

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

May 15, 2018 at 7:00 p.m.
MINUTES

1. **Call to Order and Roll call.** President John Reynero called the meeting to order at 7:01 p.m. Trustees present were: John Reynero, Gene Burklund, and Cathy Olive. (Rita Luedecke was absent). Others in attendance: Cliff Sparks, Jean Phipps, Andrew Tatgenhorst, and Lauren Barrett. Open forum attendees Frank Selvera and many community members.
2. **Open Forum.** Frank Selvera spoke on behalf of the value of the karate program that has been ongoing in the Learning Center for the past few years. Concerns that the District will discontinue were expressed, and some discussion continued with Ms. Hernandez. Following, the group was invited to stay for the remainder of the meeting, but opted to leave at this time.
3. **Discussion/Action Items.**

Minutes from Regular Meeting April 17, 2018, and Special Meetings April 24 and May 1, 2018. Cathy moved to accept the three meetings' minutes as presented. The motion was seconded and unanimously approved.
Head Librarian Report. Jean Phipps reported on Outreach activities, as well as activities at both Elroy and Garfield. Her report is included in the file.
Treasurer's Report. Cliff Sparks distributed Treasurer's Report, included in file.
4. **Closed Session.** At 7:49 p.m., the Board opted to enter into Executive Session. At 8:38 p.m., the Regular meeting reconvened.
 - a. Cathy moved that the District take action on a resolution ratifying the purchase of property located at 16219 Greenwood Drive in the City of Del Valle, Travis County, Texas. The motion was seconded and unanimously approved.
 - b. Cathy moved to take action on a resolution regarding the sale of surplus real property located at 16219 Greenwood Drive in the City of Del Valle, Travis County, Texas. The motion was seconded and unanimously approved.
 - c. Regarding District bid policy, Cathy volunteered to get more information on Procurement Policies. Regarding ongoing and contract employees, the Board agreed that starting June 1 Thomas Higgins should be reviewed on an annual basis. Other contracted services must also be similarly reviewed on an annual basis.
 - d. Budgeting for activities was discussed, and it was decided that it is very important to "shop around" and give new vendors opportunities if appropriate and cost effective. A CD machine may be a prudent purchase to offset the cost of hiring a DJ.

- e. Training for use of the Learning Center will be starting to make sure that all of the employees are able to handle reservations.
- f. Cathy Olive, Gene Burklund, and Lauren Barrett volunteered to interview candidates for the open Board position. As reported by Jean Phipps in her report, applications will be available at both libraries.
- g. Cathy moved to remove all former Board members from the American Bank accounts, including but not limited to: Sara and William B. Hilgers, Henry A. Foradory, Joy Holt, Mary Ann Gustafson, and Faye Washington. She further moved to add James C. "Cliff" Sparks to all East Travis Gateway Library Districts as well as current Board members John Reynero, Gene Burklund, Cathy Olive, and Rita Luedecke. The motion was seconded and unanimously approved.

5. **Adjournment.** At 9:20 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