

**AGENDA: PUEBLO CITY-COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING**

February 28, 2019 – 5:30 p.m. – Library @ the Y (Community Room A)

I. CALL TO ORDER AND ROLL CALL

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

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 15, 2019 and Minutes of the Regular Library Board meeting held on January 24, 2019 were provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board approve:

- o Minutes of the Library Board Work Session held on January 15, 2019
- o Minutes of the Regular Library Board meeting held on January 24, 2019

IV. REPORTS

A. Executive Director Report (estimated 15 minutes)

Jill Kleven, Director of User Services, will review PCCLD's e-book service focusing on Hoopla.

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 2019 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board ratify the January 2019 Employment Changes as contained in the February 28, 2019 Board materials.

F. Financial Report (estimated 15 minutes)

OVERVIEW: The Board is asked to ratify the January 2019 bills and accept the January 2019 Fund Statements. Sherri Baca, 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 ratify the January 2019 bills and accept the January 2019 Fund Statement as contained in the February 28, 2019 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 tentatively scheduled for 2:00 p.m., Tuesday, March 19, in the Ryals Room at the Rawlings Library.
- The next regular Board meeting is tentatively scheduled for 5:30 p.m., Thursday, March 28, at the Rawlings Library in the Ryals Room.

B. Action/Discussion Items

1. Property Tax Increment Revenue Agreement (estimated 10 minutes)

OVERVIEW: The Trustees have reviewed a proposed contract with other local government institutions regarding property tax increment revenue pertaining to the EVRAZ Urban Renewal Project.

RECOMMENDED ACTION: That the Library Board take action to authorize the President of the Board of Trustees to execute this agreement.

2. Appointment of Library Board Secretary (estimated 10 minutes)

OVERVIEW: The Trustees have discussed appointing the Executive Assistant to the Executive Director to also serve as the Secretary to the Library District Board of Trustees.

RECOMMENDED ACTION: That the Library Board ratify the appointment of the Executive Assistant to the Executive Director to also serve as the Secretary to the Library District Board of Trustees.

3. Community Engagement Digital Marketing (estimated 15 minutes)

OVERVIEW: PCCLD administration has negotiated a contract for community engagement digital marketing with Effct LLC.

RECOMMENDED ACTION: That the Library Board approve the Executive Director entering into agreement with Effct LLC for community engagement digital marketing for a fee not to exceed \$30,000.

4. Board of Trustee Appointment (estimated 15 minutes)

OVERVIEW: An update report will be provided by the Executive Director.

RECOMMENDED ACTION: Guidance on the appointment recommendation.

IX. ADJOURNMENT

Total estimated time: 2 hours