

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

**March 21, 2023**

**Place:** The meeting was held at Elroy Learning Center, 13512 FM 812, Del Valle, TX.

1. Call to Order & Roll Call: President Rita Luedecke called the meeting to order at 7:02pm. Trustee present were Rita Luedecke, Braxton Gregg, Gene Burklund, and Tim Johnson. Others in attendance: Barbara Durkin, Brittany Burke and employee Jordi Thompson.
2. Audience comments/Open Forum: Jordi was introduced to the Board as a new employee and was invited to make comments to the Board.
3. Minutes from February 21, 2023. Braxton moved to approve the minutes as presented. The motion was seconded and unanimously approved.
4. Consider and take possible action on Lease agreement with CTH. CTH has not resumed contact with ETGLD as of today.
5. Consider and take possible action on changing restrooms at both locations to family/unisex. Brittany presented the reasons to make both single unit restrooms at each location to unisex to provide better access to restrooms for our Patrons with families and/or issues with toilet plumbing. Barbara suggested a few minor adjustments to current toilet configuration to comply with standard public toilet compliance prior to the switch over. Braxton motioned to update both library restrooms to Unisex/Family designations. Motion was seconded and unanimously approved.
6. Consider and take possible action on request from a Garfield neighbor to allow Bluebonnet Electric an easement area on the 3.2486 acres that ETGLD owns behind the Garfield Library property. Brittany sent the easement agreement to attorney Andrew T. for review prior to accepting/declining the request. Gene made a motion to accept the Bluebonnet Electric easement agreement if Andrew advise that it is acceptable as written or if he comes back with changes that Bluebonnet Electric makes to the agreement prior to signing. The motion was seconded and unanimously approved.
7. Library Director Report: Brittany reviewed the Spring Break activities that went on at both Branches during March 13-17. Each day had a different theme and activity that rotated between the two libraries. The Mobile Library did a special St. Patrick's Day story time at SE Metro Park despite the cold and windy weather that was attended by 3 families (8 people).The Mobile Library will add/change it's route starting in April. An In-Service Staff Day will take place on March 24<sup>th</sup> when both libraries are closed due to the COTA event. Staff training and Summer Reading planning will take place. The first Family Place Workshops mandated by our 2022 Grant will take place over the next 5 weeks at the Garfield location.
8. Financial Report: Barbara presented the financial report including the sales tax funds recovered by HDL for the Dec-Jan-Feb time period. She advised that the 2022 Audit should be completed soon pending return of all outside and BOT surveys to the auditor.
9. Friends of Del Valle Libraries, Inc update: Discussion on ways to increase interest with the public on joining the Friends group.
10. Consider and take possible action on items discussion in closed session-no action taken.
11. Gene moved to adjourn the meeting at 7:40pm. The motion was seconded and unanimously approved.

Respectfully submitted,  
Barbara Durkin on behalf of Assistant Secretary.  
Approved with correction 4/18/23