

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
BOARD MEETING AGENDA**

**5:30pm, Thursday, August 24, 2023**

*This meeting will be conducted at the  
Patrick Lucero Library, 1315 E. 7<sup>th</sup> St. - Pueblo*

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

Iris Clark	Stephanie Garcia	Dustin Hodge
VACANT	Trisha Macias	Doreen Martinez
Fredrick Quintana		

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

Members of the Board of Trustees or the Executive Director may suggest corrections or modifications to the agenda at this time.

**III. APPROVAL OF MINUTES** (estimated time: 5 minutes)

OVERVIEW: Minutes of the Library Board of Trustee work session held on July 18, 2023, and the Library Board of Trustee Special meeting held on July 31, 2023, were published and provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board of Trustees approve the minutes of meetings held on July 18, 2023, and July 31, 2023.

**IV. REPORTS**

**A. Executive Director Report** (estimated time: 15 minutes)

**B. Quarterly Pueblo Library Foundation Report** – (estimated time 15 minutes)

OVERVIEW: Nick Potter, Executive Director of Pueblo Library Foundation & Strategic Initiatives will review the quarterly Pueblo Library Foundation Report.

**C. Attorney Report** (estimated time: 10 minutes)

**D. Employment Changes** (estimated time: 10 minutes)

OVERVIEW: The Board of Trustees is asked to ratify the July 2023 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the July 2023 Employment Changes as contained in the Board materials.

**E. Financial Report** (estimated time: 15 minutes)

OVERVIEW: Sherri Baca, Executive Director will review a report on the July 2023 bills and fund statements.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the July 2023 bills and accept the July 2023 fund statement as contained in the Board materials.

**V. BOARD COMMENT** (estimated time: 5 minutes)

**VI. PUBLIC COMMENT** (estimated time: 5 minutes)

**VII. OLD BUSINESS** (estimated time: 0 minutes)

**VIII. NEW BUSINESS**

**A. Announcements** (estimated time: 5 minutes)

1. The time and date for the next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, September 19, 2023 in the Friends of the Library meeting room at the Rawlings Library, 100 E. Abriendo.

The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, September 28, 2023 at the Pueblo West Library, 298 S. Joe Martinez Blvd.

**B. Action/Discussion Items**

1. **Sick Leave Policy 02.06.04** (estimated time: 5 minutes)

OVERVIEW: A report and recommendation was presented to the Trustees at the August 15, 2023 work session regarding updates to PCCLD's sick leave policy in accordance with Colorado's Healthy Families & Workplaces Act (HFWA).

RECOMMENDED ACTION: That the Board of Trustees take action to approve the updates to PCCLD's sick leave policy in accordance with Colorado's Healthy Families & Workplaces Act (HFWA).

2. **Public Health Emergency Policy 02.09.02** (estimated time: 5 minutes)

OVERVIEW: The Library Trustees were presented with updates to PCCLD's Public Health Emergency Policy at their work session.

RECOMMENDED ACTION: That the Board of Trustees take action to approve PCCLD's Public Health Emergency Policy.

3. **Library Programs & Events Policy 03.07.01-1 and Request for Reconsideration of Programs 03.07.01-2** (estimated time: 5 minutes)

OVERVIEW: A report and recommendation was presented to the Trustees at the August 15, 2023 work session regarding the approval of the updates to the Library Programs and Events policy and the Request for Reconsideration of Programs Policy.

RECOMMENDED ACTION: That the PCCLD Trustees take action to approve the updates to the Library Programs and Events Policy and the Request for Reconsideration of Programs Policy.

4. **Pueblo Library Coffee Shop Proposal** (estimated time: 5 minutes)

OVERVIEW: The PCCLD Board of Trustees were presented with a review and recommendation for a new Rawlings Library Coffee Shop vendor. The recommended vendor is Gypsy Javas.

RECOMMENDED ACTION: That the Trustees take action to empower library administration to move into contract negotiations with Gypsy Javas. The contract period will be for three years with the option to renew for two additional years on a year to year basis.

5. **Auditing Services Proposal** (estimated time: 5 minutes)

OVERVIEW: A recommendation for auditing services was presented to the

Trustees at the August 15, 2023 work session. The recommended vendor is DMC Auditing and Consulting, LLC.

**RECOMMENDED ACTION:** That the Board of Trustees take action to authorize PCCLD to contract services with DMC Auditing and Consulting, LLC to audit its financial statements for fiscal year ending December 31, 2023, with the option of renewing the engagement for the audit for each of the four subsequent fiscal years.

**6. Executive Session** (estimated time: 15 minutes)

**OVERVIEW:** The Trustees will conduct an executive session pursuant to sections 24-6-402(4)(b) and (4)(e), C.R.S., for a conference with PCCLD's attorney to receive legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and instructing negotiators relating to fundraising for Barkman Library renovations.

**IX. ADJOURNMENT**

Estimated total meeting time: 2 hours