

Regular Meeting of the Board of Trustees
EAST TRAVIS GATEWAY LIBRARY DISTRICT
Place: Elroy Community Library
13512 FM 812, Del Valle, TX 78617

October 15, 2019 at 7:00 p.m.
MINUTES

1. **Call to Order and Roll Call.** President Braxton Gregg called the meeting to order at 7:00 p.m.. Trustees present were: Braxton Gregg, Rita Luedecke, and Eugene Burklund. Becky Carwile was absent. Others in attendance: Library Director Joe Gunter, bookkeeper Barbara Durkin, and Lauren Barrett.
2. **Audience Comments/Open Forum.** No action was taken on this agenda item.
3. **Minutes from September 17, 2019.** Rita moved to accept minutes as presented. The motion was seconded and unanimously approved.
4. **Regarding Patrice Wilson's proposal for food trailer,** the Board discussed a trial lease term of 3 months to provide a community service. Rita moved to open negotiations with Patrice for a 90 day trial period, and moved to ask Andrew to prepare an appropriate contract. The motion was seconded and unanimously approved.
5. **Library Director Report (State of the Libraries)** – Joe Gunter reported that storytime is great at Garfield. He reported on his visit to Grapevine to tour the Bookmobile. For 2020, he is in the process of preparing an accurate Budget and this will be discussed in a separate “Budget workshop” meeting on November 12 (ETGLD regular November meeting will be November 19 and the Board agreed to meet at the Garfield Library for the November regular meeting). Regarding flooring and shelving, Rita moved to approve Joe to spend up to \$25,000 for flooring for Elroy and Garfield, and up to \$25,000 for shelving. Regarding Friends and the feasibility of getting it going fast, Joe will inquire into that possibility with Andrew.
6. **Financial Report** – Barbara requested an agenda item for next month's meeting to be to consider reducing the accountant's reconciliation frequency. Regarding American Express Blue, Barbara explained the benefits of this card, namely the credit card is more secure than multiple debit cards and it will simplify her accounting. Rita moved that the Board authorize Barbara as a signer and to obtain an American Express Blue business credit card. In order to avoid the monthly service on plumbing at Garfield, a quote for adding a sediment filter and plumbing work at \$2,500 was acquired. Rita moved to hire Radiant to do this plumbing work and authorized up to \$3,000 for this work. The motion was seconded and unanimously approved.
7. **Closed session items** – no action was taken on this agenda item
8. **Adjournment.** Rita moved to adjourn at 8:10 pm; the motion was seconded and unanimously approved.

Lauren Barrett

Administrative Assistant to the President and the Board of ETGLD

Approved 11/19/2019