

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
WORK SESSION MINUTES  
2:00pm, March 16, 2021**

**The meeting was held via teleconference due to the current COVID-19 public health crisis. An interactive public session with social distancing protocols in place was hosted at the Rawlings Library, 100 E. Abriendo, Pueblo CO**

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

Mr. Quintana called the meeting to order at 2:00 p.m. and asked Rose Jubert to conduct roll call.

Board Members Present: Fredrick Quintana, President  
Dustin Hodge, Vice President  
Marlene Bregar  
Lyndell Gairaud  
Stephanie Garcia  
Phil Mancha

Board Members Not Present: Doreen Martinez

Attorney Present: Bart Miller, Collins Cockrel & Cole

Staff & Guests Present: Jon Walker, Executive Director  
Sherri Baca, Associate Executive Director  
Terri Daly, Director of Human Resources  
Alexandria Romero, Director of Finance  
Amy Nelson, Director of Rawlings & Customer Experience  
Jill Kleven, Director of User Services  
Nick Potter, Director of Community Relations  
Robert Childress, Director of Information Technology  
Maria Kramer, Manager of Youth Services  
Sean Miller, Help Desk Specialist  
Rose Jubert, Secretary to the Board

**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.

None.

**III. Discussion Items**

**1. Library Trustee Award for Exemplary Performance**

OVERVIEW: The Trustees discussed an exemplary performance recognition.

Fredrick Quintana - Mr. Quintana shared that in a previous meeting Board members had mentioned recognizing Diann Logie, Lucero Branch Manager.

Jon Walker – Mr. Walker shared that Ms. Logie had been managing the Lucero Branch since 2014 and most recently managed both the Lucero and Lamb for a number of months while recruitment took place for a Lamb branch managerial librarian. Mr. Walker presented on screen the criteria for the Library Trustee Award for Exemplary Performance. He shared that Ms. Logie worked for PCCLD for almost 20 years as a librarian in a few different capacities. He stated that Ms. Logie had formally announced her retirement and it was publicly known to the PCCLD staff community and would be leaving the end of April after a distinguished career. He added that it was known among the Trustees that Ms. Logie had become a beloved individual particularly in the East Side neighborhood of Pueblo and had contributed a lot to that part of the community.

He said that Ms. Gairaud had mentioned this recommendation before and that he would be happy to work with her or any of the Trustees, possibly a sub-committee, to draft the language for the recognition if that would be something they would want to do.

Lyndell Gairaud – Ms. Gairaud had said that she had been thinking about how to honor Ms. Logie. She felt an extra day off would not work since Ms. Logie would be retiring soon. She suggested a bouquet of flowers, a vase or piece of art so she could remember the Library.

Marlene Bregar – Ms. Bregar liked the idea of artwork or vase and had initially thought a gift card for a restaurant but felt that something long lasting (artwork or vase) would be better. She shared that the Arts Center had displays of local artist's pottery and offered that as an idea.

Stephanie Garcia – Ms. Garcia suggested something with etched glass would be nice possibly a vase or gavel with her name and years of service. She also suggested a glass book. Ms. Gairaud liked the idea.

Phil Mancha – Mr. Mancha added that it could be more than one thing, to allow freedom of a gift idea.

Fredrick Quintana – Mr. Quintana was glad that Ms. Logie was being recognized and he was happy that they were taking formal steps to recognize her. He asked if there were any volunteers to assist Mr. Walker with this recognition. Ms. Garcia and Ms. Jubert offered to assist with locating the gift. Ms. Gairaud, Mr. Quintana and Mr. Walker would work out the verbiage.

Phil Mancha – Mr. Mancha suggested acknowledgement in the newspaper or other public acknowledgment where others could read about her accomplishments.

Jon Walker – Mr. Walker offered to draft a resolution and work with Ms. Garcia and Ms. Jubert on a gift. Once the resolution was completed it could serve as the foundation for a public recognition piece if the Board decided to move forward with that idea.

## **2. Temporary Library Policy Addendum Regarding Emergency Closings**

OVERVIEW: The Trustees adopted a temporary addendum to the Emergency Closings Policy on March 23, 2020. It was reviewed and reapproved at subsequent Trustee meetings and currently is set to expire on March 31, 2021. It was recommended that the Trustees extend the Temporary Addendum to Policy 02.09.09 Emergency Closings through September 30, 2021.

Jon Walker – Mr. Walker presented the current document. He shared that the document was used when Covid-19 first hit. The standard policy allowed for a more limited period of closure. The new policy would allow for a more extended period of time and included the paid administrative leave flexibility. The expiration date was set at March 31, 2021, the recommendation was to change the date to September 30, 2021. He shared that he hoped the policy would not need to be used but things were still unclear with regard to Covid.

Marlene Bregar – Ms. Bregar had no problem extending the policy date and felt the policy had not been abused. She agreed with Mr. Walker and hoped that it would not need to be used. She said that there was talk of a 3<sup>rd</sup> wave so thought it was a good idea to extend the expiration date.

Lyndell Gairaud – Ms. Gairaud agreed with Ms. Bregar. She asked if the policy should be more permanent if in the event this happened again or should it continue to be a temporary policy? She was ok with either decision.

Jon Walker – Mr. Walker proposed that the temporary extension happen and in the interim he would review the original policy. He said that the main issue with the original policy was that it gave the Executive Director the discretion to extend the policy for a more limited period of time, in particular the pay which was 1 week.

He shared that other reasons for the extension were the ability to flex staff in and out and to also have the ability to keep paying staff. His concern about making the policy permanent was that the current fiscal situation for the Library remained quite strong due in large part to the Covid relief funds. He felt that in 3 to 5 years out

he was not sure how flexible the fiscal situation would be if something were to happen.

Lyndell Gairaud – Ms. Gairaud said that she didn't feel it was a good idea to make the policy permanent that she brought it up for the Board to think about. She felt it was better to continue to use the policy on a temporary basis. She was ok with the September 30, 2021 extension.

Fredrick Quintana - Mr. Quintana agreed with the plan to look at the original policy and the prudence behind any permanence. He felt that there was building consensus around extension of the date at the very least to September 30<sup>th</sup>. He said with regard to the current discussion item and the next discussion item, he and Mr. Walker felt it would be best to move the review of these policies from a quarterly review to a semi-annual review. He agreed with Ms. Bregar's comment about the unknown and felt the extension would allow for the unknown.

### **3. Temporary Telework Policy**

OVERVIEW: The Trustees adopted a PCCLD Temporary Telework Policy earlier in 2020 due to exigencies from the COVID-19 pandemic. The policy currently is approved through March 31, 2021. It is recommended that the Trustees extend the Temporary Telework Policy through September 30, 2021

Fredrick Quintana - Mr. Quintana stated that the proposal for the telework policy was to extend the date to September 30<sup>th</sup> the same as the previously discussed policy.

Jon Walker – Mr. Walker shared that the telework policy had been used periodically over the last 12 months. He stated that it was the staff's recommendation that this policy remained in place until we are further along with Covid. He said that the Library used this policy periodically in appropriate circumstances, primarily when employees were isolated or quarantined and these situations were still occurring.

He recommended to keep the policy in place and extend it to September 30<sup>th</sup>.

Marlene Bregar – Ms. Bregar asked if there had been any feedback from the Health Department about offering vaccines to staff that are under the age of 60? As people get vaccinated the need for isolation/quarantine would be lessened. The telework policy may go away sooner if everyone could get vaccinated.

Jon Walker – Mr. Walker reported that library workers are part of the 1.B4 phase, continuity of government workers. Staff had been informed on how to proceed with getting a vaccination if they chose to get one. The Trustees approved day off for anyone who received the vaccination, currently there are approximately 12 employees who had been vaccinated. The Pueblo vaccination site was moved to the State Fairgrounds and would be operated by FEMA along with Centura Health as the lead provider.

Mr. Walker shared concern that there would not be 100% participation among staff members, so isolation and quarantine may occur for a while.

Stephanie Garcia – Ms. Garcia said that at a recent ARC Chapter meeting they talked about staff and vaccines. She said that they looked at the service care providers across the state and only 50% were interested in being vaccinated, which was alarmingly low. In the meeting there was discussion of who had or did not have the vaccination and the employers right to know this information. She shared that even if you were vaccinated you could still be a carrier and infect those who are unvaccinated. She shared that their insurance carrier reported that if the worker proved they contracted the virus at work they could file for worker's compensation. She took from the meeting that PCCLD should be very careful with policies and processes with regard to Covid-19. Specifically, what would PCCLD's responsibility be if a person claimed they were infected at work because they chose not to be vaccinated?

Jon Walker – Mr. Walker agreed that there were no 100% certain answers to many Covid related questions. He reported that EEOC made a ruling that employers had some allowance for mandating vaccines. He shared that PCCLD's path was that of many other employers, to offer an incentive to get vaccinated. He said that a number of public libraries were providing an allowance for time off for those who took advantage of the vaccine.

He heard that there were library employees who were terribly anxious to become vaccinated and he knew that there were others who were not as enthused. There was encouraging news from the Governor, in Colorado 90% of educators had been vaccinated and 90% of health care workers had been vaccinated.

Mr. Walker concluded by saying that he endorsed the extension of the telework policy.

Phil Mancha – Mr. Mancha asked if employees could be asked if they were going to be vaccinated? He personally felt if they said no then they needed to absolve the library of any repercussions.

Jon Walker – Mr. Walker offered that they could have this discussion with legal counsel but that there were HIPAA boundaries. EEOC did report that institutions could mandate vaccinations. He deferred to Mr. Miller for guidance.

Stephanie Garcia – Ms. Garcia reported that ARC used the “day off if you proved you were vaccinated” idea. The day needed to be used the same week you were vaccinated. Some of her staff got really sick from the vaccine as did many District 70 staff members per Mr. Quintana. Ms. Garcia suggested that if PCCLD did host a clinic for staff that they consider closing their doors the next day in anticipation of employees who may experience side effects.

Jon Walker – Mr. Walker reported that the wellness day could be used up until December 2022. This day could be used after either the 1<sup>st</sup> or 2<sup>nd</sup> vaccination or as an additional day off. He said since all staff would be eligible on Friday as 1. B4 candidates for the vaccine he hoped for an outcome similar to state educators of 90%.

Fredrick Quintana – He said that he was happy PCCLD used the carrot rather than the stick, to not mandate but encourage employees to get vaccinated. He appreciated that Board members continued to keep a pulse on this topic with regard to the library district and the community as a whole.

He concluded that items 2 & 3 would be put on as action items for the regular agenda.

#### **4. Executive Session**

OVERVIEW: The Trustees entered into Executive Session to discuss negotiations for the purpose of instructing negotiators and determining positions relative to matters that may be subject to negotiations pursuant to C.R.S. 24-6-402(4)(e).

*Ms. Gairaud made a motion, seconded by Mr. Hodge to move into executive session at 2:50pm.*

*Mr. Mancha made motion at 3:48pm, seconded by Ms. Garcia to exit the executive session.*

## **IX. ADJOURNMENT**

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, March 25, 2021, via teleconference. An interactive public session will be hosted with social distancing protocols in place at the Rawlings Library, 100 E. Abriendo, Pueblo CO.

*Mr. Mancha made a motion to adjourn the meeting.*