

PUEBLO CITY-COUNTY LIBRARY DISTRICT
Report of the Executive Director
Submitted to
The Library Board of Trustees
January 22, 2015

NEW LIBRARIES

The Patrick A. Lucero Library opened on December 9 followed by an all-day celebration on December 13. Gate count for ribbon cutting was 1,047 and 1,563 for the all-day celebration. The opening of this library followed those earlier in November for both the Greenhorn Valley Library and the Giodone Library. The opening ceremonies for the Lucero Library took on special ambience in part due to the naming of the library for Patrick Lucero, a member of the community who died while serving in the armed forces in Vietnam. A “sister library” in Vietnam also is named for Mr. Lucero.

COLORADO MOST SIGNIFICANT ARTIFACT

PCCLD’s archival collection of Dr. Richard W. Corwin’s memorabilia was recognized as one of 2014 Colorado’s Most Significant Artifacts as determined by a project sponsored by the Institute for Museum and Library Services, the Colorado State Library, the Center for Colorado at the University of Colorado-Denver, History Colorado, the Society of Rocky Mountain Archivists, and Western States and Territories Preservation Assistance Services. A similar award was bestowed earlier for PCCLD’s archival holding of Kit Carson’s personal will. Charlene Garcia-Simms (Genealogy Librarian) coordinated PCCLD’s participation in the awards process.

ENGLISH LANGUAGE LEARNING GRANT SUPPORT

PCCLD received a \$4,723 grant from the American Library Association (ALA) in support of its English Language Learning (ELL) program. In 2012 PCCLD first implemented an ELL program to increase literacy and language skills. Demand has continued to grow. The ALA funds will purchase books and other support materials for the students participating in this important program and other patrons interested in the topic. Materials include book and audio packs to practice English reading and listening skills. Assessment is achieved when students are administered a series of skills tests. PCCLD works closely with partner agencies to obtain student referrals, including Posada, El Centro de los Pobres, Catholic Charities of Pueblo, and Rocky Mountain Head Start. Staff support includes a bilingual instructor, the Adult Literacy Coordinator, the Hispanic Resource Center Coordinator, Technology Librarian, and Reference & Reader’s Advisory Manager. Volunteers also are involved leading regular English-speaking activities. A concurrent LSTA grant also supports the purchase of instructional materials and a bilingual instructor. The program is promoted via PCCLD’s monthly newsletter, website, and flyers and bookmarks distributed through community partners.

EARLY CLOSURE

All PCCLD libraries closed early (6pm) on December 29 due to inclement weather and possible hazardous road conditions. Media was notified of the early closing, signs posted at all locations, alerts on PCCLD’s website and Facebook, and all staff were able to close the buildings safely and securely. All locations opened again on following day as normal.

RAWLINGS LIBRARY

Special Collections & Museum Services

- December attendance in the InfoZone was 3,639, and year-to-date attendance is 49,263.
- Maria Tucker (Special Collections & Museum Services Manager) is working with History Colorado on possible use of microfilm masters of *The Pueblo Chieftain* for digitization as part of the planning for this pilot project funded with a grant from the Rawlings Foundation.

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- Staff is working on Arkansas River Levee Project to preserve photos and collections related to the documentation of the levee art project.
- Jen Koen (Digitization Coordinator) added the YWCA Cornerstone Collection consisting of 90 objects and associated metadata into the PCCLD digital collection.
- Promoted Corwin's scrapbook collection as Colorado's Most Significant Historical Artifact(s) on a PCCLD *Facebook* post.
- Charlene Simms (Special Collections Librarian) provided three genealogy workshops on December 11, 18 and 29.
- Maria Tucker and Charlene Simms participated in the Bridging Borders Fellowship grant program on December 5 with fifteen in attendance.
- Maria Tucker (Special Collections & Museum Services Manager) and Tammi Moe (Archivist Librarian) presented on using primary resources and library resources for History Day on December 16 with twelve attending.
- There were 31 films shown in the InfoZone with a total of 289 attendees.
- On December 1, a World AIDS Day Reception was held with attendance of 67.
- The 3rd floor featured a Native American Heritage Month exhibit on display through December 31.
- AIDS quilts and YWCA Time Capsule were on exhibit in the InfoZone through December 31.

Reference & Readers Advisory

- English Language Learner recognition event took place December 2 for students who completed ELL coursework. Forty students and families attended.
- Linda Cate's photos of Colorado and New Mexico were displayed in the Hispanic Resource Center in December.
- Maria Smyer (Hispanic Resource Coordinator) presented three bilingual stories to children from birth to 3 years of age during December with twenty attending.
- In December, 16 volunteer tutors provided approximately 36.5 hours of individual and group tutoring, and contributed a total of 53.5 volunteer hours to the Adult Literacy Program. There are currently 27 active students in the program.
- In the month of December, 22 3D-print requests were completed. In order to capture the number of people who use and interact with Idea Factory technology, Reference & Readers Advisory staff recorded use during the week of December 8 for a total of 276.
- Last Minute Gifts @ the Idea Factory took place on December 10 and 13 with eleven attendees.
- Maker Club took place on December 4, 11 and 18 with fourteen attendees.
- Origami Odyssey took place on December 17 with seven people attending.
- Local music ensemble PICO performed on December 14 with twelve people in attendance.
- Twelve AskUs online inquiries were answered during December.

Youth Services

- Youth Services planned a Nutcracker Party which consisted of reading the Nutcracker story and doing Nutcracker-themed crafts. Barkman had six participants, Giodone sixteen, Greenhorn Valley ten, and Lamb 22.
- A Sangre de Cristo ballet troupe of more than twenty dancers performed the *Nutcracker in a Nutshell* at Rawlings and Pueblo West. Pueblo West had ninety attendees and Rawlings had 96.
- Giant Jenga, Giant Pac Man, Giant Playing Cards and Giant Connect 4 kept tweens busy in all locations during December. Barkman had six participants, Giodone fourteen, Greenhorn Valley five, Lamb thirteen, Pueblo West eighteen, and Rawlings twelve.
- A teen competitive program to build the best gingerbread house included following participation levels: Barkman five, Greenhorn Valley seven, Lamb 22, Pueblo West 14, and Rawlings 21.

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- Holiday break crafts: Barkman had 27 participants, Giodone thirteen, Greenhorn Valley 90, Lamb 89, Lucero 150, and Rawlings 525.
- *Read Dog, Read!* was offered at Rawlings on December 12 with 47 participants.
- Preschool Dance Party at Rawlings on December 20 had 25 participants.
- Teen Advisory Board met on December 2 with nineteen participants. Ellie O'Keefe (Teen Librarian) has been changing the teen programming to provide more events and promote a focus on volunteerism in the Teen Advisory Board. TAB now meets once a month to plan and complete projects.
- Regular events included three Babytime programs with 22 participants, three Time for Tots programs with five participants, and six Storytime events with 99 participants.
- Other Youth Services tours outreach and partnerships included a Tour for South Mesa Elementary on December 3 for 83 participants, participation in the Homework Hotline on December 8 with an estimated fifty viewers, a tour for the YMCA After-School group with 28 participants, a tour and HIPPIY storytime for fifteen participants, a tour for Colorado Connections Academy with 31 participants, and a Noon Year's Eve Outreach on December 31 with 600 participants.

BARKMAN LIBRARY

- Barkman's circulations continued to stay high through the holidays with over 33,000 circulations for December.
- Paula Pryich (Librarian) visited 120 preschool students at CSU-Pueblo, Ben Franklin, and Belmont schools. Paula also had fifteen for preschool storytimes.
- Barkman had nine for the Holiday Book Discussion which featured any holiday book of the member's choosing. The discussion also featured a Holiday Potluck Dinner as well.
- Rachel Bolt (Library Specialist) had fourteen children for Time for Tots and Signing Stories programs.
- Barkman had 29 attend the Minecraft program on December 12.

GIODONE LIBRARY

- Lorina Messenger (Library Specialist) attended South Mesa family night to recruit people for our programs.
- Paula Pryich (Librarian) gave a tour of the library to a local Boy Scout troop, and 32 attended.
- Paula had 28 attend her Christmas ornament making program.
- Lorina had thirteen attend her sweater mitten program.
- The Avondale Satellite had six attendees at story times launched on Fridays.

GREENHORN VALLEY LIBRARY

- Key Data in December for Greenhorn Valley Library included nearly 10,000 circulations, 7,000 library visits, and 500 for program attendance.
- Three Time for Tots programs were held in December with 63 participants and three Preschool Storytime programs with 69 participants
- Sharon Rice (Library Specialist) hosted the first TAB (Teen Advisory Board) meeting on December 2, during which eight teens completed interest surveys and began brainstorming ideas for future teen programs at Greenhorn Valley Library.
- The library doubled the attendance this month with seventy participants for a Lego Party on December 5.



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- Amy Martin (Greenhorn Valley Manager) hosted a tour through Germany on December 12 with 19 participants for this month's Passport Kids Program.
- Beginning in December, Greenhorn Valley began featuring digitized images from the *Colorado City Call*, Colorado City's first newspaper that was established fifty years ago. Through the spring of 2015, the exhibit will change to showcase the 1964 edition of the newspaper for each month.



- The Scrapbooking Club met at Greenhorn Valley Library on December 19.
- The Beulah Satellite hosted Lego Mania on December 5 with six participants.
- Amy Martin kicked off Storytelling @ Title One Night with an interactive storytelling program for 95 children, parents and educators.

LAMB LIBRARY

- Gate count at Lamb in December was 25,260.
- Giant Games were hosted for tweens at Lamb on December 12 with thirteen attending.
- Gingerbread Madness for teens was held at Lamb on December 16 with nineteen attending.
- Lamb hosted a Nutcracker party on December 20 with 22 participants.
- A program on Grieving Over the Holidays was held on December 8 with six attending.
- An adult program making Cookie Cutter Ornaments was held on December 11 with thirteen attending.
- Three Time for Tots programs were held in December with 66 attending. Three Preschool Storytimes were held with 38 attending.
- South Park Elementary visited on December 11 with 63 attending.
- Beulah Heights visited on December 18 with 54 attending.
- Maria Kramer (Lamb Manager) visited Wynwood on December 10 reaching 15 attendees and LifeCare on December 29 reaching ten. This month, Maria Kramer visited senior centers in the area, bringing a speaker (Wynwood) and a craft (LifeCare). These senior centers have also been signed up for group cards. LifeCare checked out 40 books this month.
- A Holiday Crafts program was held in December with 204 participants.

LIBRARY @ THE Y

- Three Time for Tots programs were offered with 48 participants.
- Six Storytime programs were offered with 123 participants.

PUEBLO WEST LIBRARY

- Deb Krauth (Business Librarian) had a program at Pueblo West that she had offered at other locations in previous months called, "Who gets grandma's yellow pie plate,"

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delivered by the CSU-Extension. Five people attended the Pueblo West program on December 9.

- The Mah Jongg Club continues to meet most weeks on Tuesday evenings. Four gatherings were held in December with nineteen participants.
- The Mystery Book Club met on December 18 and eight people participated.
- In the gallery for December, David Yeater displayed his photography.
- Regular Storytimes offered included three Time for Tots with 77 participants, three Baby Time programs with 22, and three Preschool Storytimes with 54.
- Pueblo West had the Read Dogs twice in December with 35 children reading with the dogs.
- A holiday/school break program was held for families, which was “Nutcracker in a nutshell” on December 13 with ninety people attending.
- Tweens played Giant Games on December 19 with 18 participants.
- Besides these programs at the library, Elizabeth Flores (Librarian) made visits to schools, and there was a tour of the library by Pueblo Christian Academy with eight attendees. Elizabeth visited Liberty Point Elementary on December 11 and Prairie Winds Elementary’s Resource Fair on December 17.
- Teens had “Gingerbread Madness” on December 18, and fourteen teens constructed structures using only edible items.
- The Anime Club met only once on December 11, and eight teens participated.

FACILITIES

- Helped with opening logistics for Lucero Library.
- Trained on new library systems.
- Supported four snow days.
- Installed new skateboard racks.
- Moved bicycle rack at Lamb.
- Removed graffiti from Lamb and Rawlings.
- Repaired the AMH equipment twice.
- Put up and removed holiday decorations.
- Installed new air compressor for the InfoZone newsboy.
- Removed five damaged chairs.
- Unclogged three toilets at Rawlings.
- Report from janitorial that toilet paper and hand towels are being stolen from the restrooms and from janitorial carts.
- Completed 432 work orders.
- Completed Glass Panel breakage report. Vendor is getting a sample glass panel made for review.
- Sent damaged Pueblo West main lamp parts into the manufacturer for analysis.

HUMAN RESOURCES

- HR Activities:
 - Interviews for E-Marketing Coordinator.
 - Conducted 24 hour flex meeting, Health & Safety Committee meeting, staff accountability training, hosted volunteer quarterly meeting,
 - Interviews for Material Handling Technician at Pueblo West.
 - Interviews for Technology Librarian
 - Nesbitt Staff Association Meeting.
- PCCLD Volunteer hours for December totaled 1,357.60 hours, valued at \$30,057.26. The total volunteer hours in 2014 was 19,481.57 valued at \$428,514.84.
- The Volunteer of the Month for December is Vera Estrada. The following was submitted by the Special Collections staff: “For the last three years, Vera has been an instructor of how to get your genealogy organized by using Family Tree Maker plus the importance of

using logic and reason when researching. She has also taught patrons how to get photos transferred to their charts. The charts that she has taught how to make are beautiful, informative and a lifetime gift. She also encourages patrons to use our databases and our genealogy collection. One other thing she has taught is the importance of citing sources. She will not accept anyone putting anything on her charts without a source. The classes she has taught are progressive, meaning when you start with her class the class continues to the next week for about two months. At times she has taught two classes, one for beginners and one for advanced students. She teaches these classes between September and April and is promptly here ready to teach. If for some reason she can't make it, she makes sure she contacts her student. Vera has done this for free and sometimes has used her own supplies."

INFORMATION TECHNOLOGY

- Finished IT work for Opening Day at Lucero Library.
- Started planning process for InfoZone theater upgrades.
- Worked with network consultants to upgrade software on wireless LAN controllers and bandwidth throttling.

TECHNICAL SERVICES & COLLECTION DEVELOPMENT

- 9,433 items were added to the collection in December, and 4,588 items were withdrawn.
- Material backlog is being worked through; anticipate fully catching up and having receiving station fully operational by the end of February 2015.
- Opening day collection work for new libraries was successfully completed in mid-December.
- All collection development librarians successfully expended their material budgets for 2014.

GIFTS & GRANTS

- The following contributed to the Capital Building Campaign:
 - Juanita Guerrero donated \$6,150
 - RGB, Inc. donated \$500
 - Alice Hill made a \$139 pledge payment for the Lucero Library
 - William Lucero made a \$100 pledge payment for the Lucero Library
 - Ingrid Durham donated \$100
 - Renee Montano donated \$400
 - Yvette Teschner donated \$250
 - Jeff Chostner made a \$500 pledge payment
 - The E.M. Christmas Foundation donated \$20,000
 - Junior League of Pueblo gave \$2,500
 - Carol King donated \$250.
 - Donna Pickman made a \$100 pledge payment
 - Rotary Club of Pueblo #43 donated \$1,000
- Black Hills Energy donated \$800 for the Booklovers' Black Tie Ball
- The Friends of the Library donated \$14,976.50 for the following grant awards:
 - \$3,500 for Barkman Library
 - \$1,200 for the Greenhorn Valley Library
 - \$1380 for the Lamb Library
 - \$5,500 for the Lucero Library
 - \$650 for the Pueblo West Library
 - \$1,500 for the Pueblo West Library
 - \$12,46.50 for the Rawlings Library
- 2015 Grant Awards totaled \$40,097
 - Southern Colorado Community Foundation \$1,000 for the Nonprofit Resource Center
 - Colorado State Library \$34,374.00 for operating
 - ALA – Dollar General \$4,723 for adult literacy books
- Foundation Operating and Endowment Donations totaled \$11,760.31

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- Summit Brick Company \$1,000 endowment
- Gary Parks Bequest \$9,960.31 endowment
- Carol King \$300 operating
- Lester Ward \$500 operating

STAFF DEVELOPMENT

- Dawn Reitz (Youth Customer Service Rep) attended a webinar on MS Office Tricks: Word, Excel and PowerPoint on December 3.
- Denise Betz and Lisa Cash (Greenhorn Materials Handling Technicians) attended InfoZone training on December 3.
- Ellie O’Keefe (Teen Librarian) attended training on selecting movies for the InfoZone on December 4.
- Ellie O’Keefe (Teen Librarian) attended a meeting with YouthWorks on December 10.
- Thirty-three staff attended follow-up OZ training on “Closing Accountability Gaps” on December 11 presented by Chris Brogan (Chief Financial Officer).
- Jen Koen (Digitization Coordinator) attended John Quillen’s Military Records Genealogy Class through the Southern Colorado Genealogy Association on December 13 and created a brief tutorial for the rest of the staff.
- Ellie O’Keefe (Teen Librarian) attended a webinar on Innovative and Engaging Teen Programs on December 16.
- Ellie O’Keefe (Teen Librarian) attended database training provided by Maria Kramer (Lamb Manager/former Teen Librarian) on December 17.
- Thirty-two staff attended follow-up OZ training on “Operating Above the Line” on December 18 presented by Sara Rose (Human Resource Director).
- Ellie O’Keefe attended webinars on Programming for Teens and Tweens and Programs in a Box on December 18.
- Gigi Holman (Early Literacy Librarian) participated in a virtual meeting on the SPELL Grant on December 18.

THANK YOU MESSAGES

- Janet Trujillo wrote the following note to Charlene Garcia Simms (Special Collections Librarian): “Just a short note to thank you for the time and instruction you gave me when I attended your Genealogy Workshop on Thursday. I learned the skills that I needed to get me started on the journey of researching my family history. It was great fun and I learned a lot.”

Respectfully submitted,
Jon Walker
Executive Director