

**MINUTES OF THE BOARD OF TRUSTEES OF
THE WESTBANK COMMUNITY LIBRARY DISTRICT MEETING
December 12, 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 8:34 AM on Wednesday, December 12, 2018, at the Westbank Community Library (“the Library”) at 1309 Westbank Drive, Austin, TX, 78746. Notice of the meeting was posted in accordance with the Texas Open Meetings Act. Trustees present: Lyle Thormann, David Oertel, Nancy Jennings, Todd Crickmer, Susan Smith and PK Chatterjee. Others present: Director Mary Jo Finch, Resource Manager Sheri Rhodes, Public Administration Coordinator Kristi Floyd and Administrative Assistant Tess Westmoreland.

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 and approve minutes for the Board meeting on November 14, 2018,” a motion was made by Lyle Thormann to approve the minutes. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 3, “Take action concerning the 2018 election: swear in newly elected candidates, complete and notarize Oath of Office and Statement of Elected Officers,” all necessary documents were signed, completed and notarized as needed by Tess Westmoreland.

Attachments:

Pursuant to Agenda Item 4, “Sign Conflict of Interest Statements for 2018,” all Trustees and the Director signed their perspective documents.

Attachments:

Pursuant to Agenda Item 5, “Discuss and consider the financial reports of the District for October and November,” Sheri Rhodes provided a narrative on the October reports. The November financials will be revisited at the next board meeting.

Attachment:



Pursuant to Agenda Item 6, “Discuss, consider, and approve 3rd Quarter Investment Report,” PK Chatterjee gave a narrative. A motion was made to approve, it was seconded and unanimously approved.

Attachment:

Pursuant to Agenda Item 7, “Discuss and consider the Library Director Report,” Mary Jo Finch provided a narrative on the report.

Attachment:

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 meeting was set for Wednesday, January 23, 2019 at 8:30 AM. It will be held at the Laura Bush Community Library. A motion was made to adjourn the meeting at 9:53 AM. The motion was seconded and unanimously approved.

 _____ President	<u>1/23/19</u> _____ Date	 _____ Secretary	<u>1/23/19</u> _____ Date
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