

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
WORK SESSION MINUTES
3:30 pm, Tuesday, May 19, 2026
*This meeting was conducted at the
Giodone Library – 24655 U.S. HWY 50 E. – Pueblo, CO***

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 3:30pm and Ms. Jubert conducted roll call.

Board Members Present:

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

Board Members Not Present:

- Trisha Macias, Vice President

Attorney Present:

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

Staff & Guests Present:

- Sherri Baca, Executive Director
- Amy Nelson, Deputy Library Director
- Nick Potter, Executive Director of the Pueblo Library Foundation & Strategic Initiatives
- Bri Reyes, Chief Financial Officer
- Mark Castillo, Director of Human Resources
- Jill Kleven, Director of Tech Services
- Aaron Ramirez, Manager of Local History and Genealogy
- Kayci Barnett, Librarian & Manager of Giodone Library
- Sandy Hudock, Assistant Branch Manager of Giodone Library
- Jose Beltran, IT Help Desk Specialist
- 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 modifications to the agenda. Ms. Garcia inquired about the quorum at 4:30 pm since she will need to leave the meeting at that time. Mr. Quintana assured her that there should be no issues.

III. REPORTS

A. Executive Director Report

1. Giodone Library - Update

OVERVIEW: An update was provided.

Updates were provided on the Giodone Library. In November the library will celebrate their 12th anniversary.

This past year the library expanded their outreach opportunities. They partnered with Pueblo County with a park story time at McHarg Park. They also provided an outreach party at the park thanks to a Friends of the Library grant. The library also facilitated a digital library presentation at the School District 70 Media Tech meeting.

There were some facility changes since the last library report. The front desk was moved to the side wall to improve safety and visibility. Facilities replaced the floor outlet covers to a flat model to reduce tripping hazards. Space was made to accommodate an ADA computer set up.

Staff participated in professional development opportunities to include attending CALCON, onboarding training as well as participating in several district committees. They also attended staff day and other available trainings.

Programming was discussed. A staff member created a new curriculum for citizenship because the test to become a citizen was changed. The Friends of the Library awarded a grant to the branch for an Art Therapy program. Two more Tai Chi classes were added as well as a new Junior Book Club.

2. Lead Trainer - Update

OVERVIEW: A report on the onboarding program and the Niche Academy was provided.

The role of lead trainer for the district was explained. The importance of onboarding for new employees was discussed, citing statistics on retention and productivity. The use of the Niche Academy for professional development was discussed along with the creation of new lessons in 2026.

3. Citizenship Preparation and English as a Second Language classes

OVERVIEW: A report was provided.

An update on citizenship classes, mentioning the eligibility requirements and the complexity of the application process was presented. Discussed were the changes in the civics test, including the addition of the new questions and the need for study materials. Support from Catholic Charities in providing mock interviews for the applicants and assistance with the application process was discussed. Also mentioned were the challenges of teaching the new test and the need for new study books and materials.

Also discussed was the intermediate English classes, mentioning the variety of students, including the professionals from different countries. The use of various content, such as Ventures series, Lingua House, and News for You, to engage students was described. Also mentioned was the use of puzzles and other activities to make learning English more fun and engaging.

4. Certificate of Achievement

OVERVIEW: Sherri Baca, Executive Director acknowledged the PCCLD finance department for receiving a Certificate of Achievement in Financial Reporting for the 2024 annual comprehensive financial report.

Ms. Baca announced the receipt of a certificate of achievement in financial reporting for the 2024 comprehensive financial report. Bri Reyes, Chief Financial Officer and the Finance Department were thanked for their hard work and high standards.

B. Friends of the Library Report

An update was provided, including a transfer of funds from the bookstore and the selection of Gwen Melcher as the Friend of the Year. \$11,500 was transferred to the library, \$10,000 of that went to the Summer reading program and \$1,500 went to their annual mailer. A new slate of officers was selected, Antoinette Ramos is the new president and Erik Segall was selected to continue as vice president. Also mentioned was the approval of a contingency vote of \$20,000 for a ballot initiative and the success of the sale of tables for the 2026 Book Lovers Ball.

C. Quarterly Foundation Report

Then next report will be presented at the June board meeting.

IV. DISCUSSION ITEMS

1. Local History & Genealogy Department scanner procurement.

OVERVIEW: A request for a new scanner was discussed. The purchase is grant funded and will require trustee approval as it exceeds \$25,000.

Details about the scanner to include its capabilities were presented. The scanner will be used for the grant-funded Shared Memoires project, which aims to preserve and make digitally accessible the history and culture of the region.

This item was moved to the next agenda for approval.

V. ADJOURNMENT

The meeting was adjourned at 4:48pm

The next regular meeting of the Pueblo City-County Library District Board of Trustees is scheduled to take place beginning at 5:30pm, Thursday, May 28, 2026 at the Rawlings Library – Ryals Event Space – 100 E. Abriendo Avenue – Pueblo, CO.