

Texas State Library and Archives Commission

Audit Committee

Wednesday, April 26, 2006

Minutes

The Texas State Library and Archives Commission (TSLAC) Audit Committee met on Wednesday, April 26, 2006, at 12:00 p.m. in the Conference Room 320 of the George R. Brown Convention Center in Houston, Texas.

Audit Committee Present: Cruz G. Hernandez, Audit Vice Chairman
Sally Reynolds

Audit Committee Absent: Sandra G. Holland, Audit Chairman

Commissioners Present: Sandra J. Pickett
Sharon Carr
Diana Rae Hester Cox
Martha Doty Freeman

Staff Present: Peggy D. Rudd, director and librarian
Edward Seidenberg, assistant state librarian
Ava Smith, director, Talking Book Program
Deborah Littrell, director, Library Development
Chris LaPlante, director, Archives and Information Services
Beverley Shirley, director, Library Resource Sharing
Erica McKewen, communications officer
Tracy Kuhn, executive assistant

A quorum being present, Audit Vice Chairman Hernandez convened the meeting at 12:01 p.m.

1. DISCUSS AND APPROVE INTERNAL AUDIT OF THE ARCHIVES AND INFORMATION SERVICES DIVISION.

Chris LaPlante presented an audit prepared by Jefferson Wells on the Archives and Information Services division and informed the commission that the audit went well. Mr. LaPlante pointed out that he and his management staff had responded to the recommendations made in the audit.

The commission and staff discussed methods to enhance and increase awareness of issues related to recovery of missing archival documents, one of the audit's recommendations. Commissioners also briefly discussed the audit's findings in the area of disaster planning and the need for training of government record managers in light of the damage done to archives and government records during Hurricane Rita. Mr. LaPlante mentioned that the agency is sponsoring a special training session for government records managers in May.

Commissioner Reynolds moved to approve the audit; motion seconded. **Motion Passed.**

There being no further business, Vice Chairman Hernandez adjourned the meeting at 12:10 p.m.

Respectfully submitted,

Peggy D. Rudd
Director and Librarian