

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
WORK SESSION MINUTES
2:00pm, Tuesday, June 17, 2025
Rawlings Library – 100 E. Abriendo Ave - Pueblo**

I. CALL TO ORDER AND ROLL CALL

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

Board Members Present:

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

Board Members Not Present:

- 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
- Terri Daly, Director of Human Resources
- Rachel Salazar – Youth Services Manager
- Javier Razo, Lead IT Help Desk
- Dmitriy Chernyak, DMS Auditing
- Rose Jubert, Secretary to the Board of Trustees

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 modification to the agenda.

III. REPORTS

A. Executive Director Report

1. 2025 Summer Reading Program

OVERVIEW: An update was be provided.

Rachel Salazar, Youth Services Manager, provided an update on this year's Summer Reading Program. She introduced herself and the summer reading program theme, "Color Our World." She explained the collaborative program and its focus on art and diversity. Highlighted was the kickoff event that included a

dance party and participation from various community partners.

B. Friends of the Library Report

At the last Friends of the Library meeting they decided to give the library district \$10,000 for the summer reading program, \$35,000 for the new bridge at the Barkman Library branch, and \$45,000 to the Lucero Library branch for their children's library.

C. Quarterly Foundation Report

OVERVIEW: Nick Potter, Executive Director for the Library Foundation and Strategic Initiatives provided the quarterly report for the Library Foundation.

The Library Foundation report highlighted the investment balance, fundraising and the success of the Women's Awards event. The report also included plans for the All Pueblo Reads program, including author visits and community events. The Foundation is working on adding sponsorships to the Women's Award's even to increase revenue.

IV. DISCUSSION ITEMS

1. 2024 Audit & Financial Report

OVERVIEW: Dmitriy Chernyak with DMS Auditing reported on the 2024 audit.

Mr. Chernyak presented the 2024 audited financial statements and the auditor's report. The audit objectives include obtaining reasonable assurance that the financial statements are free from material misstatement. The district's internal controls and accounting policies were tested and found to be in compliance. The library district received an unmodified opinion, indicating a clean audit.

Highlighted was the financial success of the district, including increased revenue and positive change in the fund balance.

2. Intergovernmental Agreement (IGA) for operation of PCCLD

OVERVIEW: An update was provided.

Mr. Miller and Ms. Baca discussed the progress of the IGA for library operations. The first reading of the IGA by Pueblo City Council will be on June 23, 2025 and the second reading for final approval is on July 14, 2025. The IGA is being reviewed by the County Commissioners today, June 17, 2025.

One of the library district's requests was that the district may appoint one library trustee or the executive director to observe the selection committee as a non-voting member of that committee. It will be included in the IGA. The aim is to make sure that the position is filled before January when an open term begins. The appointed trustee would need to acknowledge and pledge to support and promote the library ALA Bill of Rights to ensure that selected individual will uphold intellectual freedom and not censor books.

Trustees were invited to join Ms. Baca at the City Council readings of the IGA to provide support and to answer any question that might come up.

It was asked this item be put on the next agenda for approval.

3. Library Key Results Report

OVERVIEW: An update was provided.

Mr. Potter and Ms. Baca presented the library key results report, comparing the library district's performance to peer libraries in Colorado. The report included data on the library's recovery from COVID-19 and the impact of branch renovations. The library's focus on quality programming and the use of technology to enhance services were emphasized.

An operating revenue per capita comparison that compared Pueblo County to other library systems was presented. Pueblo County was in the mid-range, which is notable given the economic conditions in Pueblo.

Discussed was the budget measure of collection expenditures as a percentage of operating expenses. The target is 15%, and the 2023 budget was at 14%. PCCLD's 14% was higher than many, including Denver Public Library at 12%.

V. ADJOURNMENT

The meeting adjourned at 3:22pm.

The next regular meeting of the Pueblo City-County Library District Board of Trustees is scheduled to take place beginning at 5:30pm, Thursday, June 26, 2025 at the Rawlings Library Ryals Event Space – 100 E. Abriendo Avenue – Pueblo, CO.