

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

5:30pm, January 27, 2022

NOTICE REGARDING COVID-19: This meeting will be conducted online only in order to adhere to COVID-19 social distancing precautions due to the current high spread of the disease locally. An online link for the meeting is available by contacting Rose Jubert at 719-562-5633 or rose.jubert@pueblolibrary.org

I. PUBLIC HEARING ON PROPOSED BUDGET AMENDMENT FOR FISCAL YEAR 2021
(estimated 15 minutes)

Alexandria Romero (Chief Financial Officer) will provide a report on the proposed budget amendment for fiscal year 2021. This is an opportunity for citizen comment on the budget amendment which has been made available for public inspection.

II. CALL TO ORDER AND ROLL CALL:

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

III. CORRECTIONS OR MODIFICATIONS TO THE AGENDA

Members of the Board of Trustees or the Executive Director may suggest corrections or modifications to the agenda at this time.

IV. APPROVAL OF MINUTES (estimated time: 5 minutes)

OVERVIEW: Minutes of the Library Board of Trustee regular meeting held on December 9, 2021, and the Library Board of Trustee work session held on December 7, 2021, were published and provided to Board members prior to the meeting.

RECOMMENDED ACTION: That the Library Board of Trustees approve the minutes of meetings held on December 7, 2021, and December 9, 2021, respectively.

V. REPORTS

A. Executive Director Report (estimated time: 10 minutes)

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

C. Pueblo Library Foundation Report (estimated time: 5 minutes)

D. Attorney Report (estimated time: 5 minutes)

E. Employment Changes (estimated time: 5 minutes)

OVERVIEW: The Board of Trustees is asked to ratify the December 2021 Employment Changes as presented by the Executive Director.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the December 2021 Employment Changes as contained in the Board materials.

F. Financial Report (estimated time: 10 minutes)

OVERVIEW: Alexandria Romero (Chief Financial Officer) will review a report on the December 2021 bills and fund statements.

RECOMMENDED ACTION: That the Library Board of Trustees ratify the December bills and accept the December 2021 fund statement as contained in the Board materials.

VI. BOARD COMMENT (estimated time: 5 minutes)

VII. PUBLIC COMMENT (estimated time: 5 minutes)

VIII. OLD BUSINESS (estimated time: 0 minutes)

IX. NEW BUSINESS (estimated time: 5 minutes)

A. Announcements

1. All libraries will be closed all day on Monday, February 21, 2022, for the President's Day holiday. Library employees will participate in staff development on this date.
2. The time and date for the next work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, February 15, 2022. The time and date for the next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, February 24, 2022. The times and dates of these meetings are pending approval of 2022 Board meeting dates and times, which is an action item later in this agenda.

B. Action/Discussion Items

1. Election of Officers (estimated time: 10 minutes)

OVERVIEW: The PCCLD Board of Trustees' Bylaws provide that the "annual meeting shall be held at the time of the regular meeting in January. Officers shall be elected at the annual meeting." The Trustees reviewed this matter at their work session on January 18.

RECOMMENDED ACTION: That nominations be made for President and Vice President of the PCCLD Board of Trustees and an election held.

2. Selection of 2022 Board Meeting Dates, Times, and Locations (estimated time: 5 minutes)

OVERVIEW: The PCCLD Board of Trustees' Bylaws provide that the "date, hour, and location of the meetings shall be set by the Board at its annual meeting." Recommendations for these have been reviewed at prior work sessions.

RECOMMENDED ACTION: That the PCCLD Board of Trustees take action to approve the dates, times, and locations for the 2022 regular meetings and work sessions as contained in Board materials.

3. Posting 2022 PCCLD Board of Trustee Meetings Notices (estimated time: 5 minutes)

OVERVIEW: The PCCLD Board of Trustees reviewed 2022 proposed public meeting notice postings at their January 19 work session.

RECOMMENDED ACTION: That the Trustees takes action designating the community bulletin board at the Rawlings Library at 100 E. Abriendo, Pueblo, Colorado, and the PCCLD website at www.pueblolibrary.org as the public places for posting of notice of meetings for the PCCLD Board of Trustees, and that all meeting notices be posted at least 24 hours prior to scheduled meetings and the Executive Director be designated as the Board's representative to answer all questions about all postings.

4. Board Committees (estimated time: 10 minutes)

OVERVIEW: The Board annually reviews committee appointments at the annual meeting. Recent committees include Legislative and Government, Audit, Board Development, and Executive Director Evaluation.

RECOMMENDED ACTION: The Board may take any action desired.

5. Resolution for Supplemental Budget and Appropriation (estimated time: 5 minutes)

OVERVIEW: A resolution for supplemental budget and appropriation was presented on January 18, 2022, and a public hearing held on January 27, 2022.

RECOMMENDED ACTION: That the PCCLD Board of Trustees adopt the Resolution for Supplemental Budget and Appropriation, as presented in the Board materials.

6. 2022 Annual Plan (estimated time: 10 minutes)

OVERVIEW: The Trustees reviewed the proposed 2022 Annual Plan at their January 18 work session.

RECOMMENDED ACTION: That the PCCLD Trustees adopt the 2022 Annual Plan as presented in the Board materials.

7. Freegal (estimated time: 5 minutes)

OVERVIEW: The Trustees heard a recommendation at their January 18 work session for PCCLD to agree to pay Library Ideas LLC the amount of \$31,700 for the Freegal Music and Streaming subscription. This requires Trustee approval as it exceeds \$25,000.

RECOMMENDED ACTION: That the Trustees authorize PCCLD to pay \$31,700 to Library Ideas LLC, as presented.

8. Self-Check Kiosk Procurement (estimate time: 5 minutes)

OVERVIEW: The Trustees reviewed a presentation and recommendation for PCCLD to procure six self-check kiosks from FE Technologies at a cost of \$49,152. This requires Trustee approval as it exceeds \$25,000.

RECOMMENDED ACTION: That the Trustees authorize PCCLD to procure the recommended self-check kiosks from FE Technologies, as recommended.

X. ADJOURNMENT

Estimated total meeting time: 2 hours 10 minutes

NOTE: The next meeting of the Pueblo City-County Library District Board of Trustees is a work session scheduled to take place beginning at 2:00pm, Tuesday, February 15, 2022. This meeting will be conducted online only in order to adhere to COVID-19 social

distancing precautions due to the current high spread of the disease locally. An online link for the meeting is available by contacting Rose Jubert at 719-562-5633 or rose.jubert@pueblolibrary.org