

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

Place: The meeting was held Tuesday, January 16, 2024, at the Elroy Library, 13512 FM 812, Del Valle, TX.

1. Call to Order/Roll Call: President Britta Becker-Hammer opened the meeting at 7:02pm with the following Trustees present: Tim Johnson, Rachael Bean, Braxton Gregg. Others present: Director Brittany Burke Walker, Barbara Durkin. Audience: Jazzel Aleman
2. Audience Comments/Open Forum: Jazzel commented on the ice on the back door sidewalk made it unusable during the hard freeze.
3. Consider and take possible action on Minutes from December 12, 2023: Braxton made a motion to accept the minutes as written. The motion was seconded by Tim and unanimously approved.
4. Action items:
 - 4a. Consider and take possible action on approval of the A201 and A133 construction contracts between ETGLD and Turner Construction Company for the new library project and grant the Library Director authority to execute the contracts. Discussion followed to clarify that these were the terms and conditions and not the financial contracts. Tim moved to approve the A201 and A133 construction contract between ETGLD and Turner Construction Company for the new library project and grant the Library Director authority to execute the contracts. The motion was seconded by Rachael and unanimously approved.
 - 4b. Consider and take possible action on a resolution authorizing the Library Director with authority to make certain decisions regarding the new library construction project with Turner Construction Company. Discussion followed outlining the reasons for Brittany having this authority, such as material changes that won't affect cost that must have immediate decisions. This contingency change ceiling amount was decided at \$50,000. Braxton moved to approve the resolution authorizing the Library Director with authority to make certain decisions regarding the new library construction project with Turner Construction Company. The motion was seconded by Tim and unanimously approved.
 - 4c. Consider and take possible action on changing our IT Management Company. Brittany explained the issues ETGLD is having with the current company and has had meetings with another IT Management Company that may service the libraries in a more efficient way. Tim asked if the current and future IT company would provide a Quarterly report on the current/past ticket data (i.e. reported problems and issues) for review prior to making changes. No action was taken.
5. Director Report: Brittany reviewed the 2023 Library Stats indicating a marked increase in Patron Visits from 2022 (9,823) to 2023 (16,066) and presented a graph showing visitations per month for Elroy, Garfield and the Mobile Library. Garfield's roof is leaking (again), and Jennifer is in the process of getting estimates. A recent meeting with DVCC regarding the Free Fridge indicates an average of 75 people are visiting each month and about 20 people are leaving food donations. The holiday week Community Dinner sponsored by the St. David's L4H grant, was at Garfield with salad meals by Sweetgreen and kids sandwiches from Jersey Mikes. The leftovers were put into the Free Fridge. Review of upcoming new and continuing programs including Book Club, Adult Painting, as well as the IRS VITA program for free tax prep and a month long 'puzzle swap'.
6. Finance report: Barbara distributed the financial reports from the 6-month review of the accounts that Atchley completed (Jul-Dec) as well as the Excel spreadsheet with the complete 2023 Budget vs. Income & Expenses. The 2023 Audit will be underway in the next few days. The Travis County property tax of \$5,873.96 was paid this month. The 2023 expenses (not the loan repayment) paid to date for the Architect, Engineering, and Permits for the new building is \$379,123.82 which came from the Sales Revenue Loan.
7. Friends of the Del Valley Libraries-Update: Jazzel and Brittany will meet again now that the holidays are over.
8. Closed Session: no action on this item.
9. Consider and take possible action on items discussed in closed session: no action on this item.
10. A motion to adjourn at 8:20pm was made by Braxton and seconded by Rachael. The motion was unanimously approved.