

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

Place: The meeting was held Tuesday, December 12, 2023, at the Elroy Library, 13512 FM 812, Del Valle, TX.

1. Call to Order and Roll Call: Vice President Gene Burklund called the meeting to order at 7:00pm with the following Trustees present: Britta Becker-Hammer, Braxton Gregg and Tim Johnson. Also present were Director Brittany Burke and Barbara Durkin. The audience included Jazzel Aleman and Rachael Bean with infant Ruby.
2. Audience Comments/Open Forum. Barbara read the thank you note from the Salem Lutheran Church and Lynn Luedecke. The Staff and Board presented Gene with a Thank You Gift Card for his 8+ years on the Board as he departs at the end of his term tonight.
Audience member. Jazzel commented on the two large friendly dogs that have been hanging around the Elroy Library and the effect on her little children. Brittany noted that there have been numerous calls to the near-by neighbor to keep them off library property. Barbara advised that they have not been around for the last week and that she would call animal control if they came back for the safety of our patrons. Jazzel also commented on how the Free Fridge operated by DVCC has been constantly emptied out by what seems to be just a few people taking everything as soon as it's stocked. The Board discussed options and their concerns. Brittany will be contacting DVCC with these concerns.
3. Consider and take possible action on minutes from November 14, 2023. Motion to approve the minutes as written by Braxton. The motion was seconded by Britta and unanimously approved.
4. Updates and discussion items (taken out of order)
 - b. Consider and take possible action on interviewing any interested person (s) for open Board positions. Rachel Bean introduced herself as her application was passed around to the Board members. Barbara noted that she does qualify after checking that she resides within the District bounds and her Travis County voter registration is current. The Board asked several questions prior to Braxton making the motion to accept Rachel Bean to immediately fill the open term position (Rita Luedecke 2023-2024). The motion was seconded by Tim and unanimously approved.
 - a. Consider and take possible action on Electing 2024 offices of President, VP and Secretary for the term starting 1/1/24. After discussion a motion to nominate Britta Becker-Hammer as President, Timothy Johnson as VP and Braxton Gregg as Secretary was made by Braxton and seconded by Gene. The motion was unanimously carried.
5. Administer Trustee Oath of Office and swearing in of elected Board Officers. Barbara, as a notary, administered Braxton's Trustee Oath followed by administering Britta, Tim and Braxton's Oath of Office and notarizing them. Rachael will come to the Elroy Branch to be sworn in as Trustee on Wednesday.
6. Director Report-Brittany summarized her written report including year to date library circulation of 12K books, Garfield's front porch step repair, increasing patronage of the Mobile Library. Brittany and Barbara are researching possible new IT management and phone systems. Programming updates for the After-Hours Adult Book Club, Family Board Game Night and Holiday Movie Mondays as well as upcoming Gingerbread Cookie Decorating Storytime, Candle Making and a Community Dinner at Garfield. Brittany and Barbara also reviewed two incidents at Elroy. Early in November while a staff person was preparing to update our Story Trail signs, a person came by while the staff member was inside and took all 14 metal realtor signs. The second incident was on Thanksgiving day when a person in full view of our security cameras came and cut the lock on the red barn storage building and stole our power washer and two floor drying fans. This theft was reported to the Travis County Sheriff's Office.

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7. Financial Report-Barbara reviewed the current income and expenses to date noting what has been spent out of the building loan to date. The 2022 audit will be conducted by West, Davis and Co. The HDL sales report was not yet compiled for December.
8. Friends of the Del Valle Libraries update: Jazzel Aleman has been talking with many people and she and Brittany hope to have an organizational meeting in the near future.
9. Closed Session-no action take on this agenda item
10. Consider and take possible action on items discussed in closed session-no action taken on this agenda item.
11. Braxton moved to adjourn the meeting at 8:04pm, Seconded by Tim and unanimously approved.

Submitted by Barbara Durkin, Admin. Assistant
Approved 01/16/2024