

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
June 14, 2010**

At 6:00 p.m., President Carol Black called to order the one hundredth and 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 Morgan McMillan, Ginger Gober, and Jean Dowdy

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 May 10, 2010 minutes. Sharon Rogers made a motion to approve the minutes. PK Chatterjee seconded the motion. The motion passed unanimously.

Nancy Pencsak, Board Secretary, asked for the approval of May 12, 2010 minutes. Bob Johntz made a motion to approve the minutes. PK Chatterjee seconded the motion. The motion passed unanimously.

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

5. PK Chatterjee presented treasurer's report. Sales tax revenue for May was \$47,088. The utility company and the telephone company have been requested to stop collecting sales tax on services provided to the library; and to refund prior years collections.

CITIZENS PARTICIPATION: Jean Dowdy asked why the library was not subject to state sales tax. Governmental bodies are not subject to the state sales tax. Ginger Gober asked why the District was no longer investing in CDs. Low interest rates and the need for liquidity of funds. Bob Johntz made a motion to approve the treasurer's report. Sharon Rogers seconded the motion. The motion passed unanimously

6. PK Chatterjee discussed the Request for Proposals from banks.

CITIZENS PARTICIPATION: None.

PK Chatterjee made a motion to proceed with the Request for Proposals for construction loans from banks. Nancy Pencsak seconded the motion. The motion passed unanimously

7. PK Chatterjee presented the Budget for fiscal year July 1, 2010 – June 30, 2011.

CITIZENS PARTICIPATION: None.

Sharon Rogers made a motion to approve the FY July1, 2010-June 30, 2011 Budget. Bob Johntz seconded the motion. The motion passed unanimously.

8. The contract with pro-forma architects is good for 36 months only, however it can be extended. (Signed on June 30, 2009) We are also experiencing a no work period for them. They say they will continue with us.

CITIZENS PARTICIPATION: None.

9. Bailey Elliot Construction, Inc. has estimated that the General Construction Estimate will be \$2,452,431. This includes the Landscaping and Irrigation, and Parking Lot costs. Other project development costs, which include fixtures, furniture or equipment, add another \$280,415. Additionally, there will be Building Permits and the IT and data costs.

CITIZENS PARTICIPATION: None.

10. PK Chatterjee discussed the Collection of Sales Tax. At this time, the district will not engage any firm to determine if the correct amount of sales tax is being collected. The District will await the results of the City of Lakeway's use of a firm for this matter.

CITIZENS PARTICIPATION: None.

11. Sharon Rogers gave a Fund Raising Committee update. Ginger Gober reported that Pledges in the amount of \$335,000, have been received. A letter campaign will soon commence. The Rotary Club has been provided information about the Capital Campaign. A series of parties in June, July and September have been planned. The Dancing with the Stars Gala is to be held October 3rd at the World of Tennis. On August 12th, from 4 p.m. to 9 p.m., Mimi's restaurant will donate 15% of orders from diners mentioning the library.

CITIZENS PARTICIPATION: None.

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

CITIZENS PARTICIPATION: Ginger Gober suggested that the external hard-drive used for backup should be password protected.

14. Morgan McMillian discussed the Library's Long Range Plan. The Committee has had one meeting and a final draft is nearing completion.

CITIZENS PARTICIPATION: None.

15. Carol Black stated that an Executive session was conducted with Neil Hardin, our lawyer, on May 12, 2010. The Board went over the details of the Draft of the Dedication Agreement and the Declaration of Condominium Regime from JH Tuscan Village, L.P. Work has continued on these documents. After a thorough review, representatives will have to meet with Mr. Haythem Dawlett and Jim Lavender (Legend Communities) to go over the documents.

CITIZENS PARTICIPATION: Ginger Gober wondered what would happen if condominium fees are too high for the library to participate; and pointed out that the presence of the Library is "of great value to the Tuscan Village community", and this should take the place of fees.

Executive sessions:

President Carol Black adjourned the meeting at 7:15 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.

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 551.073 – Deliberations about Gifts and Donations, to deliberate a negotiated contract for a prospective gift or donation if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

- a. Discuss Draft of Dedication Agreement from JH Tuscan Village, L.P.
- b. Discuss Declaration of Condominium Regime for Tuscan Village Master Condominiums.

This closed session ended on June 14, 2010 at 8:50 p.m.

At 8:51 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.

1. Bob Johntz made a motion to give Morgan McMillian a bonus. Sharon Rogers seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION: None.

2. Carol Black made a motion to deliver a letter to Mr. Haythem Dawlett regarding the changes to the Dedication Agreement and the Declaration of Condominium Regime from JH Tuscan Village, L.P. that the LTCLD Board of Trustees would like for Mr. Dawlett to make. Nancy Pencsak seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION: None.

1. PK Chatterjee made a motion that the board give the staff bonuses during the 2010-2011 Fiscal Year. Bob Johntz seconded the motion. The motion passed unanimously.

CITIZENS PARTICIPATION: None.

1. PK Chatterjee made a motion that the librarian be given a sum of money to use through out the year for staff appreciation. Sharon Rogers seconded the motion. The motion passed unanimously.

A discussion was held regarding future meetings of the Board of Trustees for the Lake Travis Community Library District. The next meeting will be on July 12, 2010 at 6:00 p.m. Another meeting is scheduled for August 09, 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