

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

Place: The meeting was held Tuesday, June 20, 2023, 13512 FM 812, Del Valle, TX.

1. Call to Order and Roll Call: President Rita Luedecke called the meeting to order at 7:03pm. Trustees present were Rita Luedecke, Gene Burklund, Brita Becker-Hammer. Absent trustees were Tim Johnson and Braxton Gregg. Others in attendance were Brittany Burke and Barbara Durkin.
2. Audience Comments/Open Forum.
 - a. Presentation by architect PGAL on new building project by Cris Ruebush and Adeline Williams. Highlights included review of the process in choosing our Construction Manager and Risk (CMAR), Turner Construction. Our attorneys are presently reviewing the contract and Turner will then begin cost estimation based on the current site/floor plan. Survey & Geotechnical Survey completed. Timeline Schedule Overview: Architectural schematic design April 2023; Engineers now integrated and designing; Design development July 2023; Submit for site development permit to City/County July 2023 (process is approx. 15 months); 50% Construction documents by November 2023; 75% Construction documents by March 2024 (potential use to form Guaranteed Maximum Price); Issue building permit May 2024; 100% Construction documents October 2024. Possible groundbreaking November 2024.
3. Consider and take possible action on Minutes from May 16, 2023. A motion by Gene to accept the minutes as presented. Seconded by Britta. Motion unanimously approved.
4. Consider and take possible action on approving the site plan for the New Del Valle Library building project. Motion to approve the tentative site plan as presented by PGAL by Britta. Seconded by Gene. Motion unanimously approved.
5. Director Report-Brittany Burke. Brittany presented her report highlighting the Summer Reading Program running June 3-July 27 "All Together Now". Storytime and other special programs have been well attended. Library Stats continue to increase with material check-outs up by 100% and more. The new Mobile Library Manager has been hired starting July 10th. Staff Highlight: Jazzmin Shappa who is our Adult Services Librarian who has excelled in creating new bi-weekly programs. Our 2022 TSLCA annual report was accepted. Several recent special events including the Del Valle Days at COTA and an Ice Cream Social (paid with our St. David's Grant funds) were well attended.
6. 2023 Election procedure report-Barbara Durkin. Barbara presented the information received by the Travis County Election Division and the requirements and dates to be added to the November 7, 2023, General and Special election ballots. Two Trustee terms expire in December 2023 (Gene Burklund and Braxton Gregg).
7. Financial Report-Barbara Durkin. The financial report was reviewed, and a printed copy of the final 2022 Audit was distributed to the Trustees. Barbara advised that HDL is continually finding and collect District funds. The current FNB and TexPool accounts are reaping over 5% interest.
8. Friends of the Del Valle Libraries update-No action on this agenda item.
9. Closed Session-No action on this agenda item
10. Consider and take possible action on items discussed in closed session-No action on this agenda item.
11. Britta moved to adjourn the meeting at 8:04pm. Gene seconded the motion. The motion was unanimously approved.

Submitted by Barbara Durkin, Admin. Asst.

Approval date: 08/15/2023