

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

Place: The meeting was held Tuesday, November 14, 2023, at the Elroy Library, 13512 FM 812, Del Valle, TX.

1. Call to Order and Roll Call. Vice President Gene Burklund call the meeting to order at 7:05pm with the following Trustees present: Britta Becker-Hammer, Braxton Gregg and Tim Johnson. Also present were Director Brittany Burke and Barbara Durkin. Audience: Jazzel and Isaias Aleman.
2. Audience Comments/Open Forum. No action on this agenda item.
3. Consider and take possible action on Minutes from September 19, 2023. Motion to approve the minutes as written by Braxton. The motion was seconded by Britta and unanimously approved.
4. Updates and discussion items.
 - a. Consider and take possible action on 2024 recommended Employee Paid Time Off accrual chart. Braxton motioned to approve the Paid Time Off accrual chart as presented. The motion was seconded by Britta and unanimously approved.
 - b. Consider and take possible action on the 2024 recommended Employee Paid Holiday & other closures. Discussion to clarify. Braxton motioned to approve the Employee Paid Holiday closures as presented. The motion was seconded by Tim and unanimously approved.
 - c. Consider and take possible action on ETGLD Policies and Procedures Manual updates. Brittany reviewed the items that need to be updated in manual and why the clarifications need to be made. Braxton motioned to approve the ETGLD Policies and Procedure Manual updates as written. The motion was seconded by Britta and unanimously approved.
5. Director Report-Brittany Burke. Brittany reviewed several statistics and many new programs that took place in October or were pending for November. The Mobile Library schedule for the winter has begun.
6. Financial Report – Barbara Durkin Review of current financial was reported.
 - a. Barbara went over the 2024 District Budget in detail and answered questions. Braxton motioned to approve the 2024 District Budget as presented. The motion was seconded by Tim and unanimously approved.
7. Friends of the Del Valle Libraries– Brittany again introduced Jazzel who has been organizing and talking with the public about getting the Friends group up and running. A meeting with Brittany and Jazzel will be held next week.
8. Closed Session – The Board went into Closed Session at 7:53pm to discuss 2024 District Personnel.
9. Consider and take possible action on items discussed in closed session. The Board reconvened into Regular session at 8:15pm. A motion was made by Braxton to approve the 2024 Personnel updates and wages as presented. The motion was seconded by Tim and unanimously approved.
10. Braxton motioned to Adjourn at 8:20pm. The motion was seconded and unanimously approved.