

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
June 28, 2012 – 5:30 p.m. – Pueblo West Library**

I. CALL TO ORDER AND ROLL CALL

Sherri Baca	Marlene Bregar	Rhonda Gonzales
Philip Mancha	Roy Miltner	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 May 15, 2012, Minutes of the Regular Library Board meeting held on May 24, 2012, and Minutes of the Special Library Board meeting held on June 4, 2012 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 May 15, 2012
- Minutes of the Regular Library Board meeting held on May 24, 2012
- Minutes of the Special Library Board meeting held on June 4, 2012

IV. REPORTS

A. Executive Director Report

Review and highlight library activities and programs.

Cindy Shimizu, Pueblo West Library Manager, will provide a report.

A report on collection development will be provided by Jill Deulen, Elizabeth Flores , and Rich Poll, Collection Development Librarians.

B. Pueblo Library Foundation

C. Attorney's Report

D. Financial Report

OVERVIEW: The Board is asked to ratify the May 2012 bills and accept the May 2012 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 May 2012 bills and accept the May 2012 Fund Statement as contained in the June 28, 2012 Board materials.

V. PUBLIC COMMENT

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Announcements

- ☐ All library locations will be closed on Wednesday, July 4 for Independence Day.
- ☐ The next regular Work Session is scheduled for Tuesday, July 17 at 3:00 p.m. in the Ryals Room at the Rawlings Library.

AGENDA

June 28, 2012 - 2

- ❑ The Colorado State Library will be offering quarterly, regional Board training over the next year. The next training will be offered on Tuesday, July 24 at the Nederland Public Library from 5:00-8:00 p.m. Please contact the Board Secretary to make arrangements to attend.
- ❑ The next regular Board meeting is scheduled on Thursday, July 26 at 5:30 p.m. at the Rawlings Library. There will be an Employee Recognition Event at 5:00 p.m. immediately prior to the meeting.
- ❑ The Summer Reading Club *Dream Big—READ!* for children, *Own the Night* for Teens, and *Sweet Dreams* for babies runs from June 4 to August 13. There is also an adult reading program, *Between the Covers*.

B. Action/Discussion Items

1. Auditor Report

OVERVIEW: Wendy Swanhorst from the Library's auditing firm Swanhorst & Co., LLC, met with the Board Audit Committee on July 28, 2012, and presented the 2011 Audit Report to the Trustees on the same date.

RECOMMENDED ACTION: That the Board of Trustees accept the 2011 Audit Report.

2. RFID / AMH

OVERVIEW: A board-approved annual goal for 2012 is implementation of Radio Frequency Identification (RFID) tagging and related Automated Materials Handling (AMH) equipment in order to reduce materials handling, ease inventory maintenance, reduce staff time to process materials, and improve customer self-service. Rob McGee, with RMG, Inc., has been working with the library district since September 2011 to help coordinate a systematic process for determining top options for the library district with regard to this project, including overseeing an RFP process to find the best, lowest cost vendor proposals for RFID/AMH for PCCLD. The cost of the project will exceed \$25,000 and, therefore, requires Trustee approval. A report and recommendations were discussed at the June 19, 2012 Work Session.

RECOMMENDED ACTION: That the Board of Trustees authorize the Executive Director to enter into contracts with SIRSI/Bibliotheca and RFID Library Solutions for RFID/AMH equipment at a cost not to exceed \$1,245,775.80.

3. Greenhorn Valley Library Site

OVERVIEW: PCCLD and the Colorado City Metropolitan District have negotiated an agreement to transfer land from the Colorado City Metropolitan District to PCCLD for the purpose of building and operating a public library. The agreement was discussed at the June 19, 2012 Work Session.

RECOMMENDED ACTION: That the Board of Trustees authorize the Board President to execute the Agreement to Transfer Real Property..

VIII.

ADJOURNMENT