

PUEBLO CITY-COUNTY LIBRARY DISTRICT

Report of the Executive Director

Submitted to

The Library Board of Trustees

January 25, 2018

Four-Star Library

PCCLD has been named a Four-Star Library by the *Library Journal*, a designation that ranks it in the top 2% of 7,400 libraries across the nation. PCCLD was awarded a Three-Star Library Award last year. The *Library Journal* compares spending peers based on four per capita measures of service output: circulation, library visits, program attendance, and public Internet computer use. Only eight libraries in Colorado received a Star Award designation. San Miguel Library in Telluride was awarded five stars, LaVeta and PCCLD received four stars, while Pikes Peak Library District, Denver Public Library, La Junta Library, Arapahoe Public Library District, and Ridgeway Library received three stars.



RAWLINGS BRARY

Special Collections & Museum Services

- Year-to-date attendance in the InfoZone was 53,433, a 5% increase over 50,581 in 2016.
- There were 153 Document Delivery requests, including *Ask Us* questions, answered in December, and 409 items from the collection were counted used by customers.
- Digital Collections use was 3,273, Colorado Weekly Chieftain views were 363, and Colorado Daily Chieftain views were 2,135. Items in the digital collection is 4,411.
- The InfoZone showed 33 films to 252 attendees.
- The InfoZone conducted three school tours for John Neumann, Cesar Chavez Academy and Baca Elementary with 157 participants.
- The Bridging Borders program had 45 participants.
- The *Discover Health* exhibit held a series of associated programs attended by 140 including: Three Hatha Yoga for the Aging with 53 participants; World AIDS Day program for 58; and the Parkview Mobile Nurses Cooking Class with 29.
- Community usage of the InfoZone Theater for December included: Bridging Borders Planning Meeting, Pueblo Freethinkers, Weaving the Tzute of Life (Special Collections program), Essential Oils Class, and AIMS Health Academy.
- Genealogy and Special Collections Programs included: Genealogy Society with 22 participants; Research Session with 5; Ancestry.com class with 3; and Weaving the Tzute of Life with 24.
- The *Discover Health* exhibit was moved to Lucero in December, and *Thinking Money* was installed. Planning for the Southern Colorado Photography Society Annual Photo Show is underway.

Reference and Readers Advisory

- December displays: Read-Alikes, Staff Picks, Holiday Fiction/Nonfiction/Movies, Aging Adults, Native American Heritage Month, Book Tree (fiction), Star Wars. State Government Documents usage was 26.
- Mitten Tree Passive program was held December 1-31 with 50 participants. The



Central High School choir spreading holiday cheer!

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Cancer Tree Passive program was held throughout December with 250. The Winter Wonderland exhibit had 761 visitors.

- A Holiday Decoration and Supply Swap was held on December 3 with 36 participants.
- *To Dye For: Christmas Mug Edition* held on December 8 had 65 participants.
- Film screening of *Star Wars: The Force Awakens* was held on December 12 with 23 attendees.
- Vinyl Destination had four participants.
- The Winter Solstice Festival held on December 21 had 78 participants.



Hispanic Resource Center

- The Hispanic Resource Film *Blancanieves* had three attendees. Bilingual Stories had 27 attendees. Attendance at Spanish Classes in December was ten. The fall semester of English Classes ended the first week of December with 30 attendees.

Adult Literacy Program

- Currently, 22 of the 30 scholarships funded by the Colorado State Library are in use for the Colorado Online High School (COHS) diploma program.
- Literacy Program Update: December's numbers for new students stayed the same and new volunteer-tutors rose by three. There are 58 tutors and 78 learners.
- Jackie Swanson (Adult Literacy Coordinator) hosted a breakfast for the Blue Sky adults group and a discussion of New Year's Resolution ideas.
- Coloring Café distributed 2,500 in December.



Homebound Program

- The Homebound program has 21 active customers, served by 16 volunteers with a total of 75 circulations.
- Kathy Kearney (Library Specialist/Homebound) hosted a new program on December 9, *Aging in Pueblo*, presented by Valerie Acosta Koehn from the Pueblo Area Agency on Aging with 16 attending.

Computer Classes and Digital Training

- Total computer training and program attendance was 97.
- Lori Kozel (E-Resource & Digital Collection Librarian) provided six technology classes with a total of 38 participants. Presented basic instruction for Microsoft Word, PowerPoint, and Excel. Super Seniors participated in Hour of Code Week and learned about algorithms, and were shown the benefits of PCCLDs Mango Languages, Hoopla Digital, and Cloud Library digital platforms.
- Darius Goshay from Pueblo Wireless Doctor presented smartphone training to three appreciative customers on December 9.
- The Open Learning Lab held ten sessions where volunteers provided one-on-one tech support to 56 customers.

Idea Factory



- Total Idea Factory program attendance was 151. Tech Bar use was 1,067. 3D Print requests were filled for 22. There were 1,013 Thingiverse views and 172 downloads. One-on-One computer help was provided to 20. American Sign Language for Beginners was attended by 30; Origami Odyssey by eight; SoCo Makers Meetup by 23; Pueblo Storytellers 52; Yarnies Fiber Arts Social Club by 6; and Growing STEAM Makers by 10.
- Pueblo crafter and Artist Muse led a class on wreath making from fabric scraps on December 16. Lots of prep time cutting up fabric, but well worth the participation and positive feedback from our customers with 33 in attendance.
- Pueblo crafter Lori Ganni led a class on Gingerbread House Nightlights. Customers painted and decorated wooden treehouses, and pine cones were also decorated. Holiday enjoyment for everyone.

Youth Services

- Youth Services sponsored program attendance in December 2017 was 1,399, compared with 648 in 2016; a 116% increase.
- Total Youth and Family programming was 492 with Greenhorn having 25, Lucero 45, Barkman 30, Giodone 31, Pueblo West 114, Rawlings 168, and Lamb 79.



- Total Tween and Teen Program attendance was 487. Programs included Minecraft EDU with Giodone having 12 for a gaming session, Barkman 20 for a Minecraft Madness Lock-in, Pueblo West 20 for a Minecraft Lock-in, and one at Barkman for a Minecraft Builder's Club. A crafting festival at Barkman had 334 participants. Tween kits included Perler Beads at Lamb with 13 participants and Fidget Spinners at Pueblo West with 50. Teen kits included Candles and Shrinky Dinks at Pueblo West with 22 participants, Video Games at Pueblo West with 12; and a Button Making Bonanza at Lamb with three.



Winter Solstice collaborators Jacque and Jackie pose with the Winter King and Queen.



Customers of all ages enjoy making gingerbread houses

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- Centralized Storytimes had a total of 420 participants in December with SPELL having 335, and Preschool Storyreader Visits with 85.
- Rawlings Youth and Family Programs had 250 participants.
- Rawlings Tween and Teen programs reached 205.
- Storytimes were offered with 565 attending.
- Three outreach programs to the Center for Disabilities Youth Group reached 19.
- Tours were provided to St. John Neumann with 25 and CHPA (Chavez Huerta Preparatory Academy) with 90.



A happy family at Grinch-mas

BARKMAN LIBRARY

- Paula Pryich (Librarian) had 22 in attendance for Preschool Storytime; 122 for outreach at Building Blocks, CSU-Pueblo and SPELL for Preschool Storytime visits; 35 for Santa Hat ornament; and nine for Christmas Tree Bookmark.
- Matthew Parlier (Library Specialist) had 14 attendees for Chess Hangout; 17 for Storytime for Tots; 15 for Teen Advisory Board (TAB) meetings and teen TAB Lock-in; and 31 for Crossword Search.
- Barkman Staff and Youth Services hosted programs included: 40 attendees for Christ the King Pre-K Outreach; 25 for the Christmas Tree Craft; 36 for the Barkman Reading Challenge; seven for the Book Discussion group; 40 for Chill Out with Ice Cream; 27 for Holiday Cookie and Candy exchange; 22 for Minecraft Madness Lock-in; 32 for Santa's Missing Sleigh performed by Denise Gard; 30 for Make a Gingerbread House; 27 for Holiday Sugar Scrubs; 34 for Crafting a Nightmare Before Christmas; 57 for Christmas Elf craft; one for Minecraft Builder's Club; 46 for Barkman Weekly Trivia; 26 for the Crafty Needles Groups; 192 for Adult Coloring Program, Passive Coloring Program and Word Search; and 12 for Growing STEAM Makers program.

GIODONE LIBRARY

- Giodone had 32 programs in December, and a total of 1,885 attendees.
- Circulation was up 15.7%
- Increase Visits to the library by having a great team of employees who are happy to be at work, who are knowledgeable about resources in the community and at the library, and who enforce customer conduct so that the library remains an enjoyable place for all.
- Paula Pryich (Librarian) hosted eight storytimes in the month of December on both Thursdays and Fridays with a total of 28 attendees.
- Jeffrey Jaramillo (Customer Service Representative) hosted Minecraft Gaming Session attended by 12.
- The Tween program featured Shrink-Art ornaments with five participants.
- Giodone's 2nd Annual Polar Express Party was better than ever for 75 participants with crafts, cocoa, and a visit from Santa supported by a Friends of the Library Grant.



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- Growing STEAM Makers supported by 4-H had three participants.
- Make a Gingerbread House had 31 participants and was a Youth Services supported program with support of a Friends of the Library Grant.
- The Teen program was attended by seven to make a Flower Angel ornament.



- Cyber Seniors—Tech Questions Answered had two participants.
- The Mesa Social Club had three participants to discuss Aging Gracefully.
- Family Craft Time featured an Easy Holiday Bead Project attended by 12.
- The Giodone Book Club discussed *The Nest* with eight participants.
- Fireside Crochet met once in December for the crochet social

attended by nine.

- Paula Pryich visited Ascension Preschool with 47 participants.
- Kayci Barnett announced the Polar Express program at elementary schools reaching 1,318.
- Paula Pryich represented the library at Avondale's Tree Lighting Ceremony attended by 250.
- Four Maker Clubs were offered at the Avondale Satellite with a total of 41 participants.

GREENHORN VALLEY LIBRARY

- Greenhorn Valley Library held a total of 47 programs with a total of 445 participants for the month of November. Tracked Circulation at Greenhorn Valley: 3,201 check outs, 3,526 returns, and 2,446 renewals. Adult materials were the highest circulating items with 2,180 adult materials checked out for November 2017. Juvenile materials were checked out 956 times, and Young Adult materials were checked out 65 times. Tracked Circulation at Beulah Satellite: 126 check outs, 184 returns, and 144 renewals. Juvenile materials were the highest circulating at 121 items. Adult items checked out 1 time and YA items checked out 4 times. Greenhorn Valley had a total of 64 internal and community meeting room reservations made for November 2017. Tracked calls for GHV: 267. Tracked visits for GHV: 4,856, Tracked exhibit counts: 243.
- Youth and Family programming held 24 programs with 235 participants which included: three Tinker Lab Tuesdays with 15 participants; Growing STEAM Makers with 12; four Music and Movement Storytimes with 20; Snowflake Wall Hanging teen program with one; Make a Gingerbread House with 25; How the Grinch Stole Christmas Movie and Craft program with 12; six all-day Holiday Craft programs with 45; five GHV Rocks! programs with 62; and GHV Kids Display Passive program with 43.
- Greenhorn Valley offered seven programs for adults with 91 participants which included: DIY Make'en Workshop Series: Learn to Make Yogurt with four, Learn Shibori Dyeing with 12, and Learn to Make Chapstick with 22, Make'en Candles with Shannon Brooks with 13; History Night @ Your Library with 22; and Felted Dog program with 18.
- Community programs included 14 Play Pinochle @ the Library with 44 participants and Greenhorn Valley Trails: Planning for a Connected Future with 60.
- Two After School Kids Clubs were held at the Beulah Satellite with 15 participants. Other programs were cancelled due to the holiday break.
- Meeting Rooms were used by the following groups: Doctor Meet and Greet; 4-H Gift Wrapping; Girl Scout meetings; Valley Backpacks, two VFC Christmas Gift Wrapping; Greenhorn Valley Homeschool Group; Cuerno Verde Arts Council; seven District 70 Online; eight Grace Cross Tutoring; Scrapbooking, Spring Forest Qigong; and three private meetings.
- The Make'en Workshop Series and the Felted Dog needle felting programs were very popular. There have been community requests to continue offering classes like these, so the Felted Dog has been booked to present a project once a month, rather than once a quarter.
- The passive craft programs held over Winter Break were a huge success. Over a hundred people crafted with us those two weeks. It is a good reminder to have crafts available at any time the

valley schools are not in session. The kids really like to come to the library and create something new each day.

- History Night @ Your Library was well-attended and will be continued bi-monthly.
- GHV hosted the Greenhorn Valley Trails committee, and they had a full house. The community is really rallying around building a trail network to connect valley assets, and it is exciting to have the library included in this project.

LAMB LIBRARY

- Circulation was 25,274. Gate Count was 9,814. Meeting Room use had 21 public reservations in December.
- The Lamb Library held five events geared towards Adults.
 - This month Jaclyn Baros (Library Specialist) began to visit the Life Care Center of Pueblo to provide a monthly storytelling event to residents. She met with 16 residents on December 4.
 - The Creation Studio classes had a total of 37 participants in December. Make and Take Sugar Scrubs had 16 participants and Make Your Own Journal had 21 patrons attend.
 - Arts and Crafts hour had 14 attendees in December.
- For the month of December, Lamb offered four holiday-themed craft programs which had 127 participants.
- Lamb had 101 participants for storytimes in December.
- Seventy-nine attendees enjoyed making Gingerbread Houses on December 19.
- David Hayden (Data Analyst) provided 18 of his photographs detailing the Lake Pueblo State Park area. The photos depict wildlife and boating scenes from the reservoir area and were on display at Lamb in December. The exhibit count was 491.



A youth participant shows off his work from the snowflake making program.



- Rachael Parlier (Library Specialist/Librarian in Training) went to Beulah Heights for a SPELL storytime on December 12.
- The Lamb Staff Meeting was held on December 14.
- Rachael Parlier went to Paragon for storytimes on December 12, 19, 20 and 21.

LUCERO LIBRARY

- In December, Lucero hosted the Discover Health exhibit with 657 visitors. Associated with the exhibit was *Converse with a Nurse* from Parkview Mobile Nurses with 14 attending. Also, the program *SomeBODY Like Me* was offered three times with 30 attending.
- There were 17 Hardknox Intervention and Prevention programs in December attended by 157.
- The Guerrero Family Stocking Giveaway and Lucero anniversary celebration were held on December 9 with 150 attending and a gate count for the day of 729.
- The Afterschool Nutrition program was offered on the ten days in December when school was in session serving 271 meals.
- There were a number of craft programs offered throughout the month that were well attended including: Christmas Gift, Christmas Wreath, Create Fluff! Felt Stockings, Handmade Holiday Cards, Holiday Coasters, Make a Christmas Gift, Make a Gingerbread House, Painting Leaves, Paracord Christmas Tree, Santa Chimney Place Settings and Soap Making.

PUEBLO WEST LIBRARY

- Community Displays included the Pueblo West Model Railroad Club display and a New Year's Resolution "Volunteer in the Community" display. Exhibits included Moonbeam Schuren Jewelry and Photography by Jim Holst.

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- The wood paneling damaged in the children's area has been repaired.
- Pueblo West Library held a total of 78 scheduled programs and clubs with a total of 1,037 participants.
- Adult programs featured 42 events attended by 449. Highlights included Chair Yoga with 76, Tech Talk with 12, and Jim Holtz Art Exhibit Reception with 20.
- Teen and Tween customers had 16 programs attended by 264. Highlights included: six Teen Hangouts attended by 113; four Teen Nights attended by 58; two Coder Dojo with 14; Growing STEAM Makers with 9; Minecraft Lock-in with 20; and Fidget Toy Making with 50.
- Twenty programs were offered for children with 324 attending. The Gingerbread House program was a huge success with 114 parents and children attending. The Emoji movie and rock painting program was also a big hit with 52 participants. Other highlights included: three Signing Storytimes with 21 participants; Toddler Storytime with 81; Baby Storytime with 16; Family Storytime with 22; and SPELL at Children's Palace with 18.
- Study Rooms were used by an estimated 519 customers.

FACILITIES

- Completed 289 work orders.
- Completed Lamb roof work.
- Completed Rawlings exterior painting.
- Completed Rawlings lighting control installation.
- Completed installation of new wiring for Rawlings back-up battery unit.
- Refurbished Rawlings 2nd floor restrooms, women's 3rd floor restroom. Completed 1st floor earlier in the year and other restrooms are in progress.
- Set up new Rawlings security desk.
- Installed over 30 new LED light fixtures in Special Collections.
- Supported one snow day.

HUMAN RESOURCES

New Hires, Promotions and Lateral Moves:

- Elizabeth Moore was hired as Customer Service Representative at Barkman.
- Kayleen Shepley was promoted from Substitute to Materials Handling Technician at Pueblo West.
- Marcus Bower was promoted from Materials Handling Technician to Customer Service Representative at Barkman.

Separations:

- Alicia Parker resigned as Customer Service Representative at Barkman.
- Alayna Parker resigned as Materials Handling Technician at Giodone.
- Leya Lucero Carlsen resigned as part-time Library Specialist at Lucero.
- Rachel Bates resigned as Materials Handling Technician at Greenhorn Valley.

Recruiting / Open Positions:

- Full-time Branch Manager at Greenhorn Valley.
- Part-time Materials Handling Technician at Barkman.
- Part-time Customer Service Float (internal only).
- Part-time Materials Handling Technician at Greenhorn Valley.
- Part-time Library Specialist at Lucero.

Volunteers contributed 1,251.2 hours valued at \$32,481.15 (estimated by Independent Sector's figure of \$25.96 per hour). Julie Nemick was selected as Volunteer of the Month for December for her work in Adult Literacy as a tutor.

TECHNICAL SERVICES AND COLLECTION DEVELOPMENT

- 4,633 items were added to the collection in December, and 2,936 items were withdrawn.
- The GoChips were launched to customers on December 11. There will be a standing order of 15 additional copies each month.
- Quickview DVDs have continued to have high circulations with more than 4,000 checkouts in December.

STAFF DEVELOPMENT

- Jeanette Cortez (Senior Accountant) attended the E-Rate Annual Update provided by the Colorado Department of Education on December 1.
- Deb Cherry (Giodone Customer Service Representative) attended “Booklist Mysteries Fall 2017” webinar on December 4.
- Terri Daly (Human Resource Manager) attended Fair Labor Standards Act training provided by Southern Colorado IPMA-HR (International Public Management Association for Human Resources) on December 5.
- Loretta McDaniel (Payroll Specialist) attended HR Hot Topics presented by IPMA-HR on December 5.
- Kirsten Dees (Early Literacy Librarian) attended “The Healing Library” webinar on December 5.
- Jeanette Cortez (Senior Accountant) attended “Generally Accepted Accounting Principles Update” presented by GFOA (Government Finance Officers Association) on December 7.
- Lori Kern (Giodone Materials Handling Technician) attended “Collection Maintenance” webinar on December 13.
- Lorina Messenger (Giodone Library Specialist) attended “Helping Others to Change by Changing Mindsets” webinar on December 13.
- Jeanette Cortez (Senior Accountant) attended E-Rate Updates presented by USAC (Universal Service Admin Company) on December 13.
- Jeanette Cortez (Senior Accountant) attended Enterprise Zone updates and training provided by Pueblo County on December 19.
- Kayci Barnett (Giodone Manager) attended “Integrating Project Outcome into Strategic Planning” webinar on December 21.
- Kayci Barnett (Giodone Manager) attended “Using Data to Understand your Community and Measure Impact” webinar on December 21.

THANK YOU MESSAGES

- Jon Bush from the Lincoln Street Brass wrote the following email to Maria Tucker (Special Collections & Museum Services Manager): “I would like to offer a great big thanks from the Lincoln Street Brass (LSB) for all that you and all the staff at the library did to promote our Holiday Concert. We normally would expect about 50-60 people at a Holiday Concert, but we had a full house. A very full house with a crowd of very enthusiastic people. We’ve still been getting thank you notes on our Facebook page, as well as meeting people on the street or at work, and they are telling everyone what a wonderful concert they experienced at the library. The venue is well suited for our target audience and the theater ‘plays’ well for our group. We are looking forward to doing more in the InfoZone Theater . . . Rachel (nee Bolt) from the Pueblo West Branch has already invited us to do a children’s concert this summer in connection with the summer reading program. We love teaching the younglings and if this is something we can work out it would be nice to bring it to the Rawlings Library as well . . . Again, thank you for all the work everyone did. We had a very successful evening. The posters to promote the concert were exceptional, and in an informal poll of the audience seemed to account for about half of those in attendance having come from seeing the posters somewhere. For most of the people there, this was the first time they’ve heard our group. Thank you.”
- Domiana E. Morales left the following note in the Comment Box: “I was lucky enough to participate in the ‘Mug Tie Dye.’ There was an explanation and demonstration. They were prepared and organized. I am inspired to try this at home with my kids. Nice job Thad and Associate (sorry, didn’t get name.)”
- Keisha Romero sent the following note to Mark Salazar who provides the gang intervention programming at the Lucero Library: “Thank you for everything you do for me, you have helped me through a lot. Mark, you’re a great person, don’t let anyone tell you different. You have helped me get where I am today. Thank you for getting me in boxing. You’ve changed my life so much, thanks for letting me be a part of HardKnox. Because of you I don’t get in trouble as much as before, and don’t get in drama. I’m so thankful for you coming into my life Mark. You’re the

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BEST, Mark I love ya. And you do a really good job with everything you do for us kids and your gang prevention. Also, thanks so much for being a good role model in my life.”

- Theresa Kosak sent the following email to Jon Walker: “I know you are probably tired of my emails, but I believe in providing gratitude and thanks! I am not a craft person and was reluctant to sign up for the bird house decoration that was held yesterday. Well I am hooked, thoroughly enjoyed myself and what a nice turnout! We are so blessed to have such a wonderful library in Pueblo, that offers so many free programs and services. I just want you to know how much I appreciate the services offered at the library and the wonderful staff and volunteers that work here. Happy Holidays.”
- The following Comment was received anonymously: “Dear Muse & Derrick—There is something you may not be aware of. I thought you both should know. Some of us have difficulty with: Eye-hand coordination, retaining short-term memory, seeing a task then duplication of task. Then above all having a sense of accomplishment, when the setting involves an uncomfortable situation such as noise levels, too many people. There has been a struggle in coping. However, your patience, presentation, examples, joyful sharing and not expecting perfection was soothing and therapeutic. Please know individuals such as myself need these activities and above all individuals like you. This includes: decorating of mugs and the two who did this presentation.”

Respectfully submitted,
Jon Walker
Executive Director