

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES**  
**BOARD MEETING AGENDA**  
**5:30pm, Thursday, February 27, 2025**  
*This meeting will be conducted at the*  
**Rawlings Library, 100 E. Abriendo Ave., Pueblo CO. – Ryals Event Space**

**I. CALL TO ORDER AND ROLL CALL:**

Iris Clark	Jeffrey DeHerrera	Stephanie Garcia	Jessi Ones
Trisha Macias	Doreen Martinez	Fredrick Quintana	

**II. CORRECTIONS OR MODIFICATIONS TO THE AGENDA**

Members of the Board of Trustees or the Executive Director may suggest corrections or modifications to the agenda at this time.

**III. CONSENT AGENDA** (estimated time: 5 minutes)

RECOMMENDED ACTION: That the Library Board of Trustees approve the consent agenda.

**IV. REPORTS**

**A. Executive Director Report** (estimated time: 10 minutes)

**B. Attorney Report** (estimated time: 5 minutes)

**C. Employment Changes** (estimated time: 5 minutes)

OVERVIEW: The Board of Trustees is asked to ratify the January 2025 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the January 2025 Employment Changes as contained in the Board materials.

**D. Financial Report** (estimated time: 10 minutes)

OVERVIEW: Bri Reyes, Chief Financial Officer will review a report on the January 2025 bills and fund statements.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the January 2025 bills and accept the January 2025 fund statements as contained in the Board materials.

**VI. BOARD COMMENT** (estimated time: 5 minutes)

**VII. PUBLIC COMMENT** (estimated time: 5 minutes)

**VIII. OLD BUSINESS** (estimated time: 0 minutes)

**IX. NEW BUSINESS**

**A. Announcements** (estimated time: 5 minutes)

1. The time and date for the next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, March 18, 2025 at the Lamb Library – 2525 South Pueblo Blvd. The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, March 27, 2025 at the Rawlings Library 100 E. Abriendo Ave.

## **B. Discussion/Action Items**

### **1. E-rate Program Procurement** (estimated time: 5 minutes)

OVERVIEW: A report was presented to the Trustees at their February work session regarding program procurements in alignment with federal E-Rate grant requirements. The procurements include the management of mobile hotspot services and the acquisition of internal network connections and cabling.

RECOMMENDED ACTION: That the PCCLD Trustees take action to authorize the Category 1 procurement of mobile hotspot services to AT&T at a cost not to exceed \$328,000 in 36 months. Also, to authorize the Category 2 acquisition of internal network connections to CDWG at a cost not to exceed \$46,491 and to award the cabling to Istonish computer support and services at a cost not to exceed \$6,665.00. Also, to authorize the Category 1 procurement of Wide Area Network Services and Internet Services at a cost not to exceed \$133,392 (these are under continuing contracts). Trustee approval is needed as the costs exceed \$25,000.

### **2. YMCA Agreement** (estimated time: 5 minutes)

OVERVIEW: A presentation was made at the trustee work session regarding an amendment to the YMCA Agreement to operate a satellite library branch within their facility. The amendment calls for an annual 2% cost increase per year to the library district beginning now until 2030.

RECOMMENDED ACTION: That the trustees approve the amendment to the agreement beginning in 2025.

### **3. 2024 Audit Engagement** (estimated time: 5 minutes)

OVERVIEW: The Board of Trustees were presented the 2024 Audit Engagement and Tax Preparation letter for the Library District and for the Library Foundation for review.

RECOMMENDED ACTION: It is recommended that the Trustees approve the 2024 Audit Engagement & Tax Preparation for PCCLD and the Pueblo Library Foundation.

### **4. Rawlings Elevator Modernization Contract** (estimated time: 15 minutes)

OVERVIEW: The Trustees reviewed recommendations for PCCLD to enter into an agreement with Schindler Elevator for the modernization of three elevators located at the Rawlings Library – 100 E Abriendo Avenue, Pueblo, Colorado

RECOMMENDED ACTION: That the Trustees approve the Executive Director to execute an agreement with Schindler Elevator for the modernization of the Rawlings Library elevators at a cost not to exceed \$791,755 (Base Bid \$579,038; Alternates #1-4 \$113,739; the addition of 3 sump pumps \$27,000; 10% contingency \$71,978)

## **X. ADJOURNMENT**

Estimated total meeting time: 1 hour and 20 minutes

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES**

**BOARD MEETING CONSENT AGENDA**

**5:30pm, Thursday, February 27, 2025**

***This meeting will be conducted at the***

***Rawlings Library – Ryals Event Space – 100 E. Abriendo Avenue – Pueblo, CO***

**1. Approval of Minutes**

OVERVIEW: Minutes of the Library Board of Trustee work session held on January 14, 2025 and the Library Board of Trustee meeting held on January 23, 2025 were published and provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board of Trustees approve the minutes of meetings held on January 14, 2025, and January 23, 2025, respectively.

**2. Library Policy Updates**

OVERVIEW: A report and recommendation from the Legislative & Government Committee was provided regarding the following policy updates. The policies were published and provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the trustees approve the policies as presented.

- A. 03.04.02 Local History and Genealogy**
- B. 02.09.10 Library Closures**
- C. 05.01.01 Acceptable Use of Information Technology**