

**MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
December 13, 2010**

At 4:00 p.m., President Carol Black called to order the one hundredth and fifteenth 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 McMillian, Sue Gilman, Jean Dowdy, and Diane Taylor.

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 the November 8, 2010 minutes.

Bob Johntz 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 the December 3, 2010 minutes.

Sharon Rogers made a motion to approve the minutes. Bob Johntz seconded the motion. The motion passed unanimously.

4. CITIZENS PARTICIPATION –

The Board complimented Mary Jo Finch on her graduation from the Texas Woman's University Library School.

5. Sue Gilman led a discussion regarding the election of two Board Trustees on May 14, 2011. The positions held by Bob Johntz and Sharon Rogers will be on the ballot.

6. The Treasurer's Report for the Operating Account was presented by PK Chatterjee. The Operating account has been fully reconciled. The Capital and Reserve accounts will be reconciled and presented at the January Board meeting. The sales tax revenue for November was \$ 49,994, and for December is \$39,100.

The total income from the Dancing with the Stars fundraising event was \$101,916.85. Of this amount, \$21,293.15 was used for expenses leaving a net income of \$80,623.70.

CITIZENS PARTICIPATION: Jean Dowdy asked what is the District boundary on Highway 71. The Library District goes to the Pedernales River.

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

7. Carol Black asked that a larger Safe Deposit Box at Prosperity Bank be rented. The present box is full. A 5" x 10" can be rented for \$50.

CITIZENS PARTICIPATION: None.

Dr. Black made a motion that the larger box be rented. Sharon Rogers seconded the motion. The motion passed unanimously.

8. Bob Johntz discussed the Lease Agreement with the owner of the shopping center. The current lease runs thru May 31, 2012.

CITIZENS PARTICIPATION: None.

9. Jeff Bulla of pro-forma architecture, inc. has proposed that if they begin work on the next phase (construction documents) no later than Monday, January 17th, they will not charge us the additional fees to redesign the terrace, trellis, amphitheater, trail connections and grading along the lake due to the significant change in the property lines set forth in the new plat. The Board has always taken the stand that construction documents should not be started until the District has the deed to the property. If all goes as planned, the deed will be received on January 31, 2011. Carol Black sent Bulla's proposal to the members of the Building Committee. These members include P.A. Penley, Frank Black, Peter Hitt, Dave Benson, and Dan Pedersen. Of these five gentlemen, four recommended to go ahead with the start of the construction documents with one recommending waiting until the property is in hand.

CITIZENS PARTICIPATION: None.

This matter will be taken up at the January meeting.

10. At a meeting of the LTCLD Board of Trustees on December 3, 2010, the Board voted to sign the Bargain Sale Agreement. This was done at that time. At the close of the meeting, the document was taken to Haythem Dawlett's office where he signed the document also. They submitted the document to Platinum Title Partners. On December 6, 2010, Carol Black signed a \$500 check to be submitted to Platinum Title Partners. Upon receipt of the check, the Joinder by Title Company was signed by Connie Lincoln, Vice-President. The total Bargain Sale Agreement with signatures was emailed to Carol Black who then asked that a copy be placed in every Board members' mailbox. The original Bargain Sale Agreement signed by Mr. Dawlett and Carol Black has been placed in the District's safe deposit box.

CITIZENS PARTICIPATION: None.

11. Regarding the transfer of the JH Tuscan Village, LP property, there is a new time line that the Board will be trying to meet for the LCC January 31st deadline. The title commitment (a 10-12 page document) should be received in 10-12 days from our December 6th submittal. The metes and bounds of the property are correct and have been recorded.

Carol Black inquired of Shannon Burke, of the City of Lakeway, as to their progress on the approval of the Library Plat. The response was, "We sent Aaron Googins our comments on the proposed plat on November 2nd and have yet to receive a response to those comments. We cannot approve the plat until all of our comments have been addressed."

On further inquiry to King Engineering, their response was, "We have not been paid for our services from this client since June 2010. We cannot continue work for them until we are paid to date. Sorry for any impact this has on the Library, but we pay our employees and our expenses and it would be irresponsible for me to authorize work without a high expectation that we will be paid in a timely manner."

CITIZENS PARTICIPATION: None

12. Sharon Rogers gave a Fund Raising Committee update. Fund raising opportunities continue to be explored.

CITIZENS PARTICIPATION: None.

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

CITIZENS PARTICIPATION: None.

Executive session:

Board President Carol Black adjourned the meeting at 5:36 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 December 13, 2010 at 5:55 p.m.

At 5:56 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. 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 will be at 4:00 p.m. on Wednesday, January 12, 2011. Another meeting is scheduled for Wednesday, February 09, 2011 at 4:00 p.m.

Since there was no further business the meeting was adjourned at 6:05 p.m.

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