PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
WORK SESSION AGENDA
2:00pm, Tuesday, October 14, 2025
This meeting will be conducted at the
Lucero Library – 1315 E. 7th Street – Pueblo, CO

I. CALL TO ORDER AND ROLL CALL

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

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. REPORTS

A. Executive Director Report (total estimated total time: 30 minutes)

1. Lucero – Update (estimated time: 15 minutes)
OVERVIEW: Jerry Vigil, Lucero Library Manager, will provide an update.

2. Q3 2025 Annual Plan Update (estimated time: 15 minutes)
OVERVIEW: Sherri Baca, Executive Director, will provide an update.

B. Friends of the Library Report (estimated time: 5 minutes)

C. Quarterly Foundation Report
The next report will be provided at the December trustee work session.

IV. DISCUSSION ITEMS

1. **2026 Employee Benefits Renewal** (estimated time: 20 minutes)
OVERVIEW: The current Employee Health Benefit Package ends on December 31, 2025. Terri Daly, Director of Human Resources and Dave Vecchio with Benefits Brokers will present a proposed benefit package, commencing January 1, 2026 and ending December 31, 2026, for discussion.

2. **2026 Preliminary Budget** (estimated time: 30 minutes)
OVERVIEW: Bri Reyes, Chief Financial Officer, will discuss the preliminary 2026 PCCLD Budget, which is officially presented for public inspection. A public hearing on the proposed budget will take place at the November Trustees' meeting. The Trustees will be asked to adopt the 2026 budget, set the mill levy, and appropriate sums of money for the 2026 budget in December.

3. **Strategic Plan Update** (estimated time: 10 minutes)
OVERVIEW: Amy Nelson, Associate Director of Public Services and Nick Potter, Executive Director of the Pueblo Foundation & Strategic Initiatives will provide an update on the Strategic Plan.

4. **Pueblo Library Foundation Board of Directors** (estimated time: 5 minutes)
OVERVIEW: Nick Potter, Executive Director of the Pueblo Foundation & Strategic Initiatives will report on filling a vacancy on the Pueblo Library Foundation Board of Directors.

5. **Library Policy Updates** (estimated time: 20 minutes)
OVERVIEW: A report from the Legislative & Governance Committee will be provided regarding the following items:

A. Information Technologies Policies & Procedures
OVERVIEW: The listed documents reference updates to the language and provisions to library IT policies and procedures.

1. Information Technologies
a. 05.02.01 Asset Management (new)
b. 05.02.01.P1 Asset Management Procedures (new)

B. Employee Guidelines
OVERVIEW: The listed documents reference updates to the language and provisions to the library employee guidelines policies.

1. Employee Practices
a. 02.02.13 Library Committees (updated)
b. 02.02.13.G1 Library Committee Guidelines (updated)

2. Scheduling/Pay Practices
a. 02.05.01 Work Schedules (updated)
b. 02.05.01.G1 Work Schedule Guidelines (new)

C. Customer Service Policies & Procedures
OVERVIEW: The listed documents reference updates to the language and provisions to the customer service polices and procedures.

1. Access to Library Services
a. 03.01.02 Internet Access and Wireless Use (updated)

V. ADJOURNMENT - Estimated total meeting time: 2 hours

NOTE: The next regular meeting of the Pueblo City-County Library District Board of Trustees is scheduled to take place beginning at 5:30pm, Thursday, October 23, 2025 at the Rawlings Library – Friends of the Library Meeting Room (please note room change) – 100 E. Abriendo Avenue – Pueblo, CO.