

**MINUTES OF THE BOARD OF TRUSTEES OF  
THE WESTBANK COMMUNITY LIBRARY DISTRICT MEETING  
April 18, 2018**

A regular meeting of the Board of Trustees (“the Trustees”) of the Westbank Community Library District (“the District”) was called to order by Lyle Thormann at 8:30 AM on Wednesday, April 18, 2018, at the Laura Bush Community Library (“the Library”) at 9411 Bee Cave Road, Austin, TX 78733. Notice of the meeting was posted in accordance with the Texas Open Meetings Act. Trustees present: Lyle Thormann, David Oertel, Todd Crickmer, Nancy Jennings and Susan Smith. Others present: Director Mary Jo Finch, Resource Manager Sheri Rhodes, Administrative Assistant Tess Westmoreland, and auditor Sean Bender.

Pursuant to Agenda Item 1, “Citizen’s Communication – Citizens are invited to address the Board. Citizen’s Communication is limited to thirty minutes, with each speaker limited to five minutes. Citizens must sign in at the beginning of each meeting, and will be heard in the order of arrival,” no citizens were present.

Pursuant to Agenda Item 2, “Discuss, consider and approve 2017 audit prepared by Montemayor Britton Bender PC,” the audit was presented by Sean Bender. A motion was made to approve the audit. The motion was seconded and unanimously approved.

Attachments:

Pursuant to Agenda Item 3, “Discuss and approve minutes for the Board meeting on March 7, 2018,” a motion was made to approve the minutes. The motion was seconded and unanimously approved.

Attachment:

Pursuant to Agenda Item 4, “Discuss and consider the February 2018 financial reports,” Sheri Rhodes presented the financial reports.

Attachments:

Pursuant to Agenda Item 5, “Discuss, consider capital project proposal draft to update the landscape and grounds of Laura’s Library. Including trailhead, backyard extension, garden refresh and signage update,” Mary Jo Finch provided a narrative on the proposal. No action was taken at this time.

Attachment:

Pursuant to Agenda Item 6, “Discuss and consider proposed contract for attorney retainer,” Mary Jo presented the contract and suggested an amendment to include communication with both the Director and the Board of Trustee President. The motion was made to approve the contract with the suggested amendment. The motion was seconded and unanimously approved.

Attachments:

Pursuant to Agenda Item 7, “Discuss and consider the report of the Library Director concerning Library operation,” Mary Jo Finch presented the report.

Attachments:

Pursuant to Agenda Item 8, “Consider by staff report, without discussion, such other matters as may come before the Board and as may be necessary to carry out the business of the District, to direct the formulation of agenda items for the next meeting, and to set the date of the next meeting,” the Board set the next meeting for Friday, May 25, 2018 at 8:30 AM at the Westbank Community Library. A motion was made to adjourn the meeting at 10:18 AM. The motion was seconded and unanimously approved.

Lyle Thormann  
President

5/25/18  
Date

Nancy Jennings  
Secretary

5/25/18  
Date