

**MINUTES OF THE BOARD OF TRUSTEES OF
THE WESTBANK COMMUNITY LIBRARY DISTRICT MEETING
October 29, 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 9:02 AM on Thursday, October 29, 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 consider the proposed budget for 2021,” Mary Jo Finch gave a narrative. Attachments:

Pursuant to Agenda Item 3, “Meet in Executive Session to consider the Director's evaluation; take action in open meeting regarding Director's salary,” the Trustees adjourned to meet in Executive Session at 9:37 AM. The Trustees returned at 10:08 AM. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 4, “Approve the budget for 2021,” a motion to approve the budget with the adjustment of a 2.5% base raise for all staff including the Director was made by Lyle Thormann. The motion was seconded and unanimously approved. A bonus for staff of \$500 in the current year was suggested to the Director in line with the Resolution passed on August 27, 2020.

Attachments:

Pursuant to Agenda Item 5, “Discuss and approve minutes for the Board meeting on September 24, 2020,” a motion to approve was made by Lyle Thormann. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 6, “Discuss and consider the financials for September 2020,” Sheri Rhodes gave a narrative.

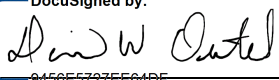
Attachments:

Pursuant to Agenda Item 7, “Discuss and approve the use of DocuSign for Board documents,” a motion to approve was made by Lyle Thormann. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 8, “Discuss and consider the report of the Library Director concerning Library operation,” Mary Jo Finch provided a narrative on the report.

Attachment:

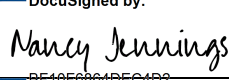
Pursuant to Agenda Item 9, “Consider by staff report, without discussion, such other matters as may come before the Board and as may be necessary to carry out the business of the District, to direct the formulation of agenda items for the next meeting, and to set the date of the next meeting,” the Board meeting was set for December 10, 2020 at 9:00 AM. It will be held via Zoom. Lyle Thormann moved to end the meeting at 10:33 AM. The motion was seconded and unanimously approved.

DocuSigned by:

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President

12/14/2020

Date

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Secretary

12/15/2020

Date