

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
October 27, 2011 – 5:30 p.m. – Rawlings Library (Ryals Room)**

I. CALL TO ORDER AND ROLL CALL

Sherri Baca	Marlene Bregar	Philip Mancha
Rhonda Gonzales	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 Trustees Work Session held on September 13, 2011 and Minutes of the Regular Library Trustees meeting held on September 22, 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 September 13, 2011
- Minutes of the Regular Library Trustees meeting held on September 22, 2011

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Rob McGee from RMG Consultants, will be introduced to discuss the current RFID process.

B. Friends of the Library Report

C. Attorney's Report

D. Financial Report

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

V. OLD BUSINESS

VI. NEW BUSINESS

A. Announcements

- ☐ The next regular Work Session is scheduled for Thursday, November 10, at 4:00 p.m. in the Ryals Room at the Rawlings Library. This meeting date was changed at the September Board Meeting.
- ☐ The Library will be closed on Friday, November 11 for Veteran's Day.
- ☐ The next regular Board meeting is scheduled on Thursday, November 17 at 5:30 p.m. at the Barkman Library, 1300 Jerry Murphy Road.
- ☐ The Library Board is invited to set aside Saturday, December 3 for Nesbitt's Library Staff Christmas Party at the River's Edge. Complete information will be forthcoming.

B. Action/Discussion Items

1. Preliminary 2012 Annual Plan and Budget

OVERVIEW: The Trustees were presented the preliminary 2012 Annual Plan and Budget for the Pueblo City-County Library District on October 14 and initially reviewed the proposed plan and budget at the Work Session on October 19, 2011.

RECOMMENDED ACTION: That the Trustees consider and discuss the plan and budget presentation, and ask questions, as desired. The preliminary budget presentation will be followed by a public hearing on the plan and budget at the November 17 Board meeting. The Trustees will be asked to adopt the 2012 plan and budget, set the mill levy, and appropriate sums of money for the 2012 budget at the December 13 Board meeting.

2. Appointment of Auditor

OVERVIEW: The Local Government Audit Law, C.R.S. 29-1-602 and C.R.S. 29-1-603 requires the governing body of each local government to engage a Colorado licensed Certified Public Accountant to conduct an annual audit of the financial statements of the local government for each fiscal year.

RECOMMENDED ACTION: That the Trustees engage Swanhorst & Company, LLC, Greenwood Village, Colorado, to conduct the annual audit of the financial statements for the fiscal year ending December 31, 2011.

3. Photocopier Replacement

OVERVIEW: The Library Trustees have reviewed and discussed the bids received for replacement of PCCLD copiers during the October 18 Work Session. Board approval is needed because the replacement cost of photocopiers exceeds \$25,000.

RECOMMENDED ACTION: That the Trustees approve the recommendation to enter into an agreement with All Copy Products for ten new Konica Minolta Bizhub C280 copiers at a total cost not to exceed \$47,492.31.

4. Revision to the Pueblo Library Foundation Articles of Incorporation

OVERVIEW: The Library Trustees have reviewed and discussed changes to the Pueblo Library Foundation's Articles of Incorporation suggested by attorney Heidi Glance.

RECOMMENDED ACTION: That the Trustees adopt the changes as recommended at the October 18 Trustee Work Session.

5. Revision to the Pueblo Library Foundation Bylaws

OVERVIEW: The Library Trustees have reviewed and discussed changes to the Pueblo Library Foundation's Bylaws as suggested by attorney Heidi Glance.

RECOMMENDED ACTION: That the Trustees adopt the changes as recommended at the October 18 Trustee Work Session.

6. Pueblo Library Foundation – Nomination Process

OVERVIEW: A committee met to discuss the nomination process for the Pueblo Library Foundation, and Dr. Mancha will discuss recommendations.

RECOMMENDED ACTION: That Trustees attend the Thursday, November 10 Work Session prepared to discuss candidates for the Pueblo Library Foundation.

VII. PUBLIC COMMENT

VIII. ADJOURNMENT