

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
February 27, 2020 – 5:30 p.m. – Ryals Room, Rawlings Library**

**I. CALL TO ORDER AND ROLL CALL**

Marlene Bregar	Lyndell Gairaud	Philip Mancha
Doreen Martinez	Stephanie Garcia	Fredrick Quintana
Dustin Hodge		

**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** *(estimated 5 minutes)*

OVERVIEW: Minutes of the Library Board Work Session held on January 14, 2020 and minutes of the Regular Library Board meeting held on January 23, 2020 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 January 14, 2020
- Minutes of the Regular Library Board meeting held on January 23, 2020

**IV. REPORTS**

**A. Executive Director Report** *(estimated 15 minutes)*

Nick Potter, Director of Community Relations and Development, will report on PCCLD Dashboard.

**B. Friends of the Library Report** *(estimated 5 minutes)*

**C. Pueblo Library Foundation Report** *(estimated 5 minutes)*

**D. Attorney Report** *(estimated 5 minutes)*

**E. Employment Changes** *(estimated 5 minutes)*

OVERVIEW: The Board is asked to ratify the January 2020 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board ratify the January 2020 Employment Changes as contained in the February 27, 2020 Board materials.

**F. Financial Report** *(estimated 5 minutes)*

OVERVIEW: A report on the January 2020 bills and fund statements was presented to the Board of Trustees at their February 18 Work Session. The Board is asked to ratify the January 2020 bills and accept the January 2020 Fund Statements.

RECOMMENDED ACTION: That the Library Board ratify the January 2020 bills and accept the January 2020 Fund Statement as contained in the February 27, 2020 Board materials.

**V. BOARD COMMENT** *(estimated 5 minutes)*

**VI. PUBLIC COMMENT** *(estimated 5 minutes)*

**VII. OLD BUSINESS** *(estimated 0 minutes)*

## **VIII. NEW BUSINESS**

### **A. Announcements** *(estimated 5 minutes)*

- The next regular Work Session is scheduled for 2:00 p.m., Tuesday, March 17, in the Ryals Room at the Rawlings Library.
- The next regular Board meeting is scheduled for 5:30 p.m., Thursday, March 26, at the Rawlings Library in the Ryals Room.

### **B. Action/Discussion Items**

#### **1. 2020 Property Disposal Request** *(estimated time: 5 minutes)*

OVERVIEW: A disposal of property request form was submitted to the Board of Trustees on February 18, 2020 so that a broad determination could be made to donate or discard weeded collection materials, which are considered to be fixed assets in the aggregate, as well as to dispose of miscellaneous surplus furniture and equipment.

RECOMMENDED ACTION: That the Board of Trustees approve the 2020 Disposal of Property Request presented for the disposal of discarded collection materials as designated retroactive to January 1, 2020.

#### **2. Capital Asset Procurement** *(estimated time: 5 minutes)*

OVERVIEW: The 2020 PCCLD Budget allocates funds for a replacement pickup truck. Sherri Baca, Associate Executive Director, presented on behalf of Alan Rocco, Facilities Superintendent, a proposal for this procurement. It will require Trustee approval as it exceeds \$25,000 in cost.

RECOMMENDED ACTION: That the Board of Trustees approve the procurement for a replacement pickup truck as presented at the work session on February 18, 2020 in the amount of \$37,346.

#### **3. Department of Public Health & Environment** *(estimated time: 15 minutes)*

OVERVIEW: Colter Dewitt, Pueblo Department of Public Health & Environment, will present a report about Pueblo youth.

RECOMMENDED ACTION: No action is recommended.

#### **4. Executive Session** *(estimated time: 30 minutes)*

OVERVIEW: The Trustees will enter into Executive Session for the purpose of discussing a personnel matter with respect to the Executive Director pursuant to C.R.S. 24-6-402(4)(f)(I).

RECOMMENDED ACTION: The Trustees will return to open session to take any action deemed appropriate and/or necessary.

## **IX. ADJOURNMENT**

*Total estimated time: 1 hour 55 minutes*