

**PUEBLO CITY-COUNTY LIBRARY DISTRICT**  
**Report of the Executive Director – January**  
**Submitted to the Library Board of Trustees**  
**February 23, 2023**

**Barkman Library**

**Barkman Programming & Outreach Report**

**Completed by Brigitta Meyerhofer, Evelyn Lile and Alicia Griebel**

**Programs**

Title: Snowflake Wall Hanging Art

Adult Winter of Reading Program

Attendance: 6



Title: The Art Box with Marcus

Attendance: 3

Title: Perler Bead Creations!

Children's Program

Attendance: 8



Title: Teen/Tween Lock-In-Valentine/Anti-Valentine Edition  
Attendance: 14

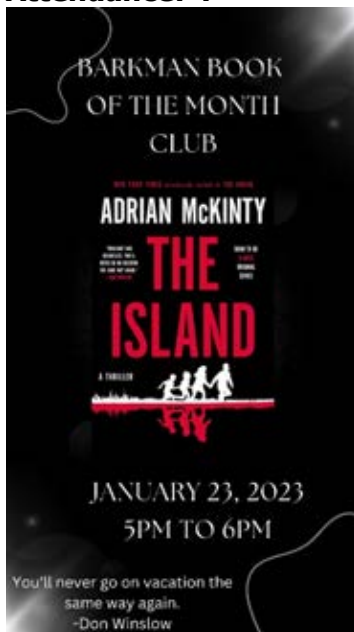
### **Kits2Go**

- Movie Night: 52
- Baby Boxes: 36



### **Barkman Book of the Month Club**

Attendance: 4



### **Family Storytime Thursdays**

- 01/05/2023: Attendance: 1
- 01/12/2023: Attendance: 1

- 01/19/2023: Attendance: 1
- 01/26/2023: Attendance: 1

### **Toddler Storytime Tuesdays**

- 01/03/2023: 5
- 01/10/2023: 13
- 01/17/2023: 7
- 01/24/2023: 10
- 01/31/2023: 5

### **Passive Programs**

- |  |           |
|--|-----------|
| • Barkman Trivia Participants:               | Marcus    |
| • Nintendo Switch Gaming Station Attendance: | All Staff |
| • Board Games In-Library Use:                | All Staff |
| • In-Library Use Bike Lock:                  | All Staff |



### **Outreach**

- Building Blocks Storytime: Brigitta– Attendance: 17
- Villa Bella Elementary Storytime: Evelyn Attendance: 42
- D60 Food and Fun free lunch program Attendance: 41

### **Miscellaneous**

#### **Staff Displays**

- Blind Date With a Book: Ashleigh
- Civil Rights, Cozy Winter Mysteries, Barkman Book of the Month Club: Debbie and Robin



**Sea Adventures: Marcus**  
**Staff Picks: All Staff**

**Notary Appointments: Debbie: 9**

### **Training, Conferences, & Continuing Education**

Alicia Griebel-Manager

- Preventing Slips, Trips, and Falls

Brigitta Meyerhofer- Librarian

- Nesbitt Meeting
- Preventing Slip, Trips, and Falls
- YS Meeting
- PSM Meeting

Evelyn Lile- Program & Outreach Specialist

- Preventing Slips, Trips, and Falls
- Review and Read:

Debbie Payne- CSR

- Preventing Slips, Trips, and Falls
- Level Up Your Book Displays

Marcus Bower- CSR

- Preventing Slips, Trips, and Falls

Ashley Campanella – MHT

- Preventing Slips, Trips, and Falls

Robin Rice – MHT

- Preventing Slips, Trips, and Falls
- Level Up Your Book Displays

### **The Staff Meeting on January 9, 2023 covered the following information**

- Winter of Reading Update
- Lamb taking over Beulah Satellite
- Bags now used for Library Programming Only
- In April the Overdrive App will officially switch over to Libby
- Emergency Phone numbers and new Covid Guidelines
- All Staff Group Training: Annual CACFP Dana Elkins Greene, RDN SNS for D60 Food Program

## **Giodone Library**

**Calls Taken** –Dec 405, Jan 519

**Volunteer Hours** – Lorena Regan (intern) – 21.25, Madilyn Poole (teen volunteer) – 3.25

### **Community Outreach**

- Avondale Outreach – Mondays from 3-5 – Crafts and stories at Avondale Elementary – 76
- Ascension Preschool: SPELL Outreach – 66
- Outreach kits – Cynthia created kits for County High and Pleasant View Middle - 80
- McHarg Park Boys and Girls Club – Sandy and our Intern Lorena will be going out Fridays and presenting a craft to the Boys and Girls Club every week. - 8

### **Displays with % checked out**

Science Fiction 23%  
 Adult Biographies 20%  
 National Geographic (Adult) 17%  
 J- Biographies 0%  
 Non- Fiction (J DVD's) 9%  
 J Chapt. Science fiction 5%  
 Animal Stories – 10%

### **Programming**

#### **Passive & Kits2Go Programming for All**

- Happy Chinese New Year Mini-book – 20
- Chinese New Year – 25
- Magnetic Winter Gnome – 11
- Snowman Kit2Go - 5

#### **Youth Programs**

- Preschool Storytimes by Stephanie Monday's at 11am - 17
- Read Dog Read – 16
- Chinese New Year – 25
- Tween/Teen Hangout – Sandy hosts a weekly Tween/Teen program - 34
- Learn about Rock Collecting – Sandy brought in an expert to much fan fair of adults and youth.  
- 23

### Adult Programs:

- Crochet Club meets weekly on Fridays, hosted by Kayci and Sandy - 31
- Pueblo Community Resources – Cynthia is hosting an Adult Special Needs group that is coming weekly to the library on Tuesdays for a movie and a craft. – 52
- **English Conversation Class** – Sandy teaches this weekly class - 30
- **Tai Chi Easy** – Kayci leads this weekly class – 10
- **Beginner Genealogy Research** – Jasel from Special Collections came out to Giodone to give this class. – 2
- **Braille Literacy Month** – Cynthia hosted this program to celebrate and promote Braille Literacy Month. -5
- **Giodone Book Club** – We discussed This Time Tomorrow by Emma Straub – 4

- **Cynthia's Craft Programs:**



- Curious About Resin: Dried Flowers -15
- Coffee & Craft: Bones Electric Unicorn Coffee– 6
- Edgar Allan Poe: Nevermore – 19
- First Friday Art Exploration – 3
- Fortune Cookies Aren't from China – 9
- Pour Painting: 3D Edition -22
- Spun Cotton Winter Mushroom - 6

### Branch Training

1/2/2023	Kayci	Novelist - Actively Anti-Racist Service to Readers
1/7/2023	Cynthia	The Montessori Book of Coordination and Life Skills
1/8/2023	Cynthia	All Together Now with Intergenerational Summer Programming
1/11/2023	Cynthia	Decorating Together -SRP
1/17/2023	Sandy	All Together Now with Intergenerational Summer Programming
1/18/2023	Sandy	Level Up Your Book Displays
1/19/2023	Sandy	Preventing Slips, Trips & Falls
1/19/2023	Cynthia	Art Workshops for Children
1/18/2023	Daniel	Preventing Slips, Trips & Falls
1/24/2023	Cynthia	The one question aspiring leaders need to ask
1/24/2023	Cynthia	Grant Seeking for Libraries: Strategies and Tips
1/24/2023	Sandy	Decorating Together -SRP
1/25/2023	Cynthia	Quarterly PIC training

1/25/2023	Sandy	Get Ahead Colorado 2023 Tax Season Campaign Launch
1/25/2023	Sandy	How to Really Reach the Latino Community
1/25/2023	Sandy	Sexual Abuse training for Boys/Girls Club
1/26/2023	Stephanie	Level Up Your Book Displays
1/26/2023	Stephanie	Preventing Slips, Trips & Falls
1/20/2023	Candace	Preventing Slips, Trips & Falls
1/20/2023	Candace	Big Programming Ideas for small Budgets
1/26/2023	Sandy	Quarterly PIC training
1/25/2023	Kayci	Quarterly PIC training
1/26/2023	Kayci	Preventing Slips, Trips & Falls

## **Meetings**

- Kayci - PSM meeting
- Sandy – Steering Committee
- Sandy – YSC Meeting

## **Kayci's Training work**

New content in Niche:

Avoiding Ableist Language - EDI Course <https://my.nicheacademy.com/pueblolib-staff/course/32002/lesson/163899>

Final Report of the Working Group on Intellectual Freedom and Social Justice - Alternatives to Neutrality Rhetoric - Librarianship and Ethics Class - <https://my.nicheacademy.com/pueblolib-staff/course/32574/lesson/163900>

De-gendering the Language of Customer Service - EDI Course - <https://my.nicheacademy.com/pueblolib-staff/course/32002/lesson/163903>

Lost and Found Personal Belongings Procedure - Library Safety & Security Class - <https://my.nicheacademy.com/pueblolib-staff/course/32000/lesson/164470>

2023 Themed Months and Tags for Communico - Programming & Outreach Class - <https://my.nicheacademy.com/pueblolib-staff/course/33063/lesson/164485>

Claims Return in KOHA Demo - <https://my.nicheacademy.com/pueblolib-staff/course/29741/lesson/103752>

Covering Staff Shortages - Updated and added to Library Safety and Security Class <https://my.nicheacademy.com/pueblolib-staff/course/32000/lesson/165185>

Quick PIC Guide Video - Library Safety and Security - <https://my.nicheacademy.com/pueblolib-staff/course/32000/lesson/107077>

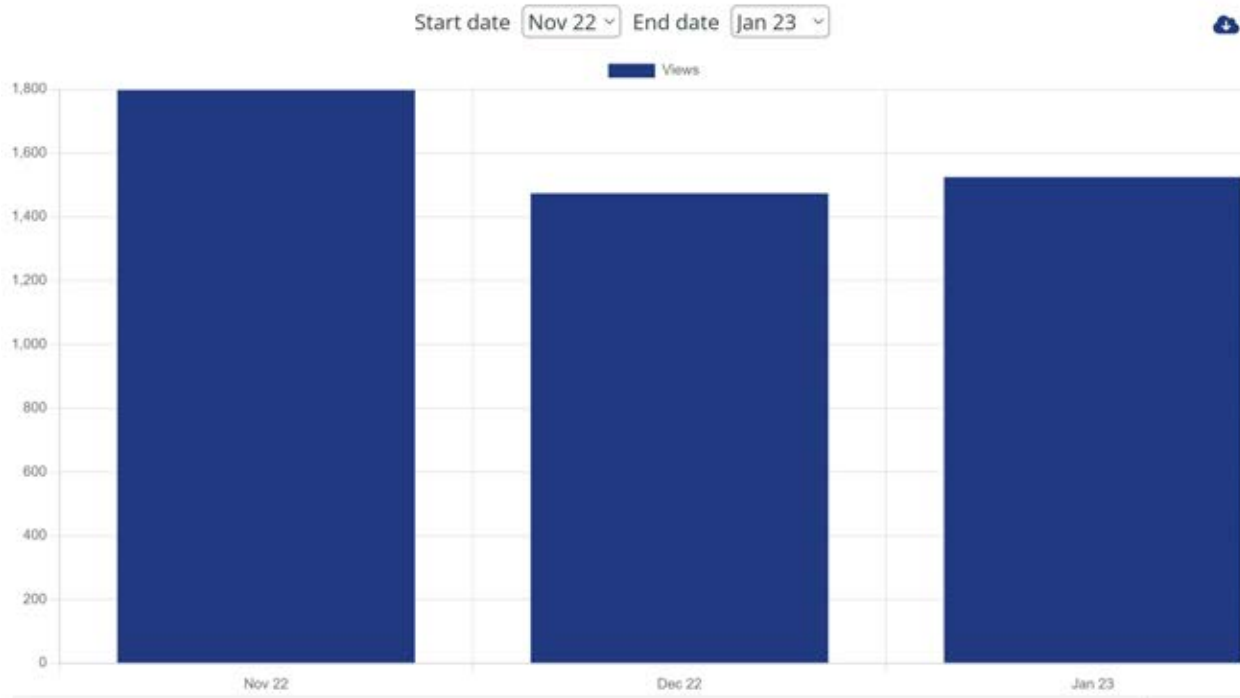
Recorded PIC Meeting - 1/25/23 -Library Safety and Security <https://my.nicheacademy.com/pueblolib-staff/course/32000/lesson/165569>

KOHA Update - CSR Class - <https://my.nicheacademy.com/pueblolib-staff/course/29741/lesson/165893>

The Device Library - CSR Class - <https://my.nicheacademy.com/pueblolib-staff/course/29741/lesson/103734>

Anytime Laptop Kiosk Instructions, Lending Rules, & Printing from Lib Data- Rawlings Class - <https://my.nicheacademy.com/pueblolib-staff/course/56116/lesson/165895>

### Sum of Employee Views in Niche Academy Training Classes

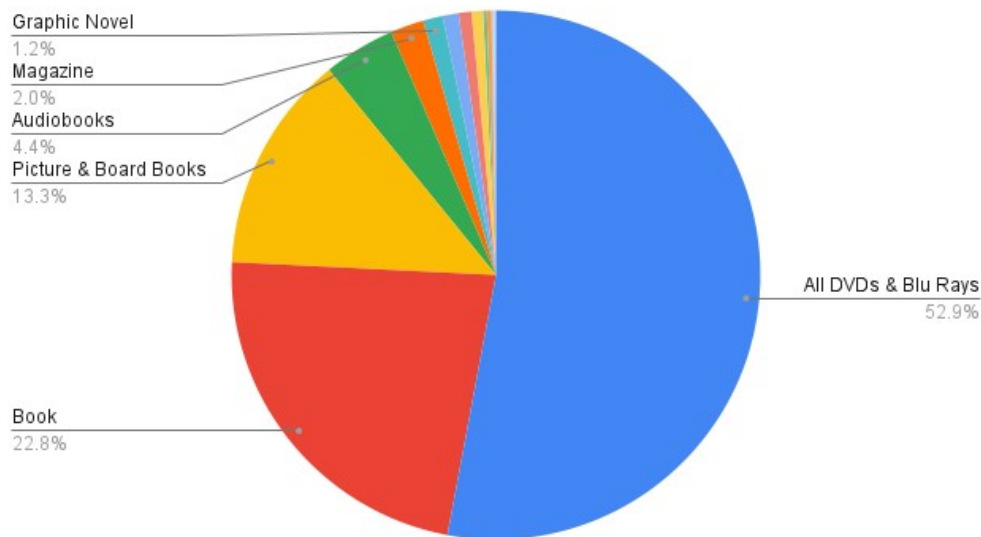


### Greenhorn Valley Library



### Circulation Total Checkouts: 1,891

DVD	974	Graphic Novel	26
Book	493	Quickread Book	15
Picture Book	257	DVD Binge Box	12
Blu-ray Disc	120	Music On CD	5
Board Book	31	ILL-Book	6
Audiobooks	95	Local Collection	1
Quickview DVD	37	Sports & Outdoor Equipment	3
VOX Read Along Books	17	Grant Purchased Device	1
Hotspot	21	Tablet	1
Magazine	44	TOTAL	1891



### Circulation Total Check-ins: 2,027

### Total Library Visits:

Week of:	Number of visits	Total
January 2 <sup>nd</sup>	865	865
January 9 <sup>th</sup>	885	1,750
January 16 <sup>th</sup>	1003	2,753
January 23 <sup>rd</sup>	955	3,708

Program Attendance Total: 249

# of participants	Program
71	Yoga
30	Family Friday!
20	Video Games
	Greenhorn Valley
13	Book Club
5	Legos!
15	Happy Hookers
75	Scavenger Hunt
20	Jigsaw Puzzle

### EXHIBITS AND DISPLAYS:





Winsome January



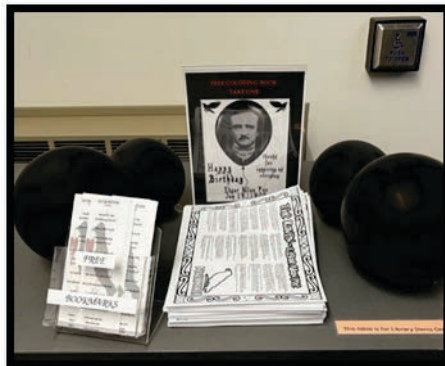
Explore the Human Condition



Dragon Tales



Recently Returned



Happy Birthday Edgar Allan Poe

**Total Number of Digital Uses: 281**

### **CALL CENTER**

The Greenhorn library fielded 409 calls while serving as Call Center on intermittent Mondays, Wednesdays, and Saturdays in December.

## **Lucero Library**

### ***Librarian***

#### In-person programming

Name of program: Movie Monday

Number of participants: 70

Description of program: The children enjoyed watching movies and socializing with friends while they waited for their food.

#### In-person programming

Name of program: Wild Card Wednesday

Number of participants: 70

Description of program: The children really enjoyed the gingerbread house craft. The children had the opportunity to create a structure using pop tarts, frosting and candy.

#### In-person programming

Name of program: After School is cool ( Chess With Mark Salazar)

Number of participants: 105

Description of program: The youth had the opportunity to Play Chess and learn how the game relates to life.

#### In-person programming

Name of program: Fri-yay

Number of participants: 28

Description of program: The children learn to use simple recipes and make snacks.

#### In-person programming

Name of program: Family Storytime

Number of participants: 2 Families

Description of program: The families come in and participate in a branch lead storytime.

#### In-person programming

Name of program: Eva Baca Storytime

Number of participants: 20

Description of program: I go to Eva Baca elementary schools Preschool class and offer a storytime once a month.

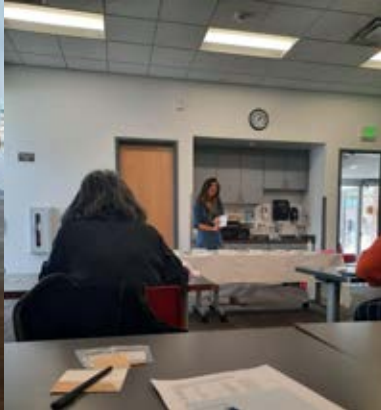
### ***Adult POS:*** [Jessica Blaha](#)

#### In-person programming

Name of program: Crafty Crew: DIY Tea Blend Class - Featuring The Queen's TEApothecary

Number of participants: 10

Description of program: Join us for a DIY tea blend making class with a special guest of The Queen's TEApothecary. In the class you will be able to create and blend your own tea with our guest Mandalyn, The Queen's TEApothecary.



Name of program: Crafty Crew: Essential Oil Diffuser Necklace

Number of participants: 23

Description of program: Join us in making a clay essential oil diffuser necklace.



Name of program: Crafty Crew: Scented Wax Sachet

Number of participants: 18

Description of program: Come and make your own scented wax sachets to use as natural wax air fresheners in small spaces.



#### Other

Name of program: Recovery Solution

Number of participants: 15

Description of program: Recovery Solutions clients came and visited the library. The activity that we completed was shrinky dinks keychains. Clients and staff love coming to the library to create something new and hangout at the library.

Name of program: Recovery Solution

Number of participants: 15

Description of program: Recovery Solutions clients came and visited the library. The activity that we completed was Mini Winter Hats. Clients and staff love coming to the library to create something new and hangout at the library.



## Outreach

Name of agency(ies)

- SRDA Craft Hour with Jessica
  - Number of participants: 3
  - Description of program: SRDA clients came to the SRDA downtown for a craft hour. Each individual made Mini Winter Hats for a garland.
- Scheduling virtual training for become a host of the All Pueblo Grows seed library with Kristi Roque and Deric Stowell
- In collaboration with Cooking Matters, Lindy Webb
- In communication with Mandalyn, The Queen's TEApothecary, about tea class and building that connect for more classes to come.

## ***Youth POS***

### In-person programming

Name of program: TYWAU(Things You Will Actually Use)What is a Growth vs FIXed Mindset?

Number of participants: 10

Description of program: Welcome back to school! Want to learn or improve a skill that you will actually use in the real world? Come to the Creative Space for information!

### In-person programming

Name of program: Studio 1315

Number of participants: 7

Description of program: Love to be artistic? A variety of art supplies will be available to create your masterpiece the first and last Tuesday of the month!

### In-person programming

Name of program: Creative Space Arts and Crafts

Number of participants: 22

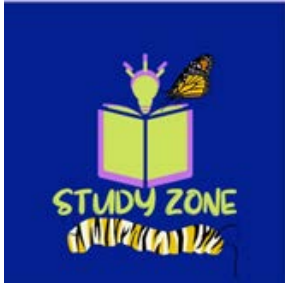
Description of program: Join the Creative Space tables to explore an art or craft. Making Shrinky Dink keychains

### In-person programming

Name of program: Studyzone

Number of participants: 14

Description of program: Carve out time afterschool to sit and read for twenty minutes, or do some homework before getting home! Sit with us at the Study Zone- tables and chairs set up for kids and teens to focus on studying!



### In-person programming

Name of program: TYWAU(Things You Will Actually Use) Mindfulness coloring shrinky dinks

Number of participants: 23

Description of program: Want to learn or improve a skill that you will actually use in the real world? Come to the Creative Space for information!

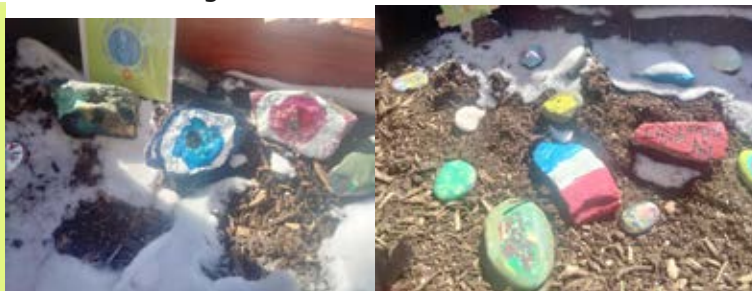


### In-person programming

Name of program: Creative Space Arts and Crafts

Number of participants: 22

Description of program: Join the Creative Space tables to explore an art or craft. Free coloring with art supplies. We painted rocks for a rock garden!

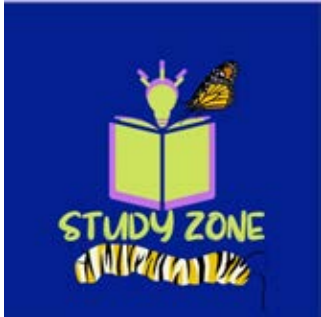


### In-person programming

Name of program: Studyzone

Number of participants: 10

Description of program: Carve out time afterschool to sit and read for twenty minutes, or do some homework before getting home! Sit with us at the Study Zone- tables and chairs set up for kids and teens to focus on studying!



### In-person programming

Name of program: Art with Kaila from Health Solutions- Make Image Boards

Number of participants: 20

Description of program: An art project for tweens and teens to decorate a piece of paper with images that make them happy or inspire them. Participants will have a meaningful piece of art to display at home or on a school notebook.

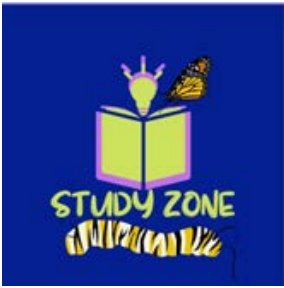


### In-person programming

Name of program: Studyzone

Number of participants: 8

Description of program: Carve out time afterschool to sit and read for twenty minutes, or do some homework before getting home! Sit with us at the Study Zone- tables and chairs set up for kids and teens to focus on studying!

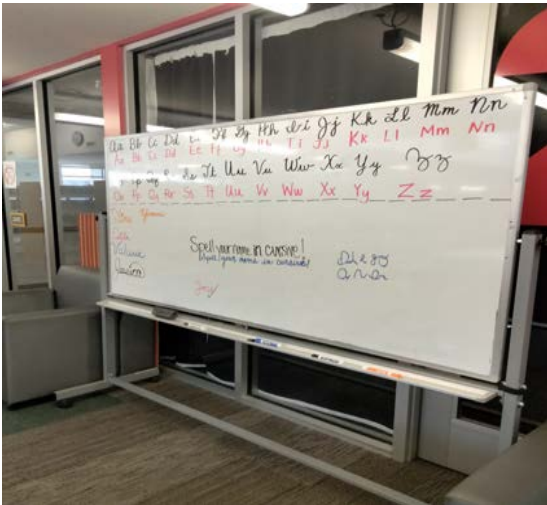


### In-person programming

Name of program: TYWAU(Things You Will Actually Use) Writing Cursive

Number of participants: 36

Description of program: Want to learn or improve a skill that you will actually use in the real world? Come to the Creative Space for information!



### In-person programming

Name of program: Creative Space Arts and Crafts- Decorate the Teen Area

Number of participants: 17

Description of program:Join the Creative Space tables to explore an art or craft. Free coloring with art supplies. Inspired by Yayoi Kusama's polka dot art.

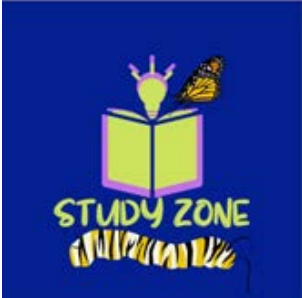


### In-person programming

Name of program: Studyzone

Number of participants: 37

Description of program: Carve out time afterschool to sit and read for twenty minutes, or do some homework before getting home! Sit with us at the Study Zone- tables and chairs set up for kids and teens to focus on studying!



### In-person programming

Name of program: Airbrush T-Shirts with Matte Refic

Number of participants: 33

Description of program: Join us this Saturday to air brush t-shirts with local artist Matte Refic! T-shirts for youth while supplies last will be available.

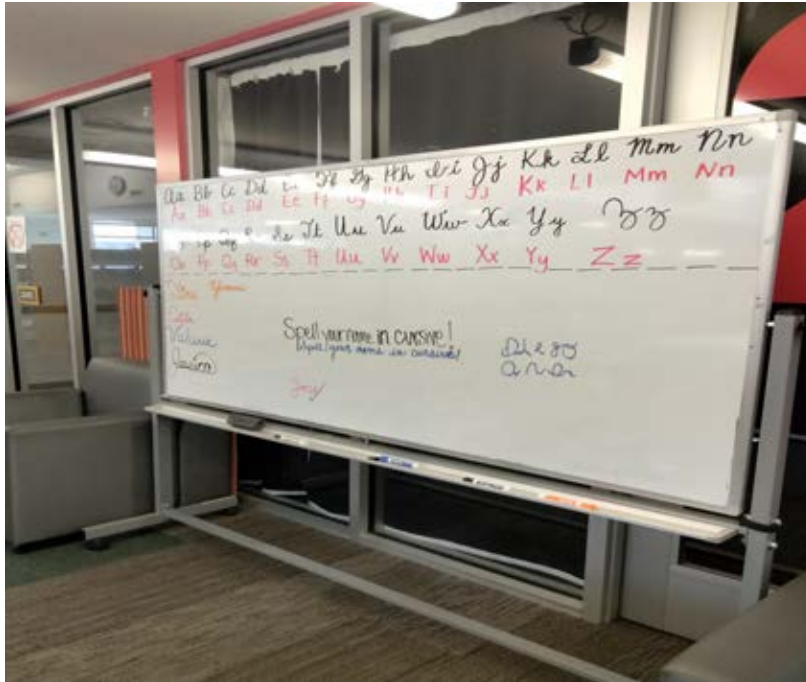


### In-person programming

Name of program: TYWAU (Things You Will Actually Use) Writing Cursive

Number of participants: 4

Description of program: Want to learn or improve a skill that you will actually use in the real world? Come to the Creative Space for information!



### In-person programming

Name of program: Studio 1315

Number of participants: 10

Description of program: Love to be artistic? A variety of art supplies will be available to create your masterpiece the first and last Tuesday of the month!

### Outreach

Name of agency(ies)

- Worked with local artist Matt Taylor (Matte Refic) to airbrush t shirts for community this month
- Worked with Kaila Alberici this month from Health Solutions to collaborate on the image boards program for youth as a meaningful art project

### **OTHER:**

#### **Game System**

Number of participants: 60

## Take and makes (passives)

Total number: 280



## Coloring Station

Number of participants: 185

## Joke of the week



## Lucero Checkout Challenge

Description: Patrons are all encouraged to check out 10 items for incentive. Adults are entered into a drawing for basket, as well as kids are entered into a drawing for basket.

Total number of adult participants: 22

## Exploration Corner

Description: Come check out our exploration corner. It is available daily. You can create, design, build, explore, construct, invent, and tinker with supplies provided. This is a passive program for all ages.

Number of participants: 50

## Lamb Library

### Jennifer Tozer (Branch Manager)

Programs/Services

- Notary 1/4/23 (1)
- Notary 1/26/23 (3)

Storytimes

- Toddler Storytime 1/4/23 (Polar Bears): 6
- Toddler Storytime 1/18/23 (Winnie the Pooh): 10
- Toddler Storytime 1/25/23 (Owls): 4

## Meetings

- Annual CACFB Training 1/10/23
- Beulah Walk-through 1/17/23
- Lamb/Y/Beulah meeting with Amy 1/18/23
- Beulah Satellite Review with Sherri and Amy 1/23/23
- CSR Interviews 1/24/23 (4)
- PSM Meeting 1/24/23
- March Planning meeting with Crystal 1/25/23
- Seed Library training 1/26/23
- Beulah Meeting with Amy 1/30/23
- Device Library meeting 1/31/23

## Exhibit

- Art by Katherine ross: 282

## Displays

- MLK Day, Wolf Movies (youth), Wolf Moon (teen)

## Passive Programs

- MLK Fight Racism handout (adult): 8
- Wolf Coloring Sheets (20)
- Wolf Craft (4)
- Polar Bear Craft (10)

## **Crystal Talley (Assistant Manager/Librarian)**

### Trainings/Meetings

- Annual CACFP Training - 1/10/23
- Beulah Meeting - 1/17/23
- Preventing Slips, Trips, and Falls (Niche Academy) - 1/23/23
- Quarterly PIC Training - 1/25/23
- Seed Library - 1/26/23

### Outreach

- SRDA
- Natural Grocers

### Family Programs

- Family Story Time/Craft - 1/6/23 - (8 attendees)
- Family Story Time/Craft - 1/13/23 - (22 attendees)
- Family Story Time/Craft - 1/20/23 - (17 attendees)
- Family Storytime/Craft - 1/27/23 - (20 attendees)
- Toddler Storytime (wolves) - 1/4/23 (2 attendees)
- Fun Friday - 1/6/23 - (10 attendees)
- Fun Friday - 1/13/23 - (20 attendees)
- Fun Friday - 1/20/23 - (11 attendees)
- Fun Friday - 1/27/23 - (23 attendees)
- Teen/Tween Hangout - 1/4/23 - (4 attendees)
- Teen/Tween Hangout - 1/11/23 - (3 attendees)
- Teen/Tween Hangout - 1/18/23 - (8 attendees)
- Teen/Tween Hangout - 1/25/23 - (2 attendees)

### Adult Programming

- Lamb Adult Craft - 1/5/23 - (5 attendees)

- Silver Tea Time - 1/9/23 - (6 attendees)
- Lamb Adult Craft (WoR) - 1/19/23 - (7 attendees)
- Silver Tea Time - 1/23/23 - (5 attendees)
- (4) Tech Appointment
- (6) Notary appointments

#### Tasks

- Created video for Lamb programs and events (Jan)
- Updated New Movie lists for patrons
- Storage Room Project
- D60 Lunch pick-ups and distribution
- Cash Recon @ Y - 1

#### Displays

- Adult Fiction - "Winter of Reading"
- Youth Fiction/Nonfiction - "Arctic Animals"
- Passive Craft - "Arctic Animals"

#### **Mary Kratz (Customer Service Representative)**

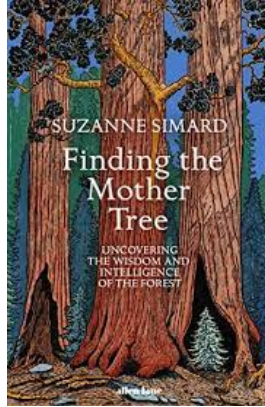
- Gate Count: 5645
- Meeting Room Use: used 28 times for non-library functions
- Study Room Use: 39 people used the study room
- Volunteer Hours: 5
- Exhibit of the Month: Art by Katherine Ross
- Exhibit attendance: 282
- Legal Clinic attendance: 6
- Curbside Pickups: 4
- AWE: 93 uses
- Meetings: Steering Committee meeting, Nesbitt meeting
- Notary Services: 19
- Displays: Best Books of 2022, New Year, New You



## Lovely Murrell (Customer Service Representative)

### Programs

- Digital Book Club: Finding The Mother Tree by Suzanne Simard (39 views/27 subscribers)



### Displays

- Front Display: All Things Comfy and Cozy
- Teen Display 2: Great Graphic Novels



### Book Bundles

- Biographies:
  - Without You There Is No Us by Suki Kim
  - Sam Sixkiller by Howard Kazanjian and Chris Enss
  - The Woman Warrior by Maxine Hong Kingston
  - Self-Made by A'Lelia Bundles
- Print to Screen/ 2 books and 2 Movies:
  - A Long Way Home by Saroo Brie
  - Lion ( movie )
  - Rooster by Brett Cogburn
  - True Grit (movie)
- Three lies and the Truth:
  - When Harry Met Minnie by Martha Teichner
  - Serena by Ron Rash
  - Witchmark by C.L.Polk
  - 666 Park Avenue

**Desi Anderson (Materials Handling Technician)**

- Displays: Elvis Presley Movie Display, Take a Penny, Leave a Penny (Louise Penny books)
- Passives: Elvis Crossword/ Word Search (25)

**Gabriella Martinez (Materials Handling Technician)**

- Displays: Clean Eats January, National Tea Month

**LIBRARY @ THE Y****Mike Gonzales (Customer Service Representative)**

- Gate Count: 1481
- Adult Passives: 67
- Youth Passives: 283
- Puzzles: 8
- Call Center: 345
- Display: Martin Luther King, Jr.



## **Pueblo West Library**

**Community Display Cases**

Pueblo West Women's League Membership Drive Display  
Colorado Public Service Announcements

**Art Exhibit**

Michael Tafoya Art Exhibit. Estimated attendance 522.

**Programs**

Pueblo West Library held a total of 114 programs, outreach, club meetings, and Kits2Go with a total attendance of 2632.

<b><u>Title</u></b>	<b><u>Date</u></b>	<b><u>Age group</u></b>	<b><u>Total attendance</u></b>
Outreach to PWHS: Teacher Training	1/11/2023	Adult	72
PW Women's League Meeting	1/10/2023	Adult	45
Mahjongg Club	Tuesdays	Adult	27
Daylight Book Club	1/4/2023	Adult	9
Mystery Book Club	1/19/2023	Adult	7
Tech Talk	Mondays	Adult	5
Pueblo West Genealogy Club	1/14/2023	Adult	14
Pueblo West Book Club	1/23/2023	Adult	8
Coffee and Coloring	1/25/2023	Adult	8
Adult Craft Series	1/11/2023	Adult	10
Pueblo Model Railroad Association	1/3/2023	Adult	19
Adult Craft Series	1/25/2023	Adult	10
Cappella Outreach	1/25/2023	Adult	11
Snowflake Embroidery Kit2Go	January	Adult	30
Watercolor bookmarks	January	Adult	30
Adult Craft Kit2Go	January	Adult	32
Cast-Offs Knitting and Craft Club	Tuesdays	Adult	52
PW Amateur Radio Club	1/21/2023	Adult	22
Senior Movement & Stretch	M/W/F	Adult	150
Swedish Weavers	Mondays	Adult	18
Chair Yoga	T/Th/Fri	Adult	182
Michael Tafoya Art Exhibit	January	Family	522
LPE Outreach	1/18/2023	Family	200
Society for Creative Anachronism	Saturdays	Family	21
Signing Story Time	Mondays	Juvenile	21
Jammy Story Time Live	Thursdays	Juvenile	368
Preschool Story Time Kit2Go	January	Juvenile	75
SPELL Story Time	1/17/2023	Juvenile	30
Jammy Story Time: In Person	Thursdays	Juvenile	42
Read Dog Read	1/26/2023	Juvenile	20
Time for Tots	Tuesdays	Juvenile	150
Preschool Story Time	Thursdays	Juvenile	78
Baby Story time	Thursdays	Juvenile	21
Kinderkirk Story Time Outreach	1/25/2023	Juvenile	30
Full Moon Dungeons and Dragons	1/21/2023	Teen	8
PWHS outreach	1/23/2023	Teen	20
Tween Craft Kit2Go	1/18/2023	Tween	8
Laser Tag Lock In	1/13/2023	Tween	28
Tween Craft	1/18/2023	Tween	5
Teen Hangout	Mon-Thur	Teen	224
			2632

## **Economic Development**

PW contributed to the community's economic development by providing technology help to 21 customers.

## **Outreach**

- January 11—Rachel Salazar and Rachel Packard presented a technology, source evaluation, and database literacy class at Pueblo West High School to all high school teachers.
- January 17--Beth Moore and Rachel Packard presented a SPELL story time outreach at Children's Palace Daycare.
- January 18--Rachel Packard presented a story time outreach at Liberty Point Elementary.
- January 23--Rachel Packard and Rachel Salazar presented a technology, source evaluation, and database literacy class at Pueblo West High School.
- January 25—Heather Wilder presented a craft program at the Cappella Assisted Living Center.
- January 25—Rachel Packard presented a family story time at the Kinderkirk/SOCO Headstart Daycare family night.

## **Tech Services**

### **DIRECTOR**

- Elizabeth Flores attended the ELD and Lucero staff meetings to share procedures on working with problem items
- Elizabeth participated in the Seed Library Planning meeting held with library staff and members of the CSU-P extension office
- Elizabeth and Peggy Bilger met with Keith and Jen in Finance to review the 2023 budget for Tech Services
- Elizabeth and Peggy completed the budget rollover for 2023
- Elizabeth ordered tax forms and distributed them to library locations
- Elizabeth met with a rep from Airthings to learn about their Radon Detector Library Program and explore the possibility of acquiring detectors for patron checkout and use
- Elizabeth met with B&T reps for a chQLite demo
- Elizabeth participated in the PIC Training session
- Jill Kleven returned as Director of Technical Services

### **ILS**

- Daniel Gaghan has been processing and adding new Chromebooks to the collection. They will be available to the public for in house use at Rawlings, Giodone, Greenhorn, and Lucero.
- Daniel has been making updates to records and user profiles for the new devices acquired by the ECF grant
- Daniel is working with Koha on a new report to track monthly device usage

### **COLLECTION DEVELOPMENT**

- Theia Bravo and Elizabeth ordered new materials for the collection
- Theia and Elizabeth continue to meet with the ECF team to organize plans for the ECF Device Funding Project
- Theia added new devices to the catalog, processed them, and sent them out to library locations for check out and use for Outreach

- Elizabeth purchased new bags and cases for the devices

## **ILL**

- Jessica Casados began working on both aspects of ILL, continuing to send out items to borrowing libraries while also filling requests for our own patrons.
- Jessica helped process new hotspots

## **ACQUISITIONS**

- Peggy Bilger prepared for the budget rollover by working with Michele Myzia to ensure all open orders and cancellations were correct and by addressing any open invoices in Koha
- Peggy worked with the Finance Department to address the "open item list" across multiple Baker & Taylor accounts
- Peggy created a template to improve and streamline the cataloging process for the Seed Library. She will also be adding images and informational links to bibliographic records.
- Peggy created new iPad and Computer Mouse records for the Device Library
- Peggy is working with Daniel on new Item Types and Shelving Locations to improve displays for the Seed Library, Device Library, and materials in the Local History & Genealogy Department
- Lee Vigil and Pat Mascarenas submitted and worked on new orders for 2023
- Pat worked on yellow slip problem items

## **COMMITTEES**

- Lee worked with other Steering Committee members on sharing updates with library staff about the continued Citrix issues.
- Elizabeth continues to help keep the vending machines in the staff break room filled

# **Local History & Genealogy**

## **Obituaries, Document Delivery and Indexing**

- Microfilm used: 53
- 14 Obituary requests, 1 Ask Us requests, 0 birth announcement requests, 1 article requests, 1 high school annual request completed.
- 83 Obituaries, 0 Ask Us requests, 0 birth announcement request, 1 article requests in progress.
- Photo files used:4
- 4 Colorado Magazine, 5 Pueblo Lore Magazine, 1 Tennessee Ancestor, 0 Archival boxes, 4 biography newspaper clipping file, 0 Colorado newspaper clipping files, 6 Pueblo newspaper clipping files & 0 street files used.

## **Monthly Circulation**

- Western Research Ref-books: 28    Reference Maps: 0
- SC-Loan: 22 checked out; 32 in-house uses
- Ancestry Library Edition All Databases Searches Run: 1,851
- Ancestry Library Edition All Sessions Run: 134

- Heritage Quest All Searches Run: 84
- Heritage Quest All Sessions Run: 5
- Fold3 Library Edition searches: 78

### **Genealogy and Special Collections**

The Department reopened to the public following renovations, on Tuesday, January 17. On average the department received 15-20 patrons per day for the first two weeks, with increased patronage in the succeeding two weeks.

Individual goals for department staff were created and entered into Paylocity.

A call was put out for branch and department managers to host LHG staff at their staff meetings, to provide training on LHG resources. All branch managers have arranged for training sessions.

On Thursday, January 12, 2:30-3:15 PM, Aaron Ramirez provided training to the User Services Department at the Rawlings Library, Bret Kelly B. Topics covered the origins of archival practice and basic principles and common inquiries of patrons coming into the department, and resources used to fulfill these needs. A pre and posttest survey was administered to learners. Five questions were presented, with learners responding on a 1-10 scale, corresponding to knowledge and/or comfort. The post test revealed a 17% increase in competency across the 13 respondents. See APPENDIX for questions and data.

1/26/2023: 15 learners and 2 instructors from The Learning Source were welcomed into the Department for a tour. Learners were primarily Spanish speakers. Maria Smyer provided information about HRC resources and Jasel provided information about the Genealogy collections, all in Spanish.

### **Archives Projects**

Registration of archival patrons was met with little complaint. One patron complained, stating that the practice was unnecessary. Staff explained the reasons behind registering users. Approximately 20 patrons were registered in January.

Jasel is continuing inventory on two boxes of Genealogy records from a donation.

Anne Whitfield and Fran Cosyleon returned to the department to volunteer weekly, describing rock art panels featured in 35mm slides from the Colorado Rock Art Association collection.

Aaron and Cecily welcomed staff from the Sangre De Cristo Art Center to the department, and provided a tour of the vault. Included in the vault was a discussion about collection storage environments and issues connected to renovations and moving collections.

### **Genealogy Projects**

Genealogy Classes: Two; one in Rawlings on Jan. 19, one in Giodone Branch Library on Jan. 12; Total attendance: 3

Genealogy charts, Family Group charts, and Basic Pedigree Charts: 22  
Western Research and Genealogy Collections 2023 Order List: 281 Titles

## Digital Collections and Database Usage

- CONTENTdm items: (not including test collection which holds 902 items)
- Google Analytics for CONTENTdm ([Digital Archives](#)):
  - Users: 366
  - New Users: 353
  - Sessions: 406
  - Page views: 2,915
  - Avg. Session Duration: 3m 04s

### Youtube Channel: SCMS page

- Subscribers: 21
- Total views: (approximate) 1700
- Number of videos: 20

- Digital Public Library of America: Plains to Peaks Collective:
  - Item views: 1
  - Click throughs: 2
  - Users: 2
  - Sessions: 3
- Colorado Historic Newspaper Collection
  - Colorado Weekly Chieftain:
    - page views: 372
    - title searches: 61

### Colorado Daily Chieftain:

page views: 2,819  
title searches: 94

- ArchivesSpace:
  - Users: 121
  - Sessions: 142
  - Session Duration: 1m 57s
  - Pageviews: 539

### Virtual Exhibits

*Total Views: 49*

Natural Framing: 31

1921 Flood: 12

Baseball: 6

### Digitization Projects

Blake is reviewing Archiveit, the internet preservation program used by the department, with the goal of implementing a wide scale community-based internet preservation program.

Blake is also reviewing the digital preservation plan that he drafted in the first half of 2022 to restart the process of implementing the plan and evaluating software to meet its goals.

### Physical Exhibits

A Black History Month display was set up by the stairwell and all books on display on the circulating shelves are connected to Black History Month as well. Materials for the exhibit were pulled from LHG collections, with a front page from the Southern Colorado State College newspaper pulled from the Colorado Historic Newspaper Collection database.

### Virtual Programs

1/12/2023 - Aaron Ramirez hosted the Arkansas Valley Audubon Society presentation by Abby Burk on Colorado Water Issues. Streamed through the Rawlins Library Facebook and YouTube channels.

**Department completed Notary appointments:** See Communico

### **Professional Development:**

Jasel - Slips, Trips, and Falls - completed Jan. 25, 2023

Tabitha Davis - Slips, Trips and Falls - completed January 18, 2023

"Quarterly PIC Training", 01/25/2023 was attended by Blake Hatton and Jasel Cantu

### **Attended Webinars:**

Jasel - Homeless De-escalation 201 (Jan. 12, 2023)

Colorado Genealogical Society Archiving and Genealogy (Jan. 21, 2023)

Blake- CONTENTdm product insights (January 25)

Quarterly PIC Training (January 25)

### **Attended Meetings:**

Jasel - Fray Angelico Chavez Meeting and Open House (Jan. 14, 2023)

Pueblo West Genealogy meeting (Jan. 14, 2023)

Colorado Genealogy Society meeting (Jan. 28, 2023)

**Other projects:**

With Cecily's departure, Blake is now overseeing the virtual interns evaluating discard lists.

**Feedback from Patrons:**

Aaron - I've received positive feedback on the appearance of the department, and the results of our renovations.

Tabitha -

Thank you so much for sending me this and for your help today!

Regan Young, LCSW, CACIII

CEO/Psychotherapist

**Hispanic Resource Center January 2023 Report****HRC Programming****Bilingual Storytime**

Mondays at 10:00 in person storytime. Attendance was 12.

**Conversational English Class**

On Wednesdays at Giodone, Sandy is conducting English Conversation classes at 1:00 pm.

Total attendance was 30.

**Spanish Classes**

This year we started our semester on Jan. 7th and classes will run for 10 weeks. We have Beginning Classes at 10:30 and Advanced Conversational Classes at 12:30.

Total attendance was 80.

**Total program attendance for this month 122.**

**HRC Volunteer Hours Combined Total: 18.75 hours**

*Barry: 18.75*

## Outreach

### Chicano Archives Committee

On Jan. 10th, the Chicano Archives Committee met. We discussed oral history projects and grant projects.

## **APPENDIX**

Thirteen User Services Department staff received training on the Local History & Genealogy Department by Aaron Ramirez on 1/12/2023, from 2:30-3:15 PM. A pre and post test survey was created and administered. Aaron forgot to administer the pre test before presenting the training, so learners were asked to complete the pre test immediately before the post test, with the instructions to imagine that they were completing the pretest without knowledge of the training. Questions for the pre and post tests were identical, with learners prompted to reply on a 1-10 scale. The questions and responses follow. Responses were anonymous, and pre and post test responses are not correlated.

### QUESTIONS

On a scale of 1-10, 1 being no knowledge and low comfort, and 10 being the highest level of knowledge and comfort, please respond to the following statements.

1. I understand what archives are and how they might be used \_\_\_\_
2. I know what digital and online resources are available through the LHG. \_\_\_\_
3. I know what physical resources are available through the LHG. \_\_\_\_
4. I know what services are available through the LHG. \_\_\_\_
5. I'm aware of typical reasons patrons are using the LHG resources/services. \_\_\_\_

### RESPONSES

#### Pretest

5	7	10	10	8	4	6	9	9	8	10	7	3		
3	4	8	8	3	5	4	9	9	7	10	7	7		
3	2	8	7	3	8	6	9	9	5	10	6	7		
3	3	7	7	3	4	7	9	9	5	10	6	7		
4	4	8	9	5	8	7	8	10	8	10	7	9		
18	20	41	41	22	29	30	44	46	33	50	33	33	440	Sum score total

## Posttest

7	8	10	10	9	9	7	8	8	5	10	8	10		
5	6	9	10	6	9	9	8	8	4	10	8	9		
5	4	9	10	6	9	8	9	8	5	10	7	9		
5	6	9	10	6	9	8	9	8	5	10	7	8		
6	7	9	10	8	9	9	9	9	5	10	8	8		
28	31	46	50	35	45	41	43	41	24	50	38	44	516	Grand total sum

## COMMENTS

One learner revised their pretest scores, to reflect reduced knowledge/comfort with the material. They commented: "I thought I knew more than I actually did."

One learner commented that they would be more competent after a tour of the department and after experience working on the LHG desk:

"I need a physical tour to be a 10", "Again, experience on the desk would take me higher."

## User Services

January has been a month of increased attendance. We have seen the number of visits climbing overall, but especially within our youth area. In January the USD team took the training for the CACFP lunch program, which partners the D60 school system and the library together to offer lunches for area youth on Fridays, when youth do not have school.

During the month of January 106 meals were offered as part of this program. We are working with the school to increase our offerings, to make sure that youth have access to food.

Dolly Parton's Imagination Library continues to be a big hit with registrations currently reaching 2,070, of those 111 are new enrollments and 34 youth have graduated from the program.

AWE computer usage for the district included 312 sessions on AWE computers. Twenty-six of those sessions were here at the Rawlings location.

The new youth librarian, Thea, and Jacque of the youth group have worked hard to invite more youth to attend our family storytimes on Fridays, which is followed by the lunch program. With these efforts we have seen storytime attendance increase from a handful of attendees to up to 44 during January. Baby and toddler storytimes have likewise increased from minimal attendance to up to 43 attendees.

On the adult group side, Thad, one of the team’s Program and Outreach Specialists has stepped in to help the district fill the gap for technology trainings, including one-on-one help. He is working to also begin offering computer classes within the computer lab.

Several USD team members have been working on the Winter of Reading Program, which began in January and has seen a high level of participation from Pueblo-area residents. This is the second year for the program, which is offered as a reading program for adults.



Pictures of Family Storytime activity



Winter of reading prize

### Youth and Adult Programs

January 03 2023	Teen Night	Natalie Gallegos	6
January 04 2023	SPELL visit	Thea Martinez	13
January 04 2023	Baby Storytime	Thea Martinez	6
January 04 2023	Toddler Storytime	Thea Martinez	43
January 04 2023	Vinyl Destination	Thad Stelter	passive
January 06 2023	D60 Lunch Program	Jacque Carter	18
January 06 2023	Tween Time!	Natalie Gallegos	26
January 06 2023	Family Storytime	Jacque Carter	9

January 09 2023	Regent Tour	Jacque& Kathy	6
January 10 2023	Teen Hangout	Ciara Kehoe	4
January 11 2023	Baby Storytime	Thea Martinez	3
January 11 2023	Toddler Storytime	Thea Martinez	37
January 11 2023	School Visit 4th &5th	Natalie Gallegos	27
January 11 2023	Vinyl Destination	Thad Stelter	passive
January 12 2023	To Dye For: Ice Dye	Thad Stelter	8
January 12 2023	Teen Maker Meeting	Ciara Kehoe	2
January 13 2023	D60 Lunch Program	Thea Martinez	16
January 13 2023	Family Storytime	Thea Martinez	32
January 13 2023	Tween Time!	Natalie Gallegos	11
January 13 2023	Captain Marvel	Nathaniel Petrov	6
January 17 2023	Teen Hangout	Ciara Kehoe	9
January 18 2023	Baby Storytime	Thea Martinez	9
January 18 2023	Toddler Storytime	Thea Martinez	29
January 18 2023	Vinyl Destination	Thad Stelter	passive
January 19 2023	Teen Maker Meeting	Ciara Kehoe	3
January 20 2023	D60 Lunch Program	Jacque Carter	39
January 20 2023	Tween Time!	Natalie Gallegos	8
January 20 2023	Family Storytime	Jacque Carter	9
January 23 2023	Gays & Dragons	Ciara Kehoe	7
January 24 2023	Minnequa pre-K	Jacque Carter	32
January 24 2023	Teen Hangout	Ciara Kehoe	5
January 25 2023	Vinyl Destination	Thad Stelter	passive
January 25 2023	Baby Storytime	Thea Martinez	3
January 25 2023	Toddler Storytime	Thea Martinez	14
January 26 2023	Teen Maker Meeting	Ciara Kehoe	3
January 26 2023	School visit	Thea Martinez	27
January 26 2023	Adult Learning Tour	Rebecca McGhee	22
January 26 2023	PDI Outreach	Thad Stelter	40
January 27 2023	Family Storytime	Thea Martinez	44
January 27 2023	D60 Lunch Program	Thea Martinez	29
January 27 2023	Tween Time!	Natalie Gallegos	12
January 28 2023	Hodge Podge Crafts	Thad Stelter	10
January 30 2023	Gays & Dragons	Ciara Kehoe	5
January 31 2023	Teen Hangout	Ciara Kehoe	5

## Adult Updates

### Offerings by Thad

New Books for the Pueblo Chieftain - Selections

- Fiction
  - *Hell Bent* - Leigh Bardugo
  - *The Villa* - Rachel Hawkins
  - *Age of Vice* - Deepti Kapoor
- Non-Fiction
  - *Spare* - Prince Harry, Duke of Sussex
  - *The Nazi Conspiracy* - Brad Meltzer

- *The Creative Act* - Rick Rubin

#### One on One Tech Help

- 1/24 - Application Help
- 1/24 - Libby Help (Phone)
- 1/25 - Google Sheets Help
- 1/31 - Google Sheets Help

#### Offerings by Kathy

North of Fifty - Online presence

- 1 pageviews
- 1 unique pageviews

Homebound Program:

- 28 customers
- 12 volunteers
- 26 volunteer hours
- 113 new circulations
- 48 renewals
- § 161 total Homebound program circulations
- 32 discarded items were delivered to homebound clients, increasing the total circulations to 193.

Winter of Reading materials were delivered to 8 aged adult facilities

**ALP@PCCLD January 2023**

**Rebecca McGhee**

#### Adult Literacy Program Information:

ALP 1:1 Tutoring Active Coaches - x4 Active Learners - x3 Volunteer Hours - 0	COHS Alumni Update Story: In the fall of 2021 one of our graduates reached out. He had finished his program and was looking for what would be next. His original plan was to enter the service, but for various reasons he was not able to achieve that goal. We talked and he expressed an interest in attending college, but was unsure where to start. I offered to refer him using the Unite Us platform. I referred him to Pueblo Community College to get support with his FAFSA. He is now in his 2nd semester at PCC and will eventually go to CSU-Pueblo to complete a Masters of Mechatronics. Unite Us helped us re-engage this first generation adult learner. I am convinced that warm hand-offs feel much more like support, especially when journeys are new and can feel intimidating.
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Type	Notes	Attendance
Program: Adult Literacy	Providing program information,tutor/learner meetings, referrals for necessities, referrals for GED programs, etc.	20
Program: Adult Literacy Case Management	Describes 1:1 supporting learners and tutors	2
Program: COHS Inquiries/Surveys	Providing program information/survey links/enrollment links/scheduling, unite us referrals	22
Program: COHS Case Management	Describes 1:1 time supporting learners with tech, enrollment, graduation, or finding resources	26
	<b>TOTAL ATTENDANCE</b>	<b>68</b>

### Program & Partnership Highlights:



Community Partner The Learning Source Adult Learners Visiting the HRC during our Tour. Maria Smyer gave an amazing presentation for our tour group. Ashleigh Flores of the Learning Source (far right).

- 01.25.23 - Unite Us Community Network Advisory Board Meeting
- 01.19.23 - Met with Brionna Rodas, PCC recruiter, to discuss referring COHS graduates to PCC for enrollment and FAFSA support
- 01.24.23 - Attended Pueblo's Future is Better Together: The Pueblo Workforce Center community board meeting.
- 01.26.23 - Adult Learner Tour of Rawlings HRC and Youth Areas in partnership with The Learning Source - 22 attendees, 15 of whom got library cards!



Maria Smyer of the Hispanic Resource Center shows Adult Learners from the Learning Source how to use Mango Languages

### **Professional Development Trainings, Conferences, Webinars, etc.**

- 01.10.23 - *"What Did I Just Read?" Improving Reading Comprehension by Connecting to the Text and Each Other*
- 01.12.23 - *Homeless De-Escalation 201 Workshop*
- 01.18.23 - *Level Up Your Book Displays*
- 01.18.23 - *GoTo - Brainfuse's HelpNow, JobNow & VetNow: Online homework help PLUS online career and veteran support services for your patrons*
- 01.25.23 - Attended Quarterly PIC Training
- 01.28.23 - *Effective Strategies for Teaching Writing to Basic Literacy Adult Learners*

### **Meetings:**

- 01.09.23 - Corey B. 1:1 COHS Info Session
- 01.09.23 - Jeanette M. 1:1 COHS Info Session
- 01.10.23 - 1:1 Sofia A. COHS Support Meeting
- 01.10.23 - 1:1 Kristina V. Alumni Support and Referral to PCC Recruiter Brionna
- 01.12.23 - 1:1 Brooke E. 1:1 HSE Options COHS and GED
- 01.13.23 - 1:1 Internal Referral to Maria Smyer for ELL Classes
- 01.17.23 - 1:1 Adult Literacy Registration - Lilly G.
- 01.17.23 - Informational Session on Gale's Excel High School Program
- 01.18.23 - Attended and presented at the Steering Committee Meeting
- 01.19.23 - Met with Jen Scroggins regarding DART and had a brainstorming session about reference questions and her upcoming presentation.
- 01.19.23 - Met with Margery H. Literacy Tutor to discuss her student and her interest in volunteering with Maria Smyer's ELL Classes

01.23.23 - Met with Amy regarding the IT Survey of Needs - designed and collected data from branch and department managers regarding IT needs

01.24.23 - 1:1 Jeanette M. COHS Scholarship Interview

01.24.23 - 1:1 New volunteer meeting with Julnar Issa

01.24.23 - 1:1 Jeanette M. Referral Unite Us for SEL Tutoring GED program

01.29.23 - 1:1 COHS and GED General Information Session w/ Maria P.

## **Experiential Learning**

### **Materials Handling**

- The MHT team is finally fully staffed with the addition of AJ Anderson. Welcome, AJ!
- The team continues to work on shifting collections in adult non-fiction and biographies

### **Concierge Services**

- Meeting room and study room reservations: The Rawlings library facilitated 355 reservations for meeting rooms and study rooms in the month of January! This number includes outside and internal program reservations, study sessions, notary reservations, and meetings.

- Call center statistics:

**1691 calls, up 455 from last month**

Giodone – 519

Greenhorn Valley – 409

Library @Y – 345

Rawlings – 418

Other - 0

839 were transfers

72 were hang-ups or wrong numbers

Rawlings number should increase in the following month due to being able to staff the call center desk more regularly

The actual calls taken may be higher than the numbers recorded due to Cytrix issues preventing staff from logging calls

- Jaclyn Baros transferred from Float to full time CSR in the concierge department. Welcome Jac!

### **Museum Services:**

- First round interviews were conducted for the position of Museum Administrator. Alyssa Vargas-Lopez was invited back to interview a second time.

**Makerspace:**

- Local History and Genealogy have begun the process of removing their materials from the Makerspace.
- Interviews have begun for a Makerspace Educator

**General:**

- Sharon Rice has returned from maternity leave! Thank you to Cecily North for filling in during the interim. Please contact Sharon for all Experiential Learning needs!

**Facilities****Work Order Statistics**

- 288 Work Orders completed.
- 10 Custodial work orders completed.

**Rawlings**

- Setup PJ's Coffee shop sign
- Repaired AHU #1 dampers
- Replaced hot water circulation pump.
- Cleaned mechanical rooms.
- Replaced door handles in administration.
- Worked on HVAC issues.
- Worked with contractors on HVAC.
- Setup various signs.

**Barkman**

- Drug service testing.

**Lucero**

- Replaced water circulation pump.

**Pueblo West**

- Repaired AHU #2

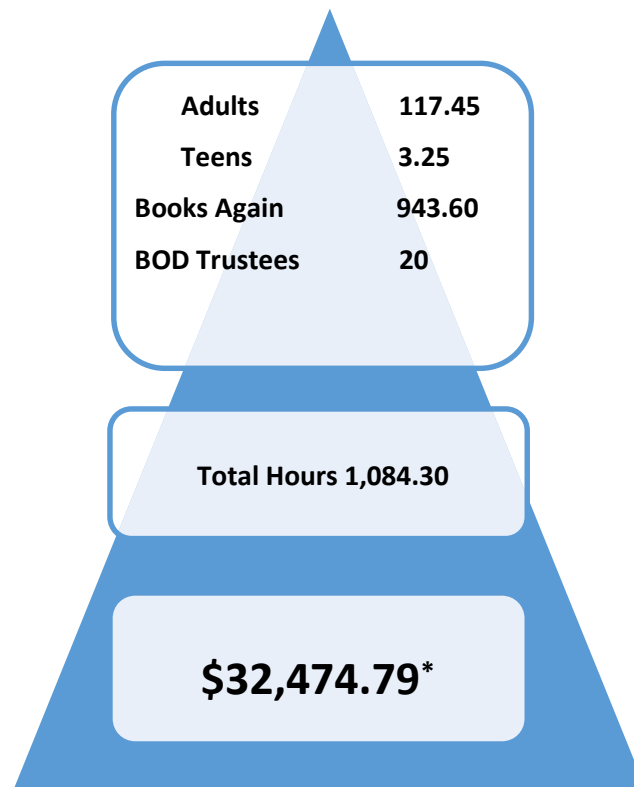
**Other Duties/Projects**

- Supported 2 snow days.
- Moved furniture.
- Repaired items at the Book Store.
- Hired new courier.
- Distrusted card catalogs throughout district.

## **Volunteer Hours**

### **Volunteer Services Monthly Report – January 2023**

Submitted by Victoria Herrera  
PCCLD Volunteer estimated hours



\*(Estimated by Independent Sector's figure of \$29.95/hour for each volunteer hour contribute).

Respectfully submitted,  
Sherri Baca  
Executive Director