

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
October 22, 2007**

At 6:30 p.m., President Carol Black called to order the sixty-second meeting of the Trustees of the Lake Travis Community Library District. The meeting was convened in the Lake Travis Community Library. Board Members present were Carol Black, Sharon Rogers, Nancy Pencsak, Bob Johntz, and P.K. Chatterjee. Members absent were: none. Attendees were Sharon Temple, Jean Dowdy, Helen Kott, Haythem Dawlett, P.A. Penley, Peter Hitt, Rhonda Hostetler, Perry Smith, Susan Bowers, and Ann Holt.

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

3. The first order of business was the approval of October 8, 2007 minutes. Sharon Rogers made a motion to approve the minutes as presented. Bob Johntz seconded the motion. CITIZENS PARTICIPATION: none. The motion passed unanimously.

4. CITIZENS PARTICIPATION (any topic not on the Agenda): none.

The meeting was recessed for a break at 6:31 p.m.

The Board Meeting was called back to order at 6:32 p.m. to go into a Work Session involving:

The LTCLD Board of Trustees,
Haythem Dawlett, of HSD – Lakeway Holdings, LTD.,
Members of the Land Acquisition Committee: P.A. Penley and Rhonda Hostetler,
Members of the Qualifications for Architects Committee: Peter Hitt,
Members of the Fund Raising Committee: Perry Smith and Susan Bowers
Members of the Library Programming Committee: Sharon Temple and Helen Kott.

Mr. Dawlett discussed the time frame for the Tuscan Villas project. Mr. Dawlett has closed on the purchase of the land for the Tuscan Villas and is finalizing a land use plan. He expects the final site plan to be submitted to the Lakeway City Council by March, 2008, and groundbreaking in April, 2008. A building pad will be provided for the library site and utilities will be brought to the property line. The library land will be considered as a condominium regime.

Peter Hitt discussed the process of hiring an architect and the steps involved in the design and construction of a building. Carol Black will contact the District's lawyer to determine the legal requirements for advertising the architect position.

The meeting was recessed for a break at 8:12 p.m.

5. The Board Meeting was called back to order at 8:17 p.m. to take action as may be warranted or deemed necessary. No action was taken.

6. President Carol Black adjourned the meeting at 8:18 p.m. to go into Executive Session for one agenda item.

Agenda Item #1: The Board of Trustees will meet 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.

1. A discussion regarding the appointment, evaluation, reassignment and/or duties of an Employee.

This closed session ended on October 22, 2007 at 8:29 p.m.

7. At 8:30 p.m., the Board of Trustees of the Lake Travis Community Library District reconvened to take action on any executive session item as necessary.

Sharon Rogers made a motion to change Section 24 of the Personnel Policy Manual to read: "The District wishes to offer medical benefits to all full-time employees. The District does not have a contract with a medical insurance agency. In lieu of using an agency, a full-time employee may choose to receive biweekly supplemental payments (not to exceed \$4500 a year) to be used for payment on a **primary** personal medical plan. On a quarterly basis, those employees must submit copies of **primary** personal medical plan payment slips to the Library Director verifying the use of those funds. As an employee may receive medical benefits through a spouse, a full-time employee may opt not to receive these benefits to be used to enroll in a medical plan." (bold, underlined word primary, constitutes the change) P. K. Chatterjee seconded the motion. CITIZENS PARTICIPATION: none. The Motion passed unanimously.

8. There were no comments by Board Trustees.

9. 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 Nov. 12, 2007. Another meeting is scheduled for Dec. 10, 2007 at 6:30 p.m.

10. Since there was no further business the meeting was adjourned at 8:31 p.m.

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