

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
October 26, 2017 – 5:30 p.m. – Patrick A. Lucero Library**

I. CALL TO ORDER AND ROLL CALL

Marlene Bregar	Lyndell Gairaud	Philip Mancha
Doreen Martinez	VACANT	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 September 19, 2017 and Minutes of the Regular Library Board meeting held on September 28, 2017 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 September 19, 2017
- Minutes of the Regular Library Board meeting held on September 28, 2017

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Diann Logie, Lucero Library Manager, will provide an update report on activities at the Lucero Library.

B. Friends of the Library Report

C. Pueblo Library Foundation Report

D. Attorney Report

E. Employment Changes

OVERVIEW: The Board is asked to ratify the September 2017 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board approve the September 2017 Employment Changes as contained in the October 26, 2017 Board materials.

F. Financial Report

OVERVIEW: The Board is asked to ratify the September 2017 bills and accept the September 2017 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 September 2017 bills and accept the September 2017 Fund Statement as contained in the October 26, 2017 Board materials.

V. BOARD COMMENT

VI. PUBLIC COMMENT

VII. OLD BUSINESS

A. Health Benefit Renewal

OVERVIEW: The current employee health benefit package approved by the Board of Trustees ends on December 31, 2017. A proposed benefit renewal commencing January 1, 2018 and ending December 31, 2018, was presented for discussion at the September 28 Board Meeting, and was further discussed at the October 17 Work Session. Board approval is required since the cost exceeds \$25,000.

RECOMMENDED ACTION: That the Board of Trustees approve the recommendation for Cigna Health Insurance for 2018 employee health insurance, Companion Dental Plan and Alpha Dental for dental coverage, and EyeMed Vision Care for vision benefits at a total cost not to exceed \$579,998.

VIII. NEW BUSINESS

A. Announcements

- ☐ All libraries will be closed on Saturday, November 11, for Veterans Day.
- ☐ The next regular Work Session is scheduled for Tuesday, November 14, at 3:00 p.m. in the Ryals Room at the Rawlings Library.
- ☐ The next regular Board meeting is scheduled on Thursday, November 17, at 5:30 p.m. at the Rawlings Library. This is a week early due to the Thanksgiving holiday.
- ☐ All libraries will be closed on Thursday, November 23 for Thanksgiving. Libraries will close at 6:00 p.m. on Wednesday, November 22.
- ☐ Board members are invited to attend the J.T. Nesbitt Staff Association Christmas Party on Saturday, December 2, at 6:30 p.m. at the River's Edge Banquet Hall at 102 Oneida Street in Pueblo. Please let the Board Secretary know if you plan to attend.
- ☐ The PLA Conference is scheduled March 20-24, 2018 in Philadelphia, PA. Additional information is available at: <http://www.placonference.org/>. Board members interested in attending should contact the Board Secretary to make arrangements to attend.

B. Action/Discussion Items

1. Career Online High School

OVERVIEW: PCCLD received grant money in the amount of \$32,850 from the Colorado State Library's LSTA-funded program to participate in the Career Online High School program beginning in September provided by CENGAGE Learning. Jill Deulen, Director of Technical Services and Collection Development, will provide a report on this project.

RECOMMENDED ACTION: That the Board of Trustees approve payment of \$32,850 to CENGAGE Learning as agreed upon for program participants.

2. Audio-Visual Equipment Procurement

OVERVIEW: The Board of Trustees discussed a recommendation on audio-visual equipment procurement and installation for the Pueblo West and Lamb Libraries at the October 17 Work Session. Board approval is required since the cost exceeds \$25,000.

RECOMMENDED ACTION: That the Board of Trustees approve the recommendation for the purchase and installation by Maximus Controls of audio-visual equipment for the Pueblo West and Lamb Libraries at a cost not to exceed \$26,269.

3. Integrated Library System Software

OVERVIEW: The Board of Trustees discussed a recommendation for payment for Integrated Library System software and support services with Sirsi/Dynix Corporation for 2018 at the October 17 Work Session. Board approval is required since the cost exceeds \$25,000.

AGENDA

October 26, 2017 - 3

RECOMMENDED ACTION: That the Board of Trustees approve the recommendation for payment of ILS software with Sirsi/Dynix Corporation for 2018 at a cost not to exceed \$66,226.18.

4. Bibliotheca

OVERVIEW: The Board of Trustees discussed a recommendation for payment to Bibliotheca, LLC, for hardware and software support services for 2018 at the October 17 Work Session. Board approval is required since the cost exceeds \$25,000.

RECOMMENDED ACTION: That the Board of Trustees approve the recommendation for payment to Bibliotheca, LLC, for hardware and software support services for 2018 at a cost not to exceed \$48,632.47.

5. 2018 PCCLD Scheduled Closures

OVERVIEW: The Board of Trustees reviewed the proposed 2018 scheduled closures at their Work Session on October 17.

RECOMMENDED ACTION: That the Trustees approve the PCCLD 2018 scheduled closings as presented.

6. Pueblo Library Foundation

OVERVIEW: Jim Stuart and Lyndell Gairaud are completing respective three-year terms serving on the Pueblo Library Foundation representing the Library Board of Trustees. All appointments to the Pueblo Library Foundation Board of Directors require approval by the PCCLD Board of Trustees. The Trustees discussed their re-appointment to an additional three-year term at the October 17 Work Session

RECOMMENDED ACTION: That the Board of Trustees approve the re-appointment of Jim Stuart and Lyndell Gairaud to three-year terms, respectively, as members of the Pueblo Library Foundation Board of Directors representing the Library Board of Trustees.

IX. ADJOURNMENT