

PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES
BOARD MEETING AGENDA
5:30pm, Thursday, January 25, 2024
This meeting will be conducted at the
Rawlings Library – Bret Kelly “B”
100 E. Abriendo Avenue – Pueblo, CO 81004

I. PUBLIC HEARING ON PROPOSED BUDGET AMENDMENT FOR FISCAL YEAR 2023(estimated 10 minutes)

Ashley Huggins (Chief Financial Officer) will provide a report on the proposed budget amendment for fiscal year 2023. This is an opportunity for citizen comment on the budget amendment 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. Annual Meeting of PCCLD Board of Trustees (estimated time: 20 minutes)

OVERVIEW: The Board Trustees will hold its annual meeting on January 25, 2024, with the following items for action:

1. **Election of Officers** (estimated time: 5 minutes)
OVERVIEW: The PCCLD Board of Trustees’ Bylaws provide that the “annual meeting shall be held at the time of the regular meeting in January. Officers shall be elected at the annual meeting.” The Trustees reviewed this matter at their work session on January 23, 2024.
RECOMMENDED ACTION: That nominations be made for President and Vice President of the PCCLD Board of Trustees and an election held.

2. **Selection of 2024 Board Meeting Dates, Times, and Locations**
 (estimated time: 5 minutes)
OVERVIEW: The PCCLD Board of Trustees’ Bylaws provide that the “date, hour, and location of the meetings shall be set by the Board at its annual meeting.” Recommendations for these have been reviewed at prior work sessions.
RECOMMENDED ACTION: That the PCCLD Board of Trustees take action to approve the dates, times, and locations for the 2024 regular meetings and work sessions as contained in Board materials.

3. **Posting 2024 PCCLD Board of Trustee Meetings Notices** (estimated time: 5 minutes)
OVERVIEW: The PCCLD Board of Trustees reviewed 2024 proposed public meeting notice postings at their January 23, 2024 work session.
RECOMMENDED ACTION: That the Trustees takes action designating the community bulletin board at the Rawlings Library at 100 E. Abriendo, Pueblo, Colorado, and the PCCLD website at www.pueblolibrary.org as the public places

for posting of notice of meetings for the PCCLD Board of Trustees, and that all meeting notices be posted at least 24 hours prior to scheduled meetings and the Executive Director be designated as the Board's representative to answer all questions about all postings.

4. Board Committees (estimated time: 5 minutes)

OVERVIEW: The Board annually reviews committee appointments at the annual meeting. Recent committees include Legislative and Government, Audit, and Board Development.

RECOMMENDED ACTION: The Board may take any desired action.

IV. 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.

V. APPROVAL OF MINUTES (estimated time: 5 minutes)

OVERVIEW: Minutes of the Library Board of Trustee work session held on December 7, 2023, and the Library Board of Trustee meeting held on December 14, 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 December 7, 2023, and December 14, 2023.

VI. 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: 5 Minutes)

D. Attorney Report (estimated time: 10 minutes)

E. Employment Changes (estimated time: 5 minutes)

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

RECOMMENDED ACTION: That the Library Board of Trustees ratify the December 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 December 2023 bills and fund statements.

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

VII. BOARD COMMENT (estimated time: 5 minutes)

VIII. PUBLIC COMMENT (estimated time: 5 minutes)

IX. OLD BUSINESS (estimated time: 0 minutes)

X. NEW BUSINESS

A. Announcements (estimated time: 5 minutes)

1. All libraries will be closed all day on Monday, February 19, 2024, for the President's Day holiday. Library employees will participate in staff development on this date.
2. The time and date for the next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, February 13, 2023. The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, February 22, 2024. The times and dates of these meetings are pending approval of 2024 Board meeting dates and times, which is an action item later in this agenda.

B. Action/Discussion Items

1. **2024 Disposal of Property Request** (estimated time: 5 minutes)
OVERVIEW: The Trustees reviewed recommendations for disposal of surplus property at their January work session.
RECOMMENDED ACTION: That the Board of Trustees take action on the disposal of surplus property request as presented.
2. **Resolution to Amend the 2023 Budget** (estimated time: 5 minutes)
OVERVIEW: A resolution to amend the 2023 Budget was presented on January 23, 2024, and a public hearing held on January 25, 2024.
RECOMMENDED ACTION: That the PCCLD Board of Trustees adopt the Resolution to Amend the 2023 Budget, as presented in the Board Materials.
3. **Executive Session** (estimate time: 15 minutes)
OVERVIEW: The Trustees will enter into Executive Session for the purpose of discussing a personnel matter with respect to the Executive Director pursuant to C.R.S. 24-6-402(4)(f)(I).
RECOMMENDED ACTION: The Trustees will return to open session to take any action deemed appropriate and/or necessary with regard to this matter

IX. ADJOURNMENT

Estimated total meeting time: 2 hours