

Regular Meeting of the Board of Trustees

EAST TRAVIS GATEWAY LIBRARY DISTRICT

July 20, 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 called the meeting to order at 7:05 pm. Trustees present were: Braxton Gregg, Rita Luedecke, and Gene Burklund. Tim Johnson was not present. Others in attendance: Joe Gunter, Barbara Durkin, Brittany Burke, Britta Becker-Hammer, and Lauren Barrett.
2. **Audience Comments/Open Forum.** No action was taken on this agenda item.
3. **Minutes from June 15, 2021 meeting.** Rita moved to accept the Minutes from June meeting as printed. The motion was seconded and unanimously approved.
4. **Board Action Items**
 - a. Barbara distributed election applications to Gene and Braxton, as their positions are up for reelection this Fall.
 - b. Ancestry.com - Joe explained that, if purchased for the District, Alexis plans to assist patrons and possibly hold classes for its use. Rita moved that the District purchase Ancestry.com for one year. The motion was seconded and unanimously approved.
 - c. Joe suggested that the name of the District be slightly changed for the future to include “Del Valle” in its common name for branding purposes. This will be considered in future discussions and meetings.
5. **Library Building Committee updates** – Brittany attended the June 8 meeting for the Central Healthcare Clinic (neighbor on Ross/Elroy Road property). Joe showed renderings of their development and building plans and Brittany summarized the meeting.
6. **Bookmobile** is in process according to schedule so far.
7. **Library facilities/updates** – The main air conditioning unit at Garfield needs to be replaced. Mowing/shredding is needed for the north side of the property and Joe is currently obtaining bids.
8. **Staff spotlight** – Brittany (and Joe) reported that numbers continue to grow. Lego club has been established and Community Care van services will be available weekly at Elroy. Circulations are back to normal and have now surpassed previous numbers. Data is being collected on circulations and social media ads are being utilized. She reported on the PBS *Decibel ATX* activity and shared the article on Garfield’s summer reading program which included great photographs.
9. **State of the Libraries** – Joe reported that the income budgeted has already been reached, so the annual numbers are in good shape. He has planned to finally be able to have more open hours at both libraries.
10. **Financial Report** - Barbara reviewed her report and summarized current financial holdings. Regarding establishing the 457 accounts, September 1, 2021 is the target date for implementation of the employee retirement.
11. **Consider and take possible action on open Board position.** Britta introduced herself and is interested in becoming a member of the Board. She will fill out an application to be considered by the current Board and interview Board members prior to the next meeting.

12. **Friends of the ETGLD** – No meetings have been held; they plan to meet in August.
13. **Closed Session** – At 8:10 pm, the Board entered closed session.
At 8:14 pm, the Board reconvened regular session.
14. **Consider and take possible action on items discussed in Closed Session.** No action was taken on this agenda item.
15. **Adjournment** – at 8:14 pm, Rita moved to adjourn the meeting. The motion was seconded and unanimously approved.

Submitted by Lauren Barrett
Approved 8/17/21