

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
September 22, 2016 – 5:30 p.m. – Giodone Library**

I. CALL TO ORDER AND ROLL CALL

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| Marlene Bregar | Lyndell Gairaud | Philip Mancha |
| Doreen Martinez | Donna Pickman | Fredrick Quintana |
| Jim Stuart | | |

II. CORRECTIONS AND MODIFICATIONS TO AGENDA

The Board or Executive Director may suggest corrections or modifications to the agenda at this time.

III. APPROVAL OF MINUTES

OVERVIEW: Minutes of the Library Board Work Session held on August 16, 2016 and Minutes of the Regular Library Board meeting held on August 25, 2016 were provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board approve:

- o Minutes of the Library Board Work Session held on August 16, 2016
- o Minutes of the Regular Library Board meeting held on August 25, 2016

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Kayci Barnett (Giodone Library Manager) will provide a report on activities at the Giodone Library.

B. Friends of the Library Report

C. Pueblo Library Foundation Report

D. Attorney Report

E. Employment Changes

OVERVIEW: The Board is asked to ratify the August 2016 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board approve the August 2016 Employment Changes as contained in the September 22, 2016 Board materials.

F. Financial Report

OVERVIEW: The Board is asked to ratify the August 2016 bills and accept the August 2016 Fund Statements. Sherri Baca, Chief Financial Officer, will provide a synopsis of the Financial Report and will be available to answer any questions.

RECOMMENDED ACTION: That the Library Board approve the August 2016 bills and accept the August 2016 Fund Statement as contained in the September 22, 2016 Board materials.

V. BOARD COMMENT

VI. PUBLIC COMMENT

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Announcements

- All libraries will be closed on Monday, October 10 for the Columbus Day holiday. Staff will be participating in staff development on that day.
- The next regular Work Session is scheduled for Tuesday, October 18, at 3:00 p.m. in the Ryals Room at the Rawlings Library.
- MPLA/CALCON16 is scheduled October 20-22 at the Embassy Suites in Loveland, Colorado. Contact Jane Carlsen at 562-5633 to make arrangements to attend.
- The All Pueblo Reads Black Tie Ball is scheduled for Saturday, October 22 at 6:30 p.m. and will feature Sara Gruen, author of *Water for Elephants*. Tickets may be purchased by contacting Gloria Madrill at 553-0221.
- Jon Walker is scheduled to present PCCLD's 2015 Annual Report at the October 24 City Council Work Session at 5:30 p.m. at Pueblo City Hall. Contact Jane Carlsen at 562-5633 to make plans to attend.
- The next regular Board meeting is scheduled on Thursday, October 27, at 5:30 p.m. at the Rawlings Library. There will be an Employee Recognition event at 5:00 p.m.

B. Action/Discussion Items

1. Real Estate Lease

OVERVIEW: A lease agreement for property located at 622 South Union Avenue was presented for discussion at the September 13 Work Session. The lease agreement requires trustee approval because the cost exceeds \$25,000.

RECOMMENDED ACTION: That the Board of Trustees authorize the Executive Director to execute the Real Estate Lease Agreement for 622 South Union Avenue.

2. Courier Contract

OVERVIEW: The Board of Trustees is asked to consider authorization of a contract for a vendor to provide courier services. The contract requires trustee approval because the cost exceeds \$25,000.

RECOMMENDED ACTION: That the Board of Trustees authorize the Executive Director to enter into the recommended contract.

3. Key Results

OVERVIEW: Midori Clark (Director of Community Relations, Development & Strategic Analysis), Jill Deulen (Director of Technical Services & Collection Development), Charles Hutchins (Director of Information Technology), Sara Rose (Chief Operating Officer), and Janina Goodwin (Rawlings Library Manager) will provide an update report on PCCLD key results.

RECOMMENDED ACTION: No action is required at this time.

IX. ADJOURNMENT