

PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES
BOARD MEETING AGENDA
5:30pm, Thursday, October 26, 2023
This meeting will be conducted at the
Giodone Library – 24655 U.S. Highway 50 East – Pueblo

I. CALL TO ORDER AND ROLL CALL:

Iris Clark	Jeffrey DeHerrera	Stephanie Garcia
Dustin Hodge	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 September 19, 2023, and the Library Board of Trustee Special meeting held on September 28, 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 September 19, 2023, and September 28, 2023.

IV. REPORTS

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

1. Giodone Library Update

OVERVIEW: Kayci Barnett, Branch Manager – Giodone Library will provide an update on the library.

B. Friends of the Library Report (estimated time: 10 minutes)

C. Quarterly Pueblo Library Foundation Report (estimated time: 0 minutes)
4th quarter report will be provided at a later date

D. Attorney Report (estimated time: 10 minutes)

E. Employment Changes (estimated time: 5 minutes)

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

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

F. Financial Report (estimated time: 10 minutes)

OVERVIEW: Ashley Huggins, Chief Financial Officer will review a report on the September 2023 bills and fund statements.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the September 2023 bills and accept the September 2023 fund statements 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, November 7, 2023 in the Kelly "B" 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, November 16, 2023 in the Friends of the Library meeting room at the Rawlings Library, 100 E. Abriendo.

Please note that these meetings will take place one week earlier than the regular meeting schedule due to the Thanksgiving holiday.

B. **Action/Discussion Items**

1. **Employee Health Benefits** (estimated time: 5 minutes)

OVERVIEW: A proposed benefit package commencing January 1, 2024 and ending December 31, 2024, was reviewed at the work session on October 17, 2023. This requires Board action as the contract exceeds \$25,000

RECOMMENDED ACTION: That the Board of Trustees take action on the 2024 recommended employee health benefit package at a cost not to exceed \$850,000.

2. **Barkman Library Automated Material Handling System and Self Checks RFP #10-2023** (estimated time: 5 minutes)

OVERVIEW: A presentation and recommendation regarding procurement of an automated material handling system and self-checks for the Barkman Library was reviewed by the Trustees at their October work session.

RECOMMENDED ACTION : That the Board of Trustees approve the Executive Director to execute a contract to procure an automated material handling system and self-checks for the Barkman Library from Bibliotheca at a cost not to exceed \$121,650.

3. **2023 Audit Engagement & Tax Preparation** (estimated time: 5 minutes)

OVERVIEW: The Board of Trustees were presented the 2023 Audit Engagement and Tax Preparation letters for the Library District and for the Library Foundation in their board packet for review.

RECOMMENDED ACTION: It is recommended that the Trustees approve the 2023 Audit Engagement & Tax Preparation letters for PCCLD and the Pueblo

Library Foundation.

4. Colorado Family & Medical Leave Insurance Program (FAMLI) – Move to Private Plan (estimated time: 5 minutes)

OVERVIEW: The Trustees were presented at their July work session information regarding the move to a private plan with regard to the FAMLI insurance program. The move would save PCCLD approximately \$47,000 over a 24-month period.

RECOMMENDED ACTION: It is recommended that the Board approve the move to a private insurance plan with regard to the Colorado Family & Medical Leave Insurance Program.

IX. ADJOURNMENT

Estimated total meeting time: 1 hour and 20 minutes