

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

Place: DUE TO RESTRICTION ON GATHERINGS DUE TO CORONAVIRUS, MEETING  
WAS HELD REMOTELY VIA ZOOM,.

April 21, 2020 at 7:00 p.m.  
MINUTES

- 1. Call to Order and Roll Call.** President Braxton Gregg called the meeting to order at 7:32 p.m.. Trustees present were: Braxton Gregg, Rita Luedecke, and Becky Carwile. Eugene Burklund was unable to attend. Others in attendance: Library Director Joe Gunter, Barbara Durkin, Brittany Burke, and Lauren Barrett.
- 2. Minutes from February Regular Meeting and March Special Meeting.** Rita moved to accept minutes as presented. The motion was seconded and unanimously approved.
- 3. Discussion of Resolutions from March 30 special meeting.** No action was taken on this agenda item.
- 4. Resolution relating to emergency modifications to policies, closure of the district and the expenditure of public funds during the governor-declared state of disaster to mitigate effects of covid-19.** Becky read the resolution in its entirety. Following, Rita moved to pass this resolution. The motion was seconded and unanimously approved. A copy of this resolution will be attached.
- 5. Library Director's Report/Discussion – Joe Gunter**
  - a. Plans for reopening of both libraries. Joe explained that the districts have been working together and helping each other. He has developed a 6-step idea/plan to come back online. Due to the unknowns, the time frame is not currently predictable.
  - b. Staff reports on progress made during library closure. A couple of the employees submitted reports on work being done from their homes during the closure.
  - c. Future plans and other issues. Great news is there has been progress toward a new website for the district. Other plans are all on hold until official opening can safely occur.
- 6. Financial issues and report.** Barbara discussed a. general financial for the first quarter as well as facilities/property maintenance and emergency fund. Annually, the Board reviews the Investment Policy. Becky moved to keep the Investment Policy that is currently in place active (for now, possibly review in the future). The motion was seconded and unanimously approved. In December the Board approved changing the CDARs maturity dates but Barbara needs to be authorized to carry out that process. It will need to be an agenda item. Due to the coronavirus issues with contacts, Braxton suggested that the Board consider using DocuSign for assisting the Board to conduct business safely. The Board agreed that this is a good idea and will convene a special

meeting to confirm these two and possibly other items that may arise due to the changes occurring daily.

- b. Consider and take possible action on Atchley 2020 agreement from December indicating the change to quarterly review. Rita moved to confirm this decision made in December. The motion was seconded and unanimously approved.
  - c. Consider and take possible action on appointment of an ETGLD financial person per investment policy requirement. Rita moved to authorize Barbara to be appointed as the ETGLD financial representative for the District, (and she has completed the required training). The motion was seconded and unanimously approved.
- 7. Consider and take possible action on open Board position.** No action was taken on this agenda item.
- 8. Friends of ETGLD.** No action was taken on this agenda item.
- 9. Consider and take possible action on items discussed in Closed Session.** No action was taken on this agenda item.
- 10. Adjournment** – at 8:30 pm, Becky moved to adjourn the meeting. The motion was seconded and unanimously approved.

*Lauren Barrett*

Administrative Assistant to the President and the Board of ETGLD