

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

5:30pm, Thursday, February 22, 2024

***This meeting will be conducted at the
Rawlings Library – Bret Kelly “A”***

100 E. Abriendo Avenue – Pueblo, CO 81004

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 January 16, 2024, and the Library Board of Trustee meeting held on January 25, 2024, 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 January 16, 2024, and January 25, 2024.

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: 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 January 2024 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the January 2024 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 January 2024 bills and fund statements.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the January 2024 bills and accept the January 2024 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. The time and date for the next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, March 16, 2024. The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, March 28, 2024.

B. **Action/Discussion Items**

1. **Pueblo Library Foundation Board of Directors** (estimated time: 5 minutes)
OVERVIEW: The Trustees were presented a recommendation at their work session to reappoint Jessi Ones and Andrea Aragon to the Pueblo Library Foundation Board.
RECOMMENDED ACTION: That the Board of Trustees reappoint both Ms. Ones and Ms. Aragon to a new three-year term.
2. **Policy Update – Internet Access and Wireless Use 03.01.02** (estimated time: 5 minutes)
OVERVIEW: A revised policy was presented to the Trustees at their February work session.
RECOMMENDED ACTION: That the Board of Trustees adopt the revised Internet Access and Wireless Use policy 03.01.02, as presented.
3. **Policy Update – Board of Trustees Bylaw 01.02.01 Article IV Meeting Agenda** (estimated time: 5 minutes)
OVERVIEW: A revised policy was presented to the Trustees at their February work session.
RECOMMENDED ACTION: That the Board of Trustees adopt the revised Board of Trustees Bylaw 01.02.01 Article IV Meeting Agenda, as presented.
4. **E-rate Program Procurement** (estimated time: 5 minutes)
OVERVIEW: A report was presented to the Trustees at the February work session regarding program procurements in alignment with federal E-Rate grant requirements for Category 1 Wide Area Network Services and Category 2 Internal Network Connections.
RECOMMENDED ACTION: That the PCCLD Trustees take action to authorize the procurement of programs in alignment with federal E-Rate grant requirements for Category 1 Wide Area Network Services and Category 2 Internal Network Connections not to exceed, \$544,000. This requires Trustee approval as it exceeds \$25,000.
5. **Barkman Library Security System RFP #12-2023** (estimated time: 5 minutes)
OVERVIEW: A report was provided to the Trustees regarding the procurement of

a new security system for the Barkman Library in the amount of \$41,400.
RECOMMENDED ACTION: That the PCCLD Trustees take action to authorize the procurement of a security system for the Barkman Library, at a cost not to exceed \$41,400. This requires Trustee approval as it exceeds \$25,000.

6. IT Asset Disposal (estimated time: 5 minutes)

OVERVIEW: The Trustees reviewed recommendations for disposal of surplus IT property at their February work session.

RECOMMENDED ACTION: That the Board of Trustees take action on the disposal of IT property request as presented.

IX. ADJOURNMENT

Estimated total meeting time: 1 hour 30 minutes