

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
March 9, 2009**

At 4:30 p.m., President Carol Black called to order the eighty-fifth 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 Jean Dowdy, Sue Gilman, Helen Kott, Sharon Mielke, and Britney Garza.

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

CITIZEN PARTICIPATION – on any topic not on the agenda: None.

4. President Carol Black adjourned the meeting at 4:33 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, employment, evaluation, reassignment and/or duties of an employee

At 5:30, members of the Board recessed the closed session, to hold the drawing for places on the May 9, 2009 ballot in which two positions are open for election.

At 5:31, the closed session was reconvened.

This closed session ended on March 9, 2009 at 5:35 p.m.

At 6:00 p.m., President Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on any executive session item if necessary. No action was taken.

6. Nancy Pencsak, Board Secretary, asked for the approval of February 9, 2009 minutes. PK Chatterjee made a motion to approve the minutes as corrected. Sharon Rogers seconded the motion. The motion passed unanimously. Corrections were: February 09, 2009 was the 84th meeting of the Board. Scott and White Health Plan is in effect through March 31, 2010, with only one full-time employee.

7. Sharon Mielke and Britney Garza, of the Pedernales Electric Coop made a presentation of a \$1000 check as the Light the Way Award to the Lake Travis Community Library District. President Carol Black thanked the PEC for the generous gift.

8. CITIZEN PARTICIPATION: None.

Sue Gilman discussed election matters regarding the May 9, 2009 Board of Trustees election.

She discussed the posting of the Drawing for a place on the ballot at all our Travis County voting locations. Ms. Gilman also discussed the results of the drawing for places on the ballot, which took place today at 5:30 p.m. at the library. Sharon Rogers will have the first place on the ballot and Bob Johntz will have the second place on the ballot.

Ms. Gilman presented the Certification of Unopposed Candidates to the Board. Thus, Ms. Gilman presented Order 09-02 to cancel the election. Nancy Pencsak made a motion to approve Order #09-02, Order of Cancellation. Carol Black seconded the motion. The motion passed unanimously. These candidates are hereby elected to serve two-year terms of office as Board Trustees, and will be sworn in at the first Board meeting after the May 9th election.

9. CITIZEN PARTICIPATION: None.

Ms. Sue Gilman gave the Library Director's Report.

Ms. Gilman stated that a Lone Star Grant report was due in March and she has already completed this task and it has been submitted to the state.

Ms. Gilman told the Board about the special guests she had hired for the upcoming Summer Reading Program. A discussion was held regarding the upcoming third anniversary celebration, of the Lake Travis Community Library, being in the shopping center, to be held on March 27, 2009.

Nancy Pencsak spoke to the results of the Friends Book Sale on March 7, 2009. The sale raised \$1787.00.

10. CITIZEN PARTICIPATION: None.

PK Chatterjee presented the Treasurer's Reports for February. Sales tax revenue for February was \$46,421.00. Bob Johntz made a motion to approve the treasurer's report. Sharon Rogers seconded the motion. The motion passed unanimously. Carol Black complemented Ms. Mary Jo Finch, as she continues to provide weekly financial reports on the ordering process for the materials budget.

11. CITIZEN PARTICIPATION: Helen Kott said she would bring up Defibrillator Training at the next Friends of the Library meeting.

Mr. Bob Johntz discussed a 3-hour Defibrillator Training session to be offered to all staff and Board members. This training should be undertaken every two years to remain certified. There are classes being offered, once a month on Saturday, from 9 am to 12:30 pm, at the Lakeway Activity Center. Materials for the free class cost \$20.

12. CITIZEN PARTICIPATION: None

Mr. Bob Johntz discussed the renewal of the off-site storage space. Nancy Pencsak made a motion to approve this renewal. Sharon Rogers seconded the motion. The motion passed unanimously.

13. CITIZEN PARTICIPATION: None.

Carol Black made a call to Nancy Klingman, Finance Director for the City of Lakeway to find out the status of receiving sales tax on the non-residential remodeling taking place in the City. The Finance Department is working with the Building and Development Services department to create a permit and the procedure to request compliance with this rule. (They will try to go back and get past remodeling projects included.) Nancy Pencsak made a motion for the District to contact recent commercial remodeling contractors to ask for the proper sales tax to be remitted to the District. Sharon Rogers seconded the motion. The motion passed, with Bob Johntz abstaining.

14. CITIZEN PARTICIPATION: Helen Kott asked if anyone had contacted the clinic next door about subleasing their space. Bob Johntz has spoken to the landlord about this matter.

Mr. Bob Johntz discussed the rental space for the library. Area realtors will be contacted, inquiring about any available space of at least 5-6000 square feet.

15. Carol Black adjourned the meeting at 7:45 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.

2. A discussion regarding the appointment, employment, evaluation, reassignment and/or duties of an employee

Agenda Item #2: The Board of Trustees will meet 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 March 9, 2009 at 8:15 p.m.

At 8:16 p.m., Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to take action on any executive session item if necessary. No action was taken.

CITIZEN PARTICIPATION: None.

Comments by Board Trustees:

1. Bob Johntz says that District files need to be reviewed for possible reorganization.
2. Carol Black discussed the Consumer Products Safety Commission rulings concerning lead and phthalates in toys and books used by children under 12 years of age. The American Library Association has been working with the CPSC and the Legislature on matters concerning books. On February 23, 2009, Laurie Mahaffey, Deputy Director of the Central Texas Library System stated in an email that “the final word is: don’t do anything. The CPS people halted action on anything that would apply to libraries.” Thus, the LTCLD has been advised that no action should be taken at this time.

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 April 13, 2009. Another meeting is scheduled for May 11, 2009 at 6:30 p.m.

Since there was no further business, the meeting was adjourned at 8:22 p.m.

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