

**MINUTES OF THE BOARD OF TRUSTEES OF
THE WESTBANK COMMUNITY LIBRARY DISTRICT MEETING
July 22, 2020**

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 12:05 PM on Wednesday, July 22, 2020 online via Zoom. Notice of the meeting was posted in accordance with the Texas Open Meetings Act. Trustees present: Lyle Thormann, David Oertel, Nancy Jennings, Todd Crickmer, and Sumaya Saati. Others present: Director Mary Jo Finch, Accountant Sheri Rhodes, Administrative Assistant Tess Westmoreland, Associate Director Autumn Solomon and Technology & Facilities Manager Cesar Martinez.

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 in attendance on Zoom.

Pursuant to Agenda Item 2, “Discuss and approve minutes for the Board meeting on June 17, 2020,” a motion was made by Lyle Thormann to approve the minutes. Todd Crickmer stepped away for this agenda item, the motion was seconded and approved by the four remaining board members.

Pursuant to Agenda Item 3, “Discuss and consider the financial reports of the District for May and June 2020,” Sheri Rhodes presented the financials.

Attachments:

Pursuant to Agenda Item 4, “Discuss and approve the 2nd Quarter Investment Report,” PK. Chatterjee provided an overview of market activity. He noted that yields are low for public fund investment options, and we are guarding against market volatility in non-public funds investment by assuring liquidity and protecting principal. A motion was made by Lyle Thormann to approve. The motion was seconded and unanimously approved.

Attachments:

Pursuant to Agenda Item 5, “Discuss and take action on election calendar responsibilities, including Travis County contract for election services and an Order of Election. Schedule future meetings as necessary for compliance with election law regarding possible ballot order drawing or cancellation of election,” Lyle Thormann moved to sign a contract with Travis County to provide election service, the motion was seconded and unanimously approved. Lyle moved to post an Order of Election for 2020, the motion was seconded unanimously approved. A meeting was set for Friday, August 21 at 5pm to cancel the election if needed.

Attachment:

Pursuant to Agenda Item 6, “Discuss and take action regarding a break in the library calendar in September,” a motion was made by Lyle Thormann to approve library closure from September 6 to September 13, 2020. The motion was seconded and unanimously approved.

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, “Discuss and approve air conditioning services contract,” a motion was made by Lyle Thormann to approve the contract. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 9, “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 next Board meeting was set for August 27, 2020 at noon. It will be held via Zoom. Lyle Thormann moved to end the meeting at 1:20 PM. The motion was seconded and unanimously approved.

Lyle Thormann 9/24/20 Nancy Jennings 9/24/20
President Date Secretary Date