

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
July 10, 2006**

At 6:30 p.m., President Carol Black called the forty-third meeting of the Trustees of the Lake Travis Community Library District to order. The meeting was convened in the Lake Travis Community Library. Board Members present were Nancy Pencsak, Bob Johntz, Carol Black, Dan Pedersen, and Mary Whitaker. Attendees were Sharon Temple, Eddy Beckelhymer, and Jean Dowdy.

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

The first order of business was the approval of the June 19, 2006 minutes. Mary Whitaker made a motion to approve the minutes, Bob Johntz seconded the motion. The motion passed.

Bob Johntz gave the treasurer's report, including the Operating Budget and the Reserve Budget. A discussion of investment vehicles (CD's) was held. Dan Pedersen made a motion to approve the treasurer's report, Mary Whitaker seconded the motion. The motion passed.

Citizens Participation (any topic not on the agenda)

Eddy Beckelhymer invited Board members to the July 17 Lakeway City Council meeting.

Librarian's Report:(Complete report is attached). The state library has assigned a population of 23,000 as our service population, which includes the Village of Bee Cave and it's ETJ.

The library is now included in the Large Print Circuit from CTLS.

Ne'Leigh Hamilton has been hired as the library assistant 1.

Propose to make the library page position a regular part-time position.

The library's telephone system will be changed from Vonyage to ATT, after wiring is completed.

Monthly Statistics:	TexShare Cards	29
	New Patrons	330; Renewals 99
	ILL requests	4
	Volunteer hours	442.5 adult; 273 teen
	Circulation	7383
	Door Count	4850

Programs:	Science Magic – two double sessions this month
	Narnia --- added another session
	Story time continues to grow

2 chairs, coffee table, and lamp have arrived from the Lakeway Civic Corp Grant.

Fourth of July Parade – had 3 convertibles with 3 bears and 2 walkers.

Citizens Participation: Jean Dowdy spoke about the Vonyage phone company.

Bob Johntz gave a report on the projected Operating Budget for 2006-2007, including a handout listing future needs of the library. A discussion ensued on the needs for a Library Programmer/Consultant and an Architect.

Citizens Participation: Jean Dowdy spoke on the need for a questionnaire on the public's desires for the library.

A discussion was held regarding the Interlibrary Loan of AV materials

Citizens Participation: none. Mary Whitaker made a motion to approve the policy change to allow the loan of AV materials, and Dan Pedersen seconded the motion. The motion passed

Bob Johntz presented the proposed Collection Development Policy.

Citizens Participation: Jean Dowdy spoke about donations to the Briarcliff Property Owner's Room Library. Dan Pedersen made a motion to approve the Collection Development Policy with corrections, and Mary Whitaker seconded the motion. The motion passed

A discussion was held regarding memorial donations, a decision was made by the Board to donate individually.  
Citizens Participation: none

A discussion was held regarding Library Programming, with Carol Black pointing out the need for a Library Programming Consultant.  
Citizens Participation: none. Dan Pedersen made a motion to authorize the Board President to investigate the hiring of a Library Programming Consultant, Mary Whitaker seconded the motion. The motion passed

A discussion was held regarding the Records Retention Schedule submitted to the Texas State Library. Carol Black stated that she had received the U.S. Postal Certified mail green card recognizing receipt of submission. No action was necessary.  
Citizens Participation: none

Carol Black adjourned the meeting at 9:17 p.m. to go into Executive Sessions 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 551.074 – Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

- a. Duties of employees
- b. Employment of personnel

Agenda Item #2: 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.

- a. search for library site

The closed session ended on July 10, 2006 at 9:37 pm.

The meeting was reconvened at 9:38 pm.

Citizens Participation: none. Nancy Pencsak made a motion to make the temporary position of part-time Library Page; a permanent part-time position. Mary Whitaker seconded the motion. The motion passed.

Comments –Board Members

Carol Black made a motion that the "Request for Proposal for Design of a New Library" and the related "RFP Questionnaire" be submitted to the public. Dan Pedersen seconded the motion. The motion passed.

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 August 14, 2006. Other meetings will be at 6:30 p.m. on September 11, 2006, and at 6:30 p.m. on October 09, 2006

President Carol Black stated that since there was no further business the meeting was adjourned. The meeting was adjourned at 9:48 p.m.

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Nancy Pencsak, Secretary  
Board of Trustees  
Lake Travis Community Library District