

**Colorado Association of Libraries, Legislative Committee Minutes**  
**Friday, March 2, 2018 at 10:00 am**  
**Commissioner's Room, Denver Public Library**

**Call to Order**

**ATTENDING:** Aspen Walker, Dave Sanger, Brittany Raines, Ruben Valdez, John Wilkinson (online), Ray Coffey, Jerry Braden, Jim Duncan (online), Eugene Hainer, Mollie Steinemann, Ellen Patterson, Lauren Seegmiller, Ericka Martinez, Megan Hartline, Rebecca Winning (online)

**ACCEPTANCE OF MINUTES:** February 2018 meeting minutes were accepted.

**Calendar of Activity updates for 2018 (10 minutes)**

| Event Date       | Event Name                           | Details   |
|------------------|--------------------------------------|---|
| January          | Convening Day of Legislative Session | Wednesday, January 10, 2018   |
| February         | CALCON program proposal deadline     | February 15, 2018   |
| March            | Lobby Day                            | March 27, 2018  |
| April            | County Assemblies                    | Date varies   |
| May              | National Library Legislative Day     | May 7-8, 2018 – John Wilkinson is coordinating  |
| May              | Legislature Adjourns                 | May 9, 2018   |
| June             | Colorado Primaries                   | Tuesday, June 26, 2018  |
| July – September | Legislative Committee Meeting Hiatus | A meeting can be called if needed   |
| September        | CALCON                               | September 13-15, 2018   |
| November         | Submit committee budget request      | Usually a zero budget for regular work and requests to support National Library Legislative Day |
| December         | Final Report to CAL Board/Membership |   |

State Lobby Day is coming up at the end of the month.

County assemblies are held around April. Anyone wanting to attend their county assembly must go to the caucuses. Caucuses are starting next Tuesday; 3/6/2018. Colorado has not changed the primaries dates.

CALCON moves up a month, it is in September. This means we will need to decide who will receive the Legislative award earlier.

**REPORTS:**

**LOBBYIST'S REPORT** [Jerry Braden, Mollie Steinemann, Amber Valdez, Ruben Valdez]

**Legislative Session Updates:**

**Sexual Harassment:**

Having the vote to expel Representative Lebsock today. 11 allegations were brought against him and all are viewed as creditable by an independent law firm. Lobbyists predict Republicans will not vote to expel him. Even the Republican women are not projected to vote to expel him. The independent law firm that reviews these charges have found the charges against Senators Jack Tate and Larry Crowder are also creditable. The House needs 44 votes to expel Lebsock; which are all the Democrats and 8 Republicans.

The District Attorney's office was asked to intervene, but they were not able to take action because no criminal charges have been presented. In this situation, the case against Lebsock is an Human Resources matter rather than a court case.

The question of cost was raised, and it is viewed that no matter how much this cost is, something had to be done. The House is going to be paralyzed, and feelings are rough on both sides of the aisle. This will have impact on other issues.

**Transportation:**

This is still an important issue for Republicans.

**PERA:**

The pension fund for state employees is a hot issue. The system needs to be repaired. This could mean asking current employees and the state to pay more into the fund.

**Corrections Department:**

Legislators are unhappy with the Department of Corrections. The department's numbers are often wrong, they over estimate their needs, and are asking for more money. This is affecting issues being considered by the JBC.

**Civil Rights Committee:**

There was a 3-3 tie vote in the Joint Budget Committee (JBC) to not fund the Civil Rights Committee. Lobbyist predict they will fund the committee at the end. There are 68 days left in the session.

**Good News:**

- Representative Dave Young is looking to see if there is more money for our Grant. There might be an opportunity to increase funding.
- March 20 revenue projections are more positive than the December one. We can talk with the members of the legislature, but we know they cannot make a solid commitment yet.
- There has been no action from Representative Susan Beckman on taking money away from CLiC. She would need late bill status.

**Bills:****HB 18-1001: Creation of a Family and Medical Leave insurance program:**

Projected not to pass

**HB 18-1099: Broadband Deployment Level Playing Field:**

It should pass. It brings broadband to more rural areas. It is the original committee. There are several broadband bills in committees and something will happen. The idea is to redirect funds that are supporting installing telephone lines in hard-to-reach areas to a fund that focuses on doing the same thing for broadband.

**HB 18-1128: Protecting for Consumers Data Privacy:**

It requires that entities in Colorado develop and maintain a written policy for the destruction and proper disposal of documents containing personal identifying information. It is in appropriations currently.

**HB 18-1232: New School Funding Distribution Formula:**

Creation of a new public school funding distribution formula for preschool through secondary education. The issues of highways verses schools with the budget will be a key concern in the legislature. The March 20 projections will provide additional budget information. It is one of the most important projections in a long time. It is not just about the money but the political fighting.

**Other:****Amendment 71:**

Amendment 71, Raise the Bar, which changes petition requirements for State Constitutional Amendments has had a lawsuit filed against it. The argument is that each Senate district has a different population. Lobbyist don't know how the court will rule on this. From the lobbyist they have a good argument, because all senate districts have to be within 1% of each other (population numbers are determined by the censuses), They were close in population in 2011. Right now, there is a commission that reapportions seats.

Many state-wide offices are open this year: It is projected to be a record turnout in 2018. More women are projected to turnout. The 2018 elections might be similar to the post-Watergate elections with some sweeping changes.

#### **National Level:**

President Trump's tariffs are hitting a big push back. One industry fighting the tariffs is the beer industry because of the tariffs on aluminum will raise costs for beer cans. The tariffs were imposed to get back at China, but more steel and aluminum come from Canada.

#### **Lobby Day Update:**

The planning group met with Gene last Wednesday to develop strategies for lobby day. Talked about the threat to cut IMLS at the federal level. The planning group wants to get a clear message for volunteers to use for how we are asking legislators for support. The consistent message will use the same language.

Gene passed around maps of grants for each county. This is the 2<sup>nd</sup> draft based on feedback from 1<sup>st</sup> draft.

Opinion around the room was for the planning group to focus more on local based issues instead of at the National Level. The larger group was not in favor of focusing on IMLS issues for Colorado State Lobbying Day. We still need to determine what we want to say and which legislators to focus on.

#### **Messages at Past Lobbying Days:**

Different approaches over the years were shared: How libraries build business, Libraries Work, Bright Futures: younger readers (literacy), Transform Lives, Build Communities.

2018 ALA Mid-Winter Conference focused on being future ready and how libraries prepare people for the future.

Libraries transform messages from ALA: All patterned after OCLC study

Aspen Institute: focused more on resiliency. Lobbyist did take copies of the Executive Summary report to legislators.

#### **Things to Do:**

- Solidifying message: Projected to be done early next week
- Create packet of papers for every legislator which will include Gene's map of the grants to each county.
- Solicited more information to share: stories from around the state of how libraries are impacting people.

Discussion about having individual library districts having their own packets of papers to distribute to their legislators. DPL has talked about complying this and are still working on this. It is good to have both a generic packet and individual packets, they tell a better story. An additional idea is to reach out to school district library coordinators to collect additional information. Any messages from local libraries is good.

The planning group has a list of committed volunteers; have a core of 10 volunteers (by the end of this meeting they had 14). We need to be careful to not just talk to each other but to really get out and talk with the legislators and their aides; move beyond the set-up area and go throughout the building spreading our message.

The lobbyists are going to send all Denver Legislator names to Ericka Martinez at DPL, to assist in focusing DPL's individual message to them.

## **NATIONAL LEGISLATION**

National Lobbying Day:

John Wilkinson: They have representative from every district except 5 (Sasha Miller- went in the past). There are enough representatives to cover the districts and senate offices. John will send Gene and Melissa list of contacts so far.

They have not seen anything on funding legislation for LSTA funding. It is the same process as last year. There are current fundraising efforts for Trump's Presidential Library. There is a bill pending in the Senate for the reauthorization of IMLS as an Agency. Contact Senator Bennett offices. He is on the committee to approve the bill; additional message needs to go out on this. Process happens about every 5-7 years, usually non-controversial.

### **Colorado Libraries Political Action Committee (PAC) Fundraising Report**

Ray has created a Letter for Trustees and Directors of Libraries. We can communicate this at Lobby Day. We hope to share this with Library Directors, who in turn share with their Trustees to solicit support from both groups.

The PAC will pay for the catering at Lobbying Day as they have done in the past.

The PAC has developed a webpage to solicit donations online. They are waiting on documents for creating a PayPal Account to use. They have asked that CAL provide pictures and videos that can be put on the site to make it more interactive and show what the PAC is supporting.

### **Assignments follow-up and next steps**

| <b>Who</b>                                | <b>Action</b>   |
|---|---|
| Jerry Braden Amber Valdez, & Ruben Valdez | Town Hall Meetings throughout the state   |
| Task Force Needed                         | Develop Fundraising Plan for Legislative Committee Team looking at fundraising.   |
| Collaboration with PAC Needed             | Develop Fundraising Plan for PAC  |
| Volunteers                                | <ul style="list-style-type: none"><li>Lobby Day -- co-chairs: Brittnei Ehrhart, Erica Martinez, and Lauren Seegmiller</li></ul> |

Jerry is sending out announcements of town hall meetings. This is usually in the form of Facebook posts. Some legislators are better than others at host the meetings, some are more consistent. It seems the tighter seats do host the meetings more often. Please show up to the meetings and thank legislators for their support of libraries.

It was discussed if we could send a question to all library director to see if legislators are using libraries for town hall meetings? Yes, this is a good reminder that libraries are a good place to host these. We know that Ken Buck has used Castle Pines and Lebsock has used Anythink in the past.

### **ADDITIONAL ITEMS**

By the next meeting we should know additional information about the Long Bill.

### **NEXT MEETING April 6, 2018**

For Remote Access use the following link: Join from PC, Mac, Linux, iOS or Android:

<https://zoom.us/j/986432704>

## LEGISLATIVE COMMITTEE REPORT

March 28, 2018

### FEEDBACK – CAL ENDORSING INITIATIVE #93

CAL President, Carol Smith, asked that the Legislative Committee provide feedback on whether CAL should endorse Initiative #93 – [Great Schools, Thriving Communities](#) being proposed by Great Education Colorado. CAL Lobbyist Jerry Braden responded in support of the action, noting “if it helps schools then it helps the librarians. I do not see a down side.”

The Colorado Association of School Librarians (CASL) has voiced support of the initiative. As school funding levels impact the dollars allocated for library staff and the purchase of materials, support is in our best interests. CASL’s support for the initiative addresses one of the key considerations for the Legislative Committee’s decision-making.

The Legislative Committee will be meeting on Friday, April 6, 2018. Both Carol Smith and Lisa Weil, Executive Director of Great Education Colorado will attend so we can all talk about supporting the initiative. Assuming no concerns are expressed, it is expected that the Legislative Committee will recommend actions on the line of:

1. That the CAL Board contacts Great Education Colorado to add our name as an endorsing organization;
2. That CASL and the Legislative Committee identifies members to develop speaking points about the initiative for CAL members to use when advocating;
3. That the Legislative Committee provides a guide of best practices of advocacy.

## STATE

### Budget

The State revenue projections made in December 2017 and then on March 19, 2018 are strong. The monies, however, are already being directed towards transportation and education. It is anticipated that our Lobbyists will recommend that we hold stable with \$2.5 million being allocated towards the State Grants to Publicly Funded Libraries line item rather than try to recommend an increase.

### Lobby Day Event

The 2018 State Lobby Day was held on Tuesday, March 27, 2018 from 8:00 am to 10:00 am. The time was shortened as the House appropriations meeting was held that morning followed by a very short session in the House Chamber before everyone went to caucus to discuss the budget.

Despite (or due to) the lack of a regular meeting of the House, we found that more representatives and senators made it to the table for conversations. As usual, David Bondarchuck, owner of Scratch Catering was there sharing snacks and stories of how the Denver Public Library helped him succeed.

This year we had three-person leadership team that consisted of Brittnei Ehrhart, Ellen Patterson, and Lauren Seegmiller. Many thanks to them and all who made this event a success. And, we are thrilled that they are willing to coordinate the 2019 event with the new CALLI cohort.

### Bills Being Tracked

Proposed Bills that may impact libraries include:

- **HB 18-1322: Long Appropriations Bill.** Sets the State’s Budget. This includes funding for the State Library, CLiC, and the State Grants to Publicly Funded Libraries line item.

[As of March 26, 2018, the Bill has been assigned to the House Appropriations Committee](#)

- **HB 18-1099: Broadband Deployment Level Playing Field.** Requires the larger incumbent telecommunications providers to match the speeds and cost per area household bid by a competitor if the incumbent refuses to let a smaller provider to take action in an unserved area.  
[As of March 23, 2108, the Bill has passed both the House and Senate](#)
- **HB 18-1232: New School Funding Distribution Formula.** Revises the fund distributions to preschool/kindergarten through secondary public education.  
[As of February 5, 2018, the Bill remains in the House Education Committee](#)
- **HB 18-1111: Modifications to PERA Board of Trustees.** Revises the Board composition.  
[As of February 14, 2018, the Bill remains in the House Committee on State, Veterans, & Military Affairs where it was postponed indefinitely.](#)
- **SB 18-200: Modifications to PERA.** Revises PERA to minimize the risk of the plan being unfunded within the next thirty years.  
[As of March 27, 2018, the Bill passed the Senate Third Reading with no amendments.](#)

### **NATIONAL LIBRARY LOBBY DAY**

National Library Lobby Day (NLLD) will be held in Washington D.C. on May 7-8, 2018. John Wilkinson, will continue to serve as our State coordinator this year. This a chance to talk directly to your congressional representatives or their aides about how your library helps the community succeed and how the decisions in D.C. will impact those you help.

If you live or work in Colorado Springs, you are likely part of Congressional District 5 and we need you to visit Washington D.C.! If you are willing and able to join the team, please contact John at [johnwilk@bikerider.com](mailto:johnwilk@bikerider.com).

Can't go to D.C.?! Join the fun from home and register to participate in [Library Legislative Day](#) virtually. And, yes, that includes all of us who aren't part of the touring group.

Respectfully submitted,  
Elena Rosenfeld and David Sanger  
Legislative Committee Co-chairs

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**ACCEPTANCE OF MINUTES:** Mar. 2018

**Report :** CAL Board:

**AUDIENCE:** Lisa Weil, Executive Director. Great Education Colorado

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| June             | Colorado Primaries, Legislative Debrief | Tuesday, June 26, 2018, June 1, 2018  |
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**REPORTS:**

**LOBBYIST'S REPORT** [Jerry Braden, Amber Valdez, Ruben Valdez] Time allocated: 20 minutes

- Legislative Session Updates
- Lobby Day Debrief

**CAL LEGISLATIVE AWARD**

**NATIONAL LEGISLATION**

Time allocated: 5 minutes

**CLEF SILENT AUCTION**

**PAC Fundraising Report**

**Assignments follow-up and next steps**

Time allocated: 10 minutes

| Who                                       | Action  |
|---|---|
| Jerry Braden Amber Valdez, & Ruben Valdez | Town Hall Meetings throughout the state   |
| Task Force Needed                         | Develop Fundraising Plan for Legislative Committee Team looking at fundraising. |
| Collaboration with PAC Needed             | Develop Fundraising Plan for PAC  |
|   | •   |

**ADDITIONAL ITEMS**

**NEXT MEETING** May 4, 2018

For Remote Access use the following link: Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/986432704>

# The Memory Lab | Technology in Focus

 [lj.libraryjournal.com/2018/04/lj-in-print/memory-lab-technology-focus/](http://lj.libraryjournal.com/2018/04/lj-in-print/memory-lab-technology-focus/)

March 3, 5877521

## Led by DCPL, libraries are helping patrons save their mementos—and learn the basics of digital preservation in the process

Pictures on a phone. Journals on a hard drive. Videos shared on social media. It's so easy and convenient to document and publish our lives digitally these days. Yet what happens when media formats become obsolete? Individuals and entire communities risk major losses of historical and cultural documentation. Unless, that is, the public is equipped to sustain digital memories by transitioning them to new formats. The District of Columbia Public Library (DCPL) believes libraries should offer both the tools and knowledge needed to preserve these important and irreplaceable documents.



"You can't just toss your memories in a shoebox and stick them on a shelf anymore," says DCPL's digital curation librarian Lauren Algee. "VHS tapes and magnetic media are at great risk of degradation, so saving them is kind of now or never. If these materials don't survive into the future, what will we, as curators, have to collect from?"

Taking the necessary steps to care for physical keepsakes, journals, calendars, and home movies as well as Word documents, digital photographs, email, and social media accounts also helps patrons more easily locate items, use them in projects, and preserve them for cultural and genealogical records.

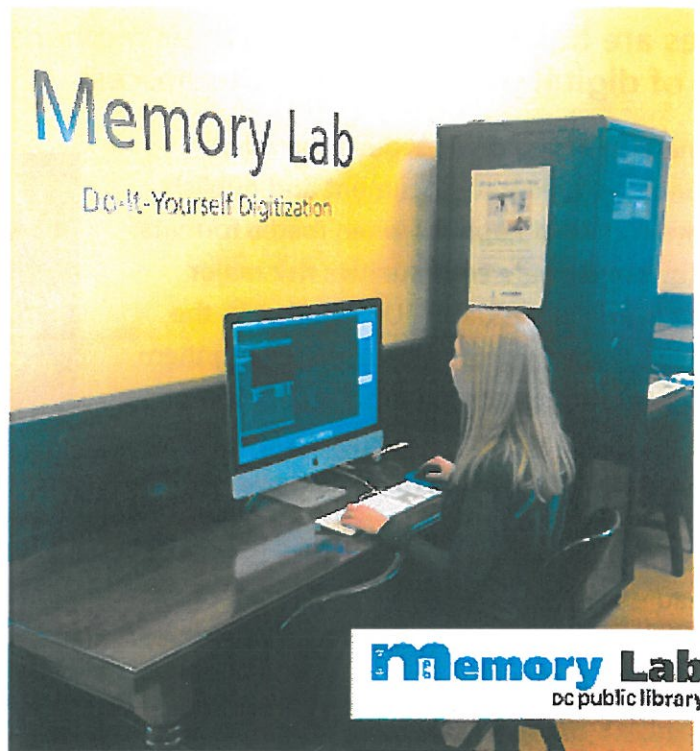
That's where DCPL's Memory Lab comes in.

### Self-service Stewardship

Algee, who at the idea's inception in 2015 was the only DCPL staffer with "digital" in her title, came up with the initial concept of a self-service lab in which library patrons could transfer outdated media to current formats and also learn to catalog and store them properly. She partnered with DCPL's technology and innovation manager Nicholas Kerelchuk and developed the outline for a project whose primary goals were to work with DCPL staff to create digital preservation stations, create staff and patron guides for personal archiving best practices, design programs for educating the public about tools and requirements for digital stewardship, and serve as a national model for other public institutions.

They then put together a proposal for a National Digital Stewardship Residency (NDSR) project, secured an operational budget for the lab, and got organizational buy-in for supporting the lab. When their NDSR application was approved, National Digital Stewardship resident Jaime Mears joined the team as project manager. Together they invented DCPL's Memory Lab, a DIY model providing not only the equipment for digitizing home movies and scanning photographs and slides

but also an online resource to educate patrons on how to care for physical and digital documents and guide them through properly archiving those assets. The DIY model gives patrons online step-by-step instructions on how to use the tools while empowering them to control the entire process.



**CAPITAL MEMORY** DCPL helps patrons digitize and preserve media stored on aging formats such as VHS tapes and 3.5" floppies. This year, it's helping seven other libraries launch preservation programs of their own.

*Photo courtesy of DCPL*

Mears spent her yearlong residency at DCPL researching other labs and personal archiving resources, then designing and building out the lab and user experience to support formats such as VHS, VHS-C, MiniDV, audiocassettes, 3.5" floppies, photos, slides, negatives, external hard drives, USBs, and cloud storage.

#### Training for transfer

Mears also developed and taught workshops on personal archiving and trained DCPL staff to run it and to, in turn, teach personal archiving workshops at local branches.

"We recognized that a transfer station was not enough. Programming is not enough," Mears says. "Communities need both, along with resources and advisors to support the iterative process that is archiving."

To that end, the Memory Lab provides programs like Personal Archiving with Facebook, a workshop where patrons download their own Facebook archive and analyze it as an archivist to see how well it meets preservation best practices. Another program, Personal Archiving for Black History Month, offered a lecture showcasing black history photograph collections and personal archiving tips and

ways patrons can repurpose pieces of their archive. They also host DC Home Movie Day, a full-day event in which attendees bring a film to be screened and learn about resources for storing and converting their film and tapes.

"Digital [media] can be just as fragile, if not more, as physical, so people need to know that once it is digitized, the work is not done," Algee says. "It will have to be managed for the rest of its life. Things like keeping an inventory, knowing where files are and whether they can still be opened are important aspects of preserving media. It takes maintenance. Not every day, but on a regular basis."

The most challenging part of creating the lab, Mears says, was designing a sustainable working solution for do-it-yourself transfer that was approachable to patrons with a variety of technical comfort levels.

"Personal archiving education and transfer services empower users to decide what to do with their own and their family's legacies, something we used to take for granted but can't anymore," Mears says. "Topics intersect with a variety of necessary digital literacy skills such as understanding terms of use, privacy, and digital preservation. Library spaces are democratic, approachable, and in touch with changing technological trends that a Memory Lab has to be poised to address quickly."

### Replicating the results

Not only has the lab been popular with users, but before "the Memory Lab was even up and running, we began talking about it at conferences, so people were asking how to replicate it in their own libraries," Algee says. "It created kind of a movement of libraries wanting to do the work but needing a support system. We were out there saying, 'Memory labs are great! You should have one!' But we also needed to find out how that would translate in a superrural library or spread out in a large district."

So DCPL set out to create a two-year project to embed digital preservation tools and education in public libraries nationwide, following the model of the DCPL Memory Lab, and sought a grant funded through the Institute of Museum and Library Services (IMLS) National Leadership Grants for Libraries (NLGL) program.

"In a nutshell, the program is designed to address significant challenges and opportunities facing the library and archives fields and that have the potential to advance theory and practice," says Giuliana Solitario Bullard, senior public affairs specialist for IMLS. "Successful proposals will generate results such as new tools, research findings, models, services, practices, or alliances that will be widely used, adapted, scaled, or replicated to extend the benefits of federal investment."

DCPL was awarded \$249,282.00 from NLGL in spring 2017. In partnership with the Public Library Association, DCPL then set out to identify seven public libraries in the country to receive training, mentoring, equipment, and financial support to create programs for community members to digitize and preserve their personal and family collections. The resulting personal archiving stations will allow libraries to foster deeper community engagement and expand staff and patron expertise in personal archiving. The cohort of participants will contribute to an emerging network of libraries with personal archiving programs, and the project will also result in documentation and training materials for implementation and use of similar stations in other institutions.

"Libraries are best poised to take on the responsibility of providing communities with digital preservation education and access because they have a history of public education, a commitment to accessibility, and dedicated spaces and staff," Mears says. "Personal archiving programs, especially those with a digital focus, should be grouped with existing digital literacy efforts."

The libraries that were chosen are the Karuk Tribal Library, CA; Houston Public Library, TX; Pueblo City-County, CO; Los Angeles Public Library; New Ulm Public Library, MN; Boyle County Public Library, KY; and Broward County Public Library (BCPL), FL.

According to DCPL's grant proposal, libraries were selected based on their interest and commitment and diversity of geographic location, library system size, and population served.

"We could only select seven libraries," says Kerelchuk, "but everything we're creating through this grant is going to be open and usable to support other libraries in [setting up] their own labs."

A boot camp on April 16–20 will bring two ambassadors from each of the selected libraries to Washington, DC, for five days of in-depth digital preservation from experienced Memory Lab staff and experts in preservation and personal digital archiving. Ambassadors will gain practical knowledge in digitization and the digital object life cycle as well as guidance on building digital preservation workstations, classes, and outreach strategies for the public.

"These seven locations are [each] unique, and [the] statement of need from their applications were powerful," Kerelchuk says. "It will be exciting to see what comes out of their stories and their own Memory Labs."

Broward County, for example, focused on the likelihood of natural disaster and saving a community's history when it's threatened. Boyle County serves a local deaf community that will require accessibility tools the Memory Lab hasn't yet used. The Karuk Tribal Library is part of a 5,000 square foot People's Center dedicated to promoting the active, vibrant practices of the Karuk arts, culture, and ceremonial life and language.

"There is an overwhelming need for these services in every community around the country," Mears says. "Education about preservation and access to transfer equipment should be freely available to the public. Preservation of memories should not be a privilege."

Denice Rovira Hazlett ([denicehazlett.com](http://denicehazlett.com); @charmgirl on Twitter) is a feature, profile, and fiction writer

# PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES 2018

## Scheduled Meeting Dates

The Board of Trustees normally meets on the 4<sup>th</sup> Thursday of each month with the exceptions of November and December.

Meetings are normally scheduled at 5:30 p.m. and are held in the 4<sup>th</sup> floor Ryals Room when at the Rawlings Library.

The Board may meet at other locations at the Board's discretion

In February and October there will be a recognition event as part of Staff Development Day for Board members to extend their appreciation and congratulations to employees receiving performance awards and to welcome new employees

Work Sessions are normally held on the 3<sup>rd</sup> Tuesday of each month (or the Tuesday the week BEFORE the Regular Board meeting) at 3:00 p.m.

| Work Session Date   | Location                                 | Board Meeting Date                                 | Location                           |
|---------------------|--|--|------------------------------------|
| Jan 16, 2018        | Rawlings Library<br>Ryals                | Jan 25, 2018                                       | Rawlings Library                   |
| Feb 13, 2018        | Rawlings Library<br>Ryals                | Feb 22, 2018                                       | Library @ U (CSU-Pueblo)           |
| <b>Feb 19, 2018</b> | <b>Staff Development Day Recognition</b> |  |                                    |
| March 13, 2018      | Rawlings Library<br>Ryals                | Mar 29 (5 <sup>th</sup> Th)<br>PLA Mar 20-24       | Rawlings                           |
| Apr 17, 2018        | Rawlings Library<br>Ryals                | Apr 26, 2018                                       | Lamb Library                       |
| May 15, 2018        | Rawlings Library<br>Ryals                | May 29 (Tue)<br><i>approved 3-29-2018</i>          | Barkman Library                    |
| Jun 19, 2018        | Rawlings Library<br>Ryals                | Jun 28, 2018                                       | Rawlings Library<br>Audit Report   |
| Jul 17, 2018        | Rawlings Library<br>Ryals                | Jul 26, 2018                                       | Patrick Lucero Library             |
| Aug 14, 2018        | Rawlings Library<br>Ryals                | Aug 23, 2018                                       | Pueblo West Library                |
| Sep 18, 2018        | Rawlings Library<br>Ryals                | Sep 27, 2018                                       | Greenhorn Valley                   |
| <b>Oct 8, 2018</b>  | <b>Staff Development Day Recognition</b> |  |                                    |
| Oct 16, 2018        | Rawlings Library<br>Ryals                | Oct 25, 2018                                       | Giodone                            |
| Nov 13, 2018        | Rawlings Library<br>Ryals                | Nov 29 (5 <sup>th</sup> Th)<br>Thanksgiving Nov 22 | Rawlings Library<br>Budget Hearing |
| Dec 11, 2018        | Rawlings Library<br>Ryals                | Dec 13, 2018<br>Budget due Dec 15                  | Rawlings Library                   |
| Jan 15, 2019        | Rawlings Library<br>Ryals                | Jan 24, 2019<br>Annual Meeting                     | Rawlings Library                   |

**Dates or locations may be changed by vote of the Board of Trustees**

APPROVED: 01-25-2018 – REVISED: 03-29-2018