

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
December 8, 2008**

At 6:00 p.m., President Carol Black called to order the eighty-first 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 PK Chatterjee. Attendees were Gary Davis, Jean Dowdy, Helen Kott, 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.

Nancy Pencsak, Board Secretary, asked for the approval of November 10, 2008 minutes. PK Chatterjee made a motion to approve the minutes as read. Bob Johntz seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION –on any topic not on the agenda. None.

CITIZENS PARTICIPATION: none.

4. A presentation was given by Mr. Gary Davis reviewing the 2007-08 External Audit. Bob Johntz made a motion to approve; with the November meeting's changes to Management's Discussion and Analysis; the 2007-2008 External Audit, by West, Davis & Co. Sharon Rogers seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION: None.

5. Management's Discussion and Analysis of the 2007-2008 Financial Audit was approved at the November 10, 2008 meeting.

CITIZENS PARTICIPATION: None.

7. PK Chatterjee presented the Treasurer's Report. Sales tax revenue for November was \$36,285, down \$1,400 from October's receipts. Mr. Chatterjee pointed out that the FDIC insurance of \$250,000 would be reduced back to \$100,000 in December 2009. Bob Johntz made a motion to approve the treasurer's report. Sharon Rogers seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION: None.

8. P K Chatterjee presented a revision of the District's Investment Policy. A discussion followed. P K Chatterjee made a motion to rescind the amendments made to the District's Investment Policy on September 27, 2004. Sharon Rogers seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION: None.

9. Bob Johntz discussed the TML insurance coverage of library volunteers. Volunteer coverage is in place per the TML letter of November 11, 2008.

CITIZENS PARTICIPATION: None.

10. Bob Johntz discussed the contract negotiations with the owner of the shopping center as the District has a rental contract in place to house the present library. The space in the medical office next door may become available in the next year to year and a half.

CITIZENS PARTICIPATION: None.

11. A discussion was held on Neal Hardin's response to the Bob Burton/Tuscan Village presentation on 9/19/08. All Board members have received a copy of Mr. Hardin's response. The Board will keep in mind these recommendations when negotiating with Haythem Dawlett.

CITIZEN'S PARTICIPATION: None.

12. Bob Johntz discussed the results of the City of Lakeway's sign ordinance and how it affected our present library site. The City Council of Lakeway will form focus groups to gather opinions on the sign ordinance.

CITIZEN'S PARTICIPATION: None.

13. Carol Black, PK Chatterjee, Bob Johntz and Sarah Samson attended the City of Lakeway's Council Meeting on November 17, 2008. Building fees for non-profit organizations were discussed. Many organizations made comments including one by P.K. Chatterjee on behalf of the LTCLD. The City of Lakeway stated that they would take the comments under advisement and revisit the fee schedule at a later date.

CITIZENS PARTICIPATION: None.

14. A representative from the Comptroller's office will meet with representatives from the LTCLD, City of Lakeway, and Village of Bee Cave on Thursday, December 11, 2008 at 2:00 p.m. This meeting is being held to discuss the collection of sales taxes on non-residential remodeling. The meeting will take place in the Bee Cave City Hall.

CITIZENS PARTICIPATION: None.

15. Carol Black requested information from Gale Fisher of the Travis County Elections Division. Ms Fisher stated that only the date of the election has been set, which is May 9, 2009. Ms. Fisher will send a schedule at a later date. She does want to know if we will be having an election before February 1, 2009. Dr. Black stated that this did not seem realistic because of later due dates for election events. Dr. Black noted that the letter to the Justice Department goes out in January.

CITIZENS PARTICIPATION: None

16. A written Library Director's Report was submitted.

17. Carol Black adjourned the meeting at 7:54 p.m. to go into Executive Session for two agenda items.

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, employment, evaluation, reassignment and/or duties of an employee

Agenda Item #2: The Board of Trustees **did not** take up any 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 December 8, 2008 at 9:21 p.m.

18. At 9:22 p.m., Dr. Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on any executive session item if necessary.

The Board has received a letter from Sarah Sampson, stating that she is resigning her position as Director of the Lake Travis Community Library effective December 17, 2008.

CITIZENS PARTICIPATION: None.

Comments by Board Trustees:

1. The Board received a bill from our lawyer for services rendered.

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 6:00 p.m. on January 12, 2009. Another meeting is scheduled for February 09, 2009 at 6:00 p.m.

Since there was no further business the meeting was adjourned at 9:30 p.m.

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