

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
April 28, 2011 – 5:30 p.m. – Rawlings Library**

I. CALL TO ORDER AND ROLL CALL

Sherri Baca	Marlene Bregar	Philip Mancha
Katherine Frank	Jim Stuart	Frances Terrazas-Alexander
Roy Miltner		

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 March 8, 2011 and Minutes of the Regular Library Board meeting held on March 17, 2011 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 March 8, 2011
- Minutes of the Regular Library Board meeting held on March 17, 2011

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Michael Cox, Youth Services Manager, will provide a report on the Read OUT LOUD children's author program.

B. Friends of the Library Report

C. Attorney's Report

1. The Library District has learned of an apparent overpayment of property taxes by St. Mary Corwin Hospital, and possible considerations by the Trustees. The attorney has a report.

D. Financial Report

OVERVIEW: The Board is asked to ratify the March 2011 bills and accept the March 2011 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 March 2011 bills and accept the March 2011 Fund Statement as contained in the April 28, 2011 Board materials.

V. OLD BUSINESS

VI. NEW BUSINESS

A. Announcements

- ☐ A special Work Session will be held on Monday, May 16 at 5:00 p.m. in the Ryals Room at the Rawlings Library to discuss plans for a Pueblo Library Foundation.

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- ☐ The next regular Work Session is scheduled for Tuesday, May 17, at 4:00 p.m. in the Ryals Room at the Rawlings Library.
- ☐ The next regular Board meeting is scheduled on Thursday, May 26 at 5:30 p.m. at the Barkman Library.
- ☐ The library will be closed on Monday, May 30 for Memorial Day.

B. Action/Discussion Items

1. Satellite Contract Renewal

OVERVIEW: The Pueblo City-County Library District partners with both Pueblo County School District 70 and Pueblo City Schools District 60 to provide satellite library services in certain underserved areas of the county. The Board of Trustees has reviewed the partnership contract renewals.

RECOMMENDED ACTION: That the Board approve the partnership contract renewals to operate nine satellite libraries in the following locations: Avondale Elementary School, Beulah School of Natural Sciences, Cesar Chavez Academy, Craver Middle School, North Mesa Elementary School, Risley Middle School, Rye Elementary School, South Mesa Elementary School, and Vineland Elementary School.

2. Board Professional Development

OVERVIEW: The Board Professional Development Committee—consisting of Sherri Baca (chairperson), Dr Katherine Frank, and Dr. Phil Mancha—has recommended a development program for Board members. The Trustees reviewed this recommendation at its most recent work session.

RECOMMENDED ACTION: That Board members adopt the Pueblo City-County Library District Board of Trustees Development Program.

3. Custodial Services

OVERVIEW: The library awarded a contract for building custodial services in December 2009 to Command Service Systems of Centennial, Colorado. The services provided by Command are below standard, and it is recommended that the contract with Command be terminated, and a new contract awarded to Carnation Building Service, Inc.; 409 Tia Juana St., Suite A; Colorado Springs, Colorado, for the budgeted amount of \$124,620 per year. After discussion at the April 19 Work Session, the Board requested additional clarification regarding Carnation Building Service, Inc., and the library has obtained the additional information requested.

RECOMMENDED ACTION: That the Library Board approve terminating the contract with Command Service Systems with 30-days notice and entering into a contract with Carnation Building Service, Inc.

VII. PUBLIC COMMENT

VIII. ADJOURNMENT