

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
June 25, 2020 249TH MEETING

At 3:30 p.m. Carol Black called to order the meeting of the Trustees of the Lake Travis Community Library District. The meeting was convened via video conference. Board Members present were Carol Black, P.K. Chatterjee, Alan Gober, Sharon Rogers, and Sharon Temple. Morgan McMillian, Sue Gilman, and Rachel Keeler were in attendance.

The Pledge of Allegiance to the Flag of the United States of America and the Flag of the State of Texas were recited.

3. Carol Black asked for the approval of the May 28, 2020 minutes. Sharon Rogers moved to approve the minutes and P.K. Chatterjee seconded the motion.

Citizens Participation: None. The motion passed unanimously.

4. During citizens participation, Carol Black shared an email from Nancy Pencsak which praised the staff for their hard work on the many outstanding online programs that were being offered and stated her support for the library staff.

5. Morgan reported that the Smith family donated \$120.00 to purchase books dealing with the topic of racism.

6. November Board Election – Sue Gilman presented information on the November 3, 2020 General Election. There are three positions up for reelection, those now held by Carol Black, P.K. Chatterjee, and Sharon Temple. P.K. Chatterjee moved that an election be called for November 3, 2020. Sharon Rogers seconded the motion. Citizens Participation: None. The motion passed unanimously.

Sue reported that the deadline for candidates to file for a place on the ballot is August 17th.

Applications can be turned in any time after July 20th.

Sharon Rogers moved that the board approve the election agreement between Travis County and the Lake Travis Community Library Board. Sharon Temple seconded the motion. Citizens Participation: None. The motion passed unanimously.

Resolution 2020-08 – Providing Election Equipment and Scanners in every early and election day polling place for each election on or after August 1, 2019. P.K. moved that Resolution 2020-08 be approved with a second by Alan Gober. Citizens Participation: None. The motion passed unanimously.

Sue informed the board that August 17th is also the deadline for notifying the county of an election cancellation. Carol Black thanked Sue Gilman for the super job she does handling the election process.

7. Library Director's Report - Morgan reported that Curbside Service is going well, and that the library has circulated 17,501 items. The bookmobile has started curbside service. Karen Ballinger has taken materials to two independent living facilities and contactless homebound delivery has also started up again. Online programs are also going well. TSLAC reported that the 2019 Annual Report had no issues and the library has met all pertinent criteria, so a formal accreditation letter should be received this fall. The Library District Discussion Group is scheduled on Friday, August 21st and is expected to take place virtually. The library has received lots of positive feedback from the public since curbside service as begun. The full Library Director's report is attached.

8. Morgan presented several documents regarding reopening the library. The documents presented were 1) Lake Travis Community Library Reopening Plan; 2) LTCL COVID-19 Workplace Health and Safety Plan; and 3) Lake Travis Community Library District Covid-19 Virus Control Policy for Patrons.

9. P.K. Chatterjee presented the treasurer's report. May 2020 sales tax revenue was \$120,221.32 and the June 2020 sales tax revenue was \$106,695.60. Sharon Rogers moved that the report be approved with a second by Alan Gober.

Citizens Participation: None. The motion passed unanimously.

10. After discussion regarding the 2020-2021 budget, P.K. Chatterjee moved to adopt the previous year's budget. Sharon Temple seconded the motion

Citizens Participation: None. The motion passed unanimously.

11./12. – There was no Executive Session.

13. Comments – Sharon Rogers and Morgan McMillian both made comments regarding Covid-19. Morgan also informed the board that they can use curbside service to pick up their mail.

14. Closing: Future meetings

July 23, 2020

3:30 p.m. Lake Travis Community Library

August 27, 2020

3:30 p.m. Lake Travis Community Library

15. Since there was no further business the meeting was adjourned at 4:34 p.m.

Sharon Temple

Secretary, Lake Travis Community Library District

Minutes Approved on _____