

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
 WORK SESSION AGENDA  
 November 10, 2015, 3:00 p.m. – Rawlings Library (Ryals Room)**

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

Marlene Bregar	Lyndell Gairaud	Phil Mancha
Roy Miltner	Donna Pickman	Fredrick Quintana
Jim Stuart		

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

**III. DISCUSSION ITEMS**

**A. Lucero Library Security Assessment**

A report from the Pueblo County Sheriff’s office will be presented regarding security at the Lucero Library.

**B. Corporate Cup**

A report on PCCLD’s staff participation in the 2015 Corporate Cup will be provided.

**C. Urban Renewal**

A report on urban renewal as it pertains to PCCLD will be provided.

**D. Staff Desktop Procurement Recommendation**

PCCLD’s 2015 annual plan and budget allow for replacement of staff desktop workstations. A replacement recommendation will be presented. Since the cost of this project exceeds \$25,000, the Trustees will be asked to consider action to approve this expenditure.

**E. Library Board of Trustees Vacancy**

An update report on the current trustee appointment process will be provided.

**F. Pueblo Library Foundation Board of Directors Appointments**

The Trustees will discuss a recommendation from the Pueblo Library Foundation Board of Directors to reappoint Julie Rodriguez and Michael Voute each to three-year terms as at-large representatives on the Pueblo Library Foundation Board of Directors. All appointments to the Pueblo Library Foundation Board of Directors require approval by the PCCLD Board of Trustees.

**G. 2016 Preliminary Budget and Annual Plan**

OVERVIEW: The Library District Board of Trustees will be presented with an update of the Pueblo City-County Library District 2016 Preliminary Budget and Annual Plan. The preliminary presentation will be followed by a public hearing on a 2016 Budget and Annual Plan at the November Trustees meeting. The Trustees will be asked to adopt the 2016 Budget and Annual Plan, set the mill levy, and appropriate sums of money for the 2016 budget at the December Trustees meeting.

**H. PCCLD 2016 Scheduled Closures**

The Library Board has approved holiday time off for all employees as listed in the Employee Guidelines for January 1 (New Year’s Day), January 19 (Martin Luther King Jr. Day), May 25 (Memorial Day), July 4 (Independence Day), September 7 (Labor Day),

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November 11 (Veterans' Day), November 26 (Thanksgiving Day), December 24 (Christmas Eve), and December 25 (Christmas Day). The Board is asked to consider the following additional customary closures for 2016: Presidents' Day, February 15 (All libraries closed for staff development day); Easter Sunday, March 27 (no holiday pay); Columbus Day, October 10 (All libraries closed for staff development day); Thanksgiving Day Eve, 6:00 p.m. (early closing), November 23; Sunday, December 18 (Sunday before Christmas). The Trustees will be asked to review and approve the Library closings scheduled in 2016 at the regular meeting on November 20.

**I. Trustee Self-Assessment**

The Board of Trustees conduct an annual assessment of their work. The 2014 assessment was completed online for the first time. The Board may discuss the process for conducting another assessment.

**IV. ADJOURNMENT**

Reminder: The Regular Board Meeting will be held on Thursday, November 19 at 5:30 p.m. at the Lucero Library.