

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

2:00pm, Tuesday, October 19, 2021

The meeting will take place at the Rawlings Library, 100 E. Abriendo, Pueblo CO. The option to watch via an online video link is available by contacting Rose Jubert at 719-562-5633 or 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. Pueblo Urban Renewal Authority** (estimated time: 20 minutes)
OVERVIEW: Representatives of the Pueblo Urban Renewal Authority will present a report on the process used for establishing Tax Increment Financing areas.
- 2. 2022 Preliminary Budget** (estimated time: 15 minutes)
OVERVIEW: The preliminary 2022 PCCLD Annual Budget will be discussed by Alexandria Romero (Director of Finance), which is officially presented for public inspection. A public hearing on the proposed budget will follow at the November 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. Employee Health Benefits** (estimated time: 15 minutes)
OVERVIEW: The current employee health benefit package approved by the Board of Trustees ends on December 31, 2021. A proposed benefit commencing January 1, 2022 and ending December 31, 2022, will be presented for discussion by Terri Daly (Director of Human Resources) and Dave Vecchio (Benefits Brokers).
- 4. Tax Form 990** (estimated time: 10 minutes)
OVERVIEW: The Library District is required to file IRS Form 990 for 2020 by November 15, 2021. The document will be presented by Alexandria Romero (Director of Finance). The Trustees are asked to consider action at the regular meeting on October 28 to accept the IRS Form 990 for filing.
- 5. Finance Policies** (estimated time: 15 minutes)
OVERVIEW: The Trustees will hear a report and recommendation regarding updates to PCCLD's Finance Policies presented by Alexandria Romero (Director of Finance).
- 6. Laptop Vending** (estimated time: 15 minutes)
OVERVIEW: A presentation and recommendation regarding procurement of a laptop vending system will be provided by Jill Kleven (Director of User Services).
- 7. Disposal of Property** (estimated time: 15 minutes)
OVERVIEW: A recommendation for disposal of surplus property will be provided by Alan Rocco (Facilities Superintendent).

8. Facemask Policy (estimated time: 15 minutes)

OVERVIEW: The Trustees will review PCCLD's temporary COVID-19 masking policy.

IV. ADJOURNMENT

Estimated total meeting time: 2 hours

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, October 28, 2021, at the Giodone Library, 24655 US Hwy 50E (BUS), Pueblo, CO.