PUEBLO CITY-COUNTY
Library District

Culture Committee Meeting
3:00 pm, January 12, 2026
Rawlings – Executive Conference Room

A G E N D A

ANTICIPATED ATTENDEES: Alyssa Mestas, Amy Nelson, Aspen Pounds, Heather Wilder, Jill Kleven, Kristi Roque, Nick Potter, Sherri Baca, Stacy Righini, Terri Daly, Ray Packard, Aaron Ramirez, Kayci Barnett, Rebecca McGhee, Crystal Gonzales, Mary Kratz

ANTICIPATED ABSENT:

3:00 pm – Call meeting to order

DISCUSSION ITEMS

1. Culture shout outs – what is going great? **[ALL]** (10 min)

2. Update on culture work/activities (60 min)

   a. Employee & Team Recognition Update **[Amy/Terri/Sherri]**

   b. Communication Protocols Work Group - Update **[Sherri]**

   c. Change Management Work Group - Update **[Jill & Sherri]**

      i. Change Management Framework

   d. Branch & department activities – Roundtable Input **[All]**

3. 2026 Annual Plan **[Sherri]** (5min)

4. Review of literature and resources **[ALL]** (10 min)

5. Other / Miscellaneous **[ALL]** (5 min)

Adjourn by 4:30 pm

2026 Annual Plan

Strategic Focus	Objective	Leader
Organizational Culture		
	Set organizational culture enhancement as a focused goal of the library across all departments and branches. Foster a positive internal culture through team-building initiatives, promoting constructive workplace behavior, and supporting staff well-being. This work is led by library leaders and the culture committee.	
	ONGOING - Develop a change management framework to support implementation, adoption, and buy-in of key change initiatives. Includes training and evaluation of implementation and outcomes.	Executive Director, Director of Tech Services, Library Leaders
	ONGOING - Develop clear employee expectations related to customer service and integration of IDEA in operating practices. Focus on PCCLD Workplace Culture Vision Statement.	Executive Director, Manager II of Rawlings Library & Customer Experience
	ONGOING - Establish formal communication protocols that encourage productive multidirectional communication. Work includes implementing the communication improvement plan. Solicit feedback from staff to assess the effectiveness of this work.	Executive Director, Culture Committee, All Staff
	ONGOING - Continue to focus on emergency preparedness to include finalizing the planning and protocols document, implementing consistent staff training, gathering quantitative and qualitative data to identify safety needs, exploring partnerships with local providers to build a robust safety program. Create actionable plans – examples: crisis and disaster response, business recovery and continuity, etc.	Associate Director of Public Services, Security Manager, START Senior Leaders
Workplace & Culture Transformation	ONGOING - Embrace a culture of feedback and accountability to cultivate trust, respect, and collaboration through internal or external training in the areas of conflict management, communication, IDEA, emotional intelligence. Explore a Librarian Think Tank and Learning Network to share ideas, solve problems, access leadership training, and build staff capacity.	Director of Human Resources, Associate Director
	ONGOING - Develop and reiterate clear, consistent employee expectations through continuing review of job description and outlining competency frameworks for each position.	
	NEW - Enhance performance review consistency and relevance to ensure all roles in the organization are effectively evaluated using standardized performance review forms with role-specific criteria by the end of the performance cycle.	Director of Human Resources
	NEW - Leverage existing cross-functional committees to spearhead collaboration on library programs and initiatives. This, in conjuction with updates to program planning and evaluation and improved communication, can strengthen collaboration across the district.	Associate Director of Public Services, Public Services Managers