

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
April 12, 2010**

At 6:00 p.m., President Carol Black called to order the one hundred and second 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 P.K. Chatterjee. Attendees were Morgan McMillian, and Jean Dowdy, 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.

3. Nancy Pencsak, Board Secretary, asked for the approval of March 15, 2010 minutes. Sharon Rogers made a motion to approve the minutes as corrected. Bob Johntz seconded the motion. The motion passed unanimously. Corrections were a spelling correction to Morgan McMillian's name.

4. CITIZENS PARTICIPATION (on any topic not on the agenda) None.

5. No action was discussed or taken on the May 8, 2010 election.

7. Peter Hitt discussed pro-forma architecture's design development plans and the meeting that was to be held with the Building Committee on Tuesday, April 13, 2010.

CITIZENS PARTICIPATION. Jean Dowdy questioned whether carpet would be more expensive than concrete flooring.

6. P.K. Chatterjee presented the Treasurer's Report. Sales tax receipts for March were \$ 29,576. Mr. Chatterjee asked that, in light of declining sales tax receipts, book purchases be held to \$10,000 for the last three months of the Fiscal Year.

CITIZENS PARTICIPATION: None. Bob Johntz made a motion to approve the treasurer's report. Sharon Rogers seconded the motion. The motion passed unanimously.

8. PK Chatterjee discussed the proposed budget for FY July 1, 2010 – June 30, 2011.

CITIZENS PARTICIPATION: None.

9. Carol Black discussed the need to change the LTCLD Bylaws, Article 8, Section 6. The present bylaws state: "Section 6 – Fiscal Year The fiscal year for the District shall be September 1 to August 31."

CITIZENS PARTICIPATION: None. PK Chatterjee made a motion to change Article 8, Section 6 to read, "Section 6 – Fiscal Year The fiscal year for the District shall be July 1 to June 30." Bob Johntz seconded the motion. The motion passed unanimously.

10. PK Chatterjee presented information on the use of MuniServices in the Collection of Sales Tax. There may be an opportunity to partner with City of Lakeway in securing the services of MuniServices.

CITIZENS PARTICIPATION: None.

11. Sharon Rogers gave a Fund Raising Committee update. A letter from the Lakeway Civic Corporation was received pledging \$100,000 to the library building fund over the two-year period 2010-2011. This donation is contingent upon the District receiving the deed to the land in 2010. A thank-you letter has been written to the LCC.

CITIZENS PARTICIPATION: Jean Dowdy pointed out that there are only two businesses in the Briarcliff area.

12. Morgan McMillian presented the Library Director's Report as well as the Texas State Library's Grant Workshop to which Ms. McMillian, Amy Holland, Linda Bailey and Carol Black attended. Ms. Holland and Ms. Bailey have had extensive experience writing grants.

CITIZENS PARTICIPATION: None.

13. The Draft Dedication Agreement from Legends Communities arrived this afternoon, and their representative has given a copy to our lawyer. Copies of the Draft Dedication Agreement were given to Board members. Board members were asked to read other documents that were included in the package from Legends Communities

CITIZENS PARTICIPATION: None

14. Morgan McMillian discussed the Library's Long Range Plan. The Long Range Planning Committee has met. They are focusing on reviewing: what has been accomplished from earlier long range plans; the New Building; and the need for a Technology Plan.

CITIZENS PARTICIPATION: None.

15. Executive sessions:

Carol Black adjourned the meeting at 8:15 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 April 12, 2010 at 8:50 p.m.

16. At 8:51 p. m., President 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.

Comments by Board Trustees:

1. The documents and plats on the Tuscan Village development were recorded on March 31, 2010.
2. The Board received a thank-you note from Sue Gilman.
3. Bob Johntz announced that we are about to go live with the first employee using the District's Deferred Compensation Program. This involved coordination with Wells Fargo (our payroll processor), Simpkins & Associates (the 457 Plan third party administrator), Nationwide Insurance (the 457 Plan Custodian) and the District (as the Plan Sponsor).

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meeting will be at 6:00 p.m. on May 10, 2010. Another meeting is scheduled for June 14, 2010 at 6:00 p.m.

Since there was no further business the meeting was adjourned at 8:55 p.m.

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