

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

**Place:** The meeting was held Tuesday, August 20, 2024, at the Elroy Library, 13512 FM 812, Del Valle, TX.

1. Call to Order and Roll call: President Britta called the meeting to order at 7:01pm with the following Trustees attending: Britta Becker-Hammer, Braxton Gregg and Rachael Bean. Tim Johnson was unable to attend. Also attending were Director Brittany Burke Walker, Barbara Durkin and Frank Hall.
2. Audience Comments/Open Forum- Frank Hall is interested in joining the Board of Trustees. He introduced himself and spoke about his personal and work life. He will complete an application for the Board to review and vote on in September.
3. Consider and take possible action on Minutes from July 16, 2024. A motion to approve the minutes as written by Braxton and seconded by Rachael. Motion passed unanimously.
4. Updates and discussion items:
  - a. Consider and take action on TML Risk Poll Cybersecurity coverage presented in June. Barbara reviewed the coverage and premium. Braxton motioned to accept the Core+ version of the coverage for 2023-2024 year. Rachael seconded the motion. Motion passed unanimously.
  - b. Consider and take action on possible employee stipend for use of personal mobile devices for work related MFA verification. Barbara & Brittany reviewed the IRS/TX laws regarding non-taxable stipends for the use of their personal cell phone for work related usage. A suggested stipend ranging from \$5.00/month to \$20.00/month depending on the employee's duties was reviewed. Motion to approve the employee stipend of \$5.00/month to \$20.00/month when employee completes and signs a detailed attorney approved agreement was made by Braxton and seconded by Rachael. Motion carried unanimously.
  - c. Update on 2024 election process. Barbara gave a report detailing the next steps regarding the Travis County November election process when no applications were received except by the standing Board members. Several documents are required to be signed and forwarded to the County Election Board. Braxton moved to accept the report and file any required documents. Rachel seconded and the report was unanimously approved.
5. Director Report: Brittany reported the updates as outlined in the attached report. Highlights included the End of Summer Reading event, return of the Family Place education series, the one-year anniversary of the Adult After Hours Book Club and having an intern who is working on her TWU master's practicum.
6. Financial Report: Barbara presented the January-June accountant's financial reports after they reviewed the books. The HDL report shows our year-to-date sales tax revenue at \$2,179,235.00 with retail sales being our top sales tax revenue. Report attached.
7. Friends of the Del Valle Libraries-Update. Brittany reported the group is working on getting corporate sponsorship as well as planning their September 28<sup>th</sup> Used Book Sale including a one day-book drop off.
8. Closed Session-no action on this agenda item
9. Consider and take possible action on items discussed in closed session-no action on this agenda item.
10. Adjournment: Braxton motioned to adjourn with a second by Rachael. Motion carried. President Britta closed the meeting at 7:43pm.

Submitted by Barbara Durkin, Admin. Assistant

Approved 24Sep17