

PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES
BOARD MEETING AGENDA
5:30pm, Thursday, November 16, 2023
This meeting will be conducted at the
Rawlings Library – Executive Conference Room
100 E. Abriendo Avenue – Pueblo, CO 81004

I. PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2024 (estimated 15 minutes)

Ashley Huggins, Chief Financial Officer will provide a report on the proposed budget for fiscal year 2024. This is an opportunity for citizen comment on the budget proposal which has been made available for public inspection.

II. CALL TO ORDER AND ROLL CALL:

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

III. 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 October 17, 2023, and the Library Board of Trustee Special meeting held on October 26, 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 October 17, 2023, and October 26, 2023.

IV. REPORTS

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

B. Friends of the Library Report (estimated time: 5 minutes)

C. Quarterly Pueblo Library Foundation Report (estimated time: 10 minutes)

OVERVIEW: The 4th quarter report will be provided

D. Attorney Report (estimated time: 10 minutes)

E. Employment Changes (estimated time: 5 minutes)

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

RECOMMENDED ACTION: That the Library Board of Trustees ratify the October 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 October 2023 bills and fund statements.
RECOMMENDED ACTION: That the Library Board of Trustees ratify the October 2023 bills and accept the October 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., Thursday December 7, 2023 in the Kelly "A" 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, December 14, 2023 in the Executive Conference meeting room at the Rawlings Library, 100 E. Abriendo.

Please note that the December work session is being held on a Thursday rather than a Tuesday.

B. Action/Discussion Items

1. **North Elizabeth Hotel Urban Renewal Area & TIF agreement** (estimated time: 5 minutes)
OVERVIEW: A proposed TIF agreement for the North Elizabeth Hotel Urban Renewal Area was presented to the Trustees for consideration at their November 7, 2023 work session
RECOMMENDED ACTION: That the Board of Trustees approve the TIF agreement as provided or amended by the trustees.
2. **VOIP Hosted Service Migration RFP #05-2023** (estimated time: 5 minutes)
OVERVIEW: A presentation and recommendation regarding the migration of the Avaya IP Office phone system to a VOIP Hosted Service was provided to the Trustees at their November work session.
RECOMMENDED ACTION : That the Board of Trustees approve the migration to a VOIP Hosted Service and authorize the Executive Director to enter into a contract with TCS-Zoom at a cost not to exceed \$76,200.00 over three years.
3. **Organizational Culture Consulting Services RFP #08-2023** (estimated time: 10 minutes)
OVERVIEW: The recommendation was presented to the Board of Trustees regarding the hiring of company for organizational consulting services. The

recommended vendor is Moss Adams.

RECOMMENDED ACTION: It is recommended that the Board take action to authorize PCCLD to contract services with Moss Adams for work in accordance with RFP #08-2023 scope of work at a cost not to exceed \$46,200.

IX. ADJOURNMENT

Estimated total meeting time: 1 hour and 30 minutes