

**Regular Meeting of the Board of Trustees
EAST TRAVIS GATEWAY LIBRARY DISTRICT
September 20, 2022 Minutes**

Place: The meeting was held at Garfield Library, 5121 Albert Brown Drive, Del Valle, TX.

- 1. Call to Order and Roll Call.** President Rita Luedecke called the meeting to order at 7:00 pm. Trustees present were Rita Luedecke, Braxton Gregg and Gene Burklund. Tim Johnson and Britta Becker-Hammer were absent. Others in attendance: Barbara Durkin, Brittany Burke, and Lauren Barrett.
- 2. Audience comments/Open Forum** – No action was taken on this agenda item.
- 3. Minutes from August 16, 2022** – Braxton moved to accept the minutes as written. The motion was seconded and unanimously approved.
- 4. Updated Covid Policy to follow current CDC guidelines** – Braxton moved to approve the updated Covid protocol. The motion was seconded and unanimously approved.
- 5. 2023 TML Employee Health plan** – Braxton moved to approve the 2023 TML plan presented. The motion was seconded and unanimously approved.
- 6. 2023 Holiday closure schedule** – Braxton moved to approve the holidays as listed. The motion was seconded and unanimously approved.
- 7. PTO Accrual** – Braxton moved to accept the presented PTO accrual schedule as presented. The motion was seconded and unanimously approved.
- 8. Bids on office drywall project** – After review of the bids, Gene moved to go with Drywall Repair and Texture of Austin’s bid for the work. The motion was seconded and unanimously approved.
- 9. Library Director report** – Brittany led the Trustees on a tour of children’s area and the addition of a parent’s area. She added that the “Family Place” at Garfield has been well received. Circulations continue to be healthy for materials provided. A new program provided by Dell Medical School will take place at Elroy’s Learning Center. Both Barbara and Brittany attended the PLAN meeting and learned a lot about community building. Brittany also praised Mary Stewart Miller’s contributions recently, especially toward reaching underserved populations. The design for the Mobile Library community event will take place while DVISD is on Fall Break, Tuesday 18th at Elroy and Wednesday 19th Garfield. Brittany toured Lake Travis Library with Eric Lashley and learned a lot and got ideas for our new library.
- 10. New Building Update** – Contract has been submitted to PGAL after Andrew completed it.
- 11. Mobile Library Update** – still not specific delivery date specified, though it will arrive “this Fall”. Route has been planned out already with 9 neighborhoods identified for stops. Brittany will send out the proposed routes.
- 12. Financial Report** – Barbara distributed reports and explained them. On all accounts and including sales tax revenues, all is well and sales tax revenues continue to be strong. HDL continues to provide a good service. Despite the annexations and redistricting by Austin, Andrew assured Brittany (in writing) that the original District boundaries will not be affected by any current changes.
- 7:22-7:32 pm Closed Session** for review of Employee rates of pay and suggested adjustments
- 13. 2023 Budget Draft questions** - Gene moved to go with the rates as presented in closed session. The motion was seconded and unanimously approved.
- 14. Friends of the Del Valle Libraries, Inc.** - Brittany is optimistic that some internship opportunities may help develop a friends group. No action was taken on this agenda item.
- 15. Closed session** – Action taken as reported in agenda item #13.
- 16. Adjournment** - At 7:47 pm, Gene moved to adjourn, the motion was seconded and carried unanimously.