

March 8, 2013

## **NEW LIBRARY SERVICE MODEL: INCENTIVE PROGRAM**



The Library District transitioned to a new service model for circulation services in February of this year. The new service model is patterned after similar efforts in recent years at other public libraries throughout the United States and Canada. PCCLD carefully studied other libraries' efforts such as San Jose Public Library, Salt Lake City County Library, Ottawa Public Library as well as others. The early results of PCCLD's adoption of a new service model are encouraging. Minimal problems have been reported and overall response from both customers and staff has been positive.

In order to continue to focus positive attention on the new service model it is proposed to provide a staff incentive program. This program would include the addition of personal time off earned by the members of those teams demonstrating best adoption of the new service model. This would be measured by those library service outlets showing the greatest overall use of the new service model as measured by use of the self-check machines. The top teams will receive the most hours off, but others will receive some proportionally smaller benefit, too, for demonstrating positive adoption of the new service model. Below is a table showing the personal hours off to be earned by the members of teams:

First Place	Eight hours personal leave awarded per team member
Second Place	Six hours of personal leave awarded per team member
Third Place	Four hours of personal leave awarded per team member
Fourth Place	Two hours of personal leave awarded per team member
Fifth Place	One hour of personal leave awarded per team member

The teams eligible for the award are the Circulation Services Department at the Rawlings Library, the Barkman Library, the Lamb Library, the Pueblo West Library, and the Library @ the Y.

A similar incentive program last summer offered by the Friends of the Library helped improve participation in the PCCLD Summer Reading Program by 28%.

## OPEN MEETING UPDATE

Presented to PCCLD Board of Trustees

By Nicholas Gradisar

March 12, 2013

## LEGISLATIVE HISTORY

- INITIATED IN 1972
- Amended 1977, 1985, 1987, 1989, 1991, 1992, 1996, 1997, 1999, 2000, 2001, 2002, 2006, 2009, 2010, 2012.
- As many as three different bill with different amendments in some years.
- Robust Legislative History

## PURPOSE

- The general purpose of the OML is that the formulation of public policy is public business and may not be done in secret.
- Sometimes referred to as the “Colorado Sunshine Act”.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## DEFINITIONS

- (a) “Local public body” means any board, committee, commission, authority, or other advisory, policy-making, rule-making, or formally constituted body of any political subdivision of the state.
- PCCLD Board of Trustees is a local public body.
- “Meeting” means any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## “OPEN MEETING” REQUIREMENTS

- All meetings of three or more members of PCCLD Board of Trustees at which any public business is discussed or at which any formal action may be taken are public meetings open to the public at all times.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## “NOTICED MEETING” REQUIREMENTS

- Any meeting where action may be taken or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public.
- Posted 24 hours in advance.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## REQUIREMENTS

- As general rule, secret ballots are not allowed for any action of a local public body.
- This was added to the law after the court's said that there was no prohibition on secret ballots in the selection of city council member or a municipal judge.
- Secret ballot may be used for leadership elections.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## EXECUTIVE SESSIONS

- Discussions that occur in an executive session of a local public body shall be electronically recorded.
- The electronic recording of an executive session shall reflect the specific citation that authorizes the local public body to meet in an executive session and the actual contents of the discussion during the session.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## RECORDING NOT REQUIRED

- If all or a portion of the discussion during the executive session constitutes a privileged attorney-client communication, no record or electronic recording shall be required to be kept of the part of the discussion that constitutes a privileged attorney-client communication.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## EXCEPTION

- OML does not apply to any chance meeting or social gathering at which discussion of public business is not the central purpose.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## EXECUTIVE SESSIONS

- May be held in private for specified reasons.
- Two-thirds vote required.
- No adoption of any proposed policy, position, resolution, rule, regulation, or formal action, except the review, approval, and amendment of the minutes of an executive session shall occur at any executive session that is not open to the public.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## PROPERTY ACQUISITION

- The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest.
- No executive session shall be held for the purpose of concealing the fact that a member of the local public body has a personal interest in such purchase, acquisition, lease, transfer, or sale.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## LEGAL ADVICE

- Conferences with an attorney for the purposes of receiving legal advice on specific legal questions.
- Mere presence or participation of an attorney at an executive session of the local public body is not sufficient to satisfy this requirement.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## CONFIDENTIAL MATTERS

- Matters required to be kept confidential by federal or state law or rules and regulations.
- The local public body shall announce the specific citation of the statutes or rules that are the basis for such confidentiality before holding the executive session.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH



## SECURITY MATTERS

- Specialized details of security arrangements or investigations, including defenses against terrorism, both domestic and foreign, and including where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## NEGOTIATIONS

- Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## PERSONNEL MATTERS

- Personnel matters.
- Unless the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting.
- Employee must be notified and given the choice.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## CONFIDENTIAL DOCUMENTS

- Consideration of any documents protected by the mandatory nondisclosure provisions of the "Colorado Open Records Act".

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## MEETING REDEFINED IN 2004

- Two of three commissioners attend a dinner sponsored by a company with business before the Board. Public business is discussed, but the commissioners do not participate in any manner.
- Commissioners get sued by the Conservancy District because the meeting was not open to the public and noticed.
- 2004 Colorado Supreme Court held that notice must be given only if the meeting is “part of the policy-making process”.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## CURING A VIOLATION

- 2012 Colorado Court of Appeals decided Colorado Off-Highway Vehicle Coalition v. Colorado Board of Parks and Outdoor Recreation
- Parks Board was considering changing how fees collected from off road vehicles would be spent.
- Six properly noticed meeting were held to discuss changes
- Three admitted violations occurred:
  - E-mail discussions
  - Telephone meetings
  - Two Board members attended and participated in a meeting held by a third party at which the changes were discussed

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## CURING A VIOLATION

- The Board held a public hearing , received input from the public, publicly discussed the changes and unanimously adopted them.
- When sued, the Board admitted the three violations of OML.
- Court holds that local public body may “cure” a violation by holding a subsequent complying meeting as long as the meeting is not a “rubber stamping” of an earlier decision made in violation of OML.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## “REPLY ALL”

- What about e-mail communications?
- In Parks and Recreation case, admitted e-mail communications were a violation.
- 2012 Court of Appeals considered *Intermountain Rural Electric Association v. Colorado Public Utilities Commission*.
  - *Members of PUC exchanged numerous e-mails regarding Clean Air-Clean Jobs Act being considered by the General Assembly*

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## IREA v. PUC

- Issue was whether the e-mail exchanges constituted “meetings” for purposes of OML.
- Governor’s office had asked for input on the legislation.
- Eighteen emails were exchanged between the commissioners.
- Court concluded that because providing input on pending legislation was not connected to PUC’s policy making function, they were not meetings.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## CONCLUSIONS

- Be careful and be aware.
- If three of you are having lunch at the Pantry, you don’t have to notice the “meeting”, but if Library business is discussed, you cannot exclude the public.
- E-mails among the Board about Library business may violate the OML.
  - This is especially true if you are discussing something that the Board is authorized to decide.

3/12/2013

GRADISAR, TRECHTER, RIPPERGER & ROTH

## **RFID/AMH and Enhancement Project Summary**

**1**

### **RFID/AMH and Enhancement Project Accomplishments**

#### **A. Contract Negotiations/Pricing:**

- RFID Contract Negotiations/Pricing: September, 2012
- RFID/AMH Contracts Signed : October 1, 2012

#### **B. Tagging PCCLD's Collections:**

- Tagging Training: October 24, 2012
- Lamb Library Tagging: October/November, 2012
- Barkman Library Tagging: November, 2012
- Pueblo West Library Tagging: November/December, 2012
- Library @ Y Tagging: December, 2012
- Rawlings Library Tagging: December 2012/January, 2013
- Rawlings Library Tagging: Reference & Special Collections: February, 2013

## **RFID/AMH and Enhancement Project Accomplishments**

**2**

#### **C. SIRSI/BIBLIOTHECA Equipment Installations:**

- Rawlings Library 3<sup>rd</sup> Floor Training Room  
1 Self Checkout Station/Smart Pay Terminal /1 Smart Station (Training Installation)  
(December 2012/January 2013)
- Pueblo West Library (January/February 2013)  
5 Self Checkout Stations/Smart Pay Terminals, a Double Aisle Security Gate and  
Smart Stations
- Rawlings Library (January/February 2013)  
7 Self Checkout Stations/Smart Pay Terminals, 1 Single and 1 Quad Aisle Security  
Gate, and 6 Smart Stations

## **RFID/AMH and Enhancement Project Accomplishments**

**3**

### **C. SIRSI/BIBLIOTHECA Equipment Installations (Continued):**

- **Barkman Library (January/February 2013)**  
3 Self Checkout Stations/Smart Pay Terminals, a Triple Aisle Security Gate and 2 Smart Stations
- **Lamb Library (January/February 2013)**  
3 Self Checkout Stations/Smart Pay Terminals, a Double Aisle Security Gate and 2 Smart Stations
- **Library @ Y (February 2013)**  
1 Self Checkout Station/Smart Pay Terminal and 1 Smart Station relocated from PCCLD's 3<sup>rd</sup> floor training room

## **RFID/AMH and Enhancement Project Accomplishments**

**4**

### **RFID LIBRARY SOLUTIONS AMH Equipment Installations:**

- **Pueblo West Library (January 2013)**  
1 AMH 7 bin sorting system/system PC, a bin induction unit, and 2 RFID enabled chutes for material returns (staff work room and lobby area)
- **Barkman Library (January 2013)**  
1 AMH 4 bin sorting system/system PC and 1 RFID enabled chute for material returns
- **Rawlings Library (January/February 2013)**  
1 AMH 11 bin sorting system/system PC, a bin and tote induction unit, and 1 RFID enabled chute for material returns in the staff work room
- **Lamb Library (January/February 2013)**  
1 AMH 4 bin sorting system/system PC and 1 RFID enabled chute for material returns

## **RFID and Enhancement Project Accomplishments**

**5**

### **STUDIOTROPE/ H. W. HOUSTON CONSTRUCTION/ FURNITURE VENDORS:**

- Architect Design Concepts/Construction Documents (September/October 2012)
- Permits/Bidding for Furniture and Construction (October/November 2012)
- Furniture Procurement (November 2012/January 2013 & March 2013)  
Public Works for help/info desks, OPAC/registration kiosks, beehive shelving  
Joseph Kronwitter for computer carousels at Barkman and Lamb libraries  
RMRH/Business Environment for office desks at Lamb Library  
PEAR Workplace Solutions for help/info desk chairs and quarry seating  
Downs Associates for Rawlings Library café tables
- Furniture Delivery and Installation (January / February 2013)  
Café tables/chairs/Pueblo West Library desk chair pending delivery in April 2013
- Construction Procurement (November 2012/January 2013)
- Construction (January/February 2013)

## **RFID and Enhancement Project Accomplishments**

**6**

### **PCCLD Staff Contributions:**

- Tagging teams consisting of both PCCLD staff and Select Staffing associates were led by Mary Wagner, Renee Montano, Natasha Gonzales (October 2012/February 2013)
- RFID tagging/circulation software and tag written files were configured for 7 tagging stations (4 leased / 3 PCCLD owned) and for 13 networked PCs by Dan Romero (October 2012/February 2013)
- Teresa Valenti set up tagging profiles with PCCLD's book and media vendors; technical services staff also tagged new materials received and/or verified that all new library materials are properly being tagged before being added to PCCLD's collections (October 2012/March 2013)



## **RFID and Enhancement Project Accomplishments**

**7**

### **PCCLD Staff Contribution (Continued):**

- RFID tagging equipment, computers and tagging supplies were relocated as needed by the project manager, tagging team leaders and by PCCLD's Facilities and Information Technology staff (October 2012/February 2013)
- Registration kiosk/mobile technology equipment and software needed was determined by a committee led by Bill Seidel with software configurations by Charles Hutchins and Abby Koehler (November 2012/January 2013)
- Temporary circulation equipment relocated at Rawlings and Pueblo West Libraries by Library Staff (December 2012 /January 2013)

## **RFID/AMH and Enhancement Project Accomplishments**

**8**

### **PCCLD Staff Contributions (Continued):**

- Mobile technology equipment procurement/testing (December 2012/January 2013)
- Staff training for PCCLD's installed RFID/AMH equipment led by Bibliotheca and RFID Library Solutions (January/February 2013)
- Staff training for PCCLD's new customer service model with role playing led by Michael Cox and Janina Goodwin (January/February 2013)
- Finance staff assisted project manager with purchasing assistance and attended Bibliotheca and Comprise Technologies led training sessions on how to set up the self checkout payment stations for cash and coin acceptance/dispensing and to run credit card payment daily transaction and other reports (February 2013)

## **RFID/AMH and Enhancement Project Accomplishments**

**9**

### **Implementation Dates:**

- **Barkman Library went live at 9:00 A.M. on February 13, 2013**
- **Rawlings Library went live at 2:00 P.M. on February 13, 2013 and a ribbon cutting ceremony was held on March 6, 2013**
- **Lamb Library went live at 9:00 A.M. on February 14, 2013**
- **Pueblo West Library went live at 2:00 P.M. on February 14, 2013 and a ribbon cutting ceremony was held on March 7, 2013**
- **Library @ Y went live at 10:00 A.M. on February 15, 2013**

## **RFID/AMH and Enhancement Project**

**10**

### **Installations Pending:**

- **Sirsi/Bibliotheca software development for improving payment reconciliations for each self checkout station**

**Note: This activity is currently in progress**

- **Bibliotheca installation of a Pueblo West Library replacement self checkout monitor (received March 8), the reconfiguration of each library's security gate software for reporting daily people counts, the reconfiguration of self checkout stations to enable their optional optional bar code scanner, and the configuration/training/implementation of smart administration software**

**Note: This activity is scheduled for the week of March 18, 2013**

**Installations Pending (Continued):**

- **RFID Library Solution reconfiguration of each AMH system to improve material handling performance by replacing a motor at the Barkman Library, reconfiguring the conveyor system and modifying the bin designs at the Rawlings library, and making system adjustments to improve the bin induction performance at the Pueblo West Library**

**Note: This activity will be scheduled after all AMH replacement parts have been received for installation before the end of March 2013**

**Pending Installations (Continued):**

- **Houston Construction / Adams Electric will need to be scheduled to install light fixtures in the Rawlings Library 1<sup>st</sup> floor lobby area after the fixtures have been received for installation**
- **PCCLD's Facility/IT staff will need to install a monitor on the beehive shelving at Rawlings after the delivery of shelf braces from Public Works**
- **12 café tables and 24 chairs are pending delivery/installation at the Rawlings Library from Pear Workplace Solutions and Downs Associates in April 2013**
- **PCCLD's facility staff is scheduled to remodel the Rawlings Library café area in April/May 2013**

# RFID/AMH and Enhancement Projects

13

2011 Project Research Expenses	PTD Expenses	
ALA Conference, New Orleans, June 2011 e	\$ 1,218	
RMG Consultants	<u>22,346</u>	
Total 2011 Project Research Expenses	\$23,564	
2012 Project Research Expenses		*Charged to Capital Project Fund
Vendor's Mandatory Conference	\$ 485	
Vendor Presentation Expenses	100	
PLA Conference, Philadelphia, April 2012	1,304	
*RMG Consultants	20,343	\$20,343
*Ottawa Public Library Travel Expenses	<u>2,525</u>	<u>2,525</u>
Total 2012 Project Research Expense	\$24,757	
Total Project Research Expenses	\$48,321	\$22,868

# RFID/AMH and Enhancement Projects

14

RFID/AMH Project Budget	Board Approved	Contracts 10/1/2012 Revised 3/1/2013
Sirsi/Bibliotheca Contract:		
• Total One-Time Costs:	\$488,571.75	\$460,825.68
• Annual Costs:	\$ 32,341.15	\$ 32,093.65
RFID Library Solutions Contract		
• Total One-Time Costs:	\$643,952.00	\$634,952.00
• Annual Costs:	\$ 59,670.00	\$ 58,770.00
Imprint Enterprises X-Range Tags		\$ 18,500.00
TOTAL RFID/AMH COSTS		
• Total One-Time Costs:	\$1,132,523.75	\$1,114,277.68
• Annual Costs:	\$ 92,011.15	\$ 90,863.65
TOTAL RFID/AMH COSTS WITH 10% CONTINGENCY		UNDER BUDGET
• Total One-Time Costs:	\$1,245,776.00	\$ 131,498.32
• Annual Costs:	\$ 101,212.26	\$ 10,348.61

**RFID/AMH and Enhancement Projects****15****RFID/AMH Project Expenses By Vendors:**

	<b>PTD Expenses</b>	<b>Outstanding Purchase Orders</b>
Sirsi/Bibliotheca Contract	\$ 242,537.12	\$169,781.13
		48,507.43
Total Sirsi/Bibliotheca Contract		\$218,288.56
Imprint Enterprises	18,500.00	
RFID Library Solutions	476,214.00	<u>158,738.00</u>
Select Staffing	<u>16,140.48</u>	
Total RFID/AMH Expenses	\$753,391.60	\$377,026.56
Total RFID/AMH Project Expenses		\$1,130,418.16

**RFID/AMH and Enhancement Projects****16****Furniture Project Expenses By Vendors:**

	<b>PTD Expenses</b>	<b>Outstanding Purchase Orders</b>
Public Works	\$128,130	
Joseph Kronwitter	10,914	
Pear Workplace Solutions	9,577	\$2,114
Downs Associates		<u>5,256</u>
RMRH/Business Environment	<u>2,919</u>	
Total Furniture Expenses	\$151,540	\$7,370
Total Furniture Project Expenses		\$158,910

**RFID/AMH and Enhancement Projects****17****Construction Expenses By Vendors:**

	PTD Expenses
Wells Fargo (Builder's Risk Insurance)	\$ 1,500
HW Houston Construction	\$281,528
Project Change Orders:	
Track Lighting at Lamb	\$ 312
Corner Guards at Lamb	296
Light Fixture Room 110A at Lamb	270
12 data drops	3,930
Skim coat Barkman Graphics wall	1,063
Door and Frame at Barkman	8,191
Light Fixtures for Rawlings Lobby	<u>1,213</u>
Total Project Change Orders	\$ 10,404
Total Construction Project Expenses	\$293,432

**RFID/AMH and Enhancement Projects****18****Mobile Technology Equipment/Miscellaneous Expenses:**

	PTD Expenses
Provanage	\$10,350
Insight	5,772
Charles Hutchins/Miscellaneous Items	1,860
Apple Store	329
Demco	684
Home Depot	212
Lowes	<u>157</u>
Total Mobile Technology/Miscellaneous Expenses	\$19,366

**RFID/AMH and Enhancement Projects****19****Other 2012 Expenses Charged to General Fund:****RFID Tags for Technical Services:**

Sirsi 3X2 and 2X2 RFID Tags	\$14,830
Imprint Enterprises X-Range Tags	7,400
Total Other Expenses Charged to General Fund	\$22,230

**RFID/AMH and Enhancement Projects****20****Board Approved Budgets:**

Sirsi/Bibliotheca/RFID LS	\$1,245,776
H W Houston Construction	257,674
Public Works (Supple Products)	127,200
Total Board Approved Budgets	\$1,639,650

**RFID/AMH and Enhancement Projects****21**

Total Board Approved Budgets	\$1,639,650
2012 Capital Project Expenses:	
Project Research Expenses	\$ 22,868
RFID/AMH Project Expenses	1,130,418
Furniture Project Expenses	158,910
Construction Project Expenses	293,432
Mobile Technology Miscellaneous Expenses	19,366
Total 2012 Capital Project Expenses	\$1,624,994
Total Capital Project Expenses Under Budget:	(\$14,656)





Pueblo City-County Library District  
100 E. Abriendo Ave.  
Pueblo, CO 81004

Non-Profit  
Organization  
U.S. Postage  
PAID  
Pueblo, Colorado  
Permit No. 89

**Community Meetings  
about a new library in  
your neighborhood!**

Pueblo City-County Library  
District is hosting three meetings  
to reveal the proposed design  
and features for three new  
libraries being built in 2014 on  
Pueblo's East Side, St. Charles  
Mesa and Colorado City.



**You're cordially invited to see the  
proposed designs of these new libraries!**

**Tuesday, March 19 • St. Charles Mesa Library • 5 p.m.**  
**El Pueblo Adolescent Treatment • Youth Support Center**  
**1 El Pueblo Ranch Way, Pueblo 81006**

**Tuesday, March 19 • East Side Library • 7 p.m.**  
**Risley Middle School • Cafeteria/Auditorium**  
**625 N. Monument Ave., Pueblo 81001**

**Wednesday, March 20 • Greenhorn Valley Library • 6 p.m.**  
**Colorado City Metro District**  
**4497 Bent Brothers Blvd., Colorado City 81019**

Pueblo City-County Library District has gathered input from residents, and Oz  
Architecture is ready to unveil the proposed design!

For more information about these public meetings, please call  
Midori Clark at 562-5605.

REFRESHMENTS WILL BE SERVED.



# *★ Pueblo Library Foundation ★*

## **Board of Directors**

James Stuart, President  
Anthony Nuñez, Vice-President  
Joyce Vigil, Secretary  
P. Michael Voûte, Treasurer

Priscilla Lucero  
Dr. Gary Parks  
Dr. R.J. Black Schultz  
Mary Simmons

The Pueblo Library Foundation Board of Directors cordially invites you to a Libraries for Life unveiling! Enjoy a light meal while learning more about the three new libraries being built on Pueblo's East Side, in the Greenhorn Valley and on the St. Charles Mesa.

### **Tuesday, April 2 at noon**

Rawlings Library, Ryals Room - 4<sup>th</sup> Floor  
100 E. Abriendo Ave., Pueblo

### **Saturday, April 13 at 9 a.m.**

Craver Middle School  
4850 S. Crow Cutoff, Colorado City

### **Tuesday, June 11 at noon**

Risley Middle School  
625 N. Monument Ave., Pueblo

### **Tuesday, Aug. 6 at noon**

El Pueblo Youth Center  
One El Pueblo Ranch Way, Pueblo

Please RSVP by calling (719) 562-5635 or emailing [Amber.Pepin@pueblolibrary.org](mailto:Amber.Pepin@pueblolibrary.org).



*Pueblo Library Foundation*

PCCLD is expanding to meet a variety of needs for the residents in three neighborhoods in Pueblo County — St. Charles Mesa, Greenhorn Valley, and Pueblo's East Side. Each library will be 7,500 square feet with a similar footprint, but will have distinct architectural features.

**Your employee donation provides value to Pueblo Library Foundation in many ways:**

- Your donation, dollar for dollar, benefits the construction of PCCLD's new libraries;
- You have a chance to demonstrate your support to our community;
- You can trust that your donation is managed wisely and responsibly;
- You want to make a difference!

Every PCCLD trustee, Foundation board member, Friends of the Library board member and employee who donates, at any level, will be recognized at each of the new libraries on an employee/board giving plaque. Your dedication to the PCCLD mission is appreciated! Make your 2013 Libraries for Life pledge today for \$250 or more and you will receive an exclusive PCCLD Libraries for Life fleece vest and be eligible for the Colorado Enterprise Zone tax credit! Naming opportunities are available at each library (see below) — Pueblo Library Foundation will contact you for donations qualifying for naming.

**Naming opportunities**

		Library	\$150,000		
Large meeting room	\$25,000	Mediascape	\$10,000	Study nook 1	\$2,500
Entrance art & plaque	\$20,000	Small meeting room	\$10,000	Study nook 2	\$2,500
History wall	\$15,000	Fireplace/water feature	\$5,000	Study nook 3	\$2,500
Children's area	\$10,000	Gallery	\$5,000	Study nook 4	\$2,500

Donors with gifts of \$1,000 or more will be recognized on the donor wall at the new library of their choice.

*Yes*

, I want to see my contribution at work! Please accept my pledge to the Libraries for Life campaign:

☐ \$250   ☐ \$500   ☐ \$1,000   ☐ \$2,500   ☐ Other amount \$ \_\_\_\_\_

Fleece vest: ☐ Women's   ☐ Men's   Circle size: S   M   L   XL   XXL   XXXL  
(For donations of \$250 or more. Please note, sizes run small - order one size up from what you normally would wear.)

☐ I will fulfill this pledge over \_\_\_\_\_ years. \$ \_\_\_\_\_ annually OR \$ \_\_\_\_\_ monthly.

☐ I will fulfill this pledge today!

☐ My check of \$249 or less payable to **Pueblo Library Foundation** OR \$250 or more payable to the **Enterprise Zone Coordinator** is attached.

☐ Please charge my credit card for the amount indicated above:

\_\_\_\_\_  
Name as it appears on the card

\_\_\_\_\_  
Credit card number

\_\_\_\_\_  
Expiration date

\_\_\_\_\_  
Zip code

\_\_\_\_\_  
3-digit CCV code

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date