

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

5:30pm, October 22, 2020

The meeting was held in the Ryals Room at the Rawlings Library and via teleconference due to the current COVID-19 public health crisis.

I. CALL TO ORDER AND ROLL CALL

The regular session of the Pueblo City-County Library District Board of Trustees was called to order at the Ryals Room in the Rawlings Library at 5:31 p.m. by Doreen Martinez, President. Ms. Martinez welcomed everyone and asked Rose Jubert, Secretary to the Board to conduct roll call.

Board Members Present:	Doreen Martinez, President Stephanie Garcia, Vice President Marlene Bregar Lyndell Gairaud Phil Mancha Fredrik Quintana Dustin Hodge	 via Google Meets via Google Meets via Google Meets
Attorney Present:	Bart Miller, Collins Cockrel & Cole	via Google Meets
Staff & Guests Present:	Jon Walker, Executive Director Sherri Baca, Associate Executive Director Alexandria Romero, Controller Jill Kleven, Director of User Services Rose Jubert, Secretary to the Board Dennis Flores, Pueblo City Council, President Fred Galves, Independent Consultant/Professional Mediator- City of Pueblo Gino Carleo, Sons of Italy Lodge 2378, President Deborah Espinosa, Indigenous Group, Representative	

II. CORRECTIONS OR MODIFICATIONS TO THE AGENDA

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

Mr. Walker reported that there were no corrections or modifications to the agenda.

III. APPROVAL OF MINUTES

OVERVIEW: Minutes of the Library Board regular meeting held on September 23, 2020, and the Library Board work session held on September 14, 2020, were provided to Board members prior to the meeting.
RECOMMENDED ACTION: That the Library Board approve the minutes of meetings held on September 23, 2020, and September 14, 2020.

Ms. Bregar made a Motion, seconded by Mr. Mancha to approve the minutes of the September Board Meetings. The minutes were approved by unanimous consent.

IV. REPORTS

A. Executive Director Report

Ms. Martinez stated that Mr. Walker would present the Executive Director Report.

Covid -19

Mr. Walker gave an update on the Library's current situation in regard to Covid-19. He said that currently the

County is in a tenuous position in regard to the virus. The good news is that the Library is currently in good shape due to the hard work that staff has put forth these last few months and that all branches have been in communication with each other. He shared that all of this preparation has the Library in a good position if it is asked to scale back. He emphasized that this could happen quickly since currently Pueblo is at a Level 2 – Safer at Home status, but could move to Level 3 – High Risk.

Board of Trustee Opening

Mr. Walker updated the trustees that Ms. Martinez's term on the Board will come to an end the end of this year. He shared that in Ms. Martinez's 5-year term she has served as Board President for 3 years. He emphasized the dedication it takes to be President and thanked her for going above and beyond. Mr. Walker stated that the position has been posted and an ad was placed in the newspaper requesting applications. Deadline to turn in applications is October 26th. He shared that this is a volunteer board.

Booklovers Ball

Mr. Walker asked the Board to take notice of the handout they had at their place setting regarding the 2020 Booklover's Ball. He shared that this year's event will look different from previous years. The event will feature an exclusive online broadcast from Tim O'Brien, author of *The Things They Carried* as well as the opportunity to have your own socially distanced gathering at home with a Booklovers Ball in a Box. The box includes a virtual ticket to the live event, a copy of the book *The Things They Carried* with a signed bookplate, a Vietnamese cultural activity, lantern centerpiece, dessert and bottle of wine.

PCCLD Planning Retreat

Mr. Walker reminded the trustees of the PCCLD Annual Planning Retreat and long range strategic plan. The meeting will take place virtually on October 28th from 9-4pm. He shared that Ms. Jubert is assisting with the acceptances.

Eliminating Overdue Fees – Jill Kleven

Mr. Walker introduced Ms. Jill Kleven, Director of User Services and stated that she was going to share her presentation to the Board about the elimination of fines on overdue materials to improve access to PCCLD.

Ms. Kleven stated that the purpose of her presentation was to present her 2020 annual plan goal which was; to conduct an analysis of the costs and benefits of going "fine free," ceasing or limiting overdue materials fines to reduce access barriers to Library District services.

Ms. Kleven shared the difference between the words "fines" and "fees". Fines are the daily penalties for the late return of items. Fees are the replacement cost of an item and the processing fee. She stated that currently at least 21 Colorado Public Libraries are completely fine free and there are others that are partially fine free. She emphasized how overdue fines create barriers such as blocking library card holders from utilizing the library and its services. She said that currently approximately ten thousand card holders can't use the Library because of their outstanding balances. She stated that in previous years this was a good revenue source, example: 2010 - \$120,000. This has decreased from year to year. This is due mainly to changed lending policies, lowered daily fines, added auto renewals and a decrease in collected fines as well as an increase in digital resource checkout.

Ms. Kleven shared that the current PCCLD lending policy for children's picture books is that there are no fines or damage fees. The fees/fines surround more adult books, community passes, tablets and hotspots.

Ms. Kleven pointed out the concerns and benefits of going fine free.

Concerns

- Loss revenue.
- Materials will be returned late and not available for other users.
- Fines are used to teach responsible behavior, no evidence that fines motivate on-time returns.

Benefits

- Equitable access to the community.
- Reducing barriers to all library services.

- Increase in circulations, visit, programs, and computer use.
- Reduction in staff time and increase in staff efficiency.
- Increase in materials returned to the shelf.
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- Increase in materials returned to the shelf.

Ms. Kleven gave a history of efforts to increase access to library services. They include fine free children's materials, no fines on Connect Ed cards and allowing hotspot checkouts on student cards that have lost items. A slide was presented with the American Library Association's position on library fines. It revealed that the ALA feels that library fines create a barrier to the providing services to all community demographics.

Ms. Kleven described the steps for going fine free, they are:

- All current overdue fines will be removed from accounts. Lost and processing fees will remain.
- Items will continue to be auto renewed 6 times or until placed on hold by another patron.
- Once an item is 14 days overdue, the system will block the patron's account. Staff can touch base with the patron before the items goes into lost status.
- 30 days overdue, the item moves into lost status and a \$5 processing fee is added to the replacement charge of the item.
- Depending on the amount of lost charges, the patron still moves through a small balance or large balance collections process.

Ms. Kleven reviewed the recommendations in order to facilitate the reform.

The recommendations would be to retain the items fees and accelerate the billed status initiation from 51days overdue to 30 days. She felt that this would encourage patrons to return items in a timelier manner. Next she suggested to increase the frequency of overdue notifications and finally communicate the rationale of this process proactively to patrons and the community.

Ms. Kleven explained that there will still be fines on certain items to include; hotspots, tablets, community passes and interlibrary loan materials. She gave a timeline to complete this process.

- October – ED approval, presentations to stakeholders, announcement to staff
- November – Staff training, staff will work to update account contact information.
- December – Launch of the marketing campaign by Community Relations.
- January 2, 2021- "Fine Free" start date.

Doreen Martinez – Ms. Martinez shared that the conversation to go fine free has gone on for some time. She said that anything the Board could do to provide easier access to the community was important and felt that the timeline is well thought out.

Fredrick Quintana – Mr. Quintana asked what action would the board need to take regarding the budget? Has this process been taken into account for the 2021 budget? Ms. Romero stated that it had been taken into account for the 2021 budget.

Doreen Martinez – Ms. Martinez asked if the Library offered amnesty. Ms. Kleven stated that the Library does not.

Lyndell Gairaud – Ms. Gairaud thanked Jill and commented on the ease of understanding her report. She felt that the idea sounded like a good direction for the Library.

Doreen Martinez – Ms. Martinez stated that this matter did not require Board action and approved the move for the Library to go fine free on behalf of the Board.

B. Friends of the Library Report

Doreen Martinez – Ms. Martinez reported that she has been volunteering and has received positive feedback on how the library is doing. She again stated that Eric Segall, President of FOL is doing a great job and requested that a monthly report continue to be provided.

C. Pueblo Library Foundation Report

Lyndell Gairaud – Ms. Gairaud stated that there was no report from the Foundation

D. Attorney Report

Bart Miller - Mr. Miller provided an over view of the Open Meetings Law (OML) and a summary of The Colorado Executive Session Laws. He provided detailed handouts to the Board and Ms. Jubert posted the documents online in the October Board Packet. Mr. Miller briefed the Board on a few select points and encouraged the Board to read the documents in their entirety and file them for future reference.

Open Meetings Law

Mr. Miller gave an overall explanation of Open Meetings Law. He shared the main concept of OML is that a meeting that discusses the formulation of a public policy should not be held in private it has to be made public.

-Public Meeting

Mr. Miller explained that all meetings of a quorum or 3 or more members of a local public body where public business is discussed or where formal action is taken need to be open to the public.

He stated that the Library provides public notice via its website and that is allowed by the OML and that public notice is required 24 hours before a public meeting. Mr. Miller shared that if you are conversing with a quorum or 3 or more members via email about pending matters before the Board or other public matters, at the end of the email to advise those on the email to not hit “reply all” if this does occur the meeting is considered a public meeting and the emails can be made public. He noted that any gathering convened in person, by telephone, electronically or by other means of communication including emails and social media can be deemed a public meeting. Social gatherings or chance meetings are not considered public meetings.

Mr. Miller said that if Mr. Walker were meeting with Library administrative staff to conduct work duties that meeting would not be subject to the OML. He explained that public business refers to the public body’s policy-making function.

Mr. Miller summarized the process for the requirements for agendas, direct notice of meetings and minute requirements.

Mr. Miller shared that emergency meetings are allowed and the definition of an emergency is, “an unforeseen combination of circumstances or the resulting state that calls for immediate action.” If action is taken at an emergency meeting it must be ratified at the next regularly scheduled meeting.

Executive Sessions - Mr. Miller explained that executive sessions are limited in what can be discussed. Authorized topics include; property transactions, attorney conferences, confidential matters, security arrangements or investigations, negotiations, personnel matters and documents protected under CORA. Mr. Miller advised to take off standing executive session on an agenda and that an Executive Session can only be called at a regular or special meeting.

Mr. Miller noted other items that need to be done specifically for an Executive Session. Those items include: the need to have a motion to enter into executive session, the session needs to be electronically recorded and the recording maintained for 90 days, statutory authority must be cited.

Doreen Martinez – Ms. Martinez thanked Mr. Miller and asked if anyone had questions.

Stephanie Garcia – Ms. Garcia asked if during a special or emergency meeting, do 100% of the members need to be in attendance in order to change the agenda?

Bart Miller – Mr. Miller was uncertain of the answer so said he would find the answer and get in touch with Ms. Garcia.

E. Employment Changes

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

RECOMMENDED ACTION: That the Library Board ratify the September 2020 Employment Changes as contained in the Board materials.

Mr. Mancha made a Motion, seconded by Ms. Gairaud to approve the September Employment Changes. The employment changes were approved by unanimous consent.

F. Financial Report

OVERVIEW: Sherri Baca, Associate Executive Director, will provide a report on the September 2020 bills and fund statements.

RECOMMENDED ACTION: That the Library Board ratify the September 2020 bills and accept the September 2020 fund statement as contained in the Board materials.

Sherri Baca – Ms. Baca shared the financial report on the screen for the Board to review and said that there were no budget concerns.

-Combined Balance Sheet

She shared the combined balance sheet and said that the assets/cash holdings were strong, liabilities were minimal and there was nothing of note in the fund balances.

-Statement of Revenue and Expenditures – General Fund

Ms. Baca shared the following key percentages.

Revenue – 94% collected

Personnel – 67% spent

Materials – 70% spent

Facilities – 45 % spent

Operating – 66% spent

Info tech – 73 % spent

Total expenditures – 64% spent

Phil Mancha – Mr. Mancha asked how Finance will handle budget year 2021 with the current Covid-19 situation.

Sherri Baca – Ms. Baca stated that they look at the trend and budget as if it was a typical year.

-Statement of Revenue and Expenditures – Capital Fund

Ms. Baca reviewed the revenue and expenditures for the capital fund and there was nothing of note.

She highlighted the following items

Revenue – 79% collected

Expenditures – 6% spent

-Payment History Report

Ms. Baca shared that the remainder of her report was the listing of checks and the purchasing card addendum. She asked the Board to look at the list and if they had questions to please ask.

Mr. Mancha made a Motion, seconded by Fredrick Quintana to approve the September Financial Report. The Financial Report was approved by unanimous consent.

Alexandria Romero – Ms. Romero presented the tax collections for September 2020. She presented on screen the 2019/2020 Property and Specific Ownership Tax Comparison.

Property Tax

In 2019 the Library was at 98.94% collected and in 2020, 98.72%. The dollar amount to be collected by the end of the year is approximately \$139,000.

Specific Ownership Tax

In 2019 the Library was at 73.83% collected and in 2020, 72.49% collected. This tax has been coming in slower than it has been. Currently the Library is approximately \$263,000 under budget.

2020 Combined Totals

The percentage of total collected to budget to date is 96.58%.

V. BOARD COMMENT

Doreen Martinez – Ms. Martinez asked if the Library's purchase criteria, which is normally purchasing items less than two years old, is different for children's classics such as Dr. Seuss.

Jill Kleven – Ms. Kleven responded that the Library always tries to purchase children and adult classics if they are the last copy no matter what the publication date is.

VI. PUBLIC COMMENT

Doreen Martinez – Ms. Martinez was given the sign-up sheet for public comment, she stated that she would start from the top and asked that speakers limit their comments to 5 minutes.

Dennis Flores – Mr. Flores stated that he was there to speak on behalf of the proposal he presented at the previous Board meeting in regard to the Columbus Statue and the Library's involvement. He stated that Roxanna Mack, representing the Afro American citizens, had signed up to speak on behalf of the proposal but had to leave.

Mr. Flores stated that he wanted to start with the issue of the protests. He shared that the protests have been a concern not only to the City but also within the entire community. He shared that the protests that have occurred really mesh with many other things outside of the boundaries of the Columbus bust controversy. He commented that there are right and left winged people involved, the Black Lives Matter situation and interspersed in that are the first and second amendment issues.

Mr. Flores shared that he did not feel this was a City or County problem but a community problem that really gave him the initiative to come up with a resolution. He shared that there was in place a mediation process to see if a compromise could be gleaned. He stated that they came up with the potential for a framework. He shared that the newspaper indicated that there was an agreement or other document. He shared that the fact is that there is just a framework. He felt that with the framework the City could do three things.

- Put together an ordinance that would form a commission that could potentially have the makings of putting his idea into some sort of form because he felt that not everyone understood how the Commission would operate and how it would move forward.

- Develop another ordinance that would bring in \$25,000 to the Commission for the purpose of planning. He realized that this is not enough money to do much more but he felt that one of the key elements was to provide the resources that would allow this group to get specialists as far as the history.

- Develop a third ordinance that would give a revocable permit that would provide a hold harmless agreement (an agreement or contract in which one party agrees to hold the other free from the responsibility for any liability or damage that might arise out of the transaction involved) to the Library. He shared that the Library would not be held liable that the City would defend any kind of problem that would occur.

Mr. Flores stated that there really isn't a plan B.

Mr. Flores shared that in the last meeting the conversation had come up about whether or not the Library is a museum. He shared that he called Mr. Walker for clarification. He asked Mr. Walker if he would share his answer

with the Board.

Ms. Martinez intervened and said that this was public comment and that this question will come up later in the meeting.

Mr. Flores shared that the Library is a key component in moving forward to solve this issue. The project can't move forward without the Library. He asked the Board to consider tabling their decision for a couple of weeks until questions are answered and that he would like to provide a more detailed proposal.

He asked that if the Board did move on the action item that he would really like the Library District to partner with the City in trying to resolve this issue.

Doreen Martinez – Thanked Mr. Flores and reminded the remaining speakers that when they speak they can make comments but the Board will not be engaging in a conversation, that is not meeting protocol.

Fred Galves- Mr. Galves shared that he was the mediator hired to find common ground between the Indigenous Group and the Pro-Monument Group and he had stated that he had spoken with the Board at a previous meeting.

He shared that they had met several times over the summer in an effort to find common ground and to see if they could come up with a long term solution. He said that although many people did not believe they would come to any agreement at all, the two sides actually did agree, not on everything but to an overall framework. The overall vision would involve a historic plaza instead of tearing down the monument.

Mr. Galves said that the mediation wasn't just for the Indigenous Group and the Pro-Monument Group. If they were really going to address historic, racial injustice issues then the African American community should be properly acknowledged and they needed to have a seat at the table. He shared that the City Government was also represented by Councilman Flores and the Mayor because they have interest in an overall solution. He stated that the solution was a solution for all Pueblo residents.

Mr. Galves shared that he was hired by the City as a mediator. He stated that normally in mediation there is a lawsuit between two parties and the mediator assists in an agreement, when they come to an agreement there is a contract. He said that this was not the case that he was hired by the City, the City would listen and learn, there was never a requirement for them to come to an agreement but instead a vision or overall common ground. The City would then plan the solution.

He said that most importantly a commission would be created that would have the responsibility of implementing the overall vision. He shared that there are many details that need to be worked out and the Library would have input. So, why the role of the Library? Mr. Galves said that they are not experts on what an outdoor museum setting should encompass. In order for it to be done correctly it would take proper planning but it would take the Commission to make the key logistical decisions. The Library would have a key pivotal role in serving on this commission so that the Library could embrace this historical reconciliation plaza as part of the Library. They believe that it is the perfect function for a Public Library to assume. The Library could help the City to achieve this very important objective of educating and enlightening the community. Also this plan would be helping Pueblo and the Library achieve national recognition for having the vision and courage to implement such a bold vision of racial reconciliation and understanding rather than continue divisiveness.

Mr. Galves closed his comments by saying, "sometimes in life we are confronted with important historical choices and as an institution you can rise up to the challenge and become part of the solution or by doing nothing, faced with such an opportunity, you might become part of the overall problem". He then said that Martin Luther King used to say during the height of the Civil Rights Movement, there are often people who would profess to be friends of the Civil Rights Movement but sadly they would remain disappointingly silent on their call for overall justice. He said they were well meaning people who found ways to not join the movement. Mr. Galves finished by quoting Martin Luther King, "If not us, then who? If not now, then when?"

Doreen Martinez – Ms. Martinez thank Mr. Galves and introduced the next speaker

Geno Carleo – Mr. Carleo stated that he is the President of the Sons of Italy Lodge 2378. He shared that his group has been the custodian of the Columbus statue for 21 years and the statue has been in Pueblo 115 years. He shared that in the years they have been custodian they received a state grant to refurbish the statue and it was put on the National Historical Register.

He stated that he met with the City in mediation and they feel that they are acceptable to the statue staying where it is currently located. He shared that two other statues would be built across the street and a memorial would be created for everyone. He stated that he shared this information with the Sons of Italy lodge and they are also in favor of this idea, they feel it would be educational for everyone.

Deborah Espinosa – Ms. Espinosa announced that she was the former director of the El Pueblo History Museum and worked for History Colorado. Shared that she understands the scope and the planning required for any museum extension/expansion. She stated she was at the meeting to represent the protestors and has been an activist all of her adult life. She shared that her group loves and are very proud of Pueblo but feel that Pueblo is not a perfect community. They believe in the truth in education and understand the attempt that the City has made to bring the two sides together.

Ms. Espinosa stated that she and other Indigenous Group representatives participated in the mediation however they did not feel that creating more statues was an answer. They feel that the trends in museums and libraries is the collection of stories and among them are immigration stories. She stated that they are very clear on their position they feel that as they go forward they will continue to pursue multiple civic paths to reach their goal, they have already been victorious in abolishing the Christopher Columbus holiday. She said that with the current trends in the United States, the Black Lives Matter movement and people addressing systemic racism that this would be a positive path. She explained they are not working against the City but they are working with the City to find a solution and they believe in the Commission. She felt that the Commission would give a public face and a public voice to the community that is sorely needed so the community can be educated on all of the facets of this issue.

Ms. Espinosa emphasized that they have questions and they believe that more time is needed in going forward with the framework that has been presented.

Doreen Martinez – Ms. Martinez asked for clarification on an item from Ms. Espinosa. She asked if Ms. Espinosa was one of the participants at the mediation meetings. Ms. Espinosa said that she was and if the Commission moves forward she would be the representative for the Indigenous Group on the Commission.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

A. Announcements

1. The next regular work session of the PCCLD Board of Trustees is scheduled for 2:00 p.m., Tuesday, November 10, 2020, at the Rawlings Library.
2. The next regular meeting of the PCCLD Board of Trustees is scheduled for 5:30 p.m., Thursday, November 19, 2020, at the Rawlings Library.

NOTE: Due to the COVID-19 public health emergency in-person attendance at these meetings require facemasks to be worn and social distancing protocols.

B. Action/Discussion Items

1. **City of Pueblo Council President Proposal**
OVERVIEW: Pueblo City Council President Dennis Flores has presented a proposal to the PCCLD Board of Trustees that is understood to include the following tenets:

- A City of Pueblo Ordinance establishing a Commission chaired by a representative of PCCLD and with members from the City of Pueblo, Pueblo County government, and representatives of the local Indigenous, Italian-American and African-American communities, respectively
 - The Commission is to be tasked with making determinations regarding a proposed “Pueblo Historical Reconciliation Plaza” and raising funds for such plaza to be located on certain current City of Pueblo property near the Rawlings Library that is the site of a Christopher Columbus statue as well as on certain PCCLD property at the Rawlings Library with PCCLD accepting responsibility for managing and overseeing the entire plaza under a revocable permit from the City of Pueblo for the City-owned portion of the plaza
 - The plaza is to consist of a permanent exhibit to include an existing Christopher Columbus statue as well as an Indigenous commemorative statue that is to be commissioned and an African-American commemorative statue
 - The City of Pueblo will provide financial support in the amount of \$25,000 for the commission to hire professionals to assist with the project.
- RECOMMENDED ACTION: That the Board of Trustees take action regarding this proposal and/or any other action it deems appropriate.

Doreen Martinez – Ms. Martinez asked that before she called for a motion on this topic if there were any questions, comments or discussion from the Board.

Stephanie Garcia – Ms. Garcia stated that Mr. Flores asked about tabling the decision and engaging staff in more dialog about the Commission, is that a possibility?

Doreen Martinez – Ms. Martinez asked if anyone had any feelings on tabling this decision until a different time.

Fredrick Quintana, Dustin Hodge – Mr. Quintana and Mr. Hodge stated that they were not interested in tabling the discussion.

Dustin Hodge - Mr. Hodge addressed Mr. Galves. He said that he realized Mr. Galves had a difficult task and he hoped that Mr. Galves could live up to his job as a mediator and find a viable solution, instead of tossing out quotes by Martin Luther King, Jr. Mr. Hodge then quoted Mr. King, “the time is always right to do what is right.” He stated that as the Board for PCCLD they have to do what’s right for our patrons and our mission statement.

Doreen Martinez – Ms. Martinez asked for any additional comment. There was none so she called for the motion, “to respectfully decline the City’s request for PCCLD to host the proposed plaza on shared City and Library grounds. While this particular proposal does not fit the mission of PCCLD, I do believe that it must be clearly stated, very clearly stated that PCCLD supports social justice, racial equality and community harmony. It is the hope of the PCCLD Trustees to continue to support a peaceful resolution to this controversial topic as it fits within the mission of our institution and to the benefit of our patrons.” She asked for a motion.

Stephanie Garcia – Ms. Garcia asked for clarification, she stated that the Board does not have the recommended action vote in front of them and that she was hearing this for the first time. She stated, “so the motion is to reject participating in this community problem?”

Doreen Martinez – Ms. Martinez said that the motion was per the discussion at the work session. She asked if anyone else had anything to add to amend this motion? She was open to amending the motion but was not hearing much participation from the Board.

Stephanie Garcia – Ms. Garcia stated that there was need for clarification. She stated that at the last discussion it was said that the Library was not a museum. She said that she did want to have clarification that indeed the Library is a museum. She shared that the Library has curators on staff. She said to reject this ask to just get involved in the dialog because it is not in the Library’s mission statement was not an argument for her because the Library is a museum.

Doreen Martinez – Ms. Martinez stated, that without getting into too much of a debate she wanted to clearly state that the Library's role as a museum is to simply hold archival materials. The Library has not been the curators of exhibits. The Library does have the InfoZone which was part of the creation of the Rawlings Library branch but typically the museum exhibits that the Library does display are brought from different areas through grants, on loan from the Smithsonian and typically have a tie to programming. Ms. Martinez shared that this was just her viewpoint and not that of the Board. She asked for additional comments.

Stephanie Garcia – Ms. Garcia stated that the Library has a Special Collections and Museum Services site on the Library website. She asked Mr. Walker, is the Library a museum?

Jon Walker – Mr. Walker shared that Ms. Garcia was correct in saying that the Library does have a department called Special Collections and Museum Services. He said that there is a manager and employees for that department and within that department there are two part-time specialists whose job titles are Museum Coordinator. He stated that this department is a component of the Library. He added that the Library's primary purpose is that of a library.

Doreen Martinez – Ms. Martinez shared that she was more than willing to offer a different motion. She stated that she was asking for a motion based on the discussion from the last work session. She said that the Board does have an issue in front of them that needs a decision and it is the Board's responsibility to the community to make a decision.

Fredrick Quintana – Mr. Quintana stated that the motion made previously in the meeting he still stood by. Mr. Hodge was in agreement in regard to his previous comments.

Stephanie Garcia – Ms. Garcia stated that it sounded as though Ms. Martinez had a motion and a second but she asked to have it read to her again since she wasn't privileged to have that recommended language prior to the meeting.

Doreen Martinez – Ms. Martinez repeated the motion she gave previously in the meeting to respectfully decline the City's request for PCCLD to host the proposed plaza on shared City and Library grounds. She shared that the rest of her comment was her clarification.

Mr. Quintana made the motion, seconded by Mr. Hodge. Ms. Martinez requested a roll call, responses are as follows:

- Marlene Bregar – Yes
- Lyndell Gairaud – Yes
- Stephanie Garcia – No
- Dustin Hodge – Yes
- Phil Mancha – Yes
- Fredrick Quintana – Yes
- Doreen Martinez – Yes

Having heard everyone's vote, the motion passed.

2. Employee Health Benefits

OVERVIEW: The current employee health benefit package approved by the Board of Trustees ends on December 31, 2020. A proposed benefit commencing January 1, 2021, and ending December 31, 2021, has been reviewed by the Trustees at their work session on October 13. This requires Board of Trustee approval as it will exceed \$25,000.

RECOMMENDED ACTION: That the Board of Trustees take action on the employee 2021 health benefits program as presented at the October 13, 2020 work session at a cost not to exceed \$769,639.

Mr. Mancha made a Motion, seconded by Marlene Bregar to approve the 2021 Employee Benefits. The Employee Health Benefits were approved by unanimous consent.

3. Tax Form 990

OVERVIEW: The Library District is required to file IRS Form 990 for 2019 by November 15, 2020. The Trustees reviewed the document at their October 13, 2020, work session.

RECOMMENDED ACTION: That the Trustees take action regarding acceptance of the IRS Form 990, as presented, for filing.

Ms. Gairaud made a Motion, seconded by Fredrick Quintana to approve the Library's Tax Form 990. The Library's Tax Form 990 was approved by unanimous consent.

4. Pueblo Library Foundation Board of Directors

OVERVIEW: A report and recommendations for appointment to the Pueblo Library Foundation Board of Directors was reviewed at the Trustees' October 13 work session.

RECOMMENDED ACTION: That the Trustees take action regarding the appointment of Dr. Bruce M. Johnson and Ms. Brandice Eslinger, respectively, to full terms as members of the Pueblo Library Foundation Board of Directors.

Mr. Mancha made a Motion, seconded by Ms. Gairaud to approve the appointment of Dr. Bruce M. Johnson to the Foundation Board of Directors. The appointment was approved by unanimous consent.

Ms. Bregar made a Motion, seconded by Mr. Mancha to approve the appointment of Ms. Brandice Eslinger to the Foundation Board of Directors. The appointment was approved by unanimous consent.

5. Disposal of Property (estimated time: 10 minutes)

OVERVIEW: The Trustees reviewed recommendations for disposal of surplus property at their work session on October 13.

RECOMMENDED ACTION: That the Board of Trustees take action on the disposal of surplus property request as presented in the Board packet.

Mr. Quintana made a Motion, seconded by Mr. Hodge to approve the Disposal of Surplus Property. The Disposal of Surplus Property was approved by unanimous consent.

IX. ADJOURNMENT

Doreen Martinez – Ms. Martinez stated that she hoped everyone stays healthy in these uncertain times and hoped that they are all fortunate to meet again at the next work session.

Meeting Adjourned at 7:29pm

Respectfully Submitted,

Rose Jubert
Secretary to the Board