

AUDIT COMMITTEE MEETING
Tuesday, July 19, 2011
3:30 pm

Members: Marlene Bregar, Roy Miltner, Sherri Baca

- Update on 2010 Audit process: Chris Brogan, CFO

Field work for the audit was completed March 21 – 24, 2011. There were no discrepancies or adjusting journal entries noted by the auditors for the basic reconciling of cash, revenues and expenditures. All of the testing done on payroll, cash receipts, cash disbursements and journal entries generated throughout the audit year came back clear of any misstatements.

However, the conversion of accounting software systems in mid-2010 from a full fund-accounting system to a fully integrated single-fund accounting structure and HR package did cause some discrepancies when the data was transferred. The discrepancies occurred in inter-fund transfer accounts which reflect activities between the General Fund, Capital Project Fund and Special Revenue Fund.

These discrepancies have all been identified and corrected, with no impact in the cash position of PCCLD. A significant amount of extra time was spent in identifying accounts that were in need of correction, and the auditors also recommended a series of adjusting journal entries to reconcile back to fund balances as stated in the 2009 CAFR.

Due to the extra time and work resulting from the conversion process, we need to request an extension of time to file the audit with the Office of the State Auditor, which is a fairly common practice. The form needs to be signed by a member of the governing board.

Also, the audit to the Board of Trustees will occur in August, instead of July.

- Presentation of the audit to the Board of Trustees will occur immediately preceding the August work session – 3:00 pm on Tuesday, August 16, 2011. Auditors will be in attendance to present to the Audit Committee and answer questions.
- Audit will be formally presented to the Board of Trustees at the board meeting on Thursday, August 25, 2011. Auditors may not be present at this meeting.

100 East Abriendo Ave.
Pueblo, Co 81004-4232
719 562-5607
719 562-5609 Fax



Memo

To: Library Board of Trustees
From: Jon Walker, Executive Director
Date: June 23, 2011
Re: Colorado Association of Libraries (CAL)

A handwritten signature in blue ink that reads "Jon Walker".

It is time to consider attending the Colorado Association of Libraries (CAL) 2011 Annual Conference to be held October 13-15 at the Embassy Suites in Loveland, Colorado. The Library pays for Board members' membership in CAL. Most of the conference is held on Friday and Saturday, October 14 and 15. Check this website for details: <http://www.cal-webs.org/conference.html>.

Please note the Trustee information attached or at: <http://www.cal-webs.org/files/44623832.pdf> The PCCLD team of Jon Walker, Abby Koehler and Phil Mancha will be presenting at 11:00 a.m. on Friday, October 14 titled, "It All Adds Up: A Case Study On Making Performance Measures Count for Public Libraries."

CAL
October 13-15, 2011
Embassy Suites Loveland 4705 Clydesdale Parkway; Loveland, CO 80538
Registration: \$175 registration (\$125/single day) Registration deadline: September 1, 2011
Hotel: \$119/night + tax (single/double/triple) (2 days=\$238) Phone: 970-612-2388
Mileage .555/mile (est. 328 mi.= \$182.04)
Per diem: \$56 (2 days=\$112)
Estimated total: \$763.00

Please contact Jane Carlsen at 562-5633 to register and make hotel reservations.



Trustees and Friends Conference Sessions

Registration Deadlines

Early Registration ends September 1, 2011

Late Registration is September 1 – October 3, 2011

Walk-In Rates Apply after October 3

Friday, October 14, 2011

9:45-10:45 AM

Nearly Painless Policies for Library Boards: How the Right Policies Can Help with Sticky Situations

Presented by: Shelley Walchak & Jacqueline Murphy

Developing policies is a core responsibility for library boards. This session will cover the basics of what policies your library needs and tips on how to formulate them. But we won't stop there. How can the right policies help with challenges that arise?

11:00 AM - 12:00 PM

It All Adds Up: A Case Study On Making Performance Measures Count for Public Libraries

Presented by: Jon Walker, Abby Koehler & Phil Mancha

What really counts in measuring a public library's impact on the community it serves? This program discusses the case of the Pueblo City-County Library District, and its use of performance measures to aid in decision making. This strategy has helped improve service effectiveness by up to 275% since 2005.

1:00 - 2:30 PM

Intellectual Freedom for Library Boards: How to Support Free Speech and Stay Out of Trouble

Presented by: Cindy Jaye, Martin Garnar, Karen Bary & Abby Koehler

Trustees need to stay abreast of intellectual freedom issues to be staunch advocates for free speech. The price for inattention – possible headlines, lawsuits, and community unhappiness. This session addresses the most common areas where library boards and touchy IF issues intersect: meeting room policy, materials challenges, and the Internet.

Saturday, October 15, 2011

10:00-11:30 AM

Board Basics

Presented by: Valerie Horton

Improve your effectiveness on the Library Board! This session will provide both new and existing board members with an overview of the expectations and opportunities that a Library Board Trustee faces.

11:00-12:00 PM

Governing without Micromanaging: The Keys to Productive Board-Director Relationships

Presented by: Robin Gard, Holly Carroll, Claudine Perrault & Sarah Walsh,

Trustees and library directors must work together in order to make their libraries efficient and attractive to the community. But bad communication, non-productive meetings, and a lack of understanding of each party's roles and responsibilities can sabotage results. This session will be a candid look at the big questions and challenges facing both sides.

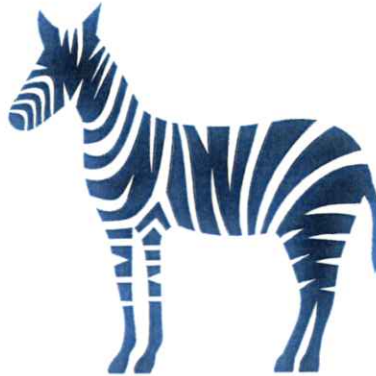
1:45 - 2:45 PM

The New Advocacy: How to Use Social Media to Mobilize Your Community

Presented by: Aspen Walker, Robin Gard & Carson Block

Take a tour into the sometimes foreign country of Facebook, Twitter, phone apps and modern social media. Our libraries shouldn't wait for a crisis to mobilize support and strengthen networks. We'll show you how to speak to our next generation of library supporters in their language- apps, tweets, etc.

It's the Annual Nesbitt Picnic!



Where: **The Pueblo Zoo**
(At the Mandari Shelter Pavilion)

When: **Sunday, August 7, 2011**

Zoo Hours: 9:00 AM – 5:00 PM – stay all day!

Nesbitt Picnic and Events: 11:30 AM – 1:30 PM

- Small Animal Demonstration at the Pavilion 1:00 PM
- 50/50 Raffle Drawing 1:30 PM
- Scavenger Hunt with Prizes!

Nesbitt will provide Fried Chicken and Beverages.
Bring your favorite picnic dish to share!

Employees, Volunteers and their immediate family members receive
FREE ADMISSION!

Additional discounted guest tickets can be purchased
Adults \$6.00 - Children \$4.00

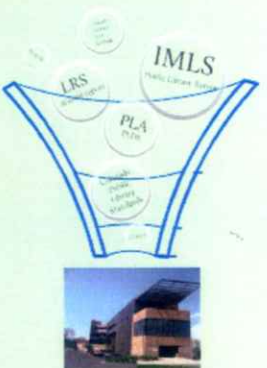
YOU MUST REGISTER TO ATTEND BY Tuesday, July 26th!

To Register Call: Sara Rose at 719-562-5632

or send your name and number of adults and children you will be bringing to HR. Guest tickets must be paid in advance.

Wrist bands will be sent to you in advance for entrance.

Thank you!



statistics 2011: stewardship & survival

abby koehler, July 2011

What are

What will

What does



val

- use of digital materials, including eContent and mobile access
- meeting room use



What are we counting now that shows what the library values?

What will be counting in the future - what will we value then?

What does the community value about libraries?

HALPR

Library
Journal
Star
Ratings

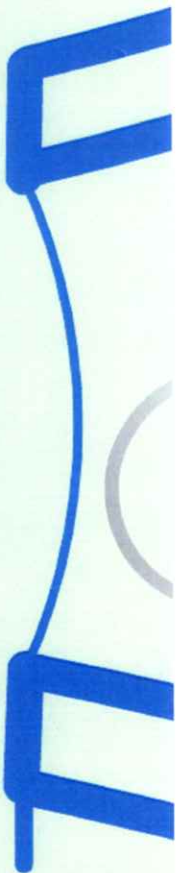
LRS
annual report

PLA
PLDS

IMLS
Public Library Survey

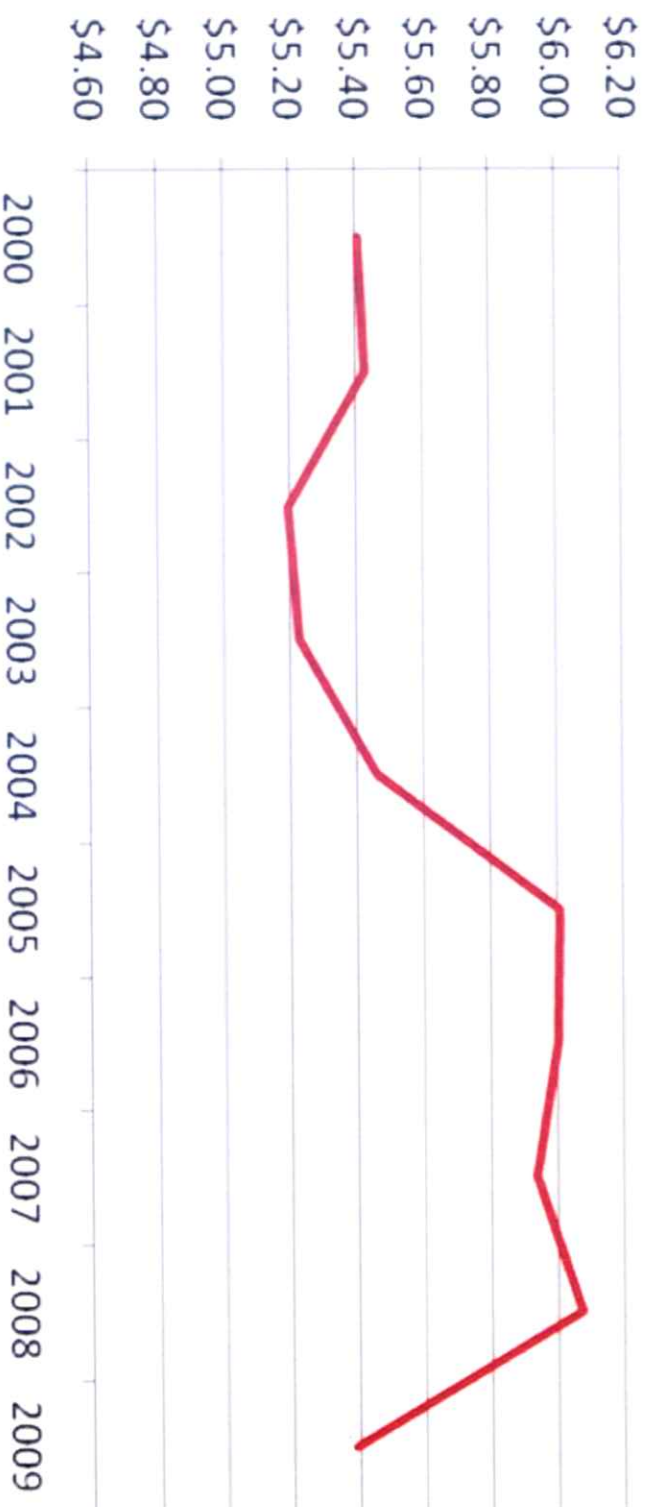
Colorado
Public
Library
Standards

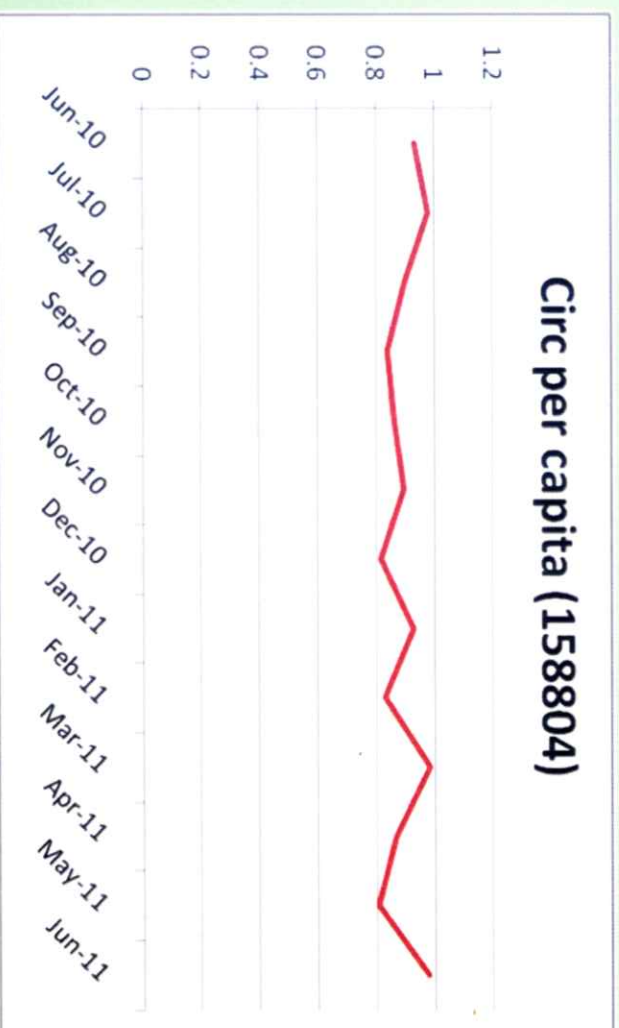
Census



Prezi.com

Materials Expenditures per Capita (LRS)

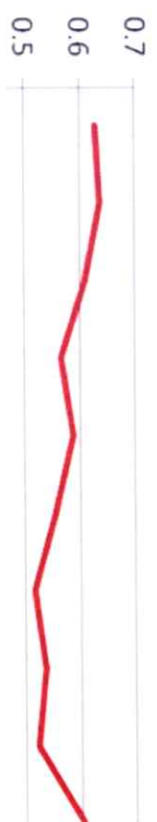




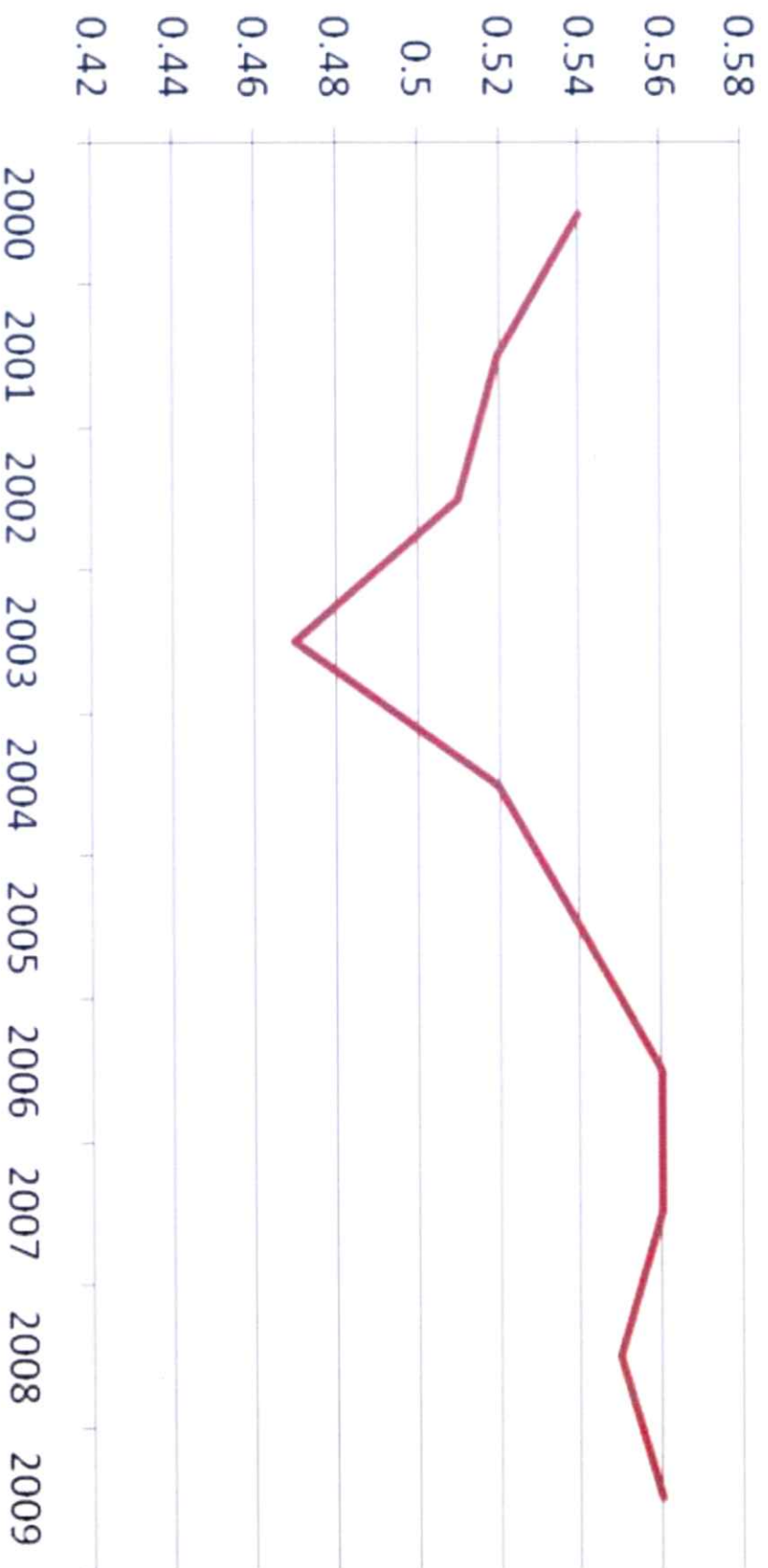
Library Visits per Capita (LRS)

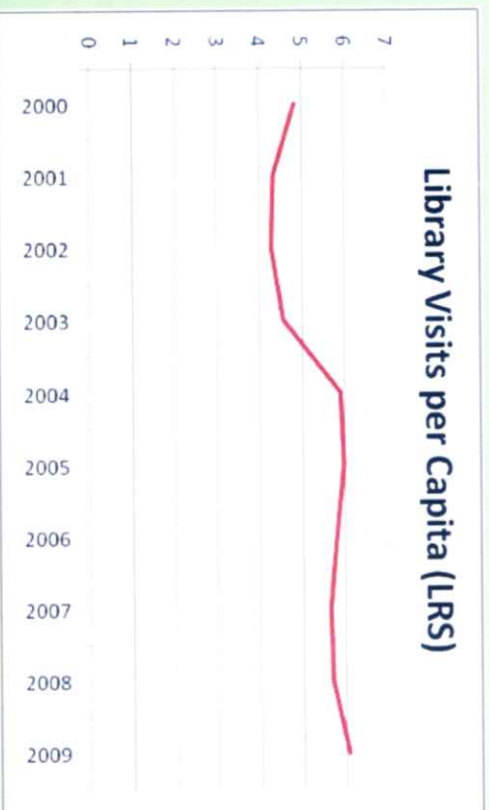
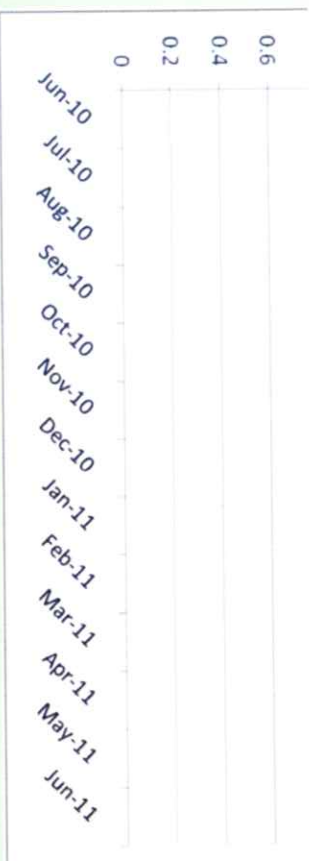


Library Visits per Capita (PC)



Staff per 1000 Served (LRS)





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Prezi.com

Turnover (PCCLD)



02 2003 2004 2005 2006 2007 2008 2009

0 1 2

2000 2001 2002 2003 2004 2005 2006 2007 2008 2009

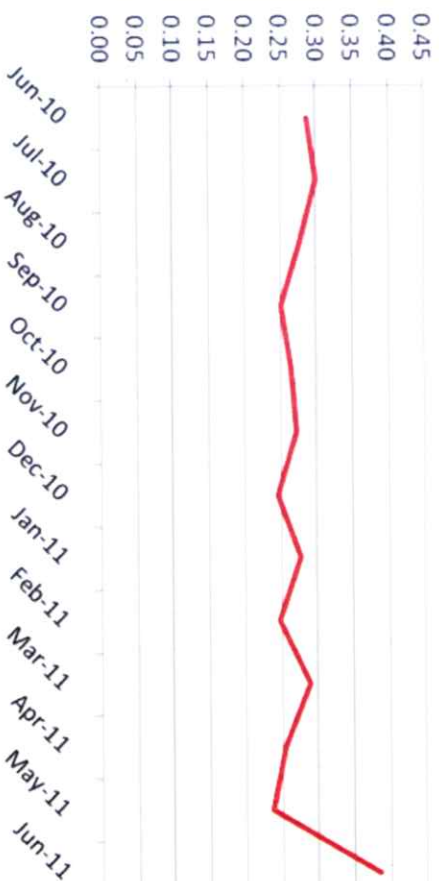
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Jun-10 Jul

Turnover Rate (Physical Collection) (LRS)



Turnover (PCCLD)



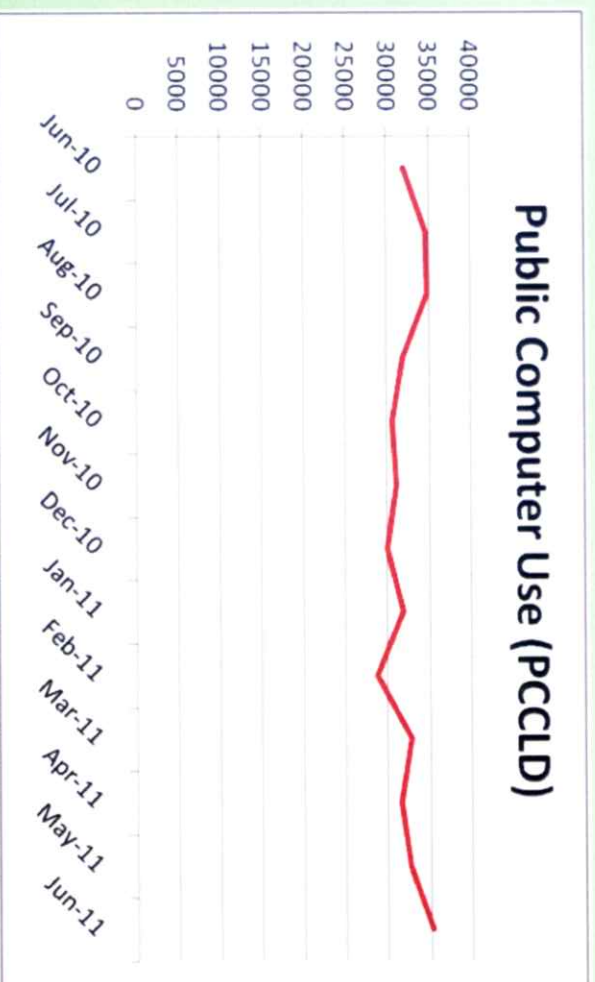
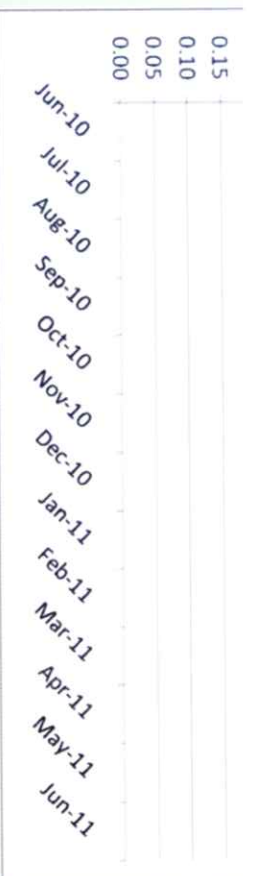
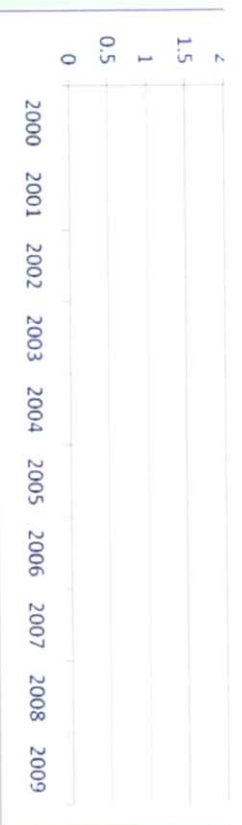
Public Computer Use (PCCLD)



40000 35000 30000

Public Computer Use (PCCLD)



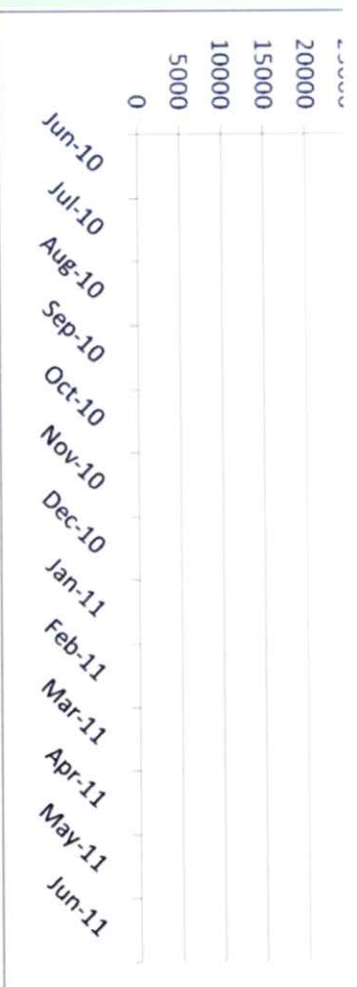
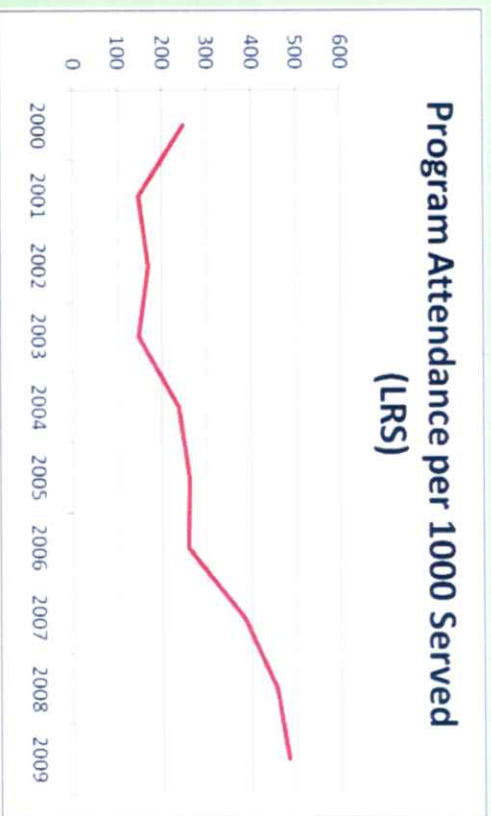
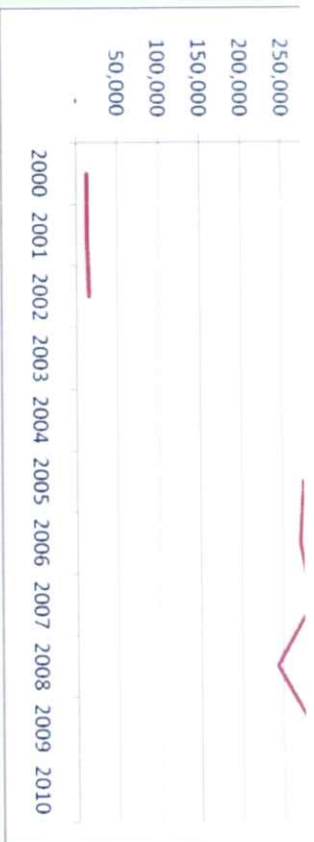


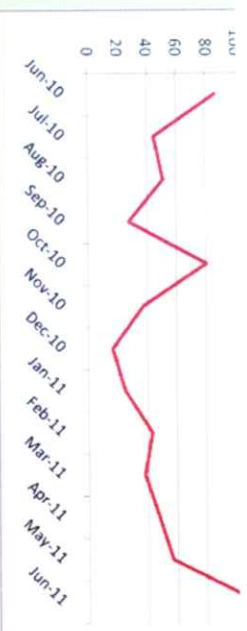
Program Attendance per 1000 Served (LRS)



Program Attendance per 1000 Served (PCCLD)







And two for the future:

- use of digital materials, including eContent and mobile access
- meeting room use

Thank you!

abby koehler, July 2011

YOU'RE CORDIALLY INVITED TO ATTEND:

Friday, July 29

6 p.m. Henry David Thoreau by Kevin Radaker

7 p.m. Charles Darwin by Brian "Fox" Ellis

Saturday, July 30

6 p.m. C. S. Lewis by Kevin Radaker

7 p.m. Walt Whitman by Brian "Fox" Ellis



Radaker as Thoreau.



Ellis as Darwin.



MOVIES:

Monday, July 25 • *Chronicles of Narnia: The Lion, The Witch and the Wardrobe* (PG)

Wednesday, July 27 • *Chronicles of Narnia: Prince Caspian* (PG)

Thursday, July 28 • *Creation: The True Story of Charles Darwin* (PG-13)

All movies are free and shown at 6:30 p.m. at the InfoZone Theatre in the Rawlings Library,
100 E. Abriendo Ave.

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

Non-Profit
Organization
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Permit No. 89

JOIN US FOR PUEBLO'S 2ND ANNUAL VOICES OF THE VALLEY CHAUTAUQUA FESTIVAL

Chautauqua performances feature humanities scholars who research historical figures, and bring them to life through a theatrical performance. After the performance, scholars answer questions as their character, then as themselves. It's history brought to life in an entertaining and engaging way that's sure to capture the imagination and interest of people of all ages!

All chautauqua performances will take place in a tent on the west side of CSU-Pueblo's campus. all performances are free. Attendees are encouraged to bring a picnic dinner.



PUEBLO CITY-COUNTY
LIBRARY
Ideas • Imagination • Information

Colorado
State
University
Pueblo

Nuestra Biblioteca 5th Annual Celebration & Sweet Dreams Car Show

**Rawlings library
Sunday, July 31 at 11 a.m.**

**11 a.m. to 5 p.m. • Sweet Dreams Car Show
Rawlings parking lot**

**1 to 5 p.m. • Art exhibit by NOIZER
2nd floor - Nuestra Biblioteca, Hispanic Resource Center**

**1:30 p.m. • Fiesta Queen & court performances
El Grupo Folklorico de Pueblo Dancers
2nd floor**

**2 p.m. • Matinee Movie: *Beverly Hills Chihuahua 2*
4th Floor - InfoZone Theatre**

**2:30 p.m. • Refreshments
2nd floor - Nuestra Biblioteca, Hispanic Resource Center**

**3:30 p.m. • 5th Anniversary ceremony
Sweet Dreams Trophy Presentations
2nd floor**

