

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
January 27, 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 December 7, 2010 and Minutes of the Regular Library Board meeting held on December 14, 2010 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 December 7, 2010
- Minutes of the Regular Library Board meeting held on December 14, 2010

IV. SPECIAL PRESENTATION

V. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Chris Brogan, Chief Financial Officer, will provide information about the PCCLD GFOA Certificate of Achievement for Excellence in Financial Reporting.

B. Friends of the Library Report

C. Attorney's Report

D. Financial Report

OVERVIEW: The Board is asked to ratify the December 2010 bills and accept the December 2010 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 December 2010 bills and accept the December 2010 Fund Statement as contained in the January 27, 2011 Board materials.

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Announcements

- ☐ The next regular Work Session is tentatively scheduled for Tuesday, February 15, at 4:00 p.m. in the Ryals Room at the Rawlings Library.
- ☐ The Library will be closed on Monday, February 21, 2011 for the Presidents' Day holiday which will be used for staff development.

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- ☐ The next regular Board meeting is tentatively scheduled on Thursday, February 24 at 5:30 p.m. at the Rawlings Library.

B. Action/Discussion Items

1. Election of Officers

OVERVIEW: The Bylaws provide "The annual meeting shall be held at the time of the regular meeting in January. Officers shall be elected at the annual meeting."

RECOMMENDED ACTION: That nominations for President and Vice President be made and an election held.

2. Selection of 2011 Board Meeting Dates, Times and Locations

OVERVIEW: The Bylaws provide that "The date, hour, and location of the meetings shall be set by the Board at its annual meeting."

RECOMMENDED ACTION: That the Library Board establish the dates, times and locations for the 2011 regular Board meetings and work sessions.

3. Affirmation of Ethics Statement

OVERVIEW: The Board recently approved a revised Ethics Statement and suggested all Board members formally agree to the statement annually.

RECOMMENDED ACTION: That individual Board members read and sign the Affirmation of Ethics Statement for Public Library Trustees.

4. Rawlings Copper Panel Replacement

OVERVIEW: PCCLD intends to replace copper panels on the Rawlings Library that were damaged in a hail storm. Funds are available for this project from an insurance settlement. The Library District posted an RFP regarding this project on December 7, 2010 and received proposals through January 14, 2011.

RECOMMENDED ACTION: That the Library Board approve awarding the Copper Panel Replacement bid.

5. Telephone System Upgrade

OVERVIEW: The Library District's 2011 Annual Plan and Budget includes replacing PCCLD's telephone system. PCCLD issued an RFP for a new telephone system on November 4, 2010 and accepted proposals from qualified vendors through December 10, 2010.

RECOMMENDED ACTION: That the Library Board approve awarding the Telephone System Upgrade bid.

VIII. PUBLIC COMMENT

IX. ADJOURNMENT