



Board of Directors Meeting
Meeting: 11:30 a.m., August 13, 2025
Rawlings Bret Kelly A Room on the 1st Floor
Rawlings Library ★ 100 E. Abriendo Ave. ★ Pueblo, Co 81004
With Virtual Teleconference Option

M I N U T E S

A. Call to Order and Welcome and Farewell to Board Members.....Ms. Elizabeth Gallegos

Ms. Gallegos called the meeting to order at 11:30 a.m. and introduced Ms. Laura Solano as a new board member. Ms. Gallegos also shared her appreciation for Ms. Iris Clark's service on the Pueblo Library Foundation board. Ms. Clark will be leaving the Pueblo Library Foundation board but will still serve on the Library Trustee board.

B. Roll Call and Verification of Quorum Ms. Gloria Madrill

Board Members Present—Ms. Elizabeth Gallegos, Ms. Alexandria Romero, Ms. Abbey Hartless, Ms. Andrea Aragon, Mr. Joe Arrigo, Ms. Michelle Chostner, Ms. Iris Clark, Ms. Brandice Eslinger, Mr. Chad Heberly, Dr. Bruce Johnson, Ms. Jessi Ones, Ms. Antoinette Ramos, and Ms. Laura Solano

Board Members Not Present—Ms. Teresa Therriault and Ms. Gala White

Staff Present—Ms. Sherri Baca, Mr. Nick Potter, Ms. Bri Reyes, Ms. Maria Kropf and Ms. Gloria Madrill

Guests—Mr. Dmitriy Chernyak and Ms. Rachel Salazar

A quorum is met with 13 out of 15 (86%) members present.

C. Modifications to Agenda for August 13, 2025 Meeting All

No modifications were made to the agenda.

D. Approval of Minutes for May 14, 2025 Meeting..... All

Ms. Aragon made a motion to approve the May 14, 2025 meeting minutes. Ms. Romero seconded the motion. All in favor. Motion passed.

Ms. Gallegos noted that Ms. Laura Solano has expressed an interest in helping with the Finance and Investment Committee and we would like to appoint her to the committee. Mr. Potter also reminded the board with Ms. Clark stepping down we have one cross over member from the Trustee board, Ms. Ones. He also noted we still have two cross over board members from the Friends of the Library board, Ms. Therriault and Ms. Ramos.

E. Treasurer's Report Ms. Abbey Hartless

Audit Presentation

Mr. Chernyak, a partner of DMC Auditing and Consulting LLC, talked about their work on preparing the financials and the audit. He presented their findings on the audit. He said the results were an unmodified clean opinion and no management concerns or comments were found or included within the report.

Form 990 Update

Ms. Reyes reported that we extended the Form 990 and the extension was accepted. The Form 990 is due by November 15. The plan is to finalize it and present it at the November meeting.

June 30, 2025 Financial Report

Ms. Reyes reviewed the financials. The total assets, liabilities, and equity equaled \$731,041.89. Next, Ms. Reyes reviewed the Statement of Revenues and Expenditures. She talked about the revenue and expenditures for the quarter and the year-to-date. Total year-to-date revenue was \$150,120 and year-to-date expenditures were \$407,822. The year-to-date expenditures exceeded revenue by \$257,702. Ms. Reyes then talked about the Summary of Restrictions report. She noted the total current balance is \$183,811.71. Ms. Reyes added some additional context to why expenditures are showing to exceed revenue. It is due to a timing issue where we moved an approved transfer of funds to the district. Mr. Heberly made a motion to accept the financial report for the period ending June 30, 2025. Ms. Hartless seconded the motion. All in favor. Motion passes.

Q2 2025 Stifel Investment Report and Update on Opening Money Market Account

Mr. Potter provided a report from Mr. Kennedy about the Foundation's investment portfolio performance. The current value of our account is \$675,090. Interest income is \$19,657 or 2.91% in annual dividends. We currently hold 62.88% in equities prior to taking out our REIT/Real Estate exposure of 5.20%. The report also includes a 12-month dot-to-dot graph of our account value not including yearly additions. There is also a report breaking down our stocks totaling \$424,505 by market sector.

Next, Mr. Potter shared some information about the Pueblo Library Foundation's money market account. The current balance is \$588.04 and the average yield is 4.12%. Mr. Potter then provided an update on a discussion from the last meeting. At the last meeting, from an operational perspective, we were looking to set up a money market account with Bank of the San Juans so that we could easily transfer funds to accounts. Upon further research, it was discovered the rates are better with our current money market account at Stifel. Mr. Potter said he asked Mr. Kennedy if he had any recommended changes and he said he did not.

Q2 2025 Gifts Received Report

Mr. Potter provided an update on fundraising activities and gifts received in the second quarter. In Q2, PCCLD and the Foundation combined brought in \$174,582.05. There was some activity this quarter related to the capital campaigns (Building Community Together Capital Campaign and Lucero Library Capital Campaign), sponsorships (Summer Reading and Booklovers Ball), unrestricted gifts and other miscellaneous contributions.

The recommendation within the report was to transfer \$51,229.66 from the Pueblo Library Foundation to the district. The Finance and Investment Committee approved a recommended transfer of \$51,229.66 from the Foundation checking account to the district at their meeting last week.

Review of Credit Card Processing Fee Policy

Mr. Potter shared a draft of a new policy for online credit card fees. If a donor chooses to contribute to help cover the processing fee, the fee would go towards unrestricted funds to help cover the expense. If the donor chooses not to cover the fee, the library will pay it and the full amount will go towards the donor's intent. Ms. Ones made a motion to approve the proposed policy. Ms. Aragon seconded the motion. All in favor. Motion passes.

F. New business.....Ms. Elizabeth Gallegos

Update on City Councilman’s Conduct

Ms. Baca gave an update on statements and a subsequent library visit from a city council member. The library issued a statement on our website about incident. The statement included library policies and that the library follows state and federal antidiscrimination laws.

Library Funding at the State and National Level Update

Ms. Baca shared an update on funding. The “Big Beautiful Bill” passed which included six million dollars for the shutdown of the Institute of Museum and Library Services (IMLS). The IMLS sends money to the Colorado State Library and the Colorado State Library supports Pueblo City-County Library District with about \$45,000 annually for children’s materials. It is unknown if the Colorado State Library will close its doors but signs are pointing to that outcome. Ms. Baca also talked about Erate and with a bill not passing we will not receive grant funding for internet accessible devices. There is a possibility that we may receive congressional direct spending money in support of the Lucero Library. We have proceeded to the next round and library administration will keep the board updated.

Lucero Library Construction Update

Ms. Baca reported the project is on schedule and under budget. She shared some pictures of the project and talked about some of the new and renovated areas. The library will have an adult changing table in the family bathroom. This feature is something we would like to have in all renovated libraries moving forward. Ms. Baca also mentioned they are looking into possibly getting more fencing for the exterior of Lucero Library. The renovation the Lucero Library will also include the creation of a makerspace area.

Strategic Planning

Mr. Potter talked about the new strategic plan for 2026-2031. The process has included surveys and focus groups for community feedback so data-driven decisions could be made. The planning retreat in August will be geared towards looking at the strategic plan.

G. Director’s Report.....Mr. Nick Potter

Summer Reading Program

Ms. Rachel Salazar presented this year’s Summer Reading program recap. The theme was “Color Our World” with an art focus. The kickoff event had almost 900 people attend. New this year, tween and teen programming was combined since there is usually a lot of crossover. Every kid who participated in the Summer Reading program received a snack, a charm, a fidget toy, a coupon, a book (one per month June, July and August) and were entered in the weekly grand prize drawings. This year the library had a record number of kids complete the program. There were 10,933 game boards submitted. Ms. Salazar also spoke about the Books in the Park Program which is a program we partner on with Parks and Rec. A total of 2,198 pieces of material were given away and we had 1,113 people attend Books in the Park. Attendees were able to take up to five books a day. Ms. Salazar talked about two other partnerships one with District 60 and the other with the Pueblo Zoo. With District 60’s Lunch Program, 1,648 kids received lunch at Rawlings Library. The library had a weekly story time at the Pueblo Zoo that had a total of 338 people attend.

All Pueblo Reads Update and Author Announcement

Next, Mr. Potter spoke about this year’s All Pueblo Reads author Brendan Slocumb and his book, “The Violin Conspiracy.” The All Pueblo Reads book selection was announced to the public on August 1. Mr.

Potter also spoke about a few of the upcoming All Pueblo Reads programs including: The Stradivarius of the West, a performance by the Pocket Philharmonic and the All Pueblo Reads Kickoff event. The Booklovers Ball will be on Friday, October 24 with a public author talk occurring the next day. Mr. Potter also spoke about Lucero Library Grand Opening events. He also noted an updated roster is included in the packet.

H. AnnouncementsMr. Nick Potter

Upcoming events and dates are listed on the agenda.

Next Meeting: Wednesday, November 12, 2025

Meeting adjourned at 12:57 p.m.

Respectfully submitted,

Gloria Madrill
Recording Secretary