

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES
 WORK SESSION AGENDA
 February 19, 2013, 3:00 p.m. – Rawlings Library (Ryals Room)**

I. CALL TO ORDER AND ROLL CALL

Marlene Bregar	Lyndell Gairaud	Philip Mancha
Roy Miltner	Fredrick Quintana	Jim Stuart
VACANT		

II. CORRECTIONS OR MODIFICATIONS TO THE AGENDA

III. DISCUSSION ITEMS

A. New Libraries

OVERVIEW: The library’s project to build three new libraries continues to progress. Jim Bershof, principal architect for the project from OZ Architecture, will provide an overview of the proposed schematic design for the new libraries.

B. Capital Campaign – Naming Opportunities

OVERVIEW: The Board of Trustees were presented with information regarding the Pueblo Library Foundation Capital Campaign. A plan for potential naming opportunities will be discussed by the Trustees. PCCLD policy requires that the Board of Trustees approve library namings.

C. Audit Committee

OVERVIEW: The audit of PCCLD’s 2012 financials is underway by the firm Swanhorst and Company, LLC. The Board audit committee, consisting of Philip Mancha, Marlene Bregar and Roy Miltner, is scheduled to meet at 3 p.m. on Tuesday, March 26 at the Rawlings Library to discuss the audit with representatives from the audit firm.

D. Business Ethics and Ethical Conduct – Policy Revision

OVERVIEW: The Board of Trustees will discuss suggested revisions to the Business Ethics and Conduct section of the Employee Guidelines portion of the Policy Manual.

E. Online Public Access Catalog (OPAC)

OVERVIEW: A 2013 objective for PCCLD is improving the customer experience for discovering what is in library collections. Abby Koehler, ILS Administrator, has been overseeing an initiative to accomplish this objective, and will make recommendations for proceeding with a software product. This action will require board approval because it exceeds \$25,000 in cost.

F. Executive Session

OVERVIEW: The Trustees will enter into Executive Session for the purpose of discussing matters that may be subject to negotiations, development of strategy for negotiations and instruction to negotiators pursuant to C.R.S. 24-6-402(4)(e).

G. Executive Session

OVERVIEW: The Trustees will enter into Executive Session for the purpose of discussing a personnel matter with respect to the annual performance review of the Executive Director pursuant to C.R.S. 24-6-402(4)(f)(I). The involved employee has been notified of this Executive Session and given the opportunity to have the matter

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discussed in open session. The Board may return to open session for any action the Board desires to take as a result of the Executive Session discussion.

IV. ADJOURNMENT

Reminder: The Regular Board Meeting will be held on Thursday, February 28 at the Rawlings Library.