

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
 WORK SESSION AGENDA  
 January 15, 2013, 3:00 p.m. – Rawlings Library (Ryals Room)**

**I. CALL TO ORDER AND ROLL CALL**

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

**II. CORRECTIONS OR MODIFICATIONS TO THE AGENDA**

**III. DISCUSSION ITEMS**

**A. Audit Committee**

OVERVIEW: PCCLD policy calls for an audit committee consisting of three members of the Board of Trustees. The committee currently has a vacancy with the recent expiration of Sherri Baca’s term on the Board of Trustees. Board members will discuss filling this vacancy.

**B. Public Computers and Other Equipment Use – Policy Review**

OVERVIEW: The Library Board adopted this policy on June 23, 2011 in preparation for the circulation of iPads, laptops and e-readers and requested a review by December 31, 2012. The Board reviewed the policy at the December 11 Work Session, and the Director will present recommended changes for the Board’s consideration.

**C. Board of Trustees Assessment**

OVERVIEW: The Board Development Committee completed revisions to the Board of Trustees Assessment, and Board members were asked to complete the assessment. The Board Development Committee met to review the results and will report on the Board of Trustees Assessment.

**D. Executive Director Evaluation**

OVERVIEW: The Board discussed plans for the Executive Director’s Evaluation which is due in February 2013. Suggestions were made to include an area for special projects and including a self-assessment. The Board agreed to discuss this further at the January Work Session.

**E. Selection of 2013 Board Meeting Dates, Times and Locations**

OVERVIEW: The Bylaws provide that “The date, hour, and location of the meetings shall be set by the Board at its annual meeting.” The Board reviewed a draft schedule and made recommendations at the December 11 Work Session. The revised schedule is provided for the Board’s consideration to establish the 2013 Board Meeting Dates, Times and Locations.

**F. Election of Officers**

OVERVIEW: The Bylaws provide “The annual meeting shall be held at the time of the regular meeting in January. Officers shall be elected at the annual meeting.” It is recommended that nominations for President and Vice President be made and an election held at the January regular Board meeting.

**F. Affirmation of Ethics Statement**

## WORK SESSION AGENDA

January 15, 2013 – 2 of 2

OVERVIEW: The Trustees approved a revised Ethics Statement and suggested all Board members formally agree to the statement annually. It is recommended that individual Trustees read and sign the Affirmation of Ethics Statement for Public Library Trustees at the regular January meeting of the Board.

### **IV. ADJOURNMENT**

Reminder: The Regular Board Meeting will be held on Thursday, January 24, 2013 at 5:30 p.m. in the Rawlings Library Ryals Room. There will be an Employee Recognition event at 5.00 p.m.