

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
December 13, 2012 – 5:30 p.m. – Rawlings Library**

**I. CALL TO ORDER AND ROLL CALL**

Sherri Baca	Marlene Bregar	Rhonda Gonzales
Philip Mancha	Roy Miltner	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 Special Meeting held on November 8, 2012, Minutes of the Library Board Work Session held on November 8, 2012, and Minutes of the Regular Library Board meeting held on November 15, 2012 were provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board approve:

- Minutes of the Special Library Board meeting held on November 8, 2012
- Minutes of the Library Board Work Session held on November 8, 2012
- Minutes of the Regular Library Board meeting held on November 15, 2012

**IV. REPORTS**

**A. Executive Director Report**

Review and highlight library activities and programs.

Janina Goodwin will report on the Library Enhancement Project.

Midori Clark will report on the 2012 All Pueblo Reads.

**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 2012 bills and accept the November 2012 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 2012 bills and accept the November 2012 Fund Statement as contained in the December 13, 2012 Board materials.

**V. PUBLIC COMMENT**

**VI. SPECIAL PRESENTATION AND ACKNOWLEDGEMENT**

**VII. OLD BUSINESS**



## **VIII. NEW BUSINESS**

### **A. Announcements**

- ☐ The Rawlings Library will close on Sundays, December 23 and December 30. All libraries will be closed on Monday and Tuesday, December 24 and 25, for Christmas Eve and Christmas Day. All libraries will close at 6:00 p.m. on Monday, December 31 for New Years Eve and will be closed on Tuesday, January 1, 2013, for New Years Day.
- ☐ All libraries will be closed on Monday, January 21, 2013, for the Martin Luther King, Jr. Holiday.
- ☐ The next regular Work Session is scheduled for Tuesday, January 15, at 3:00 p.m. in the Ryals Room at the Rawlings Library.
- ☐ The next regular Board meeting is scheduled on Thursday, January 24, 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. Resolutions to Adopt the 2013 Annual Plan, the 2013 Budget, Set the Mill Levy, and Appropriate Sums of Money for the 2013 Budget**

OVERVIEW: The Preliminary 2013 Annual Plan and Budget were presented for Board consideration in October, and a Public Hearing was held in November.

RECOMMENDED ACTION: That the Library Board:

- a. Approve the 2013 Annual Plan
- b. Adopt the 2013 Budget
- c. Set the mill levy at 5.293 mills
- d. Appropriate funds for the 2012 Budget.

#### **2. PCCLD's Property/Casualty Insurance Renewal**

OVERVIEW: At the Work Session on December 11, the Trustees discussed PCCLD's Property/Casualty Insurance coverage that is scheduled to expire at the end of 2012. The insurance consultants have solicited bids for coverage renewal. The best and lowest proposal is at a rate of \$61,824.96 for the year. By policy, this requires Trustees approval since it exceeds \$25,000.

RECOMMENDED ACTION: That the Trustees approve the renewal of PCCLD's Property/Casualty Insurance at the rate of \$61,824.96 for the year.

#### **3. Extension Agreement to Transfer Real Property**

OVERVIEW: At the Work Session on December 11, the Trustees discussed that on June 28, 2012, PCCLD entered into agreement with the Colorado City Metropolitan District to close on the transfer of property to PCCLD from the Metropolitan District by December 25, 2012. PCCLD continues to work to obtain subdivision exemption, rezoning and access to the property, and it is recommended the agreement for closing extend to a date not later than April 24, 2013.

RECOMMENDED ACTION: That the Trustees approve the Extension Agreement to Transfer Real Property to extend to a date not later than April 24, 2013.

#### **4. Intergovernmental Agreement**

OVERVIEW: At the Work Session on December 11, the Trustees discussed that PCCLD and Pueblo County have been working together on an agreement between the two institutions to share costs for improvements to the driveway from Cibola Drive to the County's Raw Water Fill Site used by the Pueblo County Engineering and Public Works Department and that will be used as the driveway to the Greenhorn Valley Library after construction of said building. The proposed IGA calls for the two institutions to share



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the cost of the driveway, with each paying 50% of the cost. The estimated total cost of the project is \$48,230.

RECOMMENDED ACTION: That the Trustees approve the Intergovernmental Agreement between PCCLD and Pueblo County to share costs for improvements to the driveway for the Greenhorn Valley Library.

### **5. Disposal of Property Request**

OVERVIEW: At the Work Session on December 11, the Trustees discussed the Disposal of Property Request to declare miscellaneous items of furniture and equipment as surplus as part of the Library Enhancement Project.

RECOMMENDED ACTION: That the Trustees declare items of property as surplus and approve the donation of the surplus items to local libraries, city and county, or other governmental agencies or to a nonprofit agency such as Restore.

### **6. SirsiDynix Software Renewal**

OVERVIEW: At the Work Session on December 11, the Board of Trustees discussed the renewal of the SirsiDynix Software at a cost of \$66,544.67. By policy, this requires Trustee approval since it exceeds \$25,000.

RECOMMENDED ACTION: That the Trustees approve the renewal of the SirsiDynix Software at a cost of \$66,544.67.

## **IX. ADJOURNMENT**