

MINUTES OF LAKE TRAVIS COMMUNITY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
July 22, 2021                      267th 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. Board Member Alan Gober was absent. Sue Gilman was 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 June 24 and July 8, 2021 minutes. P.K. Chatterjee moved to approve the minutes and Sharon Rogers seconded the motion. Citizens Participation: None. The motion passed unanimously.
4. Citizens Participation: None.
5. Donations: Sue Gilman reported that the Library received a \$1,000 unrestricted donation from the Doggett Family. Citizens Participation: None.
6. Sue Gilman presented the Library Director's Report. She noted that Karen Ballinger has asked for permission to allow one preschool class at a time to board the bookmobile starting in the fall 2021 semester. After some discussion about the need for masks, it was decided that a vote on this matter be tabled until the August Board meeting.

The Friends Bookstore was discussed, and it was noted that books donated should be donated to the Friends and not the Library. Sue Gilman agreed to change the donation receipts accordingly.

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

7. Treasurer's Report: P.K. Chatterjee presented the Treasurer's Report for June 2021. He noted that the Library collection included in other assets only gets revalued once a year and that the adjustment to the asset and equity accounts has not yet been recorded. Amy Holland made a motion to approve the report and Sharon Rogers seconded it. Citizens Participation: None. The motion passed unanimously.

8. Audit: P.K. Chatterjee reported that the audit of the 2020-2021 fiscal year will be conducted by West Davis & Co. and will begin in another week. Citizens Participation: None.
9. The Board considered Resolution 2021-07-Resolution of the Board of Trustees of Lake Travis Community Library District Regarding Pandemic Response and Emergency Suspension of Policy. Amy Holland moved to approve the resolution and Sharon Rogers seconded the motion. Citizens Participation: None. The motion passed unanimously.
10. November Board Election: Sue Gilman reported that the election notice is posted on the website and on the bulletin board as required. Citizens Participation: None.
11. Executive Session: None needed.
12. Comments: Carol Black asked that the subject of an addition to the Library building be added to the August Board meeting agenda.
13. Closing – Future Board Meetings:  
August 26, 2021, via Zoom 3:30 p.m.  
September 23, 2021, via Zoom 3:30 p.m.
14. Since there was no further business, Carol Black adjourned the meeting at 4:36 p.m.

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Amy Holland, Secretary

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