

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

5:30pm, August 26, 2021

The meeting took place at the Pueblo West Library, 298 S. Joe Martinez Blvd, Pueblo West, CO. Option to participate via an online video link was available by contacting Rose Jubert at 719-562-5633 or rose.jubert@pueblolibrary.org

I. CALL TO ORDER AND ROLL CALL: REGULAR MEETING

The regular session of the Pueblo City-County Library District Board of Trustees was called to order at 5:30 p.m. by Fredrick Quintana, President, he conducted the roll call.

Board Members Present: Fredrick Quintana, President
Dustin Hodge, Vice President
Doreen Martinez
Lyndell Gairaud
Phil Mancha
Stephanie Garcia
Marlene Bregar

Attorney Present: Bart Miller, Collins Cockrel & Cole

Staff & Guests Present: Jon Walker, Executive Director
Sherri Baca, Associate Executive Director
Jill Kleven, Director of User Services
Terri Daly, Director of Human Resources
Alexandria Romero, Director of Finance
Nick Potter, Director of Community Relations and Development
Regina Renee Ward, Manager, Reference and Readers Advisory
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.

Jon Walker – Mr. Walker had an addition to the agenda. He asked that under VIII. B. Action/Discussion Items an item be added for – Special District Pool Board Appointment. Mr. Quintana asked if there were any objections to adding the time and there were none. He added the item to the agenda.

III. APPROVAL OF MINUTES

OVERVIEW: Minutes of the Library Board of Trustee regular meeting held on July 22, 2021, and the Library Board of Trustee work session held on July 13, 2021, 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 July 13, 2021, and July 22, 2021, respectively.

Stephanie Garcia - Ms. Garcia shared that she had an addition to the July 22nd minutes. She said that at the end of the meeting there was discussion about Maria Vega Clark's remarks regarding the Native American dancer, alleging that his sacred items were touched. She stated that she and Mr. Quintana had asked for follow up to those comments. She said that the staff did an excellent job. She asked that the minutes reflect the ask for follow up to Ms. Vega Clark's remarks. Mr. Quintana said yes and asked Ms. Jubert to amend the minutes to reflect that request. Ms. Jubert said yes.

Fredrick Quintana - Mr. Quintana directed to conversation to Mr. Mancha who had made a motion to accept the minutes prior to Ms. Garcia's request. He asked Mr. Mancha if he would be willing to amend his motion to accept with those changes, Mr. Mancha said yes. Mr. Quintana asked if there was a second to approving the minutes as amended. Ms. Garcia and Mr. Hodge seconded.

Mr. Quintana asked if there was any other questions or comments in regard to the minutes? There were none. The motion was unanimously carried.

IV. REPORTS

A. Executive Director Report

Jon Walker – Mr. Walker reported that situation with the Covid-19 Delta variant had been causing problems in Pueblo. The amount of the virus had risen dramatically in recent days. He shared that he had seen an uptick in the number of cases in the library district as well.

He stated that the Pueblo Department of Public Health and Environment (PDPHE) had voted yesterday to issue a mask mandate for schools and other congregate settings for young people over the age of 2 years. He shared that the board endorsed the order and asked the executive director to issue the order. The order would likely be issued next week.

Mr. Walker reported that PDPHE had instituted within its own facilities a mask mandate. Pueblo Community had also issued an on campus mask mandate yesterday. He shared that the City of Pueblo was prepared to issue a mandate for their campuses and workforce as well. He said that hospitalizations at Parkview Medical Center were increasing. He said that they are not at dire straits at the moment but had 35 hospitalizations due to Covid-19 and they had seen an increase over the prior week.

He reported that the overall infection rate in Pueblo had moved from the substantial spread to the high spread zone. High was considered 100 cases per 100,000, Pueblo had 138 cases. These numbers were as of August 25, 2021. He shared that the anticipation was that the number of cases would continue to increase. 58% of the eligible Pueblo Community is vaccinated, meaning there are a lot who are and who are not vaccinated. He said that his understanding was that the vaccine was highly effective particularly for severe disease, hospitalization and death.

Mr. Walker reported that the CDC had recommended that masks be worn in all indoor public settings. This was for all areas that had substantial or high transmission rates. Pueblo was at high transmission rates. He said that the Colorado Department of Health references the CDC so both recommend masks in all indoor public settings but it is not a mandate. Mr. Walker went back to May 2020, PCCLD instituted a mask mandate with the Board's support. This was done when there was a State order. This mandate was lifted in May of 2021 by the CDC and the State. PCCLD followed and lifted their mandate as well. Masks in libraries are currently recommended but not mandated.

Mr. Walker recommended that the Trustees support an action to allow the executive director to reinstitute a mask requirement on PCCLD campuses for everyone inside of the libraries. He said that what is seen from PDPHE and what the City moving to do and other institutions, he feels that the safest possible workplace for PCCLD employees and the public was at the top of his mind with regard to this and he felt it was the right time and the right thing to do. He said that he would like to put a mask requirement in place as early as next week.

He said that he sat in on the PDPHE board meeting yesterday and he said that Ms. Garcia and Ms. Baca were also in the meeting. He said that if you listened to the public health medical officer of Pueblo County, Dr. Urbina, you would be with him on the masking requirement. Mr. Walker shared that when PCCLD first closed in March of 2020 it was after a meeting that Mr. Walker, Ms. Baca and Ms. Daly had attending with Dr. Urbina. He said that Dr. Urbina was really clear and easily understood about when these things become urgent, he was in March of 2020 and he was equally so yesterday. He said that when the meeting had started the preponderance of opinion among the PDPHE Board was not to implement a mask mandate to the schools. Mr. Walker ask if Ms. Garcia felt the same way. Ms. Garcia said absolutely. She shared that she did not always agree with Dr. Nerenburg but he had hit it on the head when he had said that it was kind of political cover for those who did not want to do the mandates especially in the school. She said it was interesting how professionals held the line in the votes.

Mr. Walker said that at the end of the meeting they took a vote and it was 4-1, there was one person who voted against it. He said that before Dr. Urbina spoke the vote was 4-1 against the mask mandate. Dr. Nerenburg, who is on the board, spoke succinctly in favor of the mask mandate. The medical professionals are telling people that they need to mask up and Mr. Walker felt PCCLD should listen to that. He felt that the staff would be supportive and that there might be some community push back.

Mr. Walker shared that if the Board did support the mask requirement PCCLD would implement it the way it had been done a year ago. Guards would be put at the doors of each branch, masks would be provided for those who don't have one. He explained that other types of services would be provide for those who say they can't wear a mask, such as curbside service.

Fredrick Quintana – Mr. Quintana said that his thoughts were to add another action item to the next agenda if the Board chose to allow Mr. Walker to implement a mask requirement. Mr. Walker asked that this be the case during this period of high Covid-19 transmission in Pueblo.

Marlene Bregar – Ms. Bregar recommended that this be added as item 5 on the agenda.

Fredrick Quintana – Mr. Quintana agreed that this was something PCCLD should do as a community partner. He felt it was the responsible thing to do. He said that if there was no objection to adding this item to the agenda he would follow Ms. Bregar's request to add it as item 5.

Stephanie Garcia – Ms. Garcia thanked Mr. Walker for bringing up this topic. She said that the other issue that was brought up at the PDPHE meeting was the amount of breakthrough cases from the virus. She commented that she knew of two people who had passed away recently from Covid that were both vaccinated. She felt it was very important to be pro-active and thanked Mr. Walker again for bringing up the topic.

Fredrick Quintana – Mr. Quintana thanked Ms. Garcia and agree with her about being pro-active. The item was added to the agenda.

B. Friends of the Library Report

There was no report for this month.

C. Pueblo Library Foundation Report (estimated time: 5 minutes)

Lyndell Gairaud – Ms. Gairaud reported that the Pueblo Library Foundation board had their quarterly meeting and met on August 11th at the Lucero Library. She was happy to say that it was great to get out to a branch and have their meeting, it was the first time the Foundation had met at a branch library. She hoped that they could continue to meet at other locations, she felt it was good for everyone involved.

At the meeting there were three guests, Michael Salardino, Jennelle Chorak and John-Paul LeChevallier. Michael and Jennelle are from Security Service Investment Group and spoke about our investments and how they were doing the first half of the year. Our investments are doing well. If we look at the estimated return as if we held the accounts for 15-years our rate would be 7.31% which was only a few points away from the S&P 500, which was a much more aggressive investment. John-Paul is from Clifton Larsen Allen and spoke about the Foundation's audit. We had an unmodified clean opinion with no material issues or errors. The board approved the 2020 audit report.

Ms. Gairaud reported the Alex Romero reviewed the balance sheet as of June 30, 2021. The cash balance was a little more than \$31,000 and the Raymond James investment balance a little more than \$353,000, bringing the year-to-date total assets to \$384,678.48. There are currently no liabilities. Next she reviewed the Statement of Revenue and Expenditures. The year to date total revenue was \$67,232 and total expenditures were \$26,180 with a year to date total revenue over expenditures of \$41,052. Ms. Romero added we should be seeing more revenue and expense items coming in for events in the second half of the year which is always a busier time for the Foundation.

Ms. Romero reviewed the Summary of Restrictions, funds that are designated to certain library branches or programs. Additions this quarter included a grant from the Suicide Coalition of Pueblo County in support of Leadership Academy, Summer Reading Program Sponsorships, Your Future Library Capital Campaign gifts, and \$300 received in support of the Lucero Library. Total amount in restrictions was \$149,436.12. Of that total, \$117,646.12 was held in the Raymond James investment account. The total value of our investments (as of

July 30) was \$353,691.76. Ms. Romero also provided an update on the 990 it is due November 15 and it will be ready for the Foundation's November meeting.

Ms. Gairaud reported that Mr. Walker provided an update on the Rawlings Renovation project and news about the 2021 Summer Reading \$1 Million Reading Challenge.

Ms. Gairaud said that Nick Potter reviewed a report on gifts received in the second quarter. Through the Foundation, we received gifts in support of Summer Reading, Blacktie Ball Sponsorships, gifts in support of the Lucero Library, capital campaign gifts and some miscellaneous contributions. Most of the activity through the district side came through Rawlings Renovations donations, a gift from the chamberlain fund and a few Summer Reading Sponsorships. Total amount of gifts received by the Foundation totaled \$15,347.96 and gifts from the district totaled \$68,940.95 bringing the total Q2 total to \$84,288.91. This quarter the Foundation recommended \$5,275.00 to be transferred to the district (the total included restricted gifts for Summer Reading sponsors, Campaign Gifts and Lucero Library Contributions) and \$10,000 to be transferred from the checking account to the investment account. Mr. Potter shared a grant report with the Foundation they have requested \$1,425,354.23 in grant funding this year and have been approved for \$615,988.23 in funds.

Mr. Potter provided an update on the Leadership Academy. They currently have almost 50 students registered. There are 4 modules and the student can complete them at any time. The second module will be launching soon and will focus on financial literacy. We have partnered with Bank of the San Juans on this module.

He also provided an update on the author talks: Community Voices with Martin Luther King III on September 15 and 16 and All Pueblo Reads Booklovers Brunch (this used to be the Blacktie Ball) featuring chef Yotam Ottolenghi on November 5th and 6th. The sponsorship deadline is coming up at the end of this month and the registration deadline to purchase tickets and event boxes for the Martin Luther King III event is Friday, Sept. 10. The Booklovers Brunch virtual ticket purchase deadline is Friday, October 29. This year we will be offering the program virtually again and the boxes will include ingredients to make your own meal along with Yotam Ottolenghi.

29:16

D. Attorney Report

Bart Miller – Mr. Miller shared that had no formal report to present.

E. Employment Changes

OVERVIEW: The Board of Trustees is asked to ratify the July 2021 Employment Changes as presented by the Executive Director and published.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the July 2021 Employment Changes as contained in the Board materials.

Ms. Gairaud made a Motion, seconded by Mr. Quintana to ratify the July 2021 Employment Changes as contained in the Board materials. The motion was unanimously approved.

Jon Walker – Mr. Walker pointed out that Crystal Gonzales was hired as the new Security Supervisor. Her background was in youth corrections and most recently at School District 60 where she held a similar role. He said that it was always nice to announce the promotions and shared that Brittany Sorel from the Lucero branch and Jessica Blaha were both promoted.

F. Financial Report

OVERVIEW: Alexandria Romero, Director of Finance, reviewed a report on the July 2021 bills and fund statements.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the July 2021 bills and accept the June 2021 fund statement as contained in the Board materials and published.

Mr. Mancha made a Motion, seconded by Ms. Bregar to ratify the June 2021 Employment Changes as contained in the Board materials. The motion was unanimously approved.

Alexandria Romero – Ms. Romero presented the combined balance sheet. She said that there was nothing to note for the month. She did point out that there was a negative on the assets which was not typical. These funds were donations for the capital projects and would be moved into the ColoTrust account. She explained that as PCCLD moves through the renovation you would likely see this again in the months when the money hasn't fully transferred over to the capital fund.

She reported that there was the same situation in the liabilities. She explained that it was a timing issue, a bill was paid at the end of the month and didn't make the monthly transfer over to the capital projects. These were items that were purchased for the capital project.

Ms. Romero moved on to the general fund statement of revenues and expenditures. She said that this being the seventh month of the year, we would expect to be at 58% spent or collected in each of the listed categories. She explained that she would highlight a couple of them.

Ms. Romero reported that Property Taxes were at 96% collected which was higher than it was in 2020. In 2020 it was at 95% collected. She reported that the line item that stood out the most was the Specific Ownership Tax. As of July 31, 2021 it was at 54% collected and last year it was at 46% collected at the same time of the year. She explained that the County was seeing more people going in and taking care of their license plate fees quicker than last year. Overall total revenue collected for 2021 was at 91% and last year it was at 89% collected.

She shared that the Salaries and PERA were at what was expected, 54%. Total Personnel was at 54% and last year it was at 52%. She continued with the Expenditures and reported that Materials would be higher for the rest of the year. She made note of the Library Programs line item which was at 91% last year it was at 56%. She explained that the reason it was so much higher this year was that these were the expenditures for the Reading Pays program were located. The transfers for the June vouchers that were cashed was \$141,800 so that was noted as an expenditure. Invoices were submitted to both the City and the County, each paid half of that amount. As collections are made you will see it on the revenue side, making it a wash. This line item is expected to go over 100% and a budget amendment would be done at the end of the year. This brought the total materials percentage to 60% this year, it was at 53% last year.

Ms. Romero reported on the Facilities line item, specifically Vehicle Maintenance, was at 55% this year. She reminded the board that last year there weren't as many expenditures because the vehicles were not in use as much due to Covid.

She reported on the Operating line item and said that there was more activity in Contract Services which also brought the total for Operating up over last year. This increase was due to more activity in the branches.

She spoke about the Hardware Repair and Maintenance line item under IT and said that it was higher than last year but well within the budget. She reported that total Expenditures were at 52% this year which was in line for the 58% and 50% last year. There were no questions about the General Fund statements.

Ms. Romero reported next on the Capital Fund and said that there was not much activity. She did report on key points of the report. She explained that the Contracts/Grants line item included a \$5000 contribution for a study room that would be completed during the Rawlings Renovation. She also reported on the Building Construction line item and it included part of the AMD costs and the Foothill Designs costs that are part of the InfoZone renovation costs. This line item also included the offsite storage at Pueblo Plex. The \$13,720 under the Furniture, Fixtures, and Equipment line item included the purchase of two copy machines one for the Giodone Branch and one in the Executive Director's office. This brought the total expenditures for July to \$128,876.

Ms. Romero moved onto the Payment History Report and shared that one of the items that was sitting in the liability fund and would be moved to the capital fund was the Blazer Electric Supply payment for \$10,862.08. This payment was for the new lighting at the Pueblo West branch. This expense was budgeted within the capital fund. The next item that was reported was the \$17,000 for the renewal of the Communico contract a portion of this was a pre-paid expense that would go into 2022. The next payment that Ms. Romero reported on was for Flint Hills Design who was working on the design for the renovated InfoZone, it was for \$32,000. She also reported on the \$46,580 that

was paid to Tech Logic Corporation for 40% of the new AMH system. The contract was written that 40% would be paid at the beginning of the project and the remainder would be paid at the completion of the project. \$36,000 was paid to Unrivaled for the children's exhibit as part of the Rawlings renovation. \$15,838.54 was paid for periodical materials to WT Cox Information Services this was in pre-paid expenses under subscriptions.

The Expenditure Report was reviewed; \$506,275.87 were the total payables between ACH payments and paper checks. There were two payrolls in July, those amounts with the PERA and payroll fees totaled \$404,470.91. The grand total of expenditures for the month of July was, \$910,746.78.

Lastly, Ms. Romero reported on the PCARD transaction detail. She said that there was nothing to be noted, everything was standard and the transactions were smaller expenditures. She did let the Trustees know that if there were any questions about the transactions to please contact her.

Ms. Romero asked if there were any questions and there were none.

Fredrick Quintana – Mr. Quintana thanked Ms. Romero for her time and her report.

V. BOARD COMMENT

Lyndell Gairaud – Ms. Gairaud shared that when Ms. Romero reported on the specific ownership tax, it related to an experience she had. She said that she had to go to the Courthouse to take care of something and she saw a long line for license plates and tags. She shared that you had to have to have an appointment and it looked like a lot of people were getting that done. Ms. Gairaud had a friend who had purchased a new vehicle and to took them 2 months to get new plates. She also had a customer who had moved from New Mexico to get new plates and they have to wait until October. She said it sounded as though that money was going to continue to come in and that was a good thing for the library.

Stephanie Garcia – Ms. Garcia said had a comment that was follow up to the amendment to the minutes. She appreciated the promptness of Mr. Walker and the staff in following up with the complaints that the Board heard in public comment at the last meeting. She appreciated they also gave information about the Rawlings renovation and the enhancements it will make. as well as providing the video that informed them that the guest who entered the library was treated respectfully and his items weren't touched. She wanted it made a matter of record that the Board appreciated the promptness.

VI. PUBLIC COMMENT

None

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Announcements

1. The next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, September 14, 2021, in the Executive Conference Room at the Rawlings Library, 100 E. Abriendo, Pueblo CO. The next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, September 23, 2021, at the Greenhorn Valley Library, 4801 Cibola Dr, Colorado City, CO.

B. Action/Discussion Items

1. Flexible Spending Account (FSA)

OVERVIEW: The Trustees reviewed a proposal at their August work session for PCCLD's establishment of a bank account to support employee Flexible Spending Account transactions.

RECOMMENDED ACTION: That the Trustees take action to approve PCCLD's establishment of a Flexible Spending Account (FSA) bank account.

Ms. Garcia made a Motion, seconded by Ms. Bregar to approve PCCLD's establishment of a Flexible Spending Account (FSA) bank account. The motion was unanimously approved.

2. Automated Materials Handling System

OVERVIEW: The Trustees reviewed a proposed Automated Materials Handling system proposal for the renovated Rawlings Library.

RECOMMENDED ACTION: That the Trustees take action to approve the procurement of the updated system from RFID-Library Solutions at a cost not to exceed \$ 69,275

Mr. Mancha made a Motion, seconded by Ms. Gairaud to approve the procurement of the updated Automated Materials Handling system from RFID-Library Solutions at a cost not to exceed \$ 69,275. The motion was unanimously approved.

3. COVID-19 Vaccination Policy (estimated time: 10 minutes)

OVERVIEW: The Trustees reviewed a proposed PCCLD COVID-19 vaccination policy at their August work session.

RECOMMENDED ACTION: That the Trustees take action to approve the policy.

Ms. Bregar made a Motion, seconded by Ms. Garcia to approve the proposed PCCLD COVID-19 vaccination policy. The motion was unanimously approved.

Stephanie Garcia - Ms. Garcia asked if there was any discussion or anything in the policy about the booster shot or any CDC recommendations and if so, was PCCLD planning on hosting any clinics for people to return and get the booster shot?

Fredrick Quintana - Mr. Quintana was going to turn the discussion over to Mr. Walker but first confirmed what Ms. Garcia was asking, since it was difficult to hear her question. He said, so you are asking whether or not the policy would include any recommendation by the CDC with regard to the booster shot. Ms. Garcia said yes, but it did not need to have this language since this was such short notice to implement the policy and things were changing nationally with regard to this topic. If needed could this policy be revised?

Jon Walker - Mr. Walker said it was a great question and felt that the policy would not need to be revised, but PCCLD would need to wait and see. He said that if you go to the CDC website and look at the definition of full vaccination it's pretty specific about what that means. His thoughts were that they may change that definition. If they do change the definition, he felt that the policy would comply. The procedures may need to change. The procedures were not what the board was being asked to approve it was the policy. He said that PCCLD would have to wait to see what the FDA and CDC do with the booster shot before Ms. Garcia's question could be answered fully and completely. He said that if it was simply they change the definition that fully vaccination now included the booster shot than the policy would still be in compliance. Ms. Garcia thanked Mr. Walker for this response.

Mr. Walker also spoke about the worker's compensation question of what happens if someone contracts the virus from a person at the workplace? He said that PCCLD was with the Colorado Special Districts Pool – CSDP and there had been some claims in that zone. He turned that conversation over to Ms. Baca since she had more information.

Sherri Baca - Ms. Baca said that she reached out to CSDP and spoke to two individuals who gave good information. The first person was Diane Criswell she is the on staff legal counsel for CSDP, SDA, and the Colorado Districts Property Pool. Ms. Criswell spoke of the legalities and said that if Covid-19 was acquired at work it would be an occupational disease which would mean resulting directly from the employment or conditions under which work was performed. Her understanding, which was confirmed by the other individual, is that when a Covid-19 claim is filed under worker's compensation pool they automatically issue a notice to contest to allow them time to investigate.

Jon Walker - Mr. Walker took over the conversation since Ms. Baca's computer locked up.

He said that per the data that it was tricky to show where you obtained a Covid infection, that was the problem with worker's comp complaints. He reported that of 205 claims that were filed, 2 were paid and one was moving to a hearing. The burden of proof of where you actually contract Covid becomes difficult.

Mr. Walker went back to the policy and reiterated that he felt that it was the right thing to do. He shared that PCCLD was 90% vaccinated, that was based on the policy that was adopted earlier. He said that this policy does not require an employee to vaccinate. This was not a requirement that an employee vaccinate. If an employee chooses not to vaccinate there are other stipulations the employee needs to follow to include; masking and regular testing. Mr. Walker said that he had taken an at home test today to test out the testing mechanism. He reported that they are simple to administer and PCCLD was working to use them.

Doreen Martinez - Ms. Martinez said that she realized the Board had not reached discussion Item 5, Mask Mandate, but asked if there was anything about a mask mandate once a certain level was reached in the community that the Board might want to add to the policy? She wondered if anything should be added to the vaccination policy prior to approving the mask mandate. Ms. Bregar said that since it was called a vaccination policy that it be very limited so it covers vaccinations and if you aren't going to vaccinate. Ms. Martinez said that she just asked to save the possibilities of another policy at a later date and she did not disagree with Ms. Bregar's comment.

Jon Walker – Mr. Walker said it was a fair question but he thought the two items were separate. He said that one had to do with a surge in the community today and he hoped it was temporary and it dealt with patrons as well as staff. This policy talking about the vaccination and if you chose not to vaccinate it could be changed, updated or even withdrawn at a later date. He felt that this is a separate path, only a vaccination policy. He said that that Mask Mandate was related to the vaccination conversation but had a separate path. One is broader, meaning everyone in the building and the other was about just employees and vaccination. The vaccination policy was not just about masking but testing.

Doreen Martinez - Ms. Martinez said that she did understand but was just thinking ahead. She was satisfied with how the current policy read and was not looking to make it more complicated.

Fredrick Quintana –Mr. Quintana thanks Ms. Martinez for her feedback. He said that it was always healthy to have those types of questions flushed as the Board ventures into new Covid ground. He felt that all of the points should be discussed in further detail at some point of time.

4. Special District Pool Board Nomination

OVERVIEW: PCCLD staff member Sherri Baca sits on the board for the Colorado Special Districts Property and Liability Pool and her term will end in September.

RECOMMENDATION: That the Trustees nominate Ms. Baca for a second term.

Jon Walker - Mr. Walker said that PCCLD participates in Colorado Special Districts association and also the Colorado Special Districts Property and Liability pools for our insurance where Ms. Baca's currently on the board of directors. He explained that the Board had nominated her for her first term and that term was about to end. He said that she was eligible for another term and she was willing to continue to serve. He said that this did serve the institutions purpose because she had inside track on the people in the pool that she can call upon, ex. tonight's discussion about the Covid and worker's compensation.

He said that it required the action of the Trustees to nominate Ms. Baca to the Colorado Special Districts Property and Liability Pool. If nominated, Mr. Quintana's signature would be added to the form and submitted.

Fredrick Quintana - Mr. Quintana said that it was always exciting news to be able to both make a nomination and have someone willing to continue their service. He concurred with Mr. Walker in saying that there was value in seeing Ms. Baca on the board.

Ms. Bregar made a Motion, seconded by Ms. Gairaud to nominate Ms. Baca to the Colorado Special Districts Property and Liability Pool board of directors. The motion was unanimously approved.

5. **Mask Mandate**

OVERVIEW: Implementation of a mask mandate in response to local health concerns regarding the Covid-19 health emergency specifically noting causes and concerns being raised by the Delta variant.

RECOMMENDED ACTION: That the Trustees take action to allow the Executive Director to implement a new mask mandate.

Fredrick Quintana – Mr. Quintana stated that Ms. Martinez shared valid points in considering whether this mandate should be tied to some sort of community marker. He asked Ms. Martinez if this was correct.

Doreen Martinez – Ms. Montoya said that her thought on it was should a policy be considered that gave Mr. Walker some leeway should a certain threshold be reached. Is there something the Board feels would be the cutoff point where they feel a mask mandate should be implemented. Would it be when the community move from “substantial” to “high”? Or would it be something the Board would continue to discuss? She gave the example, what if the Board met today and the County met the next day and move the marker to high does the Board need to put something in place where the Executive Director has the ability to issue a mask mandate without Board intervention.

Marlene Bregar – Ms. Bregar thought it was a good point but didn't think that a number marker was needed. But she felt that the motion should reference the Pueblo Health Department's recommendation. Something needs to be said with regard to the public thinking that the Executive Director can just do anything.

Doreen Martinez – Ms. Martinez said that she felt comfortable with the idea and felt that taking the advice of a physician or scientist was better than the advice of a politically appointed group or board. She said that a month of time could be detrimental to the health of the community if the Board did not take action. Ms. Martinez referenced the month time frame because the Trustee's meet once a month.

Stephanie Garcia – Ms. Garcia suggested that the motion would say that Board was giving the Executive Director the flexibility to implement a mask mandate or lightening the mandate based on the CDC and the Pueblo Health Department's recommendations. She said, if the vote in the PDPHE board meeting had gone a different way they said that those who were opposed to the mandate would say they were leaning more in on businesses and private business and other entities to implement their own mandates and not something more blanketed. She said the Trustees' would have implemented it anyway even though it wouldn't have been implemented for the schools. Ms. Garcia said to just request at the next available meeting that the Executive Director bring a request or send out an email saying that he needed to implement a mandate. If there were strong feelings about anything then a special board meeting could be held. Ms. Martinez agreed with Ms. Garcia. Ms. Garcia reiterated that if the PDPHE meeting had been held a day later would it have taken a month to get mask mandates in the libraries?

Fredrick Quintana – Mr. Quintana said that what he heard was to allow approval for the Executive Director to implement a mask mandate while working in conjunction with the CDC and local Pueblo City County Health Department with consideration. He asked if Mr. Walker would be able to bring back to the Board if he needed to implement it and just update the Board. Should the Board take action afterward they would be able to. He said it would be more of a ratification process in order to allow the Executive Director and his team to implement the policy for safety and concern.

Marlene Bregar – Ms. Bregar asked if the words implement and remove should be added to the motion or just implement?

Fredrick Quintana – Mr. Quintana said, implement. He said that they had done temporary policies in the past and wondered if the Board allowed Mr. Walker in this meeting as part of that if the Board could create a temporary mask policy that could be brought back to the Board? It could ease the feeling of being arbitrary or subjective rather than objective in implementing that type of masking policy. He shared that would give more strength to the decision Mr. Walker and staff would come up with having that policy to rely on. Being able to take the immediate action tonight and as part of that action request that a temporary masking policy come

before the Board. He said this would attach all of the concerns in regard to future need while not having to bypass a decision tonight. Allowing the Mr. Walker and his team to do what they need to do and to be a good community partner. Both Ms. Bregar and Ms. Martinez were in agreement.

Stephanie Garcia – Ms. Garcia said that mask mandates for the library would happen by next week. Mr. Quintana said yes and that tonight the Board would authorize him to act as needed and as part of that authorization to work on some formal temporary masking policy that could be relied upon in the future. Ms. Garcia said that as the library announces the policy, it should be noted that the library recognizes that a lot of their patrons are under 12 years of age and do not have access to the vaccine and that the library was being abundantly cautious in protecting their patrons.

Fredrick Quintana – Mr. Quintana agreed. He said that it would also aide the school districts. He said that they were in a tough position in regard to having to implement a mask order. He felt that having a public place mandate a mask order would help with the congruency amongst our community partners.

Stephanie Garcia – Ms. Garcia reference the PDPHE meeting again and said that there were a lot of public people who were anti mask. A board member said, they were mandating them to wear a mask in school not in the grocery store. Ms. Garcia said that children aren't required to go to the grocery store but are required to go to school.

Fredrick Quintana – Mr. Quintana recited how the motion would read. He said that there would be a motion to allow the Executive Director and his team to implement a temporary masking mandate as well as bring forward a temporary masking policy for any previous masking issues that may arise.

Phil Mancha – Dr. Mancha asked if there would be a termination or end date for the temporary mandate? Ms. Martinez said that it should be at the discretion of the CDC, the City and State Health Departments etc. Ms. Bregar said, or approval of the temporary policy?

Fredrick Quintana – Mr. Quintana shared that the Board should allow this action to take place tonight and then when the temporary policy was in have structured periodic review dates in place so if a mask mandate was implemented every three months a quarterly update would be provided.

Marlene Bregar – Ms. Bregar suggested that this authorization would be superseded by the actual policy that would be adopted.

Jon Walker – Mr. Walker said that basically the Board would be authorizing the mandate for one month, he said that would be fine. What he heard from the Board was that the Board would authorize the Executive Director to implement a mask requirement for all individuals inside library facilities. During this period of time and until the next Board meeting at which time he is expected to bring before the Board a mask policy that would be considered by the Board which would supersede any temporary action that was taken at this meeting.

Mr. Quintana asked if there was a motion to what Mr. Walker has said?

Ms. Martinez made a Motion, seconded by Mr. Quintana to approve the statement Mr. Walker had made regarding the mask mandate. The motion was unanimously approved.

IX. ADJOURNMENT

There was a motion to adjourn the meeting at approximately 6:51pm

Respectfully submitted by,

Rose Jubert, Secretary to the Board of Trustees