

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
July 26, 2018 – 5:30 p.m. – Patrick A. Lucero Library**

I. CALL TO ORDER AND ROLL CALL

Marlene Bregar	Lyndell Gairaud	Stephanie Garcia
Philip Mancha	Doreen Martinez	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 June 19, 2018 and Minutes of the Regular Library Board meeting held on June 28, 2018 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 June 19, 2018
- Minutes of the Regular Library Board meeting held on June 28, 2018

IV. REPORTS

A. Executive Director Report

There will be a report provided by Diann Logie, Managing Librarian, Lucero Library.

B. Friends of the Library Report

C. Pueblo Library Foundation Report

D. Attorney Report

E. Employment Changes None

OVERVIEW: The Board is asked to ratify the June 2018 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board approve the June 2018 Employment Changes as contained in the July 26, 2018 Board materials.

F. Financial Report

OVERVIEW: The Board is asked to ratify the June 2018 bills and accept the June 2018 Fund Statements. Sherri Baca, 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 June 2018 bills and accept the June 2018 Fund Statement as contained in the July 26, 2018 Board materials.

V. BOARD COMMENT

VI. PUBLIC COMMENT

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Announcements

- ☐ The Board Audit Committee will meet on Friday, July 27 at 1:00 p.m. to review the proposals received for Audit Services.
- ☐ The next regular Work Session is scheduled for Tuesday, August 14, at 3:00 p.m. at the Rawlings Library.
- ☐ The next regular Board meeting is scheduled on Thursday, August 23, at 5:30 p.m. at the Pueblo West Library.
- ☐ All libraries will be closed on Monday, September 3 for Labor Day.
- ☐ The Annual Planning Retreat for 2019 is scheduled on Thursday, September 6 from 9:00 a.m. to 4:30 p.m. at the Mountain Park Environmental Center. Please RSVP to Board Secretary by August 20 if you will be able to attend.

B. Action/Discussion Items

1. Q2 Annual Plan Update

OVERVIEW: An update report on the 2nd Quarter of the 2018 Annual Plan will be presented for review and discussion.

RECOMMENDED ACTION: No formal action is required.

2. Property Disposal

OVERVIEW: A proposal to dispose of surplus PCCLD IT equipment was discussed in detail at the July 17, 2018 Work Session.

RECOMMENDATION: That the Board approve the Disposal of Property Request, as presented in the Board Packet.

3. Windows 10 Procurement

OVERVIEW: A proposal to procure Windows 10 and Office 2016 workstation software was discussed in detail at the July 17, 2018 Work Session.

RECOMMENDED ACTION: That the Board of Trustees authorize the recommended procurement of 400 licenses of Windows 10 and Office 2016 including software assurance from SHI for an amount not to exceed \$66,412.00.

IX. ADJOURNMENT