



Steering Committee Meeting Notes

July 19th 2023

Brett Kelly A – Rawlings Library

Steering Committee Members Present: *Sandy Hudock, Anthony Rendon, Rebecca McGhee, Ray Packard, Al Perea, Terri Daly & Sherri Baca.*

2:00 p.m. – Meeting called to order – Committee staff topics

- 1. Institutional Library Cards:** It was discussed if PCCLD could issue out Institutional Library Cards. The card could be issued to agencies such as PDI, persons in group homes or foster kids. The cards can be issued to these institutions for the use of its staff or members. It was discussed about the importance of the privacy of the users. Apparently, PCCLD is not ready to yield to this and not equipped to work with such agencies.
- 2. Additional Bike Rack in Courtyard @ Rawlings:** It was brought to the attention of the committee that an additional bike rack be installed somewhere in the courtyard at the Rawlings Library. Apparently, library patrons are “locking” their bicycles and other motorized bikes to the parking lot light poles, parking lot signs and any other place a chain or lock can wrap around. Currently, there is a bike rack that is located in Turtle Park that does not get much use and as an option possibly relocating the bike rack from Turtle Park to the courtyard arena. Sherri indicated she would look into this.
- 3. Rawlings Library Elevator Update:** It was discussed that a new venue of mitigation was decided about elevator shaft repairs. During heavy rains, the top of the elevator hoist way allows water to seep into the shaft and down onto the top of elevator cars # 1 & # 2 which creates a safety hazard to anyone inside the elevator car during its travels. It was discussed that a structural engineer would be contacted and submit a feasibility study to remedy the problem. An RFP would be created to outline the scope of work to be completed

2:30 p.m. – Executive Director and Director of Human Resources join the meeting

1. **Market Wage Study:** As part of the 2023 annual plan a wage and compensation study will be completed by a third party vendor named the Singer Group. Over the last several years, PCCLD has completed other compensation and wage studies to provide staff with information regarding wage & benefits and how we compare to other institutions of similar nature along the front range. A market and compensation study was completed in 2012 and 2019 where all staff salaries were increased. Also, during 2021 another study was completed and now in 2023 a new study is being completed. The focus of the 2023 study being completed is because of covid-19, minimum wage increases, inflation, recruiting and retention of employees and employee compensation.

At this time the recorder left the meeting. Approximately: 2:42 p.m.

2. FAMILI Private Plan Coverage: *Steering Committee Recorder not present*
3. Barkman Branch Library Renovation Update: *Steering Committee Recorder not present*
4. New CFO and other staffing updates: *Steering Committee Recorder not present*