

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
November 19, 2020 255th 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, and Sharon Temple which constituted a quorum. Morgan McMillian and Sue Gilman were in attendance. Alan Gober and Sharon Rogers joined the meeting after Agenda item #7.

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

3. Sue Gilman presented the Statements of Elected Officers. Carol Black, P.K. Chatterjee, and Sharon Temple signed the Statements of Elected Officers and Sue Gilman administered the "Oath of Office as Board Trustees" to Carol Black, P.K. Chatterjee, and Sharon Temple. Carol Black thanked Sue Gilman for her outstanding work as the election official.

4. Sharon Temple made a motion to re-elect the current board officers for the 2020-2021 year. P.K. Chatterjee seconded the motion. Carol Black – President; Sharon Rogers – Vice President; Sharon Temple – Secretary; P.K. Chatterjee – Treasurer; Alan Gober – Director of Library Operations and Human Resources. Citizens Participation: None. Carol Black, P.K. Chatterjee, and Sharon Temple voted to approve the motion. Alan Gober and Sharon Rogers were absent. The motion passed.

5. The board considered three resolutions. There was no citizens participation.

A. Resolution 2020-12 – Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Pandemic Response And Emergency Suspension of Policy. Sharon Temple moved to approve the resolution and Carol Black seconded the motion. Carol Black, P.K. Chatterjee, and Sharon Temple voted to approve the motion. Alan Gober and Sharon Rogers were absent. The motion passed.

B. Resolution 2020-13 – Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Wage Payments During Emergency Library Closings. Sharon Temple moved to approve the resolution with a second by P.K. Chatterjee. Carol Black, P.K. Chatterjee, and Sharon Temple voted to approve the motion. Alan Gober and Sharon Rogers were absent. The motion passed.

C. Resolution 2020-14 – 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. Carol Black, P.K. Chatterjee, and Sharon Temple voted to approve the motion. Alan Gober and Sharon Rogers were absent. The motion passed.

6. Carol Black asked for the approval of the October 22, 2020 minutes. Sharon Temple moved to approve the minutes and P.K. Chatterjee seconded the motion. Citizens Participation: None. Carol Black, P.K. Chatterjee, and Sharon Temple voted to approve the motion. Alan Gober and Sharon Rogers were absent. The motion passed.

7. Citizens Participation: None.

8. Donations - There were no donations. Citizens Participation: None.

9. Morgan McMillian discussed library statistics noting that usage of OverDrive was 50% higher than last year. Outreach news included information regarding homebound deliveries which have 5 participants. Contactless reserve pickup outside the bookmobile continues at fifteen scheduled locations.

Raj Kamat has been promoted and is now the Collection Development Librarian and Karen Scott has been hired as a librarian.

Library Director's full report is attached. Citizens Participation: None.

10. Library Reopening Process - The Library remains in Phase II with curbside service and virtual programming. Morgan reported that she has been in contact with a patron who was unhappy about the library not being reopened. The board continues to focus on the safety of library employees and Morgan remains in contact with local libraries regarding their opening policies. Citizens Participation: None.

11. P.K. Chatterjee presented the treasurer's report. October 2020 sales tax revenue was \$116,160 and the November 2020 sales tax revenue was \$136,118. Sharon Temple moved that the report be approved with a second by Carol Black. Citizens Participation: None. Carol Black, Alan Gober, P.K. Chatterjee, Sharon Rogers, and Sharon Temple voted to approve the motion. The motion passed unanimously.

12. P.K. Chatterjee presented the 2020-2021 budget and moved that the budget be adopted. Sharon Temple seconded the motion. Citizens Participation: None. Carol Black, Alan Gober, P.K. Chatterjee, Sharon Rogers, and Sharon Temple voted to approve the motion. The motion passed unanimously.

13. Executive session:

Carol Black adjourned the meeting at 4:30 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.

14. At 4:38 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.

15. Comments – Sharon Rogers wished everyone a Happy Thanksgiving.

16. Closing – Future Meetings

December 17, 2020 3:30 p.m. via Zoom

January 28, 2021 3:30 p.m. via Zoom

17. Since there was no further business the meeting was adjourned at 4:40 p.m.

Sharon Temple
Secretary, Lake Travis Community Library District

Minutes Approved on _____