

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 23, 2013 – 5:30 p.m. – Barkman Library**

I. CALL TO ORDER AND ROLL CALL

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

II. CORRECTIONS AND MODIFICATIONS TO AGENDA

The Board or Executive Director may suggest corrections or modifications to the agenda at this time.

III. APPROVAL OF MINUTES

OVERVIEW: Minutes of the Library Board Work Session held on April 9, 2013 and Minutes of the Regular Library Board meeting held on April 18, 2013 were provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board approve:

- Minutes of the Library Board Work Session held on April 9, 2013
- Minutes of the Regular Library Board meeting held on April 18, 2013

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Steve Antonuccio (Barkman Library Manager) will provide a report on the Barkman Library.

Teresa Valenti (Director of Technical Services & Collection Development) will provide a report on eBooks.

B. Friends of the Library Report

C. Pueblo Library Foundation Report

D. Attorney Report

E. Financial Report

OVERVIEW: The Board is asked to ratify the April 2013 bills and accept the April 2013 Fund Statement. Chris Brogan, Chief Financial Officer, will provide a synopsis of the Financial Report and will be available to answer any questions.

RECOMMENDED ACTION: That the Library Board approve the April 2013 bills and accept the April 2013 Fund Statement as contained in the May 23, 2013 Board materials.

V. PUBLIC COMMENT

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Announcements

- All library locations will be closed on Monday, May 27 for Memorial Day.
- The Pueblo Library Foundation will host Libraries for Life events to introduce plans for three new libraries. Board members are encouraged to attend and invite others to attend the following events:
 - Tuesday, June 11 at 12:00 noon – Risley Middle School, 625 N. Monument Ave.
 - Tuesday, August 6 at 12:00 noon – El Pueblo Youth Center, One El Pueblo Ranch Way.
- The next regular Trustee Work Session is scheduled for Tuesday, June 11 at 3:00 p.m. in the Ryals Room at the Rawlings Library.
- The next regular Trustee meeting is scheduled on Tuesday, June 18 at 5:30 p.m. at the Pueblo West Library at 298 South Joe Martinez Boulevard.

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- ALA Annual Meeting will be held June 28 through July 2 in Chicago. Registration is due before June 21. Contact Jane Carlsen at 562-5633 to make plans to attend.
- The Summer Reading Club *Dig Into Reading* for children, *Beneath the Surface* for teens, and *Groundbreaking Reads* for adults runs from June 4 to August 13.
- Mark your calendars for the CAL Conference on October 17-19 in Loveland, Colorado. Deadline for room reservations is September 15.

B. Action/Discussion Items

1. Financial Auditor Selection

OVERVIEW: PCCLD has requested proposals from qualified certified public accountants to audit its financial statements for the fiscal year ending December 31, 2013, with the option of renewing the engagement for the audit for each of the four subsequent fiscal years. An update was presented at the May 14 Work Session. The Audit Committee is reviewing the proposals and will meet on Tuesday, May 21. The Audit Committee expects to present a recommendation at the May 23 Board Meeting.

RECOMMENDED ACTION: That the Board of Trustees review the recommendation of the Audit Committee and consider selection of the Financial Auditor.

2. Employee Health Benefit Package

OVERVIEW: The current employee health benefit package approved by the Board will end June 30, 2013. A recommended benefit package renewal commencing July 1, 2013 and ending December 31, 2014 was presented and discussed in detail at the Board Work Session on May 14. The total cost of the Health Benefit package over the 18-month term is expected to be \$698,197 based on anticipated enrollments. The Trustees are asked to take action to approve this expenditure because it exceeds \$25,000.

RECOMMENDED ACTION: That the Board approve the 2013-14 Health Insurance Benefit package at a total 18-month plan cost of \$698,197.

3. Post-Issuance Compliance Policy

OVERVIEW: Due to PCCLD's recent issue of Certificates of Participation to help finance upcoming capital improvements, it is recommended that the Library District adopt a policy to ensure compliance with federal tax law and maintenance of best financial position with regard to exemption from federal income tax and qualification for any refundable credit or other payments from the federal government. The proposed policy and procedures were discussed at the May 14 Work Session.

RECOMMENDED ACTION: That the Board of Trustees adopt the Post-Issuance Compliance policy.

4. Auditor Report

OVERVIEW: Wendy Swanhorst from the Library's auditing firm Swanhorst & Co., LLC, will present the 2012 Audit Report to the Trustees.

RECOMMENDED ACTION: That the Board of Trustees accept the 2012 Audit Report.

VIII. ADJOURNMENT