

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
November 17, 2011 – 5:30 p.m. – Barkman Library**

I. PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2012

This is an opportunity for citizen comment on the Budget proposal which has been made available for public inspection.

II. CALL TO ORDER AND ROLL CALL

Sherri Baca	Marlene Bregar	Philip Mancha
Rhonda Gonzales	Jim Stuart	Frances Terrazas-Alexander
Roy Miltner		

III. CORRECTIONS AND MODIFICATIONS TO AGENDA

The Board or Executive Director may suggest corrections or modifications to the agenda at this time.

IV. APPROVAL OF MINUTES

OVERVIEW: Minutes of the Library Trustees Work Session held on October 18, 2011 and Minutes of the Regular Library Trustees meeting held on October 27, 2011 were provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Trustees approve:

- Minutes of the Library Trustees Work Session held on October 18, 2011
- Minutes of the Regular Library Trustees meeting held on October 27, 2011

V. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Steve Antonuccio, Barkman Library Manager, will present information on the Barkman Library.

Chris Brogan, library CFO, will report on the recent GFOA recognition received by PCCLD.

B. Friends of the Library Report

C. Attorney's Report

D. Financial Report

OVERVIEW: The Board is asked to ratify the October 2011 bills and accept the October 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 Trustees approve the October 2011 bills and accept the October 2011 Fund Statement as contained in the November 17, 2011 Board materials.

VI. OLD BUSINESS

- A.** At previous meetings there has been an expressed interest in assigning responsibility for developing a new member orientation plan and for updating trustee bylaws.

VII. NEW BUSINESS

A. Announcements

- ☐ The Library will close at 6:00 p.m. on Wednesday, November 23, and will remain closed on Thursday, November 24 for the Thanksgiving holiday.
- ☐ The Nesbitt Staff Association will hold two Holiday events:
 1. Parade of Lights. On Saturday, November 26, Nesbitt will provide light refreshments at the Rawlings Library to allow employees and their families to view the Parade of Lights from the building. Board members are welcome to attend.
 2. Holiday Party will be held on Saturday, December 3 at the River's Edge at 102 South Oneida. Board members are encouraged to attend. RSVP Jane Carlsen at 562-5633.
- ☐ The next regular Work Session is scheduled for Tuesday, December 6, at 4:00 p.m. in the Ryals Room at the Rawlings Library.
- ☐ The next regular Board meeting is scheduled on Tuesday, December 13 at 5:30 p.m. at the Rawlings Library.
- ☐ The Rawlings Library will be closed on Sunday, December 18, and all libraries will be closed on Saturday and Sunday, December 24 and 25 for Christmas Eve and Christmas, and on Sunday, January 1, 2011 for New Years Day.

B. Action/Discussion Items

1. 2012 Library Closings

OVERVIEW: The Library Board has approved holiday time off for all employees as listed in the Employee Guidelines for January 1 (Sunday) (New Year's Day), January 16 (Martin Luther King Jr. Day), May 28 (Memorial Day), July 4 (Independence Day), September 3 (Labor Day), November 11 (Sunday) (Veterans' Day), November 22 (Thanksgiving Day), December 24 (Christmas Eve), and December 25 (Christmas Day). The Board is asked to consider the following additional customary Library closures for 2012:

- Presidents' Day, Monday, February 20, 2012 (All libraries closed for staff development day)
- Easter Sunday, April 8, 2012
- Columbus Day, Monday, October 8, 2012 (All libraries closed for staff development day)
- Thanksgiving Day Eve. 6:00 p.m. (early closing), Wednesday, November 21, 2012
- Sunday, December 23, 2012 and Sunday, December 30 (Sundays before Christmas and New Year holidays)

RECOMMENDED ACTION: That the Library Board review and approve the Library closings scheduled in 2012.

VIII. PUBLIC COMMENT

IX. ADJOURNMENT