

Regular Meeting of the Board of Trustees
EAST TRAVIS GATEWAY LIBRARY DISTRICT
July 19, 2022 Minutes

Place: The meeting was held at Elroy Library Learning Center, 13512 FM 812, Del Valle, TX.

1. Call to order and Roll Call. President Rita Luedecke called the meeting to order at 7:05pm. Trustees present were Rita Luedecke, Britta Becker-Hammer, Tim Johnson. Braxton Gregg & Gene Burklund were absent. Others in attendance: Barbara Durkin, Brittany Burke, Eric Lashley, Dawn Scott and Amelia Leggett.
2. Audience comments/Open Forum-No action was taken on this agenda item.
3. Presentation by Eric Lashley Executive Director, PLAN outlined what exactly his experience in building libraries can do for ETGLD's new library. This would include both the physical building, future staffing models, program possibilities and advise on what mistakes not to make. Gave ideas to think about prior to talking to the Architect including shelving, study areas, public quiet areas, future use infrastructure. Described the Difference between Community-centric and Book-centric Libraries and asked us to think about what type of library ETGLD wants to provide for the community
 - 5a: Tim moved to hire Eric Lashley from PLAN to be the consultant for the new library. Motion was seconded and unanimously approved.
4. Minutes from June 21, 2022, regular meeting. Tim moved to accept as presented. The motion was seconded and unanimously approved.
5. **b.c.d** Barbara presented information regarding the Tax-Exempt Sales Tax Revenue Loan and how it affects ETGLD current and future financial plan. The Bond Counsel, Orrick, Herrington & Sutcliffe, LLP reviewed and qualified us for this type of loan and forwarded all documents required. Discussion followed.
 - e. Brittany will follow up with Andrew to be sure all of the presented documentation is correct and may be signed by Rita and attested by Britta.
 - f. The reading of the required Certificate for Resolution (attached). Tim moved to accept the resolution to proceed with the Loan. The motion was seconded and unanimously approved by those Trustees present. Rita will sign as President and Britta will sign as Secretary.
6. Library Director report: Brittany updated information on the Summer Reading program and story times are ranging from 20-60 people per event. Mary, Mary Stewart and Brittany have volunteered on the DVISD book bus to gather information for our own mobile library. Spanish children's and adult books have had a large upswing in checkouts. Coming this fall we are partnering with the Travis County Parks at Richard Moya Park and SE Metro Park to have StoryWalks along the paths.
7. Mobile Library update: Engineering documents were sent and Mary Roach, our Mobile Library Manager, requested that the 42" TV be removed and the drop-down desks be replaced with a counter on top of locking storage cabinets.
8. Facility updates:
 - a. Four Garfield electric bids for the storage room/old kitchen. Brittany recommended L & R Electrical Contractor LLC due to price and excellent Yelp review. Motion by Tim to hire L & R Electric Contractor LLC. Motion was seconded and unanimously approved.
 - b. Elroy's septic system has a break between the foundation and septic tanks. Three quotes. Two included trenching that requires permits and inspections (\$8000-\$10,000) or trenchless system that would repair inside the pipes and is about half the cost and time needed for the repair. Barbara suggested the trenchless system with Rooterman of Austin (\$4300) that will hopefully repair with less disruption to the library. Britta motioned to hire Rooterman of Austin to make the repairs the Elroy. The motion was seconded and unanimously approved.
9. Financial Report: Barbara presented the financial report. Noted that the quarterly Sales Tax has been paid and the new library 2020 property tax situation reported in June has been cleared up with the difference of \$361 being paid (a too low figure was inaccurately reported on original closing documents). The financials for January-June 2020 were sent to the accounting firm for review and their report received and

filed. Review of the budget to date was also presented.

10. Friends of the Del Valle Libraries-Brittany will look into notices on Facebook

11. Consider items discussed in closed session. No closed session.

12. Motion to adjourn by Britta at 8:29pm. The motion was seconded and unanimously approved.

Submitted by Barbara Durkin

On behalf of the Assistant Secretary

Approved August 16, 2022