PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES
BOARD MEETING MINUTES
5:30pm, Thursday, October 22, 2026
This meeting was conducted at the
Rawlings Library, 100 E. Abriendo Ave., Pueblo CO.
Friends of the Library Meeting Room

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:32 pm and Ms. Jubert conducted roll call.

Board Members Present

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

Board Members Not Present

- Jessi Ones

Attorney Present

- Bart Miller, Attorney - Collins Cole Winn & Ulmer

Staff and Guests Present

- Sherri Baca, Executive Director
- Amy Nelson, Deputy Library Director
- Bri Reyes, Chief Financial Officer
- Mark Castillo, Director of Human Resources
- Mark Gonzales, Director of Information Technology
- Kristi Roque, Manager Rawlings Library and Customer Experience
- Frank Nash, Jr., Interim Facilities Supervisor
- Victor Rosario, IT Help Desk Specialist
- 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 at this time.

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. Clark to approve the consent agenda. The Motion was approved.

IV. REPORTS

A. Executive Director Report

The written Director's Report has been posted on the Trustee webpage, in keeping with standard practice. The report reflects a wide range of current activities and initiatives at the library. Trustees are invited to contact Ms. Baca with any questions.

B. Attorney Report

There was nothing to report.

C. Employment Changes

OVERVIEW: The Board of Trustees was asked to ratify the September 2026 Employment Changes as presented by the Executive Director.
RECOMMENDED ACTION: That the Library Board of Trustees ratify the September 2026 Employment Changes as contained in the Board materials.

PCCLD welcomed a new member to the senior team: Mark Gonzales, Director of Information Technology.

There were no transfers within the district. Bee Hankins was promoted and is now Lamb library's part-time Program and Outreach Specialist. There were three separations.

Human Resources continues active recruiting.

Overall, the district is making strong progress in filling open positions.

Mr. Quintana made a Motion, seconded by Mr. DeHerrera to ratify the September 2026 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 September 2026 bills and fund statements.
RECOMMENDED ACTION: That the Library Board of Trustees ratify the September 2026 bills and accept the September 2026 fund statements as contained in the Board materials.

The Board reviewed the combined balance sheet for September. The general fund assets were in good shape for this time of year, with total assets of $9,725,786. Liabilities included accounts payable of $58,626, a capital project expense payable of $1,760, and deferred revenue of $170,011, for total liabilities of $226,877. The general fund balance (fund equity) was $9,498,910. In the capital projects fund, total assets were $4,808,170. Liabilities included retainage payable related to the elevator projects of $30,693, and the total fund equity was $4,777,477.

The Board also reviewed the general fund statement of revenues and expenditures. With nine months of the year complete, the target was 75% collected or spent. Total revenues for September were $417,173, and year-to-date revenues were $17,451,283, which is 97% of budgeted revenue. An insurance appraisal resulted in a refund of $16,499 at no cost to the district. Total expenditures for September were $990,900, and year-to-date expenditures were $10,215,345. For September, expenditures exceeded revenues by $573,727, and year-to-date expenditures exceeded revenues by $4,929,336.

For the capital fund statement of revenues and expenditures, September revenues were $15,625, and year-to-date revenues were $364,163, or 102% of budgeted revenue. September capital fund expenditures were $97,872, and year-to-date expenditures were $377,511, or 22% of the budget. In September, capital fund expenditures exceeded revenues by $82,248.

The payment history report was reviewed. There was a pay application to Schindler Elevator for the elevator project, noted as the last payment before the retainage will be due; the retainage invoice has not yet been received. There was a payment to Smart Home Systems INV for $29,964.30 for the audio-visual project in the Rawlings Grand Event Space that is currently under way.

Expenditures for September 2026

Total Payables	$ 541,963.14
Total Payroll (2 pay periods)	$ 545,579.75
Total outlay for September	$ 1,087,542.89

V. BOARD COMMENT
There was no board comment.

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 3:30 p.m., Tuesday, November 10, 2026 at the Rawlings Library – 100 E. Abriendo Ave. – Ryals Event Space.

   The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, November 19, 2026 at the Rawlings Library 100 E. Abriendo Avenue – Ryals Event Space.

Ms. Garcia did report that she would not attend the November 19th meeting due to other work commitments.

B. Discussion/Action Items

1. **2027 Employee Benefits Renewal**
   OVERVIEW: A proposed benefit package commencing January 1, 2027 and ending December 31, 2027, was reviewed at the work session on October 13, 2026. This requires Board action as the contract exceeds $25,000
   RECOMMENDED ACTION: That the Board of Trustees take action on the 2027 recommended employee health benefit package at a cost not to exceed $1,162,212.00.

Ms. Baca and Mr. Castillo had an update on health insurance plan costs for 2026. After the work session, they reviewed the numbers again and were able to lower the cost per employee paycheck

on some plans. On a few plans, employees will actually pay less next year. The Anthem Pathway EPO plan will replace the D65 plan and will give employees noticeable savings, especially for employee-only and employee-plus-spouse coverage. Employees moving from the Kaiser HMO HSA plan to the Anthem PPO G plan will also see some savings. The most popular plan, Plan C (PPO C), will still go up in cost, but the increase was reduced from about 20% to about 17%.

Overall, the district's total health insurance cost will increase by about 17% over the 2026 budget amount. The $1.1 million amount on the agenda for approval includes both the employer and employee portions paid to the vendors. In the financial statements, only the employer share will appear as the district's cost. The Steering Committee met with the district's insurance broker, who explained the changes and showed the lower per-paycheck costs. It was confirmed that the higher cost can be covered within the budget.

Mr. DeHerrera made a Motion, seconded by Ms. Clark to approve the 2027 recommended employee health benefit package at a cost not to exceed $1,162,212.00. The Motion was approved.

2. **Pueblo Library Foundation Board of Directors board appointment (estimated time: 5 minutes)**
   OVERVIEW: The board heard a recommendation at their October work session to appoint three individuals to the Pueblo Library Foundation Board of Directors.
   RECOMMENDED ACTION: That the Trustees re-appoint Brandice Eslinger and Theresa Therriault and appoint Nicole Wismann to the Library Foundation Board for a three-year term.

Ms. Martinez made a Motion, seconded by Mr. DeHerrera to Trustees re-appoint Brandice Eslinger and Theresa Therriault and appoint Nicole Wismann to the Library Foundation Board for a three-year term. The Motion was approved.

3. Executive Session
OVERVIEW: The Board of Trustees conducted an executive session pursuant to section 24-6-402(4)(b) and (4)(e), Colorado Revised Statutes, for purposes of a conference with the District's legal counsel to receive legal advice on specific legal questions and developing strategy for negotiations and instructing negotiators on tax increment financing issues.
RECOMMENDED ACTION: The Trustees will take any action deemed appropriate and/or necessary with regard to this matter.

Ms. Martinez made a Motion, seconded by Mr. DeHerrera to enter into executive session at 6:00pm. The Motion as approved.

The trustees exited executive session at 6:52pm. No action was necessary.

IX. ADJOURNMENT

Ms. Martinez made a Motion, seconded by Mr. DeHerrera to adjourn the meeting at 6:54pm. The Motion was approved.

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BOARD MEETING CONSENT AGENDA
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1. **Approval of Minutes**
   OVERVIEW: Minutes of the Library Board of Trustee work session held on September 15, 2026 and the Library Board of Trustee meeting held on September 24, 2026 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 September 15, 2026, and September 24, 2026, respectively.

2. **Library Policy Updates**
   OVERVIEW: A report and recommendation from the Legislative & Government Committee was provided regarding the following policy updates. The policies were published and provided to Board members prior to the meeting.
   RECOMMENDED ACTION: That the trustees approve the policies as presented.

   A. 03.04.03 Library Outreach Services (revised)
   B. 03.05.01 Meeting Room Use (revised)
   C. 03.05.02 Bulletin Boards, Information Rack and Distribution of Free Materials (revised)
   D. 03.05.06 Partnerships and Sponsorships (revised)