

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

April 17, 2018 at 7:00 p.m.
MINUTES

1. **Call to Order.** President John Reynero called the meeting to order at 7:04 p.m.
2. **Roll call.** Trustees present were: John Reynero, Marie Sanchez, Cathy Olive and Rita Luedecke. Gene Burklund will be a few minutes late. Others in attendance: Cliff Sparks, Jean Phipps, Alice Vallejo, and Lauren Barrett.

Alice Vallejo presented information on a medical program being offered to low income uninsured members of our community. They are requesting possible assistance from the District. The Board will discuss this further.

Gene Burklund arrived at 7:06 p.m.

3. **Minutes from March 20, 2017.** Rita requested clarification on Item # 5 (Draft of lease to be submitted to Roger, after Board approval). Also, Jean added an "s" to seniors in Item # 6 line 6. Rita moved to approve the minutes as corrected. The motion was seconded and unanimously approved.
4. **Old Business and...**
5. **New Business.** Regarding Garfield property for sale: John reported that there have been offers and he needs the approval of the Board to act on offers without having to contact each Board member individually. The Board agreed to authorize John (on behalf of the Board) to accept an offer of \$305,000. The Alberthal property purchase agreement needs to be provided to the auditor. Other pending issues with Roger: lease for café (has been approved by the Board, Roger will forward), resolution regarding the above property purchase, affidavit for amendment/adoption of By-Laws. Lauren will follow up. Cathy reported that the Comptroller can go back 4 years to collect taxes from, possibly Ticketmaster and other sources. She will follow up. Regarding ESL classes for the summer, Wanda Melendez has a great reputation and can assist on Mondays and Wednesdays in June, 1:30-3:30 pm (July and August may be different). School will be out in early June so 6/11 would be the first class. Rita moved to hire Wanda Melendez for \$28/hour for 2 hours Mondays and Wednesdays for ESL for June; July and August to be determined. The motion was seconded and unanimously approved. No website update at this time. Regarding the security cameras/Cloud service: Cathy has gotten quotes on backing up camera data. She has a Microsoft videoconference and will check with Rick to get more information about hard drive for more practical back ups.

6. **Head Librarian's Report.** Jean distributed her report, statistics, and other materials. T-Mobile hot spots were discussed. The Board agreed with the usefulness, but declined the service. A safe for petty cash needs to be purchased and parameters for that purchase needs to be determined (size, type, etc.). Circulation statistics including eBooks are improved and presented. The State annual report has been approved, Lone Star grant for \$200 spent for books and a party at Garfield. At Elroy, the yard sale is scheduled for Saturday. Easter Egg hunt was held and due to inclement weather, movie night was canceled. TV in Learning Center is not working – Board agreed we need to replace. Fire extinguishers need to be mounted; \$78 quoted for mounting. Board agreed to having them mounted. Schedule for Garfield employees – redone again. Also Elroy schedule was presented by Jean. Suggested adding Mary on Mondays and Fridays for storytime. Robotics camps were discussed. Equipment and expense would need to be approved by the Board.
7. **Treasurer's Report.** Cliff distributed the Treasurer's Report. Rick's check will be corrected. Lauren will send amended minutes to Cliff for removing the old Board members and adding new members onto the account. Café proceeds should be shown as separated for rent and utilities on future reports.
8. **Consider such other matters as may come before the Board.** No action was taken on this agenda item.

At 8:42 pm, Gene moved to adjourn the meeting. The motion was seconded and unanimously approved.

Lauren Barrett

Assistant Secretary to the East Travis Gateway Library District Board of Trustees and
Administrative Assistant to the President