

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
April 13, 2009**

At 6:00 p.m., President Carol Black called to order the eighty-sixth 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 Sue Gilman, Peter Hitt, Morgan McMillian, and Sandy Price.

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

CITIZEN comment –any topic not on the agenda. None.

Nancy Pencsak, Board Secretary, asked for the approval of March 9, 2009 minutes. Bob Johntz made a motion to approve the minutes as corrected. Sharon Rogers seconded the motion. The motion passed unanimously. Corrections were: a typo in item 15 (meet) instead of (me).

14. Executive sessions:

President Carol Black adjourned the meeting at 6:04 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.

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.

At 7:24 p.m., President Carol Black recessed the Closed Session.

At 7:25 p.m., the Board of Trustees of the Lake Travis Community Library District reconvened in open session.

5. CITIZEN Comment: None.

Sue Gilman discussed election matters regarding the May 9, 2009 Board of Trustees election. She has notified the County of the cancellation of the election. Also, she has notified the Justice Department that the election is cancelled.

6. CITIZEN Comment: None

Ms. Sue Gilman gave the Library Director's Report. A Suggestion Box is at the circulation desk. 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.

At 7:37 p.m., President Carol Black reconvened the Closed Session.

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.

2. Search for library site.

At 8:15 p.m., President Carol Black recessed the Closed Session.

At 8:16 p.m., the Board of Trustees of the Lake Travis Community Library District reconvened in open session.

7. CITIZEN Comment: None.

PK Chatterjee presented the Treasurer's Report. Sales tax revenue for March was \$29,428.00.

Bob Johntz made a motion to approve the treasurer's report. Nancy Pencsak seconded the motion. The motion passed unanimously.

Carol Black stated that Ms. Mary Jo Finch continues to provide weekly financial reports on the ordering process for the materials budget.

8. CITIZEN Comment: None.

Bob Johntz discussed a 3-hour Defibrillator Training session to be held at the Activity Center once a month. Earlene Loflen will take the training in April and Karen Ballinger will take the training in May. The rest of the staff will take the training in the near future.

9. CITIZEN Comment: None.

P.K. Chatterjee presented revisions to the Financial Controls Policy. Sharon Rogers made a motion to approve the new policy. Bob Johntz seconded the motion. The motion passed unanimously.

10. CITIZEN Comment: None.

Carol Black made a call to Kirt of CB Central Builders who was the contractor on the Randall's remodeling. The LTCL District is receiving sales tax on the non-residential remodeling taking place at this site.

11. CITIZEN Comment: None.

Bob Johntz and P K Chatterjee will suspend looking for rental space for the library.

12. CITIZEN Comment: None

Sharon Rogers discussed the Borrowing of Library Owned Equipment Policy.

Sharon Rogers made a motion that a Loan Policy concerning Civic Organizations be written. Bob Johntz seconded the motion. The motion passed unanimously.

13. CITIZEN Comment: None.

Carol Black discussed the Surplus Furniture and Equipment Policy. Because the printers recently placed in storage have no resale value, the Board of Trustees must vote to discard them to a computer recycling outlet. Carol Black made a motion to approve the disposal of printers. Sharon Rogers seconded the motion. The motion passed unanimously.

14. Executive sessions:

President Carol Black adjourned the meeting at 8:52 p.m. to reconvene the 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 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.

3. Search for library site.

This closed session ended on April 13, 2009 at 9:43 p.m.

15. At 9:44 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.

Bob Johntz made a motion to offer Morgan McMillian the position of Library Director. Nancy Pencsak seconded the motion. The motion passed, with PK Chatterjee abstaining.

16. CITIZEN Comment: None.

Work Session regarding agenda. Sharon Rogers stated that she would like to have Citizen Comment on the agenda only one time; at the beginning of the meeting.

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 May 11, 2009. Another meeting is scheduled for June 8, 2009 at 6:00 p.m. Since there was no further business the meeting the meeting was adjourned at 9:50 p.m.

---

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