

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
April 22, 2021                      260th 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 3:36 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. The Board considered three resolutions. Citizens Participation: None.
  - A. Resolution 2021-04-Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Pandemic Response and Emergency Suspension of Policy. P.K. Chatterjee moved to approve the resolution and Amy Holland seconded the motion. The motion passed unanimously.
  - B. Resolution 2021-05-Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Wage Payments During Emergency Library Closings. Considering the pending reopening of the Library, there was no motion to approve. The resolution will expire accordingly.
  - C. Resolution 2021-06-Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Sick Leave During an Epidemic. Considering the pending reopening of the Library, there was no motion to approve. The resolution will expire accordingly.
4. Carol Black asked for the approval of the March 25, 2021 minutes. P.K. Chatterjee moved to approve the minutes and Sharon Rogers seconded the motion. Citizens Participation: None. The motion passed unanimously.
5. Citizens Participation: None.
6. Donations: Morgan McMillian stated that there was nothing to report. Citizens Participation: None.

7. Morgan McMillian presented the Library Director's Report. P.K. Chatterjee suggested that for presentation and comparison purposes the comparable month in 2019 should be included in the statistics section, and Morgan agreed. Carol Black and P.K. Chatterjee inquired whether all Library staff and volunteers were vaccinated. Morgan reported that the staff and volunteers plan to be fully masked and maintain social distancing. She also agreed to seek legal advice as to whether staff and volunteers could be required to be vaccinated. The Library Director's full report is attached. Citizens Participation: None.
8. Morgan McMillian reported on the Library Reopening Process. She stated that Phase III of the process will be announced on and begin May 3. She noted that Phase III will require masks, 6' distancing, a "grab and go" model which limits patrons to 30 minutes in the Library and that all the chairs will be removed except for the computer stools. P.K. Chatterjee suggested keeping a count of the number of patrons in the building at any point in time to limit occupancy, but Morgan said that there was not a practical way to implement this idea. She also said that volunteers will come back in Phase III but will be there only before and after regular patrons to prevent congestion. Carol Black made a motion to approve the plan to move to Phase III on May 3 and Amy Holland seconded it. Citizens Participation: None. The motion passed unanimously.
9. P.K. Chatterjee presented the Treasurer's Report, noting that the sales tax figure for April is a record high. Amy Holland moved that the report be approved with a second by Alan Gober. Citizens Participation: None. The motion passed unanimously.
10. Executive Session. Carol Black adjourned the meeting at 4:37 p.m. to go into Executive Session as allowed by Texas Government Code Section 551.074 (Personnel Matters).
11. At 4:45 Carol Black reconvened the meeting of the Board of Trustees of the Lake Travis Community Library District. P.K. Chatterjee made a motion to approve the salary adjustments discussed in the Executive Session and Alan Gober seconded the motion. Citizens Participation: None. The motion passed unanimously.
12. Comments: None.

13. Closing – Future Board Meetings:

May 27, 2021, via Zoom 3:30 p.m.

June 24, 2021, via Zoom 3:30 p.m.

14. Since there was no further business, Carol Black adjourned the meeting at 4:47 p.m.

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Amy Holland, Secretary

Approved on \_\_\_\_\_