

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
WORK SESSION AGENDA**

**2:00pm, Tuesday, November 9, 2021**

***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](mailto:rose.jubert@pueblolibrary.org)***

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

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

**II. 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.

**III. Discussion Items**

**1. PCCLD Workers' Compensation, Property/Casualty, Liability, and Cyber Insurance**

(estimated time: 15 minutes)

OVERVIEW: Alexandria Romero (Director of Finance) will review for Trustee discussion PCCLD workers' compensation, property/casualty and liability insurance coverage recommendations for 2022. The costs of coverages are included in the budget and require PCCLD Board of Trustees' approval since it exceeds \$25,000.

**2. 2022 Preliminary Budget Update** (estimated time: 15 minutes)

OVERVIEW: Alexandria Romero (Director of Finance) will provide an update report for Trustee discussion on the preliminary 2022 PCCLD Annual Budget. A public hearing on the proposed budget will follow at the November Regular Trustees' meeting and the Trustees will be asked to adopt a 2022 budget, set the mill levy, and appropriate sums of money for the 2022 budget in December.

**3. Audit Engagement** (estimated time: 15 minutes)

OVERVIEW: Alexandria Romero (Director of Finance) will present for Trustee discussion the Clifton Larson Allen audit engagement letter for PCCLD's 2021 financial records.

**4. Rawlings Library Furniture Procurement** (estimated time: 15 minutes)

OVERVIEW: A report will be provided to the Trustees for discussion regarding competitive proposal process for procurement and installation of furnishings for the renovated Rawlings Library with the total project budget set at \$675,000. The project cost exceeds \$25,000 and requires Board of Trustee approval.

**5. 2022 Holiday Dates** (estimated time: 15 minutes)

OVERVIEW: The Trustees will review the proposed 2021 holiday closures. The Trustees will be asked to approve 2022 scheduled closures in December.

**6. Trustee 2022 Meeting Dates** (estimated time: 15 minutes)

OVERVIEW: The Trustees will review proposed 2022 Trustee meeting dates. The Trustees will be asked to approve their 2022 meeting dates in January 2022.

#### **IV. ADJOURNMENT**

Estimated total meeting time: 1 hour 30 minutes

NOTE: The next regular meeting of the Pueblo City-County Library District Board of Trustees is scheduled to take place beginning at 5:30pm, Thursday, November 18, 2021. 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 will be made available.