

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

At 6:00 p.m., President Carol Black called to order the ninety-fourth 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, Morgan McMillan, and Diane Taylor, and Karen Ballinger.

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 the October 12, 2009 minutes. PK Chatterjee made a motion to approve the minutes. Sharon Rogers seconded the motion. The motion passed unanimously.

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

5. Sharon Rogers gave a report on the Fund Raising Committee.

CITIZENS PARTICIPATION: None.

6. Carol Black discussed the Programming Committee meeting on October 29, 2009. The complete Lake Travis Community Library Program Plan was revisited to correct any changes that had been made in past discussions. These changes were then forwarded to the architects. Also, Dr. Black gave a Programming Committee report on the future meetings with architects, Jeff Bulla and Phillip Jones. On November 10, 2009, P K Chatterjee, Peter Hitt, and Carol Black will meet with Haythem Dawlett to speak about the future donation of the land. On November 12, 2009, the architects, Peter Hitt, and Carol Black will meet with Haythem Dawlett so that he may see the schematic plans for the new library. Also on November 12th, the architects will meet in a Board work session at 1 p.m. with the Board, Library Staff, Friends of the Library, and interested persons to present and discuss the schematic drawings of the new library.

CITIZENS PARTICIPATION Diane Taylor commented on the need for the Board to receive information on the land donation and condominium fees.

7. PK Chatterjee presented the Treasurer's Report. Sales Tax receipts for October were \$31,461.00. November receipts are some \$35,000. Mr. Chatterjee says that nothing prohibits the Board from obtaining private loans for construction. If a Board member were a loan grantor, they would be expected to recuse themselves from any vote on those loan matters. Sharon Rogers voiced a concern about whether the district is receiving correct sales tax on waste collection, landline services, cell phone services, cable and Internet services, and in-home businesses.

CITIZENS PARTICIPATION: Jean Dowdy commented that the collection of the correct sales taxes on in-home businesses in Briarcliff and in Spicewood is dependent on the accuracy of the reporting business in reporting their home address.

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

8. Bob Johntz discussed the 2008-09 Financial Audit with West Davis Co. On November 10, Morgan McMillian, Bob Johntz, and PK Chatterjee will meet with Gary Davis.

CITIZENS PARTICIPATION: None.

Bob Johntz made a motion to approve the Economic Factors and next year's Budgets and Rates portion of the 2008-2009 Financial Audit. Sharon Rogers seconded the motion. The motion passed unanimously.

9. Bob Johntz discussed Management's Discussion and Analysis of the 2008-2009 Financial Audit. The Library Stat Highlights for FY 2008/2009 from the Library Director's Report will be included. The heading of the Highlights will state that these are commonly accepted measures of library performance.

CITIZENS PARTICIPATION: Diane Taylor asked if these standards are used by CTLS. They are. Bob Johntz made a motion to approve the Management's Discussion and Analysis portion of the 2008-2009 Financial Audit. Sharon Rogers seconded the motion. The motion passed unanimously.

10. Bob Johntz discussed the Lease Agreement with the Provost Group. A lease agreement with the Provost Group was signed on September 14, 2009.

CITIZENS PARTICIPATION: None.

11. Bob Johntz reviewed and discussed the Texas Municipal League's Health Benefits. Currently the monthly premium with Scott and White Health Plan is \$405.00 per enrolled employee; and a substantial increase in premiums is expected. The premium for the proposed TML plan is \$489.00 a month per enrolled employee.

CITIZENS PARTICIPATION: Karen Ballinger commented on the importance of the Board providing benefits in order to attract good employees.

Bob Johntz made a motion to approve Plan P85-50-25 with TML. Sharon Rogers seconded the motion. The motion passed unanimously.

12. Morgan McMillian presented the Library Director's Report.

CITIZENS PARTICIPATION: None.

Executive sessions:

President Carol Black adjourned the meeting at 8:00 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

This closed session ended on November 9, 2009 at 8:25 p.m.

At 8:26 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.

CITIZENS PARTICIPATION: None.

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meeting will be a Work Session and will occur at 1:00 p.m. on November 12, 2009. Another meeting is scheduled for December 14, 2009 at 6:00 p.m.

Since there was no further business the meeting was adjourned at 8:28 p.m.

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