

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
November 16, 2009**

At 5:00 p.m., President Carol Black called to order the ninety-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, and PK Chatterjee. Absent member is Bob Johntz. Attendees were Morgan McMillan, Helen Kott, Joyce Botta, and Peter Hitt.

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 November 9, 2009 minutes. PK Chatterjee made a motion to approve the minutes as presented. Sharon Rogers seconded the motion. The motion passed unanimously.

Nancy Pencsak, Board Secretary, asked for the approval of the November 12, 2009 minutes. Sharon Rogers made a motion to approve the minutes as presented. PK Chatterjee seconded the motion. The motion passed unanimously.

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

5. Library Director Morgan McMillian discussed her appointment to the 2011 Randolph Caldecott Award Selection Committee. President Carol Black commented that selection to this committee is an outstanding honor in the library community, nation-wide. This award will be presented at the ALA Mid-Winter Conference in 2011.

CITIZENS PARTICIPATION: None.

Carol Black made a motion to approve Ms. McMillian's attendance, at the District's expense, of meetings of the Caldecott Award Committee. Nancy Pencsak seconded the motion. The motion passed unanimously.

6. On November 10, 2009, P K Chatterjee, Peter Hitt, and Carol Black met with Haythem Dawlett to speak about the future donation of the land and condominium fees and plans. More information on these two matters will possibly be available in January 2010. On November 12, 2009, pro-forma architects, Peter Hitt, Morgan McMillian and Carol Black attended an 11:00 a.m. meeting with Haythem Dawlett and some of his associates. Schematic plans for the LTCLD new library were discussed. Also on November 12<sup>th</sup>, the architects met in a Board work session with the Board, Library Staff, Friends of the Library, and interested persons to present and discuss the schematic drawings of the new library. This meeting began at 1:00 p.m. and lasted for approximately two and a half hours. Comments were taken from everyone present in the audience.

At the meeting today the Board discussed the pro-forma schematic designs and plans that were presented on November 12, 2009. Peter Hitt will contact pro-forma architects to arrange another meeting with the Board; and also suggested that the architects contact the contractors for the Tuscan Village for cost estimates for the library building.

Peter Hitt presented his schematic showing a suggested arrangement for a book sale area featuring a seating area.

Sharon Rogers voiced concerns over the possibility of leaks in the portion of the roof that is flat; and also visibility of some of the teen area. Ms Rogers would rather not have the plastic tower, also she did not think the library architecture was compatible with the homes as shown in Tuscan Village advertisements. Peter Hitt answered this comment with information that Mr. Haythem Dawlett was comfortable with the design except that he wanted more stone trim on the outside walls.

Nancy Pencsak asked for schematic plans for a 9600 square foot building, as this is what was called for in the pro-forma contract.

PK Chatterjee voiced concerns over the cost of the project at 12,113 square feet, and suggested a 10 per cent reduction in the area. Mr. Chatterjee also presented a detailed analysis of the impact of undertaking a project of \$3,537,333, such as no increase in staffing and programs. Mr. Chatterjee does not care for the plastic tower.

Carol Black thought there ought to be cabinets and counter tops along a wall in the Children's area. In this space a sink should be included. Also, the placement of the Meeting Room dividing partition should not be half the room. The kitchen area should be in the larger of the two sections. Thus, the smaller space used for computer instruction would not have the kitchen. Peter Hitt stated that all these things could be in later discussions with the architect.

Morgan McMillan voiced concerns over the staffing limitations of the plan.

**CITIZENS PARTICIPATION:** Helen Kott and Joyce Botta voiced suggestions for some minor changes to the Schematic plans.

Executive sessions:

Adjourned the meeting at 6:40 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 16, 2009 at 6:58 p.m.

At 6:59 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.

**CITIZENS PARTICIPATION:** None.

No action was taken.

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meeting is scheduled for December 14, 2009 at 6:00 p.m. Since there was no further business the meeting was adjourned at 7:00 p.m.

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