

PUEBLO CITY-COUNTY LIBRARY DISTRICT

Report of the Executive Director

Submitted to

The Library Board of Trustees

February 25, 2016

Key Results

2015 was a striking year at the Pueblo City-County Library District. Our key service results were just about the best ever across the board. We carefully monitor four areas of service. These are circulation (the number of books and other materials checked out), digital use (the number of times customers log-on library computers, and access other library-hosted online and wireless services), program attendance (the number of individuals participating in any of the variety of cultural and educational events regularly sponsored or hosted by the library district), and visits (the number of people who come into our libraries to read, study, learn and exchange ideas). We strive to improve these measures in order to ensure PCCLD is meeting its mission to provide the best possible library service for the community. I am very pleased that the library district set new all-time records in nearly every category in 2015:

- Circulation—2,918,125

This is a very healthy seventeen percent increase over the previous record year in 2014.

- Digital Use—888,346

We are overjoyed that we exceeded our goal of 887,000 digital uses for the year. Digital services continue to have a growing impact on the library.

- Program participation—245,500

This is a whopping 35 percent increase over 2014 and is another way today's library is changing to meet the needs of the modern world.

Visits—1,616,639

This is an all-time record number of visitors to our local libraries, and represents a fourteen percent increase over 2014.

PCCLD enjoyed unprecedented success in 2015. We expect 2016 to be another great year, too. Congratulations to our employees and the community for an impressive year just completed. I believe we are poised now for an even more impressive 2016.

2015 Colorado's Most Significant Artifacts

PCCLD's 1st Edition of The Colorado Chieftain, Volume 1, No. 1, 1868 was selected as a *2015 Colorado Most Significant Artifact*. The library was awarded a certificate from the Colorado Collection Connection, a partnership with the Center for Colorado & the West, the Colorado Wyoming Association of Museums, History Colorado and the Colorado State Library.

ConnectED

Work continues on ConnectEd implementation. A timeline has been drafted, as follows:

March—Complete draft Memorandum of Understanding (MOU) between schools and library.

April—Approval of MOU by library and schools

June—*Test* load of student information from schools into library district patron database

July—*Live* load of student data from schools into library district patron database

August—Marketing and training

August 31—Program kickoff

October—Load updated school roster into library district patron database.

RAWLINGS LIBRARY

Special Collections & Museum Services

- January total attendance was 3,266, compared with 3,388 last year.
- 195 Document Delivery requests were answered in January. 1,304 items from the collection were counted used by customers in January.
- Special Collections now has a small circulating collection of history books.
- Volunteers are working on a number of projects including: Processing Bill Buckles and Princess Yolanda archival collections; oral history transcription and metadata; scanning materials from John Korber's collection; creating vital statistics indexes. This month 48 obituary requests were filled each week.
- The Pueblo Chieftain digitization project is progressing. June 10, 1869 to May 22, 1873 have been digitized by the Steelworks Center archival staff. The Steelworks Center will begin digitizing another volume in February. Other digitization efforts also are ongoing.
- Patron Requests for digital reformatting included Denver & Rio Grande Railroad images, Hi Pardner Park, and Heritage Kiosk images. For PCCLD Exhibits, Roselawn exhibit (17 images) and Wednesday Morning Club scrapbooks were digitized.
- Tammi Moe (Librarian Archivist) is working with new volunteers who are processing the Colorado Rock Art Collection.
- Programming this month included twenty films totaling 304 attendees, presentation to fifteen Colorado History students on January 21, three school tours totaling 208, January 21 John Valadez Latino Americas program totaling 44, January 27 Roselawn/Cemetery Resources totaling 91, Southwest Reading Club with eight attending, Southeastern Genealogy Society Meeting with eighteen attending, and four Genealogy classes with 22 attending.
- Maria Tucker (Special Collections & Museum Services Manager) is working with Exhibit Design on conceptual plans for an upgrade to the InfoZone exhibit.
- A Historic Roselawn Cemetery exhibit and the Southern Colorado Photography Society show were on exhibit in January.

Reference & Readers Advisory

- Idea Factory staff—Derrick Mason and David Hartkop—are teaching online professional development classes representing PCCLD. On February 23, Derrick is presenting as part of *School Library Journal Lead the Change - Maker Project Showcase*. He will talk about the sewing club implemented in the Idea Factory. On February 24, Derrick and David will present on the Colorado State Library's *Super Happy Maker Fun Hour* on the RepRap Libro 3D printer.
- The Idea Factory geodesic structure logged 361 unique patron interactions in January.
- David Hartkop (Technology Trainer) and Maker Club participants have constructed a working 3D printer. With the machine's successful demonstration, work now is proceeding on documentation.
- January use statistics for Idea Factory projects according to Thingiverse.com included 233 RepRap Libro views and forty downloads, 12,668 LibroStruder views and 547 downloads, 226 Build Plate leveling clips views and 31 downloads.
- George Ivins is a partially blind artist exhibiting his paintings in the Hispanic Resource Gallery from January 5 through February. A reception was held on February 6 on the 2nd floor of the Rawlings Library in the Hispanic Resource Gallery.



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- Local artist, Bob Craig, originally from Albuquerque, New Mexico, will be displaying his gourd artwork in the Hispanic Resource Gallery from January through the month of February.
- Maria Kramer (Youth Services Manager) is conducting Spanish Conversation Group twice a month on Saturdays.
- Mondays, Maria Smyer (Hispanic Resource Coordinator) reads bilingual stories to children. January attendance was 14.
- English Language Learner classes will start again in February. Maria Smyer has been testing new students for the upcoming semester.
- Citizenship classes are scheduled to begin in March.
- During the month of January, six volunteer tutors worked with eight adult learners for a total of 24 hours.
- Maker Club continues to meet in the Idea Factory on Thursdays from 5:15-7:15 p.m. In January 35 makers learned how to download, create and print their own 3D objects. On January 28 instruction was focused on Crowdfunding.
- The Yarnies met three Tuesdays in January.
- The Sewing Club met with 15 participants total.
- The Inaugural Pueblo Bowl-Madden Tournament was successful with 52 attendees on January 23 and 33 on January 30.
- On January 25, twenty people attended the demonstrations for the VHS to DVD class.
- Five individuals attended Darius Goshay's, Get to Know Your Cell Phone program.
- Total digital use with Idea Factory in January was 1,685.
- In January, 39 Homebound customers circulated 67 items delivered by fourteen volunteers.

Youth Services

- This month, a special Minecraft world - Volcano Island program had six attendees at Giodone, Pueblo West 20, Rawlings 24, and Lamb 16—totaling 66.
- Supporting Parents with Early Literacy through Libraries (SPELL) programs: Thatcher Learning Center had 30; St. Therese Preschool 25, Thatcher Parent Night 4; Kinderkirk 42, Kinderkirk Parent Night 20, Ascension Preschool 42, Ascension Parent Night 12, Children's Palace 42, Children's Palace Parent Night 40, Trinity Lutheran 35, Trinity Lutheran Parent Night 20—totaling 250.
- The Frozen Festival family crafts and games: Greenhorn Valley had nine, Rawlings 57, Barkman 13, Lamb 11, Pueblo West 37, Lucero 44—totaling 171.
- Tweens' Extreme Art: Pueblo West had 12, Barkman 6, Rawlings 31, Greenhorn Valley 11, Lamb 8, Giodone 12—totaling 80.
- Teens' SuperWhoLock! Rawlings had twelve, Pueblo West 7, Giodone 5, Lucero 15—totaling 39.
- Library Campout, kids worked together to build a fort. The Rawlings Thursday Hangout crowd continues to grow. This month, they explored electricity with Snap Circuits, made s'mores and told scary stories at Library Campout, and trained their brains at National Puzzle Day.



Kids at Library Campout tell scary stories.

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- The result of a successful grant application, the Generation Creation series seeks to help kids express themselves through many different means of creation. Natalie Gallegos (Library Specialist) worked with 29 kids.
- *Read Dog, Read!* had 29 participants on January 22.
- Lego Mania had a total of 41 attending two sessions.
- The Tween Imagination Chapter had eighteen participants at two sessions.
- The result of a successful grant application by Ellie O'Keefe (Teen Librarian), Great Stories Club is a partnership between the library district and the Boys and Girls Club. Ellie visits the Sprague Clubhouse weekly to engage in book discussions with a group of teens. This month, they are reading *Feed* by M.T. Anderson, and discussing the role of social media and consumerism in their lives. Twenty-seven teens attended three sessions.
- Teen Movie Night on January 5 had seven attendees.
- Teen Advisory Board met on January 19 with eight participants.
- HOMAGO met on January 26 with six participants.
- This month, the library presented a special STEAM (Science, Technology, Engineering, Arts, Math) storytime joining stories with hands-on science exploration. Twenty-nine people attended this storytime, and we plan to put one on regularly each month.
- Baby Time had 128 participants, Time for Tots had 55, Preschool Storytime had 94, Headstart 40, Storytimes at the Y had 252—totaling 569.
- This month the library introduced kids to eBooks at Columbian Elementary, shared library information at Kids in the Kitchen, and told stories to visiting classes from Happyland Preschool. When a visit from Pueblo West High School had to be cancelled due to weather, Ellie O'Keefe (Teen Librarian) rescheduled and went to the classes herself to provide database training. Pueblo West High School only had 3 due to weather, Columbian Elementary 24, Pueblo West High School 57, Kids in the Kitchen 350, and Happyland Preschool 175—totaling 609.

BARKMAN LIBRARY

- Paula Pryich (Librarian) had 23 attendees for Preschool Storytimes at the Library.
- Twenty-three attended the Storytime and Literacy Fair on January 12.
- Paula reached 143 who attended programs at Belmont Elementary, Building Blocks and CSU-Pueblo Preschool storytimes.
- Rachel Salazar (Library Specialist) had 35 attendees for storytimes for tots and Signing Storytimes.
- Fifteen attended Teen Movie Night.
- Centralized Programming hosted by Barkman and Youth Services staff included Tween Superwho Lockin with no attendance; six attended Teen Extreme Art, and thirteen attended the family program. Sixteen attended *Read Dog, Read!*
- Twenty-four participated in the Year-Long Barkman Reading Challenge in January.
- Eleven attended the Book Discussion group primarily hosted by Linda Pacheco (Customer Service Rep).
- 213 attended the Goodnight Elementary Parent Night outreach.
- The Crafty Needles Group had 35 participants.
- The Afternoon Movie had 41 attendees.
- The Passive Adult Coloring Program had 87 participants.

GIODONE LIBRARY

- Paula Pryich (Librarian) provided outreach to Ascension Preschool on January 21.
- Giodone staff participated in the Vineland Elementary Literacy Fair on January 27.
- El Pueblo Museum hosted a history takeout program at Giodone. A total of 24 people attended.

GREENHORN VALLEY LIBRARY

- Storytimes in January included Time for Tots with 54 participants and Preschool Storytime with 37. Sharon Rice (Library Specialist) visited the Rye Elementary School on January 20 and provided storytime for twelve students.
- The Greenhorn Valley Tale Waggers helped fifteen children practice their reading skills this month.
- Twenty-five participants participated in “Get Your Game On” for Thursday Wii gaming during January.
- Lego Mania was held on January 15 for twenty-five participants.
- Jeremiah Johnson from the Colorado Division of Wildlife offered hunter safety course on January 29-30. Thirty students completed the course and earned their certification.
- Centralized Youth programs included a Family Fun Frozen Party on January 2 for nine participants and Tween Make-It Extreme Art on January 21 for eleven participants.
- Adult Programs included a Yarn Club with three participants and Scrapbooking Club with eight participants.
- Sharon Rice (Library Specialist) has started a new multi-generational DIY Club at Greenhorn that encourages families to craft together for nineteen people.
- Certified yoga instructor, Sheree Semonich, has begun teaching the library’s weekly yoga classes with 62 participants attending. Additionally, she offered a “Yoga 101” weekend workshop on January 23 for fifteen students.
- Amy Martin (Greenhorn Valley Library Manager) shared her sewing secrets with fourteen adults on January 21.



- At the Beulah Satellite, Passport Kids was offered on January 8 for six participants; Perler Beads on January 15 for nine; STEM Program on Doodle Bots and Explosive Art on January 22 for eleven; and Lego Mania on January 29 for five.
- Sharon Rice (Library Specialist) visited Craver Middle School and promoted library services and upcoming contests to 17 students. She also registered students for library cards and gathered input about programs the students would like to see offered during the summer reading program at the Greenhorn Valley Library.
- Community Meeting Room Use included: District 70 Online (Wednesday afternoons); Greenhorn Kickers 4H Club; GHV Chamber of Commerce; Craver Middle School Yearbook Club; Valley Backpacks; Doterra Essential Oil Consultants; Lago Vista Homeowners Association; Tai Chi Classes; Young Living Consultants; and Sikes Ranch Homeowners Association.
- Greenhorn Valley had an early closure on January 8 at 4:00 p.m. due to inclement weather. On January 20, the Greenhorn Valley Library opened at 2:00 p.m. due to water outage during emergency water line repairs conducted by the Colorado City Metro District.

LAMB LIBRARY

- In January Lamb had 11,786 visitors and forty-nine events in the meeting rooms.
- Total program attendance in January was 341. Youth programs included 183 for monthly storytimes, Genius Kits on January 8 for five; two *Read Dog, Read!* programs with eleven; Extreme Art on January 22 for eight; Family Fun Frozen Party on January 23 for eleven; Minecraft Lock-In on January 29 for sixteen; and Dystar School Parent Night visit on January 26 with fifty. Teen programs included two Anime Clubs with thirteen participants and The Fandom Party on January 15 for seven. Adult programs included three Needlework Club events with fourteen participants; Library Resources for Your Tablet on January 9 with six; Free Legal Self-Help Clinic on January 12 with six; How to Heal the Body and Relieve Stress on January 16 with three; Mentor/Mentee Tea on January 16 for five; and Self Esteem Healing program on January 30 with three.
- Lamb continues to see strong attendance to story times throughout the month. In January the Friday story times included programs dealing with STEM learning. A new adult program this month was the launch of our Free legal self-help clinic. This clinic is provided by volunteer lawyers who meet individually with patrons via a computer conference connection. The lawyers answer questions and assist with completing forms a person may need to file for various civil legal cases. This program is limited to six attendees per month but we have a waiting list through April so far.

LUCERO LIBRARY

- Catherine Shepherd (Children's Librarian) presented the following youth programs: Create MiniBooks on January 6 for five; Perler Beads on January 8 for eighteen; 3D Scribbler on January 14 for fifteen; Centralized SuperWho Lock on January 20 for fifteen; Art of Journaling on January 21 for three; Doodlebots on January 25 for twenty-four; and Family Fun Frozen Party on January 28 for forty-four.
- Grupo Folklorico only had two classes in the month of January with attendance of fifteen.
- Outreach was provided at Bradford on January 12 for 65 participants. Eastside Daycare was provided a storytime program on January 13 for eighteen participants.
- Christopher Rief (Library Specialist) presented Mellow Monday programs consisting of Mandala coloring pages, soft music and refreshments. The Lucero Library also offered a Resume Writing Workshop with three attending.
- Diann Logie (Lucero Library Manager) attended Pillars of Unity and Southern Colorado Press Club meetings.
- Books a la Cart delivered 835 books.
- The exhibit in January featured art by local youth.
- The Art Mural Project continues. Michele Martinez is still working on sections to be applied to backboard in February.
- Mark Salazar provided workshops from his Gangology workbook and individually met with gang affiliated youth with attendance of 65.

PUEBLO WEST LIBRARY

- All major key data was up at Pueblo West for 2015. The increase in key data was led by an astounding 70% increase in meeting room use in 2015. This increase was due, in part, to expanding meeting room hours to Sunday. Pueblo West also saw a 23% increase in library visits for an all-time record of 271,452 visitors in 2015. Pueblo West program attendance was up 8% as well.
- The monthly Friday night Minecraft program for tweens had 20 participants in January.
- The Pueblo West Library hosted 60 programs and one art exhibit for kids, tweens, teens and adults. Total participation for January programs totaled 1,952. Some highlight include:
 - Elizabeth Flores (Librarian) started a new storytime program at the Children's Palace Daycare as part of the SPELL grant activities coordinated by Youth Services. She provided two storytimes on January 26 for a total of 76 participants.

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- The first Maker Madness program on January 16 featured technology from the Idea Factory with total attendance of 61 people of all ages. David Hartkop (Technology Trainer) facilitated the program with help from Frank Vidana (Customer Service Rep).
- Pat Stuckey (Customer Service Rep) has begun facilitating a monthly genealogy club. The first meeting took place on January 16 with 31 people in attendance.
- Rachel Salazar (Library Specialist) continues to have great attendance for her weekly teen programs. Teen Movie night on January 28 had the most attendance at 47 with teen programming having a total attendance of 1,075.
- Elizabeth Flores (Librarian) presented a Frozen Party for kids on January 23 for 37 participants.

FACILITIES

- Completed installation of security lights at Lucero
- Had Rawlings elevators repaired after major outage.
- Supported four snow days with removal procedures completed.
- Total Facilities work orders completed during the month: 406.
- The district procured replacement fiber fill for the Rawlings Library's HVAC system at a cost of \$16,800. This was approved as a sole source purchase from CFM via negotiations because only one vendor is capable of meeting all specifications. The specialized material is manufactured by BAC, and it will be installed by PCCLD staff.
- Alarid & Son Construction was selected as lowest cost bidder to make changes in the area near the Rawlings Circulation Department to accommodate the Call Center. Work will commence in February and last about two weeks. The Call Center will move from the Rawlings basement area near to the Circulation Department workroom. Cost of the project is \$6,275.

HUMAN RESOURCES

Terminations /Retirements:

- Marc Meyer, Substitute Materials Handling Technician, resigned effective January 25.
- John Quintana, E-Marketing Coordinator, resigned effective January 27.

New Hires, Promotions and Lateral Moves:

- Sherri Baca was promoted to Chief Financial Officer effective January 11.
- Crystal Talley was promoted to Museum Coordinator effective January 11.
- José Ortega was promoted to Digitization Coordinator effective January 11.
- Gloria Madrill was hired as Community Relations Assistant effective January 15.
- Mike Pettigrew was hired as E-Marketing Coordinator effective January 21.

Recruiting / Open Positions:

- Adult Literacy Coordinator (filled effective February 16)
- Community Resource Specialist (filled effective February 15)
- Materials Handling Technician – Special Collections (filled effective February 1)
- Human Resource Manager—recruiting ongoing

INFORMATION TECHNOLOGY

- Working with Long View Systems consultants on final configuration of new staff workstations and Citrix infrastructure support for same.
- Installed new drapes in the InfoZone Theater.
- Replaced failed components in core network switch.

TECHNICAL SERVICES & COLLECTION DEVELOPMENT

- 6,584 items were added to the collection in January, and 3,673 items were withdrawn.
- Jill Deulen (Technical Services & Collection Development Director) attended meetings with Maria Kramer (Youth Services Manager) at Pueblo City Schools' Language Arts and Social Studies departments to discuss collaboration between the school and library districts on January 19-20.

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- Jill Deulen presented on off-the-shelf rates at Greenhorn Valley, Barkman, Rawlings, Lucero, and Giodone Libraries.
- Jill Deulen and Michele Myzia (Receiving Clerk) worked to distribute federal and state tax forms to all library locations.
- Jill Deulen and Peggy Bilger (Technical Services Specialist) set up 2016 funds in ILS on January 3.
- The collection development team was introduced to a new Baker and Taylor platform *Title Source 360*. This system closely interfaces with PCCLD's ILS. Baker and Taylor is one of a handful of major materials vendors utilized by PCCLD.
- Daniel Gaghan (ILS Administrator) has also been testing with JTACQ software and figuring out how the library can do OCLC holdings updates.

STAFF DEVELOPMENT

- Ellie O'Keefe (Teen Librarian) and Maria Kramer (Youth Services Manager) both started taking short courses online through ALA. Maria's on collaborating with public schools, and Ellie's on collaborating with teens to create better library programming.
- Ellie attended the Pueblo Youth Employment Council Meeting on January 5.
- Jacque Collins, Natalie Gallegos (Library Specialists), and Maria Kramer attended Minecraft training provided by Ellie O'Keefe on January 5.
- Kirsten Dees (Early Literacy Librarian) attended the webinar "Best Children's Books 2015" on January 6.
- Ellie O'Keefe attended the Pueblo Youth Employment Council Meeting on January 7.
- Jill Deulen (Technical Services & Collection Development Director) attended two Leadership Pueblo retreats on January 8 and 28.
- Kirsten Dees (Early Literacy Librarian) attended a webinar on Early Literacy on January 12.
- Jill Deulen hosted a webinar on Find it Colorado with Daniel Gaghan, Courtney Woodka, and Jon Walker on January 11.
- Tammi Moe (Librarian Archivist) presented on metadata for visual materials to the Special Collections team on January 12.
- On January 14, Megan Petersen (Museum Coordinator) and Maria Tucker (Special Collections & Museum Coordinator) participated in an exhibit orientation workshop for the ALA "Native Voices" exhibit that will be on display in 2018.
- Ellie O'Keefe participated in a Skype meeting with a YALSA Mentor on January 14.
- Alan Rocco (Facilities Superintendent) attended webinar "Addressing Common Parking Lot Predicaments with LED Lighting" on January 19.
- Loretta Dilorio (Materials Handling Technician) attended Library account privacy training provided by Maria Kramer on January 19.
- Jacque Collins (Library Specialist) attended "New Year, New Books" webinar on January 19.
- Maria Kramer attended the webinar "Communication in the Youth Services Department" on January 19.
- Kayci Barnett (Giodone Manager) attended the Pueblo Mentoring Collaborative meeting on January 21.
- Kayci Barnett attended the Pueblo Learning Summit meeting on January 22.
- Maria Kramer, Kirsten Dees, and Catherine Shepherd (Lucero Librarian) attended the CATS (Children and Teen Services) Winter Workshop on January 25 in Colorado Springs. Amy Martin (Greenhorn Valley Library Manager) was invited to present and offered a 45-minute presentation to approximately 50 attendees about the Passport Kids program at the Greenhorn Valley Library.
- Kirsten Dees attended a webinar on OB4CO (One Book for Colorado) on January 27.
- Natalie Gallegos (Library Specialist) attended "Creative Technology Use in K-12" webinar on January 27.
- Jane Carlsen (Executive Assistant) and Dave Hayden (Data Analyst) attended the Data Users Group meeting in Colorado Springs on January 28.

- Karen Frank and Rebecca Farris (Materials Handling Technicians) attended Library account privacy training provided by Maria Kramer on January 29.

THANK YOU MESSAGES

- Georgianna Jiminez left the following comment online: “Online resources and website are easy to navigate and use. As a teacher I value the ability to find almost any resource that I need. Also the addition of digital content such as video has also provided another instantly available teaching resource. I have lived in large metro areas, and the Pueblo library system puts these libraries all to shame. I brag about the amazing architecture of the Rawlings branch and the awesome services the library provided. As a voracious reader I have loved the opportunity to attend talks and meet favorite authors such as Sandra Cisneros, Katherine Stockett, Sherman Alexie, etc. Thank you so much for enriching our community!”

Respectfully submitted,
Jon Walker
Executive Director