

Regular Meeting of the Board of Trustees

EAST TRAVIS GATEWAY LIBRARY DISTRICT

June 15, 2021 Minutes

Place: The meeting was held at the Garfield Library, 5121 Albert Brown Drive, Del Valle, TX.

1. **Call to Order and Roll Call.** President Braxton Gregg (via audio phone attendance) called the meeting to order at 7:00 pm. Trustees present were: Braxton Gregg, Rita Luedecke, and Tim Johnson. Gene Burklund was not present. Others in attendance: Joe Gunter, Barbara Durkin, Brittany Burke, and Lauren Barrett.
2. **Audience Comments/Open Forum.** No action was taken on this agenda item.
3. **Minutes from May 18, 2021 meeting.** Rita moved to accept the Minutes from May 18, 2021 meeting as printed. The motion was seconded and unanimously approved.
4. **Board Action Items**
 - a. With regard to Executive Order GA-36: The Board agreed to acknowledge the mandate, follow government guidelines for mask and procedures after the pandemic regulations are lifted. Rita moved to acknowledge the Executive Order and, for our District, allow, encourage and recommend that patrons continue to use masks. The motion was seconded and unanimously approved.
 - b. With regard to public access to private information, the employees will either agree or opt out of allowing the sharing of their personal information. Rita moved that employee be given a form to sign designating their preference to share information or to opt out. The motion was seconded and unanimously approved.

At 7:08 pm, the Board opted to go into Closed session.

At 7:11 pm, the Board reconvened Regular session.

Rita moved to increase the salary of the Library Director. The motion was seconded and unanimously approved.

5. **Library Building Committee** full report to be made after the July 20 meeting. Brittany reported on Health Clinic meeting she attended. The Clinic and Library will be good neighbors from what it appears currently. In the meantime., the Board discussed putting up a sign on the new property to make visible to passersby and patrons of the Clinic the future plans for the property. Barbara and Tim will explore sign options.
6. **Bookmobile** – Joe reported that the expected arrival of the van will be around April of 2022. There are still choices to be made on colors and other décor. In anticipation of a busy summer, Joe plans to have the Elroy carpet cleaned as it is in need. He has acquired some “Fat Head” decorations too. The District received praise on the new website and everyone is pleased with its progress. Sales tax revenues have been excellent and Barbara will provide details in her report. The State Library accreditation report was accepted. As of today, we are at day 428 of the pandemic but it has been reduced now to Stage 2.
7. **Garfield Library flooring** is complete.
8. **Garfield Library Update** – Jennifer was unable to attend this meeting, but plans to attend next month. The summer kickoff party was a success and storytime is planned to resume in person (with precautions). Especially notable is increasing use of E-Books and audio. Stay tuned for PBS story that will be upcoming, possibly on a storytime activity planned for this summer.

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9. **State of the Libraries Report** – Much of the progress was already reported earlier in the meeting. Joe reviewed the “new” hours. The Budget continues to be monitored and is still in good shape. All security cameras and alarm systems have been upgraded.
10. **Financial Report** - Barbara reviewed her report and summarized current financial holdings. The great news is that, thanks to the work done by HDL, a lot of uncollected sales tax revenues have been recovered. Laura Atchley, accountant, will no longer be handling ETGLD directly and has been training her replacement, Christelle Wolfe. Per Board approved motion last month, the retirement program is being implemented and should be in effect starting in July.
11. **Consider and take possible action on open Board position.** No action was taken on this item.
12. **Friends of the ETGLD** – Update – Joe reported that the Friends group took a break for June and will continue soon.
13. **Closed Session** – Completed earlier in the meeting.
14. **Consider and take possible action on items discussed in Closed Session.** Completed earlier.
15. **Adjournment** – at 8:01 pm, Rita moved to adjourn the meeting. The motion was seconded and unanimously approved.

Submitted by Lauren Barrett

Approved 7/20/21