

**Steering Committee Meeting**  
**2:00 pm, January 21th, 2026**  
**Bret Kelly A–Rawlings Library**

**Meeting Lead: Kathy Kearney**

**Meeting Recorder: Alyssa Mestas**

***Minutes***

**Attendance:** **Sherri Baca** (Executive Director), **Brigitta Meyerhofer** (Barkman), **Gabriella Martinez** (Lamb), **Josh Vicknair** (Information Technology), **Jerry Gardner** (Facilities), **Alyssa Mestas** (Lucero), **Michele Dagnillo** (Tech Services), **Maria Kropf** (Finance), **Josh Vicknair** (Information Technology), **Kathy Kearney** (Program & Outreach Specialist), **Amy Nelson** (Associate Director of Public Services), **Kim Austin** (Human Resources Manager), **Maykala Noyd** (Pueblo West)

**Preliminary Steering Discussion (2:03 pm)**

- Welcoming new Steering members
  - Jerry Gardner
  - Maykala Noyd
  - Kathy Kearney
- Select a new meeting lead and recorder
  - Kathy Kearney will serve as the new meeting lead for Q1
  - Alyssa Mestas will continue on as the meeting recorder for Q1
- Employee Recognition Winner Selection process presented by Jen Scroggins
  - Three employees will be selected as winner per quarter
  - All selections will be made through the rubric process
  - Deliberation throughout Steering on who will be the winners for the upcoming All Staff Development Day on February 16, 2026
    - Viewing through spreadsheet
    - Put forth best judgement to select winners
    - For future reference it is noted that for the first go around there are more nominations than usual
    - The next time there could be less nominations
  - After a quick deliberation on if Steering should select winner as a whole or individually with the rubric as guide the following was settled
    - Nominate one to three winners per each category using the printed rubrics as a guide
    - Make selections by January 30th, 2026
    - Submit rubrics to Kim Austin via email

## Follow-up with Executive Director (2:37 PM)

- CIPA Questions
  - At the last Lucero branch meeting there was a clarification that online games with chat options would be filtered
    - Recently there has been notice that young patrons are still able to access these games despite the filtering
    - The question being if library staff needs to keep a trail of these happenings through a spreadsheet to note if the filtering is not working or if the young patrons are finding ways through it
  - Uncertainty in communication if this specific game would be filtered through CIPA. Please submit a Request for Review about this issue and the CIPA Committee will look into the issue.
  - For now, guiding staff and young patrons to the Request for Review Website forms is the best practice if necessary
  - Barkman CIPA transition going smoothly
    - Letting their young patrons know ahead of time and only allowing computer usage through library cards only has been helpful
- Shoutouts
  - Barkman: Penny's thorough planning for the library's 2026 programs
  - Pueblo West: IT and facilities for assistance with the break in at the Pueblo West branch
  - Sherri Baca: IT, Facilities, Amy, Crystal G and Jill for jumping into action for the incident at Pueblo West
  - User Services: Staff in user services and their handling with SAM and CIPA, Rebecca's hard work with the Adult Winter Reading, as well as recognizing suspended patrons
  - Amy Nelson: Facilities and their unwavering assistance with office setup
  - Lamb: Crystal for giving part time staff opportunities to shadow during programs as a learning opportunity
  - Lucero: All of library staff have collectively finished setting and entering their 2026 goals
  - Finance: The financial team's steady work to ensure everyone is paid on time and for the transition into the new year
  - Tech Services: All who came back from holiday to assist with getting the Pueblo West branch back up and running
  - IT: Cody and Eric for keeping everything together all while undergoing studying and Frank in facilities for always helping out
  - Facilities: Rose for always keeping everything together and being the go to person

Meeting adjourned at 3:09 PM  
The next meeting is February 18th, 2026