

Regular Meeting of the Board of Trustees

EAST TRAVIS GATEWAY LIBRARY DISTRICT

January 19, 2021 Minutes

Place: The meeting was held at the Elroy Library Learning Center, 13512 FM 812, Del Valle, TX and remotely via Zoom for those uncomfortable in a meeting setting.

1. Call to Order and Roll Call. President Braxton Gregg called the meeting to order at 7:05 pm. Trustees present via Zoom were: Braxton Gregg, Rita Luedecke, Gene Burklund and Becky Carwile. Others in attendance in person were: Library Director Joe Gunter, Barbara Durkin, Lauren Barrett and attached community members requesting access to the Zoom meeting.

2. Oaths of Office, Swearing in of 2021 Trustees. Braxton was sworn in prior to this regular meeting. Braxton read Oath of Office to Rita Luedecke, who repeated the Oath. Additionally, Rita agreed to continue as Secretary for the Board. Following, Braxton Gregg read Oath of Office to Gene Burklund, who repeated the Oath.

3. Audience Comments/Open Forum. Greetings were exchanged but no action was taken on this agenda item.

4. Minutes from December 15, 2020 Regular meeting. Rita moved to accept the minutes as presented. The motion was seconded and unanimously approved.

5. Board Suggestion– Braxton suggested that the Board investigate hiring a company to assist in the management of media and PR surrounding District business.

6. State of the Libraries Report – Joe Gunter

- a. Director’s Report. Virtual libraries’ hours have slightly increased and the following new/progressing services will be available: YouTube storytime will begin soon, launched by Alexis. The required maintenance and renovations will begin as soon as an appropriate bids have been received. Brittany and Jennifer will continue at Garfield. Alexis will be actively pursuing grants, and Joe R. will be looking into a book van (see below).
- b. Finalization of Land Purchase. Discussion only.
- c. Covid-19. Consider and take possible action on updated Resolution in the event of a complete library closure due to increase in pandemic danger. Due to increased pandemic concerns, an Updated Covid Resolution for a 30-day shutdown was presented. Becky moved to accept the motion as printed (if needed). The motion was seconded and unanimously approved.
- d. Update on Book Van for community outreach. In lieu of a BookMobile, the District is pursuing a smaller version that can be used to reach other areas of the District.
- e. Plumbing issues are being addressed at Garfield.
- f. Future in-person programs and storytimes will be conducted only virtually at least through the end of March of 2021.

7. Financial Report – Barbara Durkin

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- a. Consider and take possible action on end of year financial report.
 - b. Consider and take possible action on 4th Quarter financial report provided by Accounting firm. Rita moved to accept the end of year financial report as well as the 4th quarter report. The motion was seconded and unanimously approved.
 - c. Consider and take possible action on renewing Atchley Accountants for 2021. Rita moved to renew Atchley and Associates for 2021. The motion was seconded and unanimously approved.
 - d. Consider and take possible action on current Investment policy and vote to approve the current policy as written. Rita moved to keep the Investment policy as written for 2021. The motion was seconded and unanimously approved.
 - e. Consider and take possible action on the current Library Director spending limit last approved on March 19, 2019. Rita moved to continue the current spending limits for 2021. The motion was seconded and unanimously approved.
 - f. Consider and take possible action on current Bid Policy last approved. Gene moved to leave the Bid Policy amounts. The motion was seconded and unanimously approved.
 - g. Consider and take possible action on the By Law change suggested by the Auditor on page 3, #8 (d) - change February to December to comply with the Fiscal Year as stated on page 3, #8 (b). Rita moved to change the months as recommended by the Auditor. The Board will consult with Andrew regarding posting of change to the By-Laws. The motion was seconded and unanimously approved.
 - h. Consider and take possible action on moving several CDAR accounts to the Texpool account for better liquidity and interest rates (CDAR avg. .05% vs. Texpool avg .08-.09%). Due to maturity dates, Barbara suggested that these actions be tabled until next month.
- 8. Consider and take possible action on open Board position** – Rita moved to accept Tim Johnson’s application and arrange for interview. The motion was seconded and unanimously approved.
- 9. Friends of ETGLD** – Promotion of Friends will continue and several of the attendees expressed interest in helping the District in this capacity. Becky moved to start a new Friends group. The motion was seconded and unanimously approved.
- 10. Closed session** – no action was taken on this agenda item.
- 11. Adjournment** – At 7:57 pm., Rita moved to adjourn. The motion was seconded and unanimously approved.

Submitted by Lauren Barret
Approved 03/02/2021