

## EAST TRAVIS GATEWAY LIBRARY DISTRICT

### Board Meeting Agenda

Regular Meeting: January 15, 2019

Notice is hereby given that a meeting of the East Travis Gateway Library District will be held Tuesday, January 15, 2019, beginning at 7:00 PM in the district boundaries at 13512 Highway 812, Del Valle, Texas, 78617.

The subjects to be discussed, considered, or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this agenda.

Unless removed from the consent agenda, items identified within the consent agenda will be acted upon at one time.

If, during the course of the meeting covered by this agenda, the Board should determine that a closed session of the board should be held or is required to any item included on this agenda, then such closed session as authorized by Section 551.001 *et seq* of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this agenda or as soon after the commencement of the meeting covered by this agenda as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071-551.084, inclusive, of the Open Meetings Act.

1. Call to Order and Roll Call
2. Audience Comments (open forum)
3. Approval of minutes from December 10, 2018 *to December 26, 2018*
4. Discussion/Action Items
  - a. Consider and take possible action on proposed Budget for 2019.
  - b. Consider and take possible action on TML property insurance adjustments in coverage.
  - c. Consider and take possible action on Job Description for Andrea Ortiz.
  - d. Consider and take possible action on Work Plan for Andrea Ortiz.
  - e. Consider and take possible action on Job Description for Lauren Barrett.
  - f. Consider and take possible action on long range planning schedule for building a new library.
  - g. Financial Issues
    - i. Consider and take possible action on the creation of procedures and policies for District spending and financial management.
    - ii. Consider and take possible action on setting spending limits and approvals.
  - h. Discussion of outreach to the public regarding café closure. Take possible action on public relations follow-up.
  - i. Report of Library Director Andrea Ortiz. Consider and take possible action on items discussed in this report.
    - i. Discuss and take possible action on the FMLA policy.
    - ii. Discuss and take possible action about waiving the January rent for Jesse Solis.
    - iii. Discuss and take possible action about marketing and publicity guidelines for the Library District.

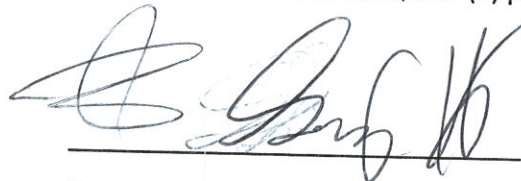
- iv. Discuss and take possible action about TexShare card guidelines.
  - v. Discuss and take possible action about prioritizing tasks from the Board.
  
  - j. Treasurer's report. Consider and take possible action on topics arising in this report.
  - k. Consider and take possible action on Items Discussed in Closed Session.
5. Closed Session
- a. Section 551.071 - Consultation with Attorney
    - i. The Board will discuss and receive legal advice from its attorney on matters which should be confidential under Texas Government Code Section 551.071 (2).
6. Adjournment

Dated January 10, 2019.



Braxton Gregg, President

Certification: On or before January 11 at 7:00 p.m., a copy of this notice was posted in compliance with the Open Meetings Act, this notice was (1) posted at the front door of 13512 Highway 812, Del Valle, Texas 78617, the address where the administrative offices of the District are located, and (2) provided to the county clerk of Travis County, Texas.



Braxton Gregg, President