

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
 WORK SESSION AGENDA  
 November 13, 2014, 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. Proposed Annual Plan and Budget for Fiscal Year 2015**

An update on the proposed 2015 Annual Plan and Budget will be presented.

**B. 3<sup>rd</sup> Quarter Update to 2014 Annual Plan**

A year-to-date review of the annual plan progress will be provided for discussion.

**C. 2015 PCCLD Closings and Pay Periods**

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), 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 2015:

- Presidents’ Day, Monday, February 16, 2015 (All libraries closed for staff development day)
- Easter Sunday, April 5, 2015 (no holiday pay)
- Columbus Day, Monday, October 12, 2015 (All libraries closed for staff development day)
- Thanksgiving Day Eve. 6:00 p.m. (early closing), Wednesday, November 25, 2014
- Sunday, December 20, and Sunday, December 27, 2015 (Sundays before Christmas and New Year holidays) (no holiday pay)
- New Years Eve. 6:00 p.m. (early closing), Thursday, December 31, 2015.

The Trustees will be asked to review and approve the Library closings scheduled in 2015 at the regular meeting on November 20.

**D. Board Self-Assessment**

In 2012, the Board Development Committee recommended that the Board of Trustees conduct an annual assessment of their work on the Board of Trustees. In 2014, the Board Development Committee reviewed the 2013 Board Assessment and recommended the addition of a comment section under each category and suggested creating a Board Assessment web form. Other recommendations from the 2013 Assessment were to establish written guidelines for each of the Board’s committees, a plan to annually review a section of the policy manual, and to hold a workshop on Library Law, which was held June 3, 2014.

The Board will discuss the process of conducting another assessment.

WORK SESSION AGENDA  
November 13, 2014 – 2 of 2

**E. CAL Conference Reports**

Ms. Bregar, Mr. Miltner and Ms. Pickman attended the CAL Conference in Loveland, CO, October 16-18. Board members will share information from the conference.

**F. 2014 Holiday Closures**

Discussion will take place regarding 2014 end-of-year holiday closures.

**G. Executive Session**

The Trustees will enter into executive session for the purpose of determining positions and development strategy for negotiations and instructing negotiators, CRS 24-6-402(4)(e).

**IV. ADJOURNMENT**

Reminders: The Regular Board Meeting will be held beginning at 5:30 p.m. on Thursday, November 20, at the Rawlings Library.