



Board of Directors Meeting
Meeting: 11:30 a.m., March , 2013
Executive Conference Room, 3rd Floor
Rawlings Library ★ 100 E. Abriendo Ave. ★ Pueblo, Co 81004

M I N U T E S

A. Welcome and Call to Order..... Jim Stuart

Mr. Stuart called the meeting to order at 11:34 a.m.

B. Roll Call and Verification of QuorumAmber Pepin

Board Members Present: Priscilla Lucero, Dr. R.J. Black Schultz, Mary Simmons, Jim Stuart, Michael Voute.

A quorum is met with 5 of 8 (62%) members present.

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

Others Present: Nick Gradisar.

Absent: Anthony Nunez, Dr. Gary Parks, Joyce Vigil

Guests Present: Rick Brake, H.W. Houston Construction and Jim Bershof, OZ Architecture

C. Modifications to Agenda for March 6, 2013 Meeting..... All

N/A

D. Approval of Minutes of January 9, 2013 Meeting..... All

Priscilla Lucero made a motion to approve the minutes of Jan. 9, 2013. Seconded by Dr. R.J. Schultz. All in favor. Motion passes.

E. Treasurer's ReportMichael Voute

Mr. Voute reports that the Finance Committee met March 5, 2013 to review the final 2012 budget and the February 28, 2013 end of month report. The preliminary 2012 budget was reviewed at the Jan. 9 meeting. The contribution of Friends of the Library is listed at \$80,000, but includes payables of \$40,000. Investments are currently at 19 basis points, though not much, the Foundation does have immediate access to the money. Library contributions listed consist of 2011 and 2012 Booklovers Blacktie Ball. \$9,000 payable to PCCLD was for the 50% of fundraising software purchased.

End of February \$1,035 was left over from BBB. Foundations, \$10,000 Temple Hoyne Buell and Bank charges of \$5. Balance sheet shows just over \$5,000 in bank and \$93,000 in our investment account with pledges receivable from Friends of the Library.

The library is preparing to release a Request for proposal for an audit of the library and foundation accounts. Mr. Voute reports that using the same auditor will save a significant

amount of money resulting in a cost of approximately \$3,000 to \$4,000. Mr. Voute moves that the board approve the Foundation Audit included in the PCCLD audit and auditor selected by PCCLD Trustees. Seconded by Lucero. All in favor. Motion passes.

Ms. Lucero made a motion to accept the Treasurer's report as presented. Seconded by Dr. Black Schultz. All in Favor. Motion passes.

Mr. Stuart thanks Ms. Lucero for the Temple Hoyne Buell contribution and reports that the final \$50,000 was received from the El Pomar Foundation.

F. Capital Campaign..... Midori Clark

Timeline update

Ms. Clark distributed the latest timeline. Changes in dates of April 2 for general and April 13 in Colorado City. Changes were made to accommodate the Public meetings coming up in mid-March.

Public meetings – March 19 & 20, 2013

Ms. Clark distributed the Public meeting postcard invitations. Your presence is greatly appreciated.

Libraries for Life events

April 2, Noon. Planning for a minimum of 50 attendees. Asking for 7 table captains, you would be responsible for a table of 8 individuals.

Jim Stuart, Amber Pepin and Mary Simmons volunteered to host tables.

April 13, Saturday morning at Craver Middle School, a minimum of 30 attendees. 6 table captains responsible for 5 attendees.

Jon will talk about the district, a video, and an official ask. Table captains will assist in the collection of money.

Working on finalizing the fundraising brochure and a large part was approved by the Trustees – the naming opportunities. A list of the naming opportunities was distributed to the board. Ms. Clark also reports that April 2 is the big deadline for all items since that is the official kick-off of the campaign. A fundraising video is in production, but we may use the existing video for the first event or two.

G. Grants/FundraisingAmber Pepin

Grants update

\$50,000 David & Lucile Packard grant proposal – submitted 12/31/2012 – not funded. Upcoming opportunities include Boettcher Foundation, Gates Family Foundation and possibly the Johnson Foundation.

Employee/Board(s) Campaign

The employee and board campaign are going well. Ms. Pepin handed out pledge forms for the Board. The goal is to have 100% Trustee and Foundation Board participation. This is very important for our grant campaign.

Art Soiree

The 2nd Annual Art Soiree + Sale will be held Friday, June 7, 2013 at the Pueblo West Library Vectra Art Gallery. Submissions will be accepted through May 15 and art hanging will take place the last week of May. Blue Pepper Trio has been secured for entertainment.

H. New libraries updateJon Walker, Jim Bershof & Rick Brake

Mr. Bershof reports that the schematic design phase is complete and H.W. Houston is preparing the budget for the design phase. The site plans and elevations were presented on the screen. The floor plan is the same for all three libraries, saving money, but the exterior of each location is unique. South entry design for maximum sun exposure.

The first slide represents the East Side Library on 7th and Monument and is located on the corner with access from 7th Street. Were able to plan a beautifully landscaped area like a park on the west side of the library – this theme is repeated at the other locations.

The Greenhorn Valley site is beautiful and is located just off State Highway 165 and Cibola Drive. Access is off of Cibola Drive. South entrance with west views of the mountains and park. Won't need to spend much on landscaping because the natural landscape is perfect. A retention pond will flow into Cibola creek.

The St. Charles Mesa is located on Highway 50 next to the Rural Fire District firehouse. The access is from a new lane – 24 ½ Lane. South entry with west views. There is additional property to the North and West of the site owned by the library.

The floor plan enters from the south with a covered front porch providing a community space. Customers will enter into a vestibule and lobby with access to the Community Room which can be used even when the library is closed. Patron services and self-checkout open into the collection area. Staff area is located in the south west corner so views of the parking lot and entrance are available. There is a café with a proposed fireplace or water feature near the windows with the western views. Moveable panels for art displays near the café. The community room will have sliding doors opening into the Children's collection. There are smaller meeting rooms and 4 study nooks. A daylight monitor in the center of the building allows for good day lighting.

The people from the east side were proud of the architecture in the community and the elements of the community have been built into the architecture and will use brick to mirror the elements in the community. The Greenhorn Valley Library will have a more mountainous look including stone with a cement board siding to reflect a "real wood" look. Because the back side of the building is the most visible from Hwy 165, there is a plan to add some stone to make the appearance a bit nicer. The St. Charles Mesa community pointed out the strong agricultural history. The plan is using a "barn-like" look using metal siding with a combination of cement fiber and stucco.

Ms. Lucero asked about ADA accessibility. Mr. Bershof said they have made the design of the parking lots and the entrance to be very accessible. Ms. Simmons asked about a bike rack on the East Side. Mr. Bershof reports they will be available at all locations on the west side of the building. Mr. Brake said Houston is excited about working with OZ and the cost conscious floor plans, incorporating the community designs to fit the library's budgetary needs. A preliminary cost analysis is higher than budgeted and ideas are coming back in to accommodate the budget and go into the design documents.

Mr. Walker is happy with the progress of the project.

Thank you.

**Next Meeting: Wednesday, July 3, 2013
Adjourned 12:38 p.m.**

Respectfully submitted,

Amber Pepin

Recording Secretary