

***MINUTES OF THE BOARD OF TRUSTEES OF  
THE WESTBANK COMMUNITY LIBRARY DISTRICT MEETING  
December 10, 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 9:05 AM on Thursday, December 10, 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, Sumaya Saati and incoming trustee, Carol Keller. 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 meetings on October 29, 2020 and November 16, 2020,” David moved to approve the minutes. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 3, “Take action concerning the 2020 election: swear in elected candidates, complete and notarize Oath of Office and Statement of Elected Officers,” the Oath of Office was administered. The Elections Officer will schedule with the three elected Trustees to sign and notarize the Oath of Office and Statement of Elected Officers documents and the Certificate of Election. Lyle left the meeting following agenda item 3 (9:10). Attachments:

Pursuant to Agenda Item 4, “Sign Conflict of Interest Statements for 2020,” Tess will send out the documents for Trustees and Director to complete. Attachments:

Pursuant to Agenda Item 5, “Elect Board officers,” the Trustees voted on the new positions: David Oertel as President, Todd Crickmer as Vice President, and Nancy Jennings as Secretary. Nancy moved to accept the new the new positions. The motion was seconded and unanimously approved.

Pursuant to Agenda Item 6, “Discuss, consider, and act on the signage project at Laura’s Library proposed by Crystal Mountain,” Mary Jo gave a brief narrative of the agreement with Synermark who own the Crystal Mountain Office Park. David moved to sign the agreement with Synermark. The motion was seconded and unanimously approved. Attachment:

Pursuant to Agenda Item 7, “Discuss and approve a Resolution Regarding Pandemic Response and Emergency Suspension of Policy,” Nancy moved to approve the resolution. The motion was seconded and unanimously approved. Attachment:

Pursuant to Agenda Item 8, “Discuss and approve a Resolution Regarding Additional Sick Time for COVID-19 related absence,” David moved to approve the resolution. The motion was seconded and unanimously approved. Attachment:


Pursuant to Agenda Item 9, “Discuss amended budget for 2021,” the budget which was amended as approved in the October meeting was presented for the record.

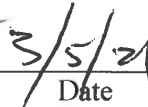
Pursuant to Agenda Item 10, "Discuss and consider October and November 2020 financial reports," Sheri gave a narrative of the October financials. The November 2020 financials will be presented at the January 2021 meeting.  
Attachment:


Pursuant to Agenda Item 11, "Discuss and approve the 3<sup>rd</sup> Quarter Investment Report," Mary Jo gave a narrative. Todd moved to approve the investment report. The motion was seconded and unanimously approved.  
Attachment:


Pursuant to Agenda Item 12, "Discuss and consider the report of the Library Director concerning Library operation," Mary Jo gave an account.  
Attachment:

Pursuant to Agenda Item 13, "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 January 28, 2021 at 9:00 AM. It will be held via Zoom. David moved to end the meeting at 10:25 AM. The motion was seconded and unanimously approved.

  
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President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Date