



Board of Directors Meeting
Meeting: 11:30 a.m., October 3, 2012
Executive Conference Room, 3rd Floor
Rawlings Library ★ 100 E. Abriendo Ave. ★ Pueblo, Co 81004

MINUTES

A. Welcome and Call to OrderJim Stuart

Mr. Stuart called the meeting to order at 11:37 a.m.

B. Roll Call and Verification of Quorum Amber Pepin

Board Members Present: Jim Stuart; Anthony Nunez; Michael Voute; Dr. Gary Parks; Dr. R.J. Black Schultz.

Excused: Priscilla Lucero and Joyce Vigil are excused. A quorum is met with 5 of 7 members.

Staff Present: Jon Walker, Midori Clark, Chris Brogan and Amber Pepin.

C. Modifications to Agenda for October 3, 2012 MeetingAll

There are no modifications to the Agenda.

D. Approval of Minutes of July 11, 2012 Meeting.....All

Mr. Nunez made a motion to approve the minutes of July 11, 2012. Seconded by Michael Voute. All in favor. Motion passes.

E. Treasurer's Report..... Michael Voute

Mr. Voute reports that the Finance Committee met on September 13, 2012 to discuss the budgets for 2012 & 2013 and the accounting process. Up to now, the Foundation has used cash basis accounting; however, the Library uses accrual method accounting. The Foundation will transition to the Accrual Accounting method. Staff present: Chris Brogan, Midori Clark and Amber Pepin met to prepare the 2012 & 2013 budgets.

Financial report – Chris Brogan

Ms. Brogan provided two statements of revenue & expense which has the budget and actual revenue/expenses through Sept. 30, 2012. There is very little on these statements that has not been discussed at prior meetings. Statement does include the \$80,000 commitment from Friends of the Library, \$30,000 already

given for the new libraries, \$10,000 to establish the Foundation account, and an additional \$40,000 over 5 years for the East Side land purchase commitment.

Balance Sheet – current rate of return is .27 earning \$14 in current month. Once we have more money we can diversify.

The 2013 budget only reflects monies that the Foundation will receive. Most grant dollars will be facilitated by the Foundation, but will be booked through the PCCLD financials.

Investment Policy

The Investment Policy was presented at July’s meeting a vote today would be prudent for future financial investments. Ms. Pepin distributed copies. Mr. Voute entertains a motion

Mr. Voute made a motion to approve the Investment Policy as presented. Mr. Nunez seconded the motion. All in favor. Motion passes.

2013 Budget

Ms. Brogan said we’d need to vote on the 2013 budget prior to January 2013. Mr. Walker does not feel a review is necessary prior to a vote. Mr. Voute said we can amend as necessary. Mr. Voute made a motion to approve the 2013 budget as presented by Ms. Brogan. Seconded by Mr. Nunez. All in favor. Motion passes.

F. Board VacanciesJim Stuart

Mr. Stuart reports there are two members who have agreed to stay on the board at the end of their respective terms, Mr. Voute and Dr. Black Schultz. A new member, Mary Simmons will join us in January 2013, but that does leave us with one opening.

We currently have on prospective member Dr. Alan Takaki. Mr. Stuart and Ms. Clark will meet with Dr. Takaki, on Oct. 4th to determine if he will become a member of the Foundation.

Mr. Nunez would like to nominate Ken West from Houston Construction as a potential member. Ms. Clark will setup a meeting with Mr. West.

If they are both Dr. Takaki and Mr. West are interested and apply, we will present their applications to the Trustees for approval.

G. Capital Campaign Fundraising Amber Pepin

Grants update

Ms. Pepin reports that the grant writing will begin in earnest in December 2012; however, we did submit a \$50,000 grant request to El Pomar and based upon conversations with our representative we will receive this amount in addition to the \$50,000 committed by the Southeastern Regional Committee of El Pomar Foundation.

Booklovers Blacktie Ball

Ms. Clark reports that tickets are on sale now and there are underwriting opportunities and silent auction item needs. See Amber Pepin for tickets.

Mr. Voute asked a question about the Foundation to make an additional \$50k to the overall \$100k to PCCLD. Needs to be reflected in the budget. 501(c)3 was just received this week.

H. Marketing updateMidori Clark

New website, business cards, name tags, handouts

Ms. Clark reports we are official with a 501(c)(3) in hand and wants to give everyone an update. Business cards will be here at the next meeting. Jim has been helping us with a handout for the community. The website is up and running including pictures.

Ms. Pepin distributed name tags to those in attendance.

Ms. Clark provided a copy of the Foundation handout and in an effort to keep things consistent for the Capital Campaign; this will be a temporary handout.

I. New libraries update..... Jon Walker

Mr. Walker reports that Mr. Voute is right about the Foundation pledge being a match for the City of Pueblo to support the land purchase. Mr. Walker heard from City Council members that this match sealed the deal for the City to proceed with the designation of their funds. The East Side Library property is located on the corner of 7th and Monument right next to Safeway. There are four parcels of property, three houses and PCCLD has a contract on three of the properties as of the week of Oct. 1. The 4th property will close on Monday, Oct. 8.

H.W. Houston is the contractor. Two community meetings were held last night, Oct. 2: St. Charles Mesa at El Pueblo and on the East Side at El Centro with 30-35 attending each meeting which was facilitated by OZ Architecture, the selected architectural design firm. The East Side Library will be 7,500 square feet, urban in design, close to the street and PCCLD is working with Safeway who will donate additional parking to enhance the property.

The St. Charles Mesa site is located on Hwy 50 in Blende near the Dist. 70 Administration Buildings and firehouse next to 25th Lane. 24 ½ lane will access the library, but does not currently exist. PCCLD is working with the County Planning department. The St. Charles Mesa Library will be 7,500 square feet in size (a bit larger than Barkman, but not as big as Lamb) and the design/site allows for expansion. We are working with Firehouse to improve their driveway to ensure a smooth flow for Emergency vehicles. Mr. Nunez asked if an acceleration or deceleration is required. Mr. Walker reports that is not currently a requirement, this is a verbal conversation at this point, though.

The Greenhorn Valley Library site was donated by Colorado City on the corner of Colorado 165 and Cibola Drive between Rye and Colorado City. There are

beautiful Greenhorn Mountain views from the library site. We will work with the County to have a concrete pad so truck access from the County's pumping station does not ruin the asphalt entrance. Mr. Nunez wondered if GCC would donate the Cement for this event. Mr. Walker said that might be a consideration. He reports that PCCLS has been working with Summit brick to donate brick and qualify for Enterprise Zone tax benefits.

If we know of other local manufacturers of materials, we can approach them for this opportunity. Portland cement /Hulcim? may also be interested per Mr. Nunez.

All three sites are in-hand. We're starting the design process. By the January meeting we should be able to present the conceptual designs to the Foundation Board. The official Fundraising campaign will begin in earnest in January 2013 even though we have some very nice commitments from El Pomar and Friends'. We are in a really in a strong position to make a positive impression to be the pride of the entire state, not just Pueblo.

J. 2013 Board Meeting ScheduleJim Stuart

The goal is to meet on the first Wednesday of each month. The selected dates are as follows:

January 9, 2013
April 3, 2013
July 3, 2013
October 2, 2013
January 8, 2014

Adjourn by 1 p.m.

Next Meeting: Wednesday, January 9, 2013

Adjourned 12:35 p.m.

Respectfully submitted,

Joyce Vigil
Secretary