to approve the formation of a Personnel Committee consisting of Nancy Pencsak, Carol Black, Jean Johnson, and Margaret McDermott. Their duties will include initial interviews of applicants for employment by the Board. Bob Johntz seconded the motion. The motion passed.

Because of the presence of Rhonda Hostettler, the Board decided to go into Executive Session at this time rather than later in the agenda.

President, Nancy Pencsak adjourned the meeting at 7:52 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 August 8, 2005 at 8:42 p.m.

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At 8:49 p.m., President Nancy Pencsak reconvened the Board of Trustees of the Lake Travis Community Library District. The meeting resumed with the statement that Mrs. Pencsak had received a phone call from the Village of Bee Cave's City Manager, Mr. James Fisher. He stated that he was delighted to receive the invitation to make a presentation and was planning to attend the Board meeting on September 12th. The meeting continued with Agenda item ten.

Dan Pedersen presented the Lake Travis Community Library District Personnel Manual for discussion. All sections of the manual were read by the Board and discussed. Carol Black made a motion to accept the manual as policy for the District. Mary Whitaker seconded the motion.. The motion passed. Mr. Pedersen will have the Board's attorney look over the document.

Another policy issue, the Reconsideration of Library Materials Policy, was discussed. The Processing of Materials Policy was included as part of this policy. Bob Johntz made a motion to accept the policies as changed and with the addition of a necessary form. Mary Whitaker seconded the motion. The motion passed.

Dan Pedersen asked for the formation of an Audit Committee. He requested that Bob Johntz and Mary Whitaker be appointed to this committee. Carol Black made a motion to form an Audit Committee with Mr. Johntz and Mrs. Whitaker as members. Nancy Pencsak seconded the motion. The motion passed..

Nancy Pencsak stated that there was no further information on the summer programs at the library.

Carol Black stated that the Teddy Bear Picnic is scheduled for 10:00 a.m. on Tuesday, August 23, 2005. Publicity for this event is already in progress.

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 September 12, 2005. Other meetings will be at 6:30 p.m. on October 10, 2005 and at 6:30 p.m. on November 14, 2005.

President Nancy Pencsak stated that since there was no further business the meeting was adjourned. The meeting was adjourned at 10:15 p.m.

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