

PUEBLO CITY-COUNTY LIBRARY DISTRICT

Report of the Executive Director

Submitted to

The Library Board of Trustees

July 24, 2014

NEW LIBRARIES

Progress on the new libraries' construction progress continues, including preparations to order necessary FF&E, opening-day collections, and technology.

- Greenhorn Valley Library: Outside finishes are being applied, window installation is nearly completed, parking lot and driveway paving done, and interior rough-in is well underway.



- St. Charles Mesa Library: Outside finish work has commenced, windows are being installed, and interior rough-in is underway.



- Work at the Lucero Library is about six weeks behind Greenhorn Valley and St. Charles Mesa with exterior rough-in well underway and roofing in progress.



BIKE LOCKS TO CHECKOUT

- Bike locks are now available to check out. Loan rules for the locks are one day with overdue fees of 10¢/day and \$3 maximum. The lock has a lanyard with a key and a tag with an RFID inside.



RAWLINGS LIBRARY

Special Collections & Museum Services

- June total attendance in the InfoZone was 5,420. Year-to-date attendance is 25,040.
- Ninety-eight document delivery requests were answered in June. 796 items from the collection were counted used by customers in June.
- Jen Koen (Digitization Coordinator) started the library's new digital collection about historic downtown Pueblo. She also prepared photos for a German-American library exhibit. This included 130 photos that will be added to the digital collection.
- The Eilers Neighborhood Survey presentation was held on June 26 with 175 people attending.
- Charlene Simms (Interim Manager) and Jen are working on over taped historical interviews to be digitized.
- A Boys and Girls Club tour had twelve in attendance.
- On June 19, the non-profit center held a workshop entitled Reality check for non-profits by Jimmy Newmoon Roybal with 24 people in attendance.
- On June 23, five students from CSU-Pueblo toured the library vault.
- On June 26, the YMCA Day Camp toured with a total attendance of fifty.
- On Monday, June 2, the seven Regent residents visited to check out genealogy resources.
- Charlene Simms (Interim Manager) gave a genealogy presentation at the SRDA Center with eight people in attendance.
- On June 14, the Santa Fe Trail Association toured the library and Hispanic Resource Center. There were 51 people in attendance.
- Charlene Garcia Simms (Interim Manager) collaborated with the Pueblo German-American Club on an exhibit of German-Americans in Pueblo. The exhibit had 1,285 attendees in June, and activities included:
 - June 13 – Opening reception with 85 people in attendance
 - June 18 – German language class with nine in attendance
 - June 19 – German food demonstration with forty in attendance
 - June 21 – Genealogy training session as part of the German exhibit with fourteen in attendance
 - June 24 – Presentation by Dagmar Haney on the *Changing Boundaries in Europe* with 25 in attendance.
 - The films *Heidi*, *Good Bye Lenin* and *Vitus* were shown with 26 people in attendance.
- There were 31 movies shown with a total of 302 attending.
- On June 2, Trivia night was held for the first time with ten in attendance.
- On June 7, the Soft opening of the Science of Mystery Summer Reading Exhibit had a total of 35 in attendance.
- On June 13, the 11th PechaKucha was held with 85 in attendance.
- On June 16 and 17, "How Illuminating!" science programs were held with 34 in attendance.
- On June 19, there was music program, "An evening with Gustaff: Music from Cameroon" with total attendance of 21.
- On June 27, the Pueblo Rotary used the InfoZone Theater with a total attendance of 40.

Reference & Readers Advisory

- The Hispanic Resource Center (HRC) featured the work of two local artists, Eva Marie Fatta and Luanne Taylor. This exhibit included a reception for both artists on June 6 attended by 25.
- The HRC continued with bilingual storytimes by Maria Smyer (Hispanic Resource Coordinator). This month attendance at the storytimes was 84.

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- The HRC featured showing of *Extraterrestrial*, a science fiction film from Spain with three attending on June 24.
- On June 4, a recognition event was held for students who finished the HRC English Language Learning program with 39 students recognized and 60 people attending the recognition.
- Arian Bonetto, a volunteer from Argentina, is now teaching Spanish classes on Tuesdays.
- On June 19, Maria presented “Science of Savory Ceviche,” as part of Adult Summer Reading, at the Barkman Library. Seven people attended the program.
- On June 11, Maria Smyer (Hispanic Resource Coordinator) presented a bilingual story time for a Headstart group at Books in the Park. Thirty people attended the program.
- UVAS (United Volunteer Activists of Southern Colorado) presented on DACA (Deferred Action for Childhood Arrivals) with thirty attending.
- Rebecca Reed (Librarian/Tech Trainer) provided seventeen tech classes in addition to one-on-one appointments. Classes were offered at Rawlings, Lamb, Pueblo West, and Barkman with seventy attending.
- Rebecca recorded staff training videos for the new “Suggest for Purchase” layer and the new OverDrive layer on BiblioCommons. The training videos will be available on the staff intranet.
- Rebecca presented on PCCLD electronic resources and materials to teachers from Pueblo City Schools.
- Rebecca met with Department of Corrections staff and librarians throughout Colorado to discuss how DOC libraries can promote public library resources and programs to inmates in pre-release programs.
- Eleven volunteer tutors provided 62 hours of individual and group adult literacy tutoring, and contributed a total of 87 volunteer hours to the Adult Literacy Program. Two new volunteers began tutoring. There are currently 21 active students in the program.
- GED programming at Barkman on June 30 attracted three people.
- Adult Literacy and ESL tutor orientation took place on June 23 at the Rawlings Library with seven people attending.
- The adult literacy class met three times in June for a total of twenty attendees.
- Reading Club met on June 4 with 11 attendees.
- Speak English Conversation Club met once in June.
- Word Crafts was held on June 17 with five attending.
- Origami Odyssey took place on June 25 with nineteen attending.
- For June, the library received 61 submissions to the AskUs online reference service. For the year-to-date, the library has handled 502 submissions.
- PCCLD participated in the *Pueblo Chieftain* Plane-A-Palooza. The main event at Rawlings took place on June 23 with over 100 people enjoying folding paper airplanes in the Idea Factory.
- The Idea Factory hosted seven programs presented by Reference & Readers Advisory staff in June that were attended by 178 people.



Youth Services

- The totals are coming in, and Summer Reading Registration is going very well! The district already has surpassed the total Summer Reading registrations from last year.
- Rawlings Storytimes had three programs with 83 participants
- Each week during the summer we are telling stories at the Zoo on Thursday mornings.
- Baby Time held four programs with 146 participants. Time for Tots held four programs with 120 participants. Gigi Holman (Early Literacy Librarian) had 55 Baby Time participants and 58 Storytime participants – making her total attendance for one hour of programming 113!
- On June 6-7, Youth Services offered a Stuffed Animal Sleepover and Summer Reading Kickoff with 425 participants

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- Circus in 60 Minutes with the Salida Circus was held on June 7 with 27 participants. This intriguing program thrilled a teen audience as a kick-off to Summer Reading activity.
- Two “Read Dog, READ! programs had 112 participants. This continues to be an thriving program. Families are excited to come read to the dogs! We have had 6-7 dogs consistently.
- The Summer Solstice Lantern Craft on June 21 had 34 participants. Maria Kramer (Teen Librarian) arranged for a simple lantern craft program to compliment the Summer Solstice Light Parade.
- Youth Services is coordinating young people’s programming for the entire district. For the whole family, we are bringing in top-notch performers to entertain the kids at least once a week at Barkman, Lamb, Pueblo West and Rawlings. In some locations two performances were offered each week.
 - June 11 and 12: Mr. E and Kyle: Fizz, Boom, Read Magic Show!
 - Barkman – 2 shows – 171 participants
 - Lamb – 1 show – 171 participants
 - Pueblo West – 2 shows – 291 participants
 - Rawlings – 2 shows – 324 participants
 - June 18 and 19: Full STEAM Ahead. Roadshow by the Buell Children’s Museum
 - Barkman – 2 shows – 112 participants
 - Lamb – 1 show – 112 participants
 - Pueblo West – 1 show – 143 participants
 - Rawlings – 2 shows – 184 participants
 - June 25 and 26 – Ann Lincoln – Space Aliens Big Bang: Magic and Juggling Show
 - Barkman – 2 shows – 143 participants
 - Lamb – 1 show – 77 participants
 - Pueblo West – 1 show – 218 participants
 - Rawlings – 2 shows – 218 participants
- Storytime with a BANG! The Library @ the Y, Rawlings, Books in the Parks and Satellites have all benefited from “Storytime with a BANG!” kits. Eight kits have been developed by Gigi Holman (Early Literacy Librarian), Natalie Gallegos, Jacque Talbot and Lorina Messenger (Library Specialists) to rotate throughout the district all summer long. The kits are used in a variety of ways. The Library @ the Y uses the kits to create a huge Tuesday morning event! Books in the Park uses the kits each week for stories and activities. The Satellites also use books and activities of their choice from the kits to provide stories and activities for the kids who come in. Rawlings uses the kits to help present Preschool Storytime (Wednesday and Friday) and Storytime at the Zoo (Thursday), and each presenter selects books and activities of their choice based on the ages that are expected to attend their programs. This kit preparation is an efficient way to create weekly storytimes throughout the summer. Rawlings, Library at the Y, and Books in the Park attendance is listed below.
 - June 9-13
 - Rawlings – 3 programs – 81 participants
 - Library at the Y – 1 program – 33 participants
 - Books in the Park – 2 programs – 71 participants
 - June 16-20
 - Rawlings – 3 programs – 110 participants
 - Library at the Y – 1 program – 35 participants
 - Books in the Park – 3 programs – 64 participants
 - June 23-27
 - Rawlings – 3 programs – 132 participants
 - Library at the Y – 1 program – 51 participants
 - Books in the Park – 4 programs – 74 participants
- For kids ages 9-12, Gigi Holman (Early Literacy Librarian) and Natalie Gallegos (Library Specialist) have developed interactive Tween programs to be presented at Barkman, Lamb, Pueblo West and Rawlings. These programs have explored the explosive, intricate, gnarly and sometimes downright GROSS!

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- June 9-13 – Water Rockets
 - Barkman – 24 participants
 - Lamb – 53 participants
 - Pueblo West – 54 participants
 - Rawlings – 52 participants
- June 16-20 – Survival Science
 - Barkman – 20 participants
 - Lamb – 41 participants
 - Pueblo West – 35 participants
 - Rawlings – 28 participants
- June 23-27 – The Science of You
 - Barkman – 22 participants
 - Lamb – 19 participants
 - Pueblo West – 27 participants
 - Rawlings – 21 participants
- Maria Kramer (Teen Librarian), the Teen Services Committee and the Teen Advisory Board have put together Teen programs for this year that are offered at Barkman, Lamb, Pueblo West and Rawlings. These programs are all MAKER programs where teens can get creative with lots of DIY projects.
 - June 9-13 – Henna and Facepainting
 - Barkman – 12 participants
 - Lamb – 17 participants
 - Pueblo West – 37 participants
 - Rawlings – 33 participants
 - June 16-20 – Tie-Dye and Bleach Pen
 - Barkman – 10 participants
 - Lamb – 25 participants
 - Pueblo West – 25 participants
 - Rawlings – 30 participants
 - June 23-27 – Candy Construction
 - Barkman – 14 participants
 - Lamb – 21 participants
 - Pueblo West – 14 participants
 - Rawlings – 14 participants
- Youth Services just launched other programs that will rotate throughout the district all summer long, including microscope slides, optical illusions, animal x-rays, sensory bottles, and cardboard construction.
 - June 23-27
 - Barkman – 89 participants
 - Lamb – 73 participants
 - Pueblo West – 20 participants
 - Rawlings – 62 participants
- Tours of the library and visits to schools or organizations reached 5,153 participants.
- This is the first year that Youth Services has organized the Books in the Park summer program. Books in the Park was open 11 days in June, and circulated 2,215 items compared with the June 2013 total of 1,326. Programs included nine Storytimes with a BANG for 209 participants, seven craft programs for 112 participants, eleven snack events with 253 participants, eleven nutrition events for 828 participants, five YMCA activities with 151 participants, five Parks & Rec activities for 132 participants, and a Girl Scout program for 15 participants.

BARKMAN LIBRARY

- Circulation is higher than ever. Barkman's circulation for June reached 31,725.
- Summer reading has been a success! Barkman has over 600 kids and adults registered which is well over last year's enrollment. Program attendance for June was 577.

LAMB LIBRARY

- Alicia Griebel (Children’s Librarian) presented preschool and toddler story time programs, including moles, on zoos, animals driving cars, Father’s Day, germs, and boats. Total attendance was 197.
- Lamb has almost doubled the registrations for Summer Reading from June 2013.
- Summer Reading program attendance is at 360 through June.
- Alicia presented the teen and tween programs, including water rockets, Survival Science, Science of You, and Play with your food with attendance of 146.
- Teens: Henna and Face Painting, Bleach Pen and Tie Die and Candy Construction and games with 63 in attendance.
- Kirsten Dees (Library Assistant) presented storytime and adult programs on ducks and crafts, “Discover! Techniques for Vegetable Growing in Tight Spaces,” and “Lasting Memories for Future Generations “



PUEBLO WEST LIBRARY

- Primary elections were held in the library in June, and Summer Reading Clubs and programs all kicked off. The Pueblo West Library is the June Business of the Month through the Pueblo West Chamber of Commerce (mid-June through mid-July). The library partnered on the ribbon cutting for neighboring Civic Center Park with 35 people attending.
- Adult summer reading programming was a feature of June programs with 38 people attending.
- Two more in the series of programs focused on aging adults took place at the Pueblo West Library on June 10 and June 25 with 30 attending.
- The Pueblo West Book Club met in June with fourteen participating.
- SBDC (Small Business Development Center) held an introductory session for individuals interested in potentially starting a business, which Deb Krauth (Business Librarian) participated in on June 4 with 12 people attending. The Pueblo West Chamber held a QuickBooks class on June 27, and three attended.
- Pueblo West continues to offer weekly computer classes, this month covering Office products: Word Basics on June 3 with 4 attending; Publisher Basics on June 10 with 3 attending; PowerPoint Basics on June 17 with no attendance; and Excel Basics on June 24 with 3 attending.
- The gallery artist for June was Diana LaMorris, and 970 people viewed her exhibit.
- Storytimes resumed in June. Time for Tots had eight sessions with 147 attendees. Baby Time had four sessions with 42 attendees. Preschool Storytime had four sessions with 94 attendees.
- The Summer Reading Club (SRC) kicked off at Pueblo West on Wednesday morning, June 4 with a “Fun with Bubbles” program. 150 participated in the kick-off, and a lot of fun was had by all. For the first “official” SRC program with Mr. E and Kyle on Wednesday, June 11, they had record attendance of 291. The Full-Steam Ahead Roadshow on June 18 had 143 attendees, and the Ann Lincoln Space Aliens show on June 25 had 218 attendees.
- Tween SRC programming started on June 5, and 46 came for Lego games. Water Rockets on June 12 had 54, Survival Science on June 19 had 35, and Shrinky Dinks on June 26 had 27.
- Lego club met on Friday, June 20, and 33 people participated.
- Teen SRC had its first official program on June 12 with henna and face painting with 37 teens participating. This is always a popular and fun activity for teens. On June 19, Tie-dye and bleach pen activities with t-shirts took place, and 25 participated. Candy Construction took place on June 26 with 21 attendees.
- The Anime Club is meeting weekly during the summer, directly preceding SRC programs on Thursday evenings. They met on three times in June with 43 attendees. They also had a “cosplay” event on Friday, June 20, where kids dressed up as their favorite characters with 15 participating.

- The Oculus Rift made an appearance with forty people participating.

LIBRARY @ THE Y

- Gate count in June was 2,756.
- Four Time for Tot programs were offered for 39 participants.

OUTREACH

- The Summer Reading Program is in full swing in the Outreach Department! The Rye, Craver, Beulah, Risley and Avondale satellite libraries are open eight hours each week through the end of July. In addition to staffing the satellites, Lorina Messenger and Valarie Sanchez have also been serving record numbers at Bessemer Park and El Centro del Quinto Sol through the Books in the Park Program.
- Renee Montano (Outreach Assistant) is dividing her time between satellite hours, Books a la Cart and the Homebound program. She and Amy Martin (Outreach Manager) have also been busy supporting Books in the Park by packing boxes of books for giveaways in the park, distributing snacks and transferring program kits between locations.
- The satellites have registered 128 Summer Reading participants.

FACILITIES

- Continued to work on the Landscape Enhancement project at the Rawlings Library.
- Installed three double-lens LED emergency light fixtures at Books Again. Fire Department inspections indicated the current light fixtures were inoperable and needed replacement.
- Worked on annual service of the Rawlings chiller.
- Worked with Schindler Elevator service on the Rawlings elevators.
- Continued support of the Summer Reading Programs including the monthly Art Bash and transporting the Books in the Park trailer between selected parks.
- Worked with Cintas Fire Protection on follow-up repairs district wide after testing and inspections were completed at all library locations.
- Worked with Human Resources to modify a work station for the new HR Generalist and Community Relations on a new audio/visual recording studio.
- Continued with mechanical tasking procedures to include service of the Liebert air conditioning unit, fire extinguisher inspections, vault humidifier service, generator checks, elevator phone connection checks, panic bar checks and water chemistry services.
- A total of 348 work requests were completed district wide.

HUMAN RESOURCES

- PCCLD's Quarterly Volunteer Lunch Meeting was held on July 12, featuring the Adult Summer Reading Program. All volunteers received a book from Friends of the Library. We had 21 registrations for the Adult Summer Reading Program.
- Met with HUB and Kaiser representatives on June 26 to go over early renewal costs for medical insurance.
- The annual Nesbitt Summer Picnic was held at the Rusted Poppy on June 29. The event was catered by Obie's Bar-B-Q and included a dessert contest.
- Terminations /Retirements:
 - Steve Antonuccio (Barkman Manager) retired on June 3.
 - Brian Palomar (Library Specialist) voluntarily terminated his employment on June 14.
 - Marion Bond (Materials Handling Technician) retired on June 30.
- New Hires, Promotions
 - Jill Deulen was promoted from Collection Development/ILL Librarian to Barkman Manager on June 2.
 - Charlene Simms (Special Collections Librarian) accepted the role of Interim Special Collections & Museum Services Manager while Maria Tucker is out on maternity leave beginning June 16.
 - Stanley Vigil was hired as a seasonal temporary Facilities Technician on June 26.

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- Lateral Moves and Other Changes
 - Carlos Laydon (Facilities Technician I) increased hours moving to full-time status.
 - Kathy Kearney (Library Specialist) transferred to the full-time Library Specialist position in R&RA, leaving her part-time role in Pueblo West on June 16.
 - Tracy Overton (Technical Services Assistant) temporarily increased hours by 10 hours per week for one month.
- Recruiting / Open Positions
 - Teen Librarian (Youth Services), full-time 40 hours/week
 - Branch Manager (Mesa Library), full-time 40 hours/week
 - Materials Handling Technician (Reference & Readers Advisory), part-time 20 hours/week
 - Human Resources Generalist, full-time 40 hours/week
 - Facilities Superintendent, full-time 40 hours/week
 - Administrative Technician (Community Relations), part-time, 20 hours/week

INFORMATION TECHNOLOGY

- Deployed remaining new public PCs to Pueblo West.
- Finance software was upgraded from MAS 90 to Sage 100.
- Finished imaging new circulating Dell laptops for Reference & Readers Advisory.

TECHNICAL SERVICES & COLLECTION DEVELOPMENT

- 4,400 items were added to the collection in June, and 5,822 items were withdrawn.
- Finalized profiles with new print vendor Brodart, now being used for most adult and juvenile hot fiction.
- Abby Koehler (ILS Administrator) is selecting media while that position is vacant.
- Jessica Casados (ILL Assistant) is performing all lending and borrowing functions while the ILL librarian position is vacant.

GIFTS & GRANTS

- The following contributions were received for the Summer Reading program, “Fizz, Boom, Read!”
 - Bingo Burger provided in-kind contributions valued at \$600 with 250 free French fry coupons.
 - Taco Bell provided in-kind contributions valued at \$50 with ten \$5 Taco Bell coupons.
- Donations made for new libraries included:
 - Thomas Corlett provided an in-kind gift of a media cart for the Greenhorn Valley Library valued at \$350.
 - Greg Hahn donated \$2,500 for a study nook at the St. Charles Mesa Library.
 - Lorraine Njos donated \$50.
 - Henry Roman donated \$50.
 - Joyce Vigil donated \$100.
 - Alice Hill made a \$139 pledge payment.
 - William Lucero made a \$100 pledge payment.

STAFF DEVELOPMENT

- Eight supervisory level staff attended “Building the New Library: Insights About Culture, Patrons & Services,” a ULC Webinar, on June 5.
- Twelve public service staff attended a presentation provided by Pueblo Police Officer Shelly Taylor on “Responding to Gang Activity” on June 5.
- Catherine Gates-Shepard (Museum & Special Collections Coordinator) attended the Society of Rocky Mountain Archivists (SRMA) meeting in Denver on June 6 which focused on digital archives.
- Twenty-seven staff from Technical Services, Finance, Administration, Community Relations, and IT attended OZ Principles Training on June 10.
- Thirty-four staff from Barkman, Pueblo West, Youth Services, and Circulation attended follow-up OZ training on “Creating Ownership” on June 23.

THANK YOU MESSAGES

- Judith Boudreaux with Volunteer Income Tax Assistance (VITA): “I want to thank you for helping provide a location for the Pueblo VITA Coalition to prepare income tax forms for low income residents of Pueblo County . . . This year, Rawlings Library served as a tax preparation site where 401 returns were processed . . . We are hoping that you will continue to support the efforts of the Pueblo VITA Coalition and join us again next year as we strive to increase the outstanding numbers this year: 1,020 taxpayers were served at the tax sites throughout the city; more than 900 hours of volunteer time was given at a value of \$16,400. The services rendered not only help the taxpayer, but the community as well, bringing back into the community through refunds, tax credits and savings from tax preparation fees more than \$1,180,000 . . .”
- Dean Prophet, Senior Pastor of Park Hill Christian Church: “. . . We at Park Hill are excited over the construction of the new library and feel it is something positive for this area. Luke and I would love to sit down and discuss how our congregation may be able to help out in this new branch. . . .”
- Bob Silva, Santa Fe Trail Association/Bents Fort Committee/Charles Goodnight Barn Restoration Committee: “. . . thank you for all your work and contributions, along with your excellent presentations . . . on Josefa Jaramillo Carson. No presentation goes without some work devoted to it, and I appreciate everything that you did in hosting the Santa Fe Trail and Bent Fort Chapter. . . . The conference room was perfect and the Kit Carson exhibit was great. Truly appreciated hearing about the mural and the 3rd floor archives area, etc. Thanks again, and hope you can attend some of the Santa Fe Trail events in the future.”
- Maria Tucker (Special Collections & Museum Services Manager) wrote a thank you note with a photo of her new son, Jason George Tikas Tucker, which reads: “Thank you for sending the beautiful plant upon Jason’s arrival. Your thoughtfulness is so appreciated.”

Respectfully submitted,
Jon Walker
Executive Director