

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
February 12, 2007**

At 6:30 p.m., President Carol Black called the fifty-first 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 Carol Black, Bob Johntz, Dan Pedersen, and Nancy Pencsak. Member absent was Mary Whitaker. Attendees were, Eddy Beckelhymer, Jean Dowdy, Helen Kott, Steve Swan, Sharon Temple; and Ms. Lisa Hovey and Ms. Monica Williams from Pedernales Electric Coop.

The Pledges of Allegiance to the Flags of the United States of America and the State of Texas were recited.

The first order of business was the approval of the January 8, 2007 minutes. Bob Johntz made a motion to approve the minutes. Dan Pedersen seconded the motion. The motion passed.

CITIZENS PARTICIPATION (any topic not on the agenda)

A Certificate of Appreciation was presented to Mrs. Eddy Beckelhymer in recognition of her valuable contributions to the Lake Travis Community Library District. Mrs. Beckelhymer has faithfully attended District Board meetings since the formation of the District. As Board liaison for the City of Lakeway, she has not only reported to the City Council of Lakeway, but has reported library activities to two publications. For her faithful service, we thank Mrs. Beckelhymer

Pedernales Coop presentation: Ms. Lisa Hovey and Ms. Monica Williams from Pedernales Electric Coop presented the Lake Travis Community Library with a Light The Way certificate and a one thousand dollar check, in recognition of the Library's service to the community. **CITIZENS PARTICIPATION:** none

Bob Johntz presented the Treasurer's report; sales tax receipts were \$31,665 in January; and \$40,900 in February. A Formal copy of the annual audit is available for public inspection. A public report on the audit will be submitted to the Lake Travis View. Dan Pedersen made a motion to approve the treasurer's report. Nancy Pencsak seconded the motion. **CITIZENS PARTICIPATION:** Jean Dowdy asked if an inventory of library books and equipment existed? Yes, there is an inventory of equipment. Ms Dowdy also asked whether anyone else would be interviewed for the position of part-time bookkeeper? Yes, other applicants will be interviewed. The motion passed.

Bob Johntz presented the Budget Modifications necessary in light of the accreditation requirements from the Texas State Library. Accreditation Criteria: 1) One circulation item per person in the Library's Service Area, or 2) Spend 25% of annual operating budget on circulation items. The recommendation is to revise our current budget so that we will, during this fiscal year (06-07), be able to spend 25% of the budget on collections items.

Dan Pedersen made a motion to approve the Operating, Capital and Reserve Budget's modifications with math corrections. Bob Johntz seconded the motion. **CITIZENS PARTICIPATION:** Helen Kott, President of the Friends of the Lake Travis Community Library announced that the Friends would purchase needed items for the library. The motion passed.

President Carol Black called for a brief recess. At 8:30 pm, the meeting was resumed.

Dan Pedersen discussed the May 2007 election and asked the Board to approve the Election Order for the May 2007 Election. Nancy Pencsak made a motion to approve the Election Order for the May 2007 Election. Bob Johntz seconded the motion.

CITIZENS' PARTICIPATION: Jean Dowdy asked about the number of Board members. By Texas State Statutes, there are 5 board members. The motion passed.

Sharon Temple presented the November Librarian's Report

Administration:

Training & lunch for volunteers - Feb. 20, 2007 from 9:30am – 1:00pm

Library closed for President's Day Feb. 19 & reopens Feb. 20th @ 1:00pm; A circulation desk addition has been ordered. Suggest change to Membership policy - 2 year rotating basis.

Monthly Statistics – January 2007

New Patrons – 134

Renewals - 46

Volunteers -- 374.75 hours (adult); 79 hours (teen)

Door Count - 3382

TexShare - 17

ILL - 14

Circulation - 6329

Programming:

MARCH – Thursdays @ 3:00 Crafts for grades 3-7

Thursdays @ 9:00 Ancestry Library

March 2 – Dr. Seuss Day

March 13 @ 6:30 Landscaping with native plants for water conservation

Summer Reading Program -

Location (to be determined) of Kick-off on June 2

CITIZENS PARTICIPATION: none

Sharon Temple discussed the Policy Update concerning Bad Weather Closing. Carol Black made a motion that the policy will be to close the library when the LTISD closes for bad weather. Dan Pedersen seconded the motion.

CITIZENS PARTICIPATION: none. The motion passed.

Sharon Temple asked that the discussion of Patrons with excessively overdue materials policy update be taken up at the March meeting

CITIZENS PARTICIPATION: none

Sharon Temple discussed The Scholarship Program for Teen volunteers who are graduating seniors. It was pointed out that the District, really should not be in the position of giving away tax receipts.

CITIZENS PARTICIPATION: Helen Kott will present the Scholarship Program to the Friends of The Lake Travis Community Library at their next meeting; and ask the Friends to undertake the 2007 Scholarship Program.

Carol Black discussed the Library Programming Committee. In January, Jane Thomas, Helen Kott, Sharon Temple, & Carol Black visited three libraries; Wells Branch Community Library, Vista Ridge H. S. Library, and Millwood Public Library. Another visit of the committee will take place on February 27th; to visit Dripping Springs Public Library and Hampton Public Library (APL branch). CITIZENS PARTICIPATION: none.

Carol Black adjourned the meeting at 9:08 p.m. to go into Executive Session for one agenda item.

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.

1. Search for library site.

This closed session ended on February 12, 2007 at 9:38 p.m.

At 9:39 p.m., President Carol Black reconvened the meeting of the Trustees of the Lake Travis Community Library District to take action on any executive session item if necessary. CITIZENS PARTICIPATION: none. No action was taken.

Comments by Board Trustees:

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 March 12, 2007. Another meeting is scheduled for March 19, 2006 at 6:30 p.m.

Since there is no further business the meeting is adjourned. The meeting was adjourned at 9:44 p.m.

Nancy Pencsak, Secretary

Board of Trustees

Lake Travis Community Library District