

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

**October 19, 2021, 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 Braxton Gregg called the meeting to order at 7:07 pm. Trustees present were Braxton Gregg, Rita Luedecke, Gene Burklund, Britta Becker-Hammer and Tim Johnson. Others in attendance: Barbara Durkin, Brittany Burke and Lynn Luedecke
2. **Audience comments/Open Forum** – No action was taken on this agenda item.
3. **Minutes from September 21, 2021.** Barbara noted a correction on #6, second sentence to read "...for DVISD teachers and librarians". Rita motioned to accept minutes as corrected, Gene seconded the motion and the motion carried unanimously.
4. **Board Action Items:**
  - a. Employee Health Insurance formula to determine years of service. Rita motioned to use the year of hire, including the 90-day probationary period, as year one for health benefits. Seconded by Tim and motion carried unanimously.
  - b. Debit Card for non-tax FNB account. Rita motioned to approve a debit card for the FNB non-tax account under Barbara Durkin's name to be used for purchase that cannot be made with public funds as long as all purchases follow the current ETGLD purchasing guidelines. Tim seconded the motion and the motion carried unanimously.
5. **New Library updates:**
  - a. Branding Domain name. As discussed in September, branding will include Del Valle Libraries as well as the ETGLD legal name. Brittany and Barbara presented two domain names to 'point' to our current website and to use in advertising. No immediate changes to email addresses. DelValleLibraries.org OR DVLibraries.org. Rita moved to use the DVLibraries.org domain name to point to our website in addition to the current ETGLD. Seconded by Britta and the motion carried unanimously.
  - b. New Library next steps-no action taken
6. **Library Facilities:**
  - a. Barbara updated the status of replacing aging/non-working staff and public computers under the capital purchase IT budget line. Two new Elroy staff computers and two new Garfield public computers are on order from ICS.
  - b. ICS contract ending in December 2021. Motion by Rita to possibly keep ICS on a short term 12-month contract basis if necessary while reaching out to other IT management companies for quotes. Second by Tim. Motion carried unanimously.
7. **Interim Library Director:** Brittany reported on the NNO event that she attended and met several different community leaders and DVISD students. Open house for DVISD teachers and librarians will be Oct. 26 from 3pm-6pm at Garfield. Information on Friends of the Library will be available during this event as well. Library statistics for both branches are about the same level as 2019.

8. **Bookmobile Update:** Barbara reported that the expected October final drawings from Matthews have not been received yet.
9. **Financial Report:**
  - a. Update on HDL sales tax recovery continues in an upward trend
  - b. Review of preliminary budget with explanations for several line items along with update of paid closures, benefits, PTO. Barbara asked for questions to be presented in November prior to the vote on these items.
10. **Friends of the Del Valle Libraries, Inc:** Brittany will have more information after the Oct. 26<sup>th</sup> DVISD open house with teachers/librarians.
11. Update on open Library Director position-no action taken on this agenda item
12. **No closed session**
13. **Adjournment** -at 7:57pm, Britta moved to adjourn, Tim seconded. Motion carried unanimously.

Submitted by Barbara Durkin  
Admin. Assistant on behalf of  
Rita Luedecke, Secretary  
Approved 11/16/21