

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT

BOARD OF TRUSTEES

August 27, 2020

252nd 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 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. The board considered three resolutions. There was no citizens participation.

A. Resolution 2020-09 – Resolution of the Board of Trustees Of Lake Travis Community Library District Regarding Pandemic Response And Emergency Suspension of Policy. Sharon Rogers moved to approve the resolution and Sharon Temple seconded the motion. The motion passed unanimously.

B. Resolution 2020-10 – Resolution of the Board of Trustees Of Lake Travis Community Library District Regarding Wage Payments During Emergency Library Closings. Sharon Rogers moved to approve the resolution with a second by Alan Gober. The motion passed unanimously.

C. Resolution 2020-11 – Resolution of the Board of Trustees Of Lake Travis Community Library District Regarding Sick Leave During An Epidemic. Sharon Temple moved to approve the resolution and P.K. Chatterjee seconded the motion. The motion passed unanimously.

4. Carol Black asked for the approval of the July 23, 2020 minutes. Sharon Rogers moved to approve the minutes and Alan Gober seconded the motion.

Citizens Participation: None The motion passed unanimously.

5. Carol Black asked for the approval of the August 17, 2020 minutes. Sharon Temple moved to approve the minutes and P.K. Chatterjee seconded the motion.

Citizens Participation: None The motion passed unanimously.

6. Citizens Participation: None.

7. There were no donations.

8. November Board Election – Morgan McMillian stated that Election Officer Sue Gilman had notified Travis County that the election has been cancelled.

9. Library Director's Report – Morgan stated that Overdrive statistics were up 45% this July from last July. Karen has had maintenance work done on the bookmobile. Apollo has offered to do a free "Ten Year Tune-Up" on the library software program. The CTLS Fall Meeting is on Friday, September 11th. Morgan presented preliminary results from the library survey. Library Director's full report is attached.

10. The board discussed a Parking Lot Usage Policy. No action was taken.

11. The Library continues in Phase II of the reopening process. Curbside service began again on August 24th after being suspended on August 11th.

12. The ballot for the TML Board of Trustee Election is due.

Sharon Temple moved that Carol Black be appointed to place our ballot with a second from P.K. Chatterjee. Citizen Participation: None. The motion passed unanimously.

13. Treasurer's Report – P.K. Chatterjee presented the treasurer's report. July 2020 sales tax revenue was \$119,792.76 and the August 2020 sales tax revenue was \$143,744.94. Alan Gober moved that the report be approved with a second by Sharon Rogers. Citizen Participation: None. The motion passed unanimously.

14. Annual Audit for Fiscal Year ending June 30, 2020 – The library has provided documentation to West Davis. Work on the audit has begun earlier than last year.

15. Executive session:

Carol Black adjourned the meeting at 4:17 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 and Agenda Item #2: to deliberate the purchase, exchange, lease, or value of real property under Government Code 551.072.

16. At 4:24 p.m. Carol Black reconvened the Board of Trustees of the Lake Travis Community Library District to act on any executive session item. No action was taken. Citizens Participation: None.

17. Comments – Sharon Temple stated that the Board appreciates the dedication that Morgan and the library staff have shown in providing outstanding service to our community. Carol Black stated that she hoped that work would begin again on locating a site for a branch library.

18. Closing – Future Meetings

September 24, 2020	3:30 p.m. via Zoom
October 22, 2020	3:30 p.m. via Zoom

19. Since there was no further business the meeting was adjourned at 4:26 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District

Minutes Approved on _____