

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

I. CALL TO ORDER AND ROLL CALL:

Mr. Quintana called the meeting to order at 5:30pm and conducted roll call.

Board Members Present

- Fredrick Quintana, President
- Trisha Macias, Vice President
- Jeffrey DeHerrera
- Jessi Ones
- Stephanie Garcia
- Iris Clark
- Doreen Martinez

Attorney Present

- Bart Miller, Attorney - Collins Cole Winn & Ulmer

Staff & Guests Present:

- Sherri Baca, Executive Director
- Nick Potter, Executive Director of the Pueblo Library Foundation & Strategic Initiatives
- Amy Nelson, Associate Director of Public Services
- Bri Reyes, Chief Financial Officer
- Jill Kleven, Director of Technical Services
- Terri Daly, Director of Human Resources
- Jose Beltran, IT
- Rose Jubert, Secretary to the Board

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.

There were no corrections or modifications to the agenda.

III. CONSENT AGENDA

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

Mr. DeHerrera made a Motion, seconded by Ms. Macias to approve the consent agenda. The Motion as approved.

IV. REPORTS

A. Executive Director Report

Ms. Baca reported that a detailed report is in the Executive Director Report that is located in the online Board Packet. She briefly shared that the exterior of the Lucero Library has undergone quite a few changes.

She shared information on legislative updates to include Senate Bill 25-063, House Bill 1158, and House Bill 125-1231. Also discussed were national updates regarding the Institute of Museum and Library Services and the staff and funding cuts that have been made.

B. Attorney Report

Mr. Miller reported that there is a case in Denver where a combined parent and administration committee are attempting to have a book removed from a school library and the school district is appealing. Mr. Miller said that he would keep the board informed on what happens.

C. Employment Changes

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

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

The employment changes for February 2025 were reviewed.

Karaline Porter-Hallden was promoted to a part-time Customer Service Representative at the Barkman Library. Shalene Siudyla accepted a different position and has separated from the Library District. The Human Resource Department has been busy filling three positions and are currently recruiting for an Assistant Manager for the Security Department.

Ms. Clark made a Motion, seconded by Ms. Ones to ratify the February 2025 Employment Changes as contained in the Board Materials. The Motion was approved.

D. Financial Report

OVERVIEW: Bri Reyes, Chief Financial Officer reviewed a report on the February 2025 bills and fund statements.

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

Ms. Reyes provided detailed financial figures for the general fund and capital fund, including total assets, liabilities, and fund balances.

The statement of revenues and expenditures was reviewed, at this point in the year the library district should be at 17% spent or collected. Total revenues were at 2% collected and total expenditures were at 14% spent

The capital fund's statement of revenues and expenditures was reviewed with total revenues at 3% collected and total expenditures at 4% spent. Collected for the month was \$13,416 in interest income. Expenses for the monthly were at \$186,658 due to building construction for the Lucero Library and IT expenses.

The payment history report and the P-Card transaction reports were presented with nothing of note to report. The trustees were invited to review the reports and if they had questions, they could contact Ms. Reyes. Checks and electronic payments totaled \$601,009.49 and P-Card transactions totaled \$15,145.69

Expenditures for February 2025

Total Payables	\$ 601,009.49
Total Payroll (2 pay periods)	\$ 539,201.31
Total outlay for February	\$ 1,140,210.80

Mr. DeHerrera made a Motion, seconded by Ms. Ones to ratify the February 2025 bills and accept the February 2025 fund statements as contained in the Board materials. The Motion was approved.

V. BOARD COMMENT

Ms. Ones thanked Ms. Baca for the excellent work she did on their library advocacy trip to Washington, D.C. She asked to know more about rules for sharing legislation.

VI. PUBLIC COMMENT

There was no public comment.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

A. Announcements

1. The time and date for the next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, April 15, 2025 at the Library at the Y – 3200 Spaulding Ave. The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, 2025 at the Rawlings Library 100 E. Abriendo Ave.

B. Discussion/Action Items

1. Pueblo Library Foundation Board of Directors

OVERVIEW: The board heard a recommendation at their March work session to appoint Chad Heberly to the Pueblo Library Foundation Board of Directors.

RECOMMENDED ACTION: That the Trustees appoint Chad Heberly to the Library Foundation Board for a three-year term.

Ms. Ones made a Motion, seconded by Ms. Clark to appoint Chad Heberly to the Library Foundation Board for a three-year term. The Motion as approved.

2. Lucero Library Furniture Package Procurement

OVERVIEW: A presentation was made to the Trustees regarding the purchase of furniture for the Lucero Library at a cost of \$167,237.65 plus the cost of \$300.00 to cut down shelving units to accommodate the renovated space.

RECOMMENDED ACTION: That the Trustees approve the purchase of furniture for the Lucero Library at a cost not to exceed \$167,537.65.

Mr. DeHerrera made a Motion, seconded by Ms. Macias to approve the purchase of furniture for the Lucero Library at a cost not to exceed \$167,537.65. The Motion was approved

3. Library Asset Disposal

OVERVIEW: The Trustees reviewed a recommendation for disposal of surplus property at their March work session.

RECOMMENDED ACTION: That the board approve the disposal of assets as reported.

Ms. Macias made a Motion, seconded by Mr. DeHerrera to approve the disposal of assets as reported. The Motion was approved.

4. Nomination to serve on the Colorado Special Districts Property and Liability Pool Board of Directors

OVERVIEW: Information was provided to the Trustees at their March work session regarding nominating Sherri Baca to the Board of Directors of the CSD Property & Liability Pool.

RECOMMENDED ACTION: That the Trustees approve the nomination.

Mr. Quintana made a Motion, seconded by Ms. Clark to approve the nomination. The Motion as approved.

5. Executive Session (estimated time: 30 minutes)

OVERVIEW: The Board of Trustees will conduct an executive session for the following purposes:

1. Under section 24-6-402(4)(b), Colorado Revised Statutes, conference with PCCLD's attorney to receive legal advice on specific legal questions regarding potential action on the Rawlings Library parking lot drainage issue.
2. Under section 24-6-402(4)(e), Colorado Revised Statutes, determining positions relative to matters subject to negotiation, developing strategy for negotiations, and instructing negotiators on the draft IGA for operation of PCCLD under discussion with Pueblo County and the City of Pueblo, and a request from Colorado City Metro District for a joint use parking area on the property of Greenhorn Valley Library.

RECOMMENDED ACTION: The Trustees will return to open session to take any action deemed appropriate and/or necessary with regard to this matter.

Mr. DeHerrera made a Motion to enter into Executive Session at 5:57pm. The board exited Executive Session at 7:24pm.

IX. ADJOURNMENT

The meeting was adjourned at 7:25pm

PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES

BOARD MEETING CONSENT AGENDA

5:30pm, Thursday, March 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 February 18, 2025 and the Library Board of Trustee meeting held on February 27, 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 February 18, 2025, and February 27, 2025, respectively.