

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
WORK SESSION MINUTES
2:00pm, Tuesday, March 18, 2025
*This meeting was conducted at the
Lamb Library, 2525 S. Pueblo Blvd., Pueblo CO.***

I. CALL TO ORDER AND ROLL CALL

Mr. Quintana called the meeting to order at 2:00 p.m. and Rose Jubert conducted roll call.

Board Members Present:

- Fredrick Quintana, President
- Jeffrey DeHerrera
- Iris Clark
- Jessi Ones

Board Members Not Present:

- Trisha Macias, Vice President
- Doreen Martinez
- Stephanie Garcia

Attorney Present:

- Bart Miller – Collins, Cole, Winn, & Ulmer

Staff & Guests Present:

- Sherri Baca, Executive Director
- Nick Potter, Executive Director of the Pueblo Library Foundation & Strategic Initiatives
- Bri Reyes, Chief Financial Officer
- Jill Kleven, Director of Technical Services
- Josh Vicknair, IT Systems Engineer
- Alan Rocco, Facilities Superintendent
- Crystal Talley, Manager – Barkman Library
- Victor Rosario, IT Specialist
- Jose Beltran, IT Specialist
- Rose Jubert, Secretary to the Board of Trustees
- Ashley Valdez, Xcel Energy

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.

There were no corrections or modifications to the agenda.

III. REPORTS

A. Executive Director Report

1. Barkman Library – Update

UPDATE: Crystal Talley, Manager – Barkman Library, provide an update on the library.

A year to date update was provided. Ms. Talley reported that visits had increase by 3364 and program attendance by 1382 since this time last year. The was a substantial decrease in circulation by 12,762. Plans to increase circulation include staff goals for Reader's and Reference Advisory for 2025, promotional activities including a seed library and gardening promotion in April and a National Get Caught Reading Month promotion in May. Lamb Library has undergone a library space assessment with a focus on merchandising materials for checkout. Work is already

underway with genre displays moved to the front of the library and booked being weeded to create the necessary space for changes. Reduction in dead on arrival book titles went from 20% to under 5% by switching books and recommending more books. Outreach programs at various locations was presented.

B. Friends of the Library Report

It was reported that the Friends of the Library have updated their bylaws and are working on modernizing the membership process. They continue to improve the bookstore's operations and generated significant revenue, over \$3,000, from a recent half-price book sale.

There are currently over 7,000 Friends of the Library members and the board is working on increasing those numbers and are taking ownership of the membership committee.

C. Quarterly Foundation Report – The next report will be in June.

IV. DISCUSSION ITEMS

1. Xcel Energy Update

OVERVIEW: Ashley Valdez, Area Manager – Community & Local Government Affairs provided an update.

Ms. Valdez provided an update on Xcel Energy's plans for the Comanche Plant and spoke about the \$16 million annual tax revenue commitment through 2040. Xcel is working on a Just Transition plan that includes the replacement of the Comanche 3 power plant. The plan includes a study to evaluate various generation options that would provide job creation, increased tax revenue, and economic impact. The options include emerging technologies like small modular nuclear reactors and data centers to replace the plant.

2. Board Assessment results

OVERVIEW: The Board of Trustees' annual self-assessment results was discussed.

The assessment results were reviewed and areas for improvement were discussed. These areas included roles and responsibilities, board recruitment processes, and committee guidelines. Feedback on the assessment process was provided with improvements to the scale and clarity of questions suggested. The trustees agreed to refer the assessment to the audit committee for further reviews and potential updates.

3. Pueblo Library Foundation Board of Directors

OVERVIEW: Nick Potter, Executive Director of the Pueblo Foundation & Strategic Initiatives reported on filling a vacancy on the Pueblo Library Foundation Board of Directors.

Mr. Potter provided the trustees with Chad Heberly's application for the Foundation Board. He shared that Mr. Heberly has been a valuable volunteer on the Foundation Finance and Investment Committee and is recommended for the board position. It was asked that this item be moved to the next board agenda for approval.

4. Lucero Library Furniture Package Procurement

OVERVIEW: A request for furniture procurement was reviewed.

A presentation was provided regarding the procurement of new furniture for the Lucero Library renovation project. The cost of the furniture totaled \$167,237.25 plus the cost of \$300.00 to cut down shelving units to accommodate the renovated space for a total cost not to exceed amount of \$167,537.25.

This item will be placed on the next board agenda for approval.

5. Asset Disposal

OVERVIEW: Bri Reyes, Chief Financial Officer presented a report and recommendation regarding disposition of library assets.

The disposition of library assets to include stained glass art pieces from the Barkman renovation and art from the archival vault was reviewed. The items will be donated to the Maker Space department, other non-profits, or recycled.

This discussion item will be placed on the next board agenda for approval.

6. Dillon Urban Renewal Area TIF Agreement

OVERVIEW: Sherri Baca, Executive Director, provided an update on this urban renewal project.

An update on the Dillon Urban Renewal Project was provided and included the TIF agreement and the impact on the library. The project includes various commercial developments.

7. Nomination to serve on the Colorado Special Districts Property and Liability Pool Board of Directors (estimated time: 10 minutes)

OVERVIEW: Information regarding the nomination was provided.

Mr. Quintana discussed the nomination of Sherri Baca, the library districts Executive Director, to serve on the Colorado Special Districts Property and Liability Board of Directors. Ms. Baca had previously served on the board and is being nominated again due to her expertise.

This item will be placed on the next board agenda for approval.

Prior to adjournment Ms. Clark provide an update on the Heritage Museum & Historical Society building which is up for sale. She shared that the organization is on a month-to-month lease and is seeking guidance from city council on their next steps. The update was intended to keep the board informed about the potential impact on the community.

Mr. Quintana raised concern about recent federal decisions that put the Institute of Museum and Library Services (IMLS) at risk. The importance of IMLS to libraries and communities was emphasized. Board members were encouraged to reach out to state and federal representatives to advocate for IMLS. The call to action is framed as a necessary step to protect library services and funding.

V. ADJOURNMENT

Mr. Quintana made a Motion to adjourn the meeting at 3:39pm, the Motion was approved.