

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

Place: The meeting was held Tuesday, June 18, 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 7:10pm with the following Trustees attending: Britta Becker-Hammer, Tim Johnson and Rachael Bean via audio. Braxton Gregg was absent. Also attending were Director Brittany Burke Walker and Barbara Durkin.
2. Audience Comments/Open Forum-No action taken on this agenda item.
3. Consider and take possible action on Minutes from May 21, 2024: The motion to approve the minutes as written by Tim and seconded by Rachael. Motion passed unanimously.
4. Updates and discussion items:
 - a. Consider and take possible action on FLSA Travel Policy updates to employee manual. Discussion regarding these updates that Brittany and Barbara realized were lacking in our current Employee Handbook. The new policy was written based on input from Blakeman & Associates. Tim made the motion to approve the updates to the Employee Handbook in regard to the FLSA Travel guidelines as presented. The motion was seconded by Rachael and unanimously approved.
 - b. Discussion on TML Risk Management updates to ETGLD's Cyber Liability and Data Breach Response Coverage changes effective 10/1/24. Barbara presented the written data provided by TMLRM with comparisons to the current policy's benefits and premiums. Barbara requested the Board review this data and suggested the matter be put on the August 20th meeting agenda to allow time for any pending questions to be answered by TMLRM.
5. Director Report-Brittany Burke presented the attached report and answered questions.
6. Financial Report-Barbara presented the current financial data with the exception of the current HDL data that was not yet available. The HDL data will be emailed to the Board when it becomes available.
 - a. Consider and take possible action on FNB's Positive Pay/ACH program. Discussion on the recent seminar that Barbara attended regarding growing check fraud and requested that ETGLD apply to the bank's programs for added security. The motion to proceed with applying for FNB's Positive Pay/ACH program at \$30/month was made by Tim and seconded by Rachael. The motion passed unanimously.
7. Friends of the Del Valle Libraries-Brittany shared that the DVL Friends are planning their 1st Used Book Sale on Sept. 28th at the Elroy LC.
8. Closed Session-Personnel/DOL Final rule on Exempt Employees effective 7/1/24. Entered closed session at 8:10pm. Returned from closed session at 8:26p
9. Consider and take possible action on items discussed in closed session. Tim moved to accept the suggested updates made by the Director and Bookkeeper regarding the changes to the employees affected by the 7/1/24 DOL update to Exempt Employees. Rachael seconded and the motion carried unanimously.
10. Motion to adjourn made by Tim at 8:33pm and seconded by Rachael. Motion carried unanimously.