

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
December 12, 2013 – 5:30 p.m. – Rawlings Library**

I. CALL TO ORDER AND ROLL CALL

Marlene Bregar	Lyndell Gairaud	Philip Mancha
Roy Miltner	Donna Pickman	Fredrick Quintana
Jim Stuart		

II. CORRECTIONS AND MODIFICATIONS TO AGENDA

The Board or Executive Director may suggest corrections or modifications to the agenda at this time.

III. APPROVAL OF MINUTES

OVERVIEW: Minutes of the Library Board Work Session held on November 19, 2013 and Minutes of the Regular Library Board meeting held on November 21, 2013 were provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board approve:

- Minutes of the Library Board Work Session held on November 19, 2013
- Minutes of the Regular Library Board meeting held on November 21, 2013

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Abby Koehler, ILS (Integrated Library System) Administrator, will provide a report on BiblioCommons.

B. Friends of the Library

C. Pueblo Library Foundation

D. Attorney's Report

E. Financial Report

OVERVIEW: The Board is asked to ratify the November 2013 bills and accept the November 2013 Fund Statements. Chris Brogan, Chief Financial Officer, will provide a synopsis of the Financial Report and will be available to answer any questions.

RECOMMENDED ACTION: That the Library Board approve the November 2013 bills and accept the November 2013 Fund Statement as contained in the December 12, 2013 Board materials.

V. PUBLIC COMMENT

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Announcements

- ☐ The Rawlings Library will close on Sundays, December 22 and December 29. All libraries will be closed on Tuesday and Wednesday, December 24 and 25, for Christmas Eve and Christmas Day. All libraries will close at 6:00 p.m. on Tuesday,

AGENDA

December 12, 2013 - 2

December 31 for New Years Eve and will be closed on Wednesday, January 1, 2014, for New Years Day.

- ☐ All libraries will be closed on Monday, January 20, 2014, for the Martin Luther King, Jr. Holiday.
- ☐ The next regular Work Session is scheduled for Tuesday, January 14, at 3:00 p.m. in the Ryals Room at the Rawlings Library.
- ☐ The next regular Board meeting is scheduled on Thursday, January 23, at 5:30 p.m. at the Rawlings Library. The meeting will be preceded by an Employee Recognition event at 5:00 p.m.

B. Action/Discussion Items

1. Resolution to Adopt the 2014 Annual Plan, the 2014 Budget, Set the Mill Levy, and Appropriate Sums of Money for the 2014 Budget.

OVERVIEW: The Preliminary 2014 Annual Plan and Budget were presented for Board consideration in October, and a Public Hearing was held in November. The Board discussed the Resolutions at the December 10 Work Session:

RECOMMENDED ACTION: That the Board of Trustees:

- a. Approve the 2014 Annual Plan
- b. Adopt the 2014 Budget
- c. Set the mill levy at 5.258 mills
- d. Appropriate funds for the 2014 Budget.

2. PCCLD Property and Liability Insurance Renewal

OVERVIEW: PCCLD's Property and Liability Insurance coverage is scheduled to expire at the end of 2013. The insurance consultants have solicited information for coverage renewal. The best and lowest proposal was provided by the Special Districts Association (SDA) at a rate of \$58,447.34 for the year. By policy, this requires Trustee approval since it exceeds \$25,000. The Board discussed this at the December 10 Work Session.

RECOMMENDED ACTION: That the Board of Trustees approve PCCLD's Property and Liability Insurance renewal for 2014 at the rate of \$58,447.34 from SDA.

3. PCCLD Workers Compensation Renewal

OVERVIEW: PCCLD's Workers Compensation renewal is due in early January. The quoted rate from SDA for the annual renewal for 2014 is \$27,540.49. By policy, this requires Trustee approval since it exceeds \$25,000. The Board discussed this at the December 10 Work Session.

RECOMMENDED ACTION: That the Board of Trustees approve PCCLD's Workers Compensation renewal for 2014 at the rate of \$27,540.49 from SDA.

4. SirsiDynix Software Renewal

OVERVIEW: The Board of Trustees discussed the renewal of the SirsiDynix ILS software at a cost of \$87,487.47. By policy, this requires Trustee approval since it exceeds \$25,000.

RECOMMENDED ACTION: That the Board of Trustees approve renewal of the SirsiDynix ILS software at a cost of \$87,487.47.

VIII. ADJOURNMENT