

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES
March 25, 2021 259th MEETING

1. 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, Sharon Rogers and Amy Holland. Alan Gober joined the meeting at 3:35 p.m. Morgan McMillian and Nancy Pencsak were also present.
2. 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 February 25, 2021 minutes. Sharon Rogers moved to approve the minutes and P.K. Chatterjee seconded the motion. Citizens Participation: None. The motion passed unanimously.
4. Citizens Participation: Nancy Pencsak voiced her confidence in and appreciation of the Library staff and expressed her opinion that the Library should not reopen prematurely.
5. Donations: Morgan McMillian reported a \$150 donation from a patron who was grateful to the Library during the pandemic. Citizens Participation: None.
6. Morgan McMillian presented the Library Director's Report. She noted that the February statistics include the week that the Library was closed in the winter storm. Morgan reminded the Board to complete the cyber security training if they have not already done so. Carol Black inquired as to the nature of the open records request and Morgan explained that it was a request to know personnel expenses and the request was satisfactorily addressed. The Library Director's full report is attached. Citizens Participation: None.
7. Morgan McMillian reported on the Library Reopening Process. She noted that there has been increased pressure in the last month to reopen. No staff members have been fully vaccinated but some have received their first shot. Morgan verified that the Library is in Phase II now, and that she and the staff are preparing to move to Phase III after they determine if there were any surges after the mask removal mandates and spring break. No date will be announced to the public until a firm decision to reopen is made. Morgan noted that Phase III will require masks and 6' distancing and a "grab and go" model which limits patrons to 30 minutes in the Library. She also said that volunteers will

come back in Phase III but will be there only before and after regular patrons to prevent congestion. Amy Holland made a motion to approve this plan for reopening; P.K. Chatterjee seconded it. Citizens Participation: None. The motion passed unanimously.

8. P.K. Chatterjee presented the Treasurer's Report, noting that the sales tax figure for February is a record high. Amy Holland moved that the report be approved with a second by Sharon Rogers. Citizens Participation: None. The motion passed unanimously.
9. P.K. Chatterjee discussed the Investment Policy, with a recommendation that no changes be made. He moved that the motion be passed with a second from Amy Holland. Citizens Participation: None.
10. An Executive Session was not needed.
11. The Board did not need to reconvene.
12. Comments: Sharon Rogers commented that she is interested to know about grants available under the American Rescue Plan Act of 2021. P.K. Chatterjee commented on the ongoing relationship between the Tuscan Village Master Condominium Association, JH Tuscan Village and the Library.
13. Closing – Future Board Meetings:
April 22, 2021 via Zoom
May 27, 2021 via Zoom
14. Since there was no further business, Carol Black adjourned the meeting at 4:14 p.m.

Amy Holland, Secretary

Approved on _____