

**Regular Meeting of the Board of Trustees  
EAST TRAVIS GATEWAY LIBRARY DISTRICT**

**Place:** The meeting was held Tuesday, April 15, 2025, at the Elroy Library, 13512 FM 812, Del Valle, TX.

1. Call to Order and Roll Call: Meeting was called to order at 7:07pm with the following Trustees in attendance: Britta Becker-Hammer, Braxton Gregg, Tim Johnson and Frank Hall. Also in attendance was Director Brittany Burke Walker, Barbara Durkin and Sarah Ledesma.
2. Audience Comments/Open Forum:
  - a. Auditor Gary Davis was unable to attend tonight's meeting.
3. Consider and take possible action on administering Trustee Oath after interviewing and voting on potential Trustee Sarah Ledesma. Discussion and review of Sarah's application. A motion by Braxton to approve the appointment of Sarah Ledesma to the open Trustee position, was seconded by Frank. The motion passed unanimously. The Oath of Office was administered by Notary Barbara Durkin.
4. Consider and take possible action on Minutes from March 18, 2025. A motion to approve the minutes as written by Braxton and seconded by Frank. The motion passed unanimously.
5. Updates and discussion items:
  - a. Consider and take possible action on opening both library branches at 12 noon on Friday, May 16<sup>th</sup> so all employees can attend the new library groundbreaking ceremony at 10:00am. Discussion on the events details. A motion was made to open both branches at 12noon on May 16<sup>th</sup> was made by Braxton and seconded by Tim. The motion passed unanimously.
  - b. Consider and take possible action on updates to policies and procedures guide. The changes on page 18 regarding the Learning Center Usage was reviewed and discussed. Braxton made a motion to accept the change to section on using the Learning Center to read: "In order to reserve the Learning Center, the organization reserving the Learning Center is responsible for any damages incurred during its use." Seconded by Frank. The motion passed unanimously.
6. Director Report-Brittany Burke reviewed the attached report.
7. Financial Report- Barbara Durkin reviewed the attached report and updated the Sales Tax Revenue and HDL report that was received after the report was sent out to the Trustees. Britta pointed out an error on the Excel spreadsheet formula that will be corrected by Barbara.
8. Friends of the Del Valle Library update-Brittany advised that she was having a meeting with President Jazzel regarding a Book Sale in May.
9. Closed Session: no action taken on this agenda item
10. Consider and take possible action on items discussed in closed session: no action taken on this agenda item.
11. Braxton motioned to adjourn, seconded by Tim. The motion passed unanimously. Britta closed the meeting at 7:55pm