

**PUEBLO CITY-COUNTY LIBRARY DISTRICT**  
**Report of the Executive Director – November**  
**Submitted to the Library Board of Trustees**  
**December 13, 2022**

**Barkman Library**

**November Programming & Outreach Report**

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

**Programs**

**Title: Adapting Toys in Speech Therapy Hosted by: Katheryn Feeney**  
**Attendance: 13**

**Title: Nerf Gun Lock-In Hosted by: Brigitta and Marcus**  
**Attendance: 9**

**Title: Barkman Paint-Along Hangout with Marcus**  
**Attendance: 6**

**Title: Integration Energy Therapy facilitated by: William Koch and Alicia Griebel**  
**Attendance: 14**



**Title: Holiday Card Connections Hosted by: Alicia Griebel**  
**Attendance: 16**

**Title: Henna Hangout Hosted by: Brigitta**  
**Attendance: 6**

**Title: Barkman Book Club Hosted by Evelyn and Debbie Payne**  
**Attendance: 2**

**Title: Fairy Tale Fun Party Hosted by Evelyn**  
**Attendance: 11**



**Title: Crafty Needle Social- A weekly program facilitated by Alicia Griebel**  
**Attendance: 11**

**Title: Adapting Toys in Speech Therapy facilitated by Katheryn Feeney hosted by Alicia Griebel**  
**Attendance: 13**

**Title: Taiji Pueblo (Tai Chi Chuan) weekly programming hosted by Alicia Griebel**  
**Attendance: 14**

## Kits2Go

**Dia de Los Muertos: 30**

## Family Storytime Fridays

**November 4, 2022: Cows**

**Attendance: 6**

**November 18, 2022: Turkeys**

**Attendance: 1**

**November 25, 2022: Feelings**

**Attendance: 1**

## Toddler Storytime Tuesdays

**November 1, 2022:**

**Attendance: 7**

**November 8, 2022:**

**Attendance: 12**

**November 15, 2022:**

**Attendance: 5**

**November 22, 2022:**

**Attendance: 15**

**November 29, 2022:**

**Attendance: 3**

## Passive Programs

**Barkman Trivia Participants: 20**

**Marcus**

**Nintendo Switch Gaming Station Attendance:**

**19 All Staff**

**Board Games In-Library Use: 30**

**All Staff**

**In-Library Use Bike Lock: 1**

**All Staff**



## Outreach

- **CSU Pre-K Storytime – Attendance: 42**
- **Building Blocks Storytime – Attendance: 13**
- **SPELL Kit Storytime – Attendance: 38**
- **Villa Bella Elementary Storytime Attendance: 23**
- **D60 Food and Fun free lunch program Attendance: 41**

## Miscellaneous

**Staff Displays:** Diabetes, Thanksgiving, Blind Date with a Book

**Notary Appointments: 26**

**Curbside Services: 5**

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

Alicia Griebel-Manager

- 11/29/2022 PSM

Brigitta Meyerhofer- Librarian

- 011/23/2022 Nesbitt Meeting
- 11/16/2022: YS Meeting

Evelyn Lile- Program & Outreach Specialist

- 11/10/2022: CLEL Colorado Youth Services Workshop
- 11/16/2022: YS Meeting

Debbie Payne- CSR

- 11/16/2022: Steering Committee

## **Giodone Library**

### **Giodone's Monthly Report November 2022**

**Calls Taken** –May 332, June 423, July 360, Aug 377, Sep 428, Oct 368, Nov 314

**Volunteer Hours** – Lynn Roberson at Avondale – 1.5

#### **Community Outreach –**

- Avondale Outreach – Mondays from 3-5 – Crafts and stories at Avondale Elementary – 95
- Ascension Preschool: SPELL Outreach – 26
- Outreach - Library at Home Kits for VA Center – sponsored by a Friends Grant delivered 30 Library at Home kits for veterans living at the VA Center.
- Outreach Program Kits to County High 30, and Pleasant View Middle School 30

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

- Diabetes Awareness 15%
- Large Print 15%
- Audiobooks/Playaway 5%
- Thanksgiving/Turkey Picture Books 66%

#### **Programming –**

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

- Cardboard Circle Weaving: Kit2Go -21
- Dia de Los Muertos buttons -9
- Dinosaur Skeleton Craft - 14
- Dip Mixes -19
- Dragon Kit2Go -5
- Fairy Tale Wand: Kit2go -16
- Fiesta Dip Mix -30
- Fox Kit2GO -34
- Giodone 8 Year Anniversary Hot Cocoa Bar – 30
- Kit2Go: Sonic the Pom Pom Hedgehog - 24
- Krampus Shirt - 1

- Sensational Sensory Bins - 30
- Thankful Turkey Headband - 9
- Wind Tunnel -10

### Youth Programs:

- Preschool story times by Stephanie Monday's at 11am - 29
- Read Dog Read – 1
- Fairy Tale Fun – 3



- Gift Making for the Holidays: Bath Bombs! - 4
- Legos – 5
- Retro 3D drawing: Anaglyph - 1

### Adult Programs:

- **Crochet Club** meets weekly on Fridays, hosted by Kayci and Sandy - 24
- **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. – 39
- **Giodone Book Club** – Native American Author - The removed: a novel by Brandon Hobson – 5
- **Curious about Resin?** 14



- **Intermediate English Class** – hosted by Sandy – 19
- **Punch Needle Basics** – 11

- **Pour Painting - Winter Holidays - 16**



**Branch Training** – Staff are tracking trainings here -

<https://docs.google.com/spreadsheets/d/1B0B3Vf4o3tyibDcZGU4ygv7G1avPh4gN99aZ0omDTeU/edit?usp=sharing>

- 11/19/22 Stephanie 5 Ways to Increase Nonfiction Circulation and Create Passionate Nonfiction Readers.
- 11/21/22 Cynthia Libraries as Community Hubs for Citizen Science - introducing new citizen science resources
- 11/21/22 Cynthia Steps to successful community engagement
- 11/21/22 Sandy ESL Conversation Groups: Up Close & Personal
- 11/22/22 Cynthia Libraries as community anchors
- 11/29/22 Sandy Teen Science Cafe Network

**Meetings**

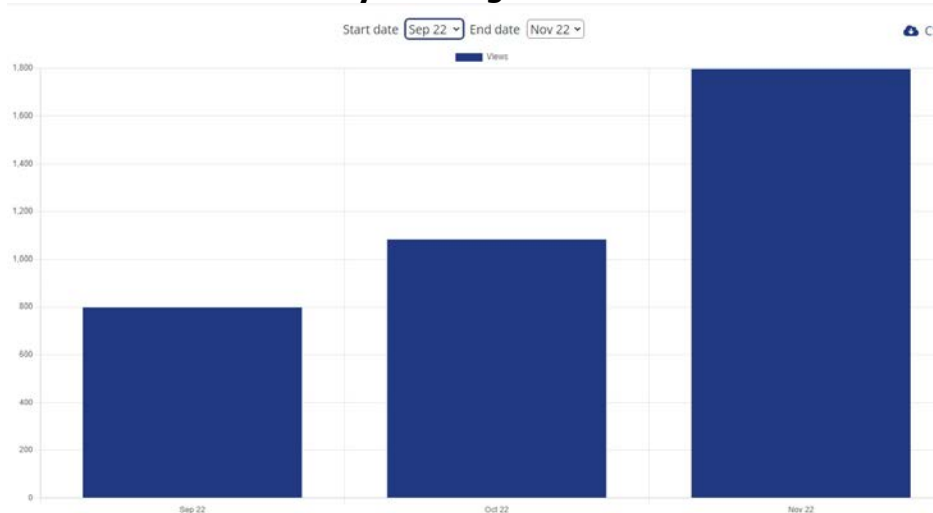
- Kayci - Lead CAL EDI meeting, attended PSM meeting
- Candace - Nesbitt Meeting
- Sandy – YSC Meeting

**Kayci's Training work**

New content in Niche:

- An extensive training on Cultural Competencies in the Librarianship class - <https://my.nicheacademy.com/pueblolib-staff/course/29336>
- In the EDI class Sharon Rice shared a presentation on Implicit and Explicit Bias - <https://my.nicheacademy.com/pueblolib-staff/course/32002/lesson/158656>
- How to change your username in the Discovery catalog - <https://my.nicheacademy.com/pueblolib-staff/course/29741/lesson/159380>

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



# Greenhorn Valley Library

## YOUTH PROGRAMMING

### Ongoing programming

- Music and Movement Storytime Tuesday mornings.
- Teen and Adult Craft Night Thursday afternoons/evenings.
- Friday mornings are reserved for Kids VR.

## ADULT PROGRAMMING



- Sip n Stroke
- Intermediate Yoga w/ Ashley on Wednesday evenings

## FAMILY PROGRAMMING

- Family Friday afternoons
- Board Game table



EXHIBITS AND DISPLAYS



Cozy Reads for Holidays Books



Children's Thanksgiving



Recently Returned Display



New Picture Books



Starring Jennifer Lawrence



Festive November



Calm Christmas



YALSA Top Ten



Feast on Delicious Books

### CALL CENTER

The Greenhorn library fielded 349 calls while serving as Call Center on intermittent Mondays, Wednesdays, and Saturdays in November.

### COMMUNITY OUTREACH

Ashley worked with a local Middle School teacher and approximately 180 students with a Halloween writing contest.



## Lucero Library

### Librarian

#### In-person programming:

Name of program: Afterschool is cool

Number of participants: 55

Description of program: This month we watched movies and played large games. The children enjoyed watching movies and socializing with friends while they waited for their food.



#### In-person programming

Name of program: Afterschool is Cool (Snack Attack Wednesday)

Number of participants: 77

Description of program: The youth get the opportunity to spend time with a group of students from the CSP-Pueblo's President's Leadership Program (PLP). The PLP members have been offering a program for students after school. They have had the opportunity to build relationships with the children and talk with them about the CSU-Pueblo college experiences. This month the programs were a Game night and a Hot Cocoa Bar with a Movie.



#### In-person programming

Name of program: Fri-yay Programming

Number of participants: 27

Description of program: The youth had the opportunity to make a small snack. This program encourages children to make a quick snack. Each week the children can try a new receipt by following and creating something delicious.



In-person programming

Name of program: ESL Classes

Number of participants: 7

Description of program: Improve your language skills at the library! Join us for lessons in English in a fun and welcoming environment. Classes are free and registration is not required.

In-person programming

Name of program: After School is Cool Chess With Mark Salazar

Number of participants: 100

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

Other

Name of program: SPELL Story Time

Number of participants; 20

Description of program: EVA Baca Elementary School Preschool Story Time.

**Full Time POS: Jessica Blaha**

In-person programming:

Name of program: Crafty Crew: Acorn Banner

Number of participants: 20

Description of program: Let's make a recycled paper acorn banner just in the time for the fall season.



Name of program: Crafty Crew: Fall Soap

Number of participants: 15

Description of program: Let's make some homemade soap with a scent of autumn.



Name of program: Crafty Crew: Fall Spice Club

Number of participants: 30

Description of program: Join us at the Creative Space area to make your own pumpkin spice blend.



Name of program: Junk Journaling Workshop

Number of participants: 12

Description of program: Join us in this free workshop and learn how to make your own junk journal! These unique journals can be used as a way to collect and record memories, ideas, thoughts, and inspiration.

### Outreach

Name of agency(ies)

Name of program: Recovery Solutions of Health Solutions Library Visit/Activity

Number of participants: 15

Description of program: Recovery Solutions visited the library and completed an acorn banner. The individuals and staff love coming to the library to create something new and hangout at the library.



Name of agency: SRDA Craft Hour with Jessica

Number of participants: 11

Description of program: SRDA clients came to the SRDA downtown for a craft hour. Each individual made an acorn banner and a scarecrow/snowman sign. We meet twice a month.



## Other

- Spice Library: Research and planning; contacted Dawn from Springvale Public Library from Maine
- Solar Roast Coffee: Savannah LaBoy, Regional Manager, and Idaly finalizing program details for coffee tasting in December.
- Planning Crafty Crew classes for December with Cynthia F. and Kathy K.
- Dina Godinez: finalizing Lucero being a new congregate meal site for SRDA.
- The Queen's TEApothecary, Mandalyn King, for upcoming tea program class for 2023.

## **Part Time POS: Tina M.G**

### In-person programming

Name of program: Art Studio 1315 Collage it Up!

Number of participants: 19

Description of program: Tear, rip, cut through and paste images together at the Creative Space Tables for wall art or for personal items. Magazines, books and cutting materials will be available while supplies.

### In-person programming

Name of program: Dia de los Muertos Polaroid Pictures

Number of participants: 39

Description of program: Come to the Creative Space tables to take a picture on our polaroid camera for you to take home! This month it is themed to honor Día de los Muertos.



### In-person programming

Name of program: Hot Cocoa Cafe and Hot Apple Cider/ Studyzone

Number of participants: 17

Description of program: Enjoy hot cider and hot cocoa afterschool. Pull out homework, read a book for twenty minutes and have hot cider with mini donuts.





#### In-person programming

Name of program: Art with Kaila from Health Solutions

Number of participants: 24

Description of program: Join us at the Creative Space to make purposeful art with Kaila from Health Solutions. Create art that has you reflect on your life- what you value.



#### In-person programming

Name of program: Letter to Self or Family ShrinkyDinks

Number of participants: 17

Description of program: Join us to write a letter to your self or your family using Shrinky dink paper. Once shrunk, add a magnet to the back to hang your letter at home- or give it away as a gift!

#### In-person programming

Name of program: Trivia Afterschool

Number of participants: 12

Description of program: Play Kahoot in an exciting afterschool trivia game!

#### In-person programming

Name of program: Custom Cards with Art markers and pens

Number of participants: 9

Description of program: Create fun and kind custom cards for those you are thinking of this season. Art markers and fine detail pens will be available!

#### In-person programming

Name of program: Make lego "Candle"/ Crayon

Number of participants: 3

Description of program: Use candle making materials to pour your choice of colored wax to make lego candles! Take them home for a gift or an upcoming celebration.

#### In-person programming

Name of program: Custom Cards with Art markers and pens

Number of participants: 10

Description of program: Create fun and kind custom cards for those you are thinking of this season. Art markers and fine detail pens will be available!

### In-person programming

Name of program: Art Studio 1315

Number of participants: 16

Description of program: Tear, rip, cut through and paste images together at the Creative Space Tables for wall art or for personal items. Magazines, books and cutting materials will be available while supplies.

### In-person programming

Name of program: Free Paint

Number of participants: 15

Description of program: Use squeegees and paint on supplies to create a colorful piece of wall art. Canvases available as supplies last. Please wear clothing you do not mind getting messy with paint.

### Outreach

Name of agency(ies)

- [Kaila Alberici](#) from Health Solutions came in to co-facilitate an informal art project with afterschool patrons including parents, kids and teens.

### **Books ala cart**

Number of books

Agencies

### **Game System**

Number of participants: 55

### **Take and makes (passives)**

Total number 280

Day of the Dead Crafts Takes and Makes (picture no included; 30)



## **Staff meeting**

### **Other**

#### Coloring Station

- Number of participants: 265
- Including fall/thanksgiving/activity sheets

#### Exploration Corner

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

Number of participants: 180

#### Day of the Dead Altar (Dia de los Muertos Ofrenda)

87 pictures were on display from our community



## **Lamb Library**

### **Jennifer Tozer (Branch Manager)**

#### Programs/Services

- 11/4 Free Legal Clinic: 7
- 11/17 Money 101: 8
- 11/30 Teen Hangout (Solar System Bracelets): 7
- 11/29 Notary: 1

#### Storytimes

- 11/2 Toddler Storytime: 9
- 11/9 Toddler Storytime: 4
- 11/16 Toddler Storytime: 8
- 11/30 Toddler Storytime: 4

#### Meetings

- 11/3 Job Coach
- 11/18 Meet with Sherri

- 11/30 Meet with Paula

#### English Classes (Maria Smyer)

- Classes: 11/2, 11/7, 11/9, 11/14, 11/16, 11/21, 11/30 Total: 29

#### Exhibit

- DINOvember exhibit in partnership with the Royal Gorge Dinosaur Experience: 282

#### Displays

- Native American Heritage (adult)
- Veterans Day (adult)
- Dinosaur Fiction (adult)
- Dinosaur Nonfiction (adult)
- Thankful (kids)
- **F**readom: Election Day (teens)

#### Passive Programs

- Dino Crossword (adults): 11
- Coloring Sheets (kids): 168
- Thanksgiving Word Search (kids): 25
- Dino Kits2Go (kids): 24

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

#### Trainings/Meetings

- YSC Meeting - 11/16/22
- PSM Meeting - 11/22/22

#### Outreach

- SRDA

#### Family Programs

- Family Story Time/Craft - 11/4/22 - (15 attendees)
- Family Story Time/Craft - 11/18/22 - (5 attendees)
- Family Story Time/Craft - 11/25/22 - (3 attendees)
- Fun Friday - 11/4/22 - (11 attendees)
- Fun Friday - 11/18/22 - (7 attendees)
- DINOvember Movie - 11/25/22 - (0 attendees)
- Teen/Tween Hangout - 11/2/22 - (4 attendees)
- Teen/Tween Hangout - 11/9/22 - (20 attendees)
- Teen/Tween Hangout - 11/16/22 - (5 attendees)

#### Adult Programs

- Silver Tea Time - 11/7/22 - (11 attendees)
- Silver Tea Time - 11/21/22 - (2 attendees)
- Lamb Adult Craft - 11/17/22 - (9 attendees)
- NaNoWriMo Write-In (Passive Program) - (3 attendees)

#### Tasks

- 3 Notary appointments
- Created video for Lamb programs and events (Dec)
- Updated New Movie lists for patrons
- Storage Room Project
- D60 Lunch pick-ups and distribution
- Cash Recon @ Y - 11/15/22
- Cash Recon @ Lamb - 11/22/22



## Displays

- Adult Fiction - "Keeping Up with the Kellerman's"

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

- Gate Count: 5633
- Meeting Room Use: used 28 times for non-library functions
- Study Room Use: 33 people used the study room
- Volunteer Hours: 0
- Curbside Pickups: 1
- AWE: 99 uses
- Meetings: Steering Committee
- Notary Services: 9
- Displays: Holiday Crafts, Best TV Shows to Binge Watch
- Passive: TV Shows word search - 67

## **Lovely Murrell (Customer Service Representative)**

### Displays

- The Land of Dinosaurs

### Passives

- Dino word search - 40
- Styrococaurus maze - 20
- Styrococaurus word search - 20

### Book Bundles

- First in a Series - Mystery Edition: This book bundle had different books in it that were the first in a series. The goal was to provide a wide variety of mysteries that patrons could get "hooked" on so they would come back to continue the series. Farm to Trouble by Amanda Flower, Aunty Lee's Delight by Ovidia Yu, Under Lock and Key by Gigi Pandian, A Curious Beginning by Deanna Raybourn
- Love Is In The Air: This book bundle consisted of adult romance books. A Duke by Default by Alyssa Cole, Bringing Down The Duke by Evie Dunmore, The Girl With The Stars In Her Eyes by Xio Axlerod, The Marriage Game by Sara Desai

Book Club: No book club this month

## **Desi Anderson (Materials Handling Technician)**

- Displays: NaNoWriMo Books, Books About People Who Wrote Books

## **Gabriella Martinez (Materials Handling Technician)**

- Displays: Thanksgiving (adult fiction)

## **LIBRARY @ THE Y**

## **Mike Gonzales and Paula Brandimarte (Customer Service Representatives)**

- Gate Count: 1279
- Adult Passives: 8
- Youth Passives: 540
- Kits2Go: 0
- Call Center: 116
- Displays: Author Talks (adults), Superpowers (kids)

## **Pueblo West Library**

### **Community Display Cases:**

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

### **Art Exhibit:**

Southern Colorado Watercolor Society Art Exhibit. Estimated attendance 533.

### **Programs:**

Pueblo West Library held a total of 114 programs, outreach, club meetings, and Kits2Go with a total attendance of 2136.

Title	Date	Age group	Total attendance
PW Women's League Monthly Meeting	11/15/2022	Adult	43
Mystery Book Club	11/17/2022	Adult	3
Daylight Book Club	11/2/2022	Adult	12
Pueblo West Book Club	11/28/2022	Adult	7
Pueblo West Genealogy Club	11/1/2022	Adult	10
Swedish Weavers	Mondays	Adult	24
Cast-Offs Knitting and Craft Club	Tuesdays	Adult	52
Mahjongg Club	Tuesdays	Adult	32
Adult Craft Series	11/9/2022	Adult	30
Watch Party: Author Talk with Kristin Hannah	11/5/2022	Adult	42
Chair Yoga	M/W/F	Adult	94
Tai Chi	Mon/Wed	Adult	10
Beginning Tai Chi	Mon/Wed	Adult	12
Senior Movement & Stretch	M/W/F	Adult	111
PW Amateur Radio Club	11/19/2022	Adult	17
Senior Show and Tell	11/9/2022	Adult	8
Watercolor Society Meeting	11/3/2022	Adult	8
Tech Talk	Mondays	Adult	4
Beginning English Class	Mondays	Adult	12
Cappella Outreach	11/16/2022	Adult	15
Southern Colorado Watercolor Society Exhibit	November	Family	533
Digitize Your Child's Artwork	11/12/2022	Family	0
Society for Creative Anachronism	Saturdays	Family	30
Fairy Tale Fun	11/25/2022	Juvenile	4
Coloring Pages	November	Juvenile	50
Baby Storytime	Thursdays	Juvenile	31
Preschool Storytime	Thursdays	Juvenile	55
Kid City USA Storytime Outreach	11/8/2022	Juvenile	35
Preschool Kit2go	November	Juvenile	121
SPELL Storytime Outreach	11/15/2022	Juvenile	30
Time For Tots: In Person	Tuesdays	Juvenile	134

Jammie Storytime Live	Thursdays	Juvenile	250
Jammie Storytime: In Person	Thursdays	Juvenile	26
Signing Stories: In Person	Mondays	Juvenile	19
Teen Hangout	Mon-Thur	Teen	206
Full Moon Dungeons and Dragons	11/12/2022	Teen	8
Daytime Dungeons and Dragons	Mondays	Teen	20
Laser Tag Lock In	11/18/2022	Tween	30
Tween Craft	11/16/2022	Tween	8
			2136

### **Economic Development:**

PW contributed to the community's economic development by providing technology help to 24 customers.

### **Outreach:**

November 8—Beth Moore and Rachel Packard provided a story time outreach to 35 children at Kid City USA Daycare.

November 15--Beth Moore and Rachel Packard provided a SPELL story time outreach to 30 children at Children's Palace Daycare.

November 16—Heather Wilder and Rachel Packard provided a Senior Make! craft activity and outreach to 15 senior residents at Cappella Assisted Living Center.

## **Tech Services**

### **DIRECTOR**

- Scheduled new substitutes for shadowing shifts
- Attended department meeting for Experiential Learning Department and discussed procedures for handling materials with issues
- Attended the Virtual Open Enrollment meeting
- Participated in the Core Collection Evaluation & Assessment monthly meeting
- Met with local author to discuss the addition of his titles into the HRC Collection
- Met in person with the rep from Library Ideas
- Shared document drafts at PSM meeting and discussed possible changes for problem item forms and procedures, and asked about branch needs for bike locks

### **ILS**

- Daniel Gaghan oversaw the installation of the new self-check machines
- Daniel is working on getting the test server running
- Daniel is reviewing upcoming Koha upgrades, and will be meeting with the library koha team to discuss the upgrades and their implementation

### **COLLECTION DEVELOPMENT**

- Theia Bravo and Elizabeth created year end orders
- Theia submitted information to T-Mobile to turn off lost/damaged hotspots and tablets

- Theia is working with Kayci Barnett on the new ECF Funding to determine how it will be used towards devices in the new year

## ACQUISITIONS

- Peggy Bilger worked with vendors to set up stop shipment dates for the end of the year, including an early date with Ingram since their warehouse is weeks behind schedule
- Peggy, Lee Vigil and Pat Mascarenas submitted the final orders for the year
- Peggy is creating a file of subject headings to update as part of the department's goal to use subject heading that are diverse and inclusive
- Peggy is cleaning up post ODC invoice issues with Midwest Tape
- Peggy is working with the Local History and Genealogy department to update the prefixes/labels to improve staff's ability to locate their material, and will continue to work with the department to improve system displays as they reorganize their holdings

## ILL

- Jessica Casados has continued to manage ILL borrowing and lending, and has also been helping with duplicates and lease books

## MAILROOM

- Michele Myzia assisted Community Relations with year-end mailing

## Local History & Genealogy

### Monthly Report - November 2022

#### Obituaries, Document Delivery and Indexing

**[Focus for November was shifted to moving collections and preparing for return to 3rd floor department. No use recorded]**

- Microfilm used:
  - 8 Obituary requests, 0 Ask Us requests, 0 birth announcement requests, 1 article requests, 2 transcribed tape requests completed.
  - 20 Obituaries, 0 Ask Us requests, 0 birth announcement request, 1 article requests in progress.
- Photo files used:
  - Cemetery index, Archival boxes, biography newspaper clipping file, Colorado newspaper clipping files, Pueblo newspaper clipping files & street files used.
- John Korber's Business Buildings binders indexed through Volume 95 - Index completed.

#### Monthly Circulation

- Western Research Ref-books: 26 Reference Maps: 0
- SC-Loan: 8 checked out; 86 in-house uses
- Ancestry Library Edition All Databases Searches Run: 1973
- Ancestry Library Edition All Sessions Run: 138
- Heritage Quest All Searches Run: 43
- Heritage Quest All Sessions Run: 7
- Fold3 Library Edition searches: Data not available



## **Genealogy and Special Collections**

### **Archives Projects**

- (11/2) Aaron visited Danny and Lucy Rodriguez to appraise a potential donation of the Joseph Rodriguez Jr. collection.
- (11/16) Cecily and Aaron met City of Pueblo, PACOG representative, Hannah Haunert to accept some Pueblo-related documents/reports.
- Cecily began an inventory of the Genealogy Periodicals on the 3rd floor.
- Tabitha is inventorying open stacks Genealogy and Reference works in the 3rd floor open stacks.
- Blake and Tabitha are working on shelving microfilm into the GemTrack high density microfilm cabinets.
- (11/12 at Pueblo West and 11/19 at Lamb) Kid's Art Scanning Workshops with Jasel

### **Genealogy Projects**

- Genealogy Classes: Nov. 21 at Lamb Library for Silver Tea Time Program (1 in attendance)
- Genealogy charts, Family Group charts, and Basic Pedigree Charts: 5
- Western Research and Genealogy collections: 196 books on 2023 Order List
- (11/21) Jasel nominated Fr. Fray Angelico Chavez for the Genealogist Hall of Fame with the National Genealogy Society

### **Digital Collections and Database Usage**

- CONTENTdm items: 11381 (not including test collection which holds 902 items)
- Google Analytics for CONTENTdm ([Digital Archives](#)):
  - Users: 289
  - New Users: 241
  - Sessions: 350
  - Page views: 2,758
  - Avg. Session Duration: 4m 48s

Youtube Channel: SCMS page

- Subscribers: 20
- Total views: 47
- Number of videos: 21
- Digital Public Library of America: Plains to Peaks Collective:
  - Item views: 1
  - Click throughs: 3
  - Users: 2

- Sessions: 3
- Colorado Historic Newspaper Collection
  - Colorado Weekly Chieftain:
    - page views: 438
    - title searches: 50
  - Colorado Daily Chieftain:
    - page views: 3,105
    - title searches: 120
- ArchivesSpace:
  - Users: 104
  - Sessions: 113
  - Session Duration: 1m 35s
  - Pageviews: 410

#### Virtual Exhibits

*Total Views: 58*

1921 Flood: 14

Natural Framing (Muramoto): 21

Roaring '20s: 23

#### Digitization Projects

(11/21) Blake Hatton started working as Digital Librarian Archivist.

The AIDS memorial quilts held by the library were photographed and a new collection containing them was uploaded to CONTENTdm.

#### Physical Exhibits

#### Virtual Programs

### **Volunteer Hours**

Volunteer activities halted except for Gaola due to renovation and collections moving.

Georgine Booms – hours

Fran Cosyleon – hours

Phyllis Gardner – hours

Gaola Greer – 98 hours

Carolyn Lowery – hours

Anne Whitfield – hours

**Total Hours: 98 hours**

**Department completed Notary appointments:** See Communico

## **Professional Development:**

Aaron -

(11/11) Submitted scholarship application for the Research Institute for Public Libraries in Madison, Wisconsin July 2023. Workshop will instruct participants on how to analyze and make use of assessment data for library programs. Proposed to assess community scanning and oral history project.

Jasel - (11/7-11/9) - Assemble A Photo Book in 3 Days Class - Family Tree Magazine - Will use information, vendors, and presentation to offer future classes on photo book assembly

Tabitha Davis -

Cecily - Cecily presented at the SRMA conference in Fort Collins on November 14th on hiring practices during the COVID pandemic.

Maria -

## **Attended Webinars:**

- (Jasel) - 11/3 - Genealogy Military Research - NYPL
- 11/12 - Community Engagement - Niche Academy
- 11/15 - Intro to African American Genealogy - NYPL
- 11/17 - Intro to Polish Genealogy - NYPL

## **Attended Meetings:**

- (Jasel) 11/9 - Kendra, UC-Boulder student, spoke with me to get help for a History assignment. She wanted to do a report on the history of gun violence in the Colorado Old West, but she needed official reports and documents to cite in her paper. After discussion, she liked the idea of the history of gun laws and ordinances in the Old West as compared to today, and she wanted to focus on the Sand Creek Massacre. I sent her a list of articles, websites, and books for further information.
- 11/22 - Librarian Western Slope Interest Group Meeting

## **Other projects:**

- (11/8) Cecily, Aaron, and Bree met with Ashley Valdez from Xcel Energy to plan for the exhibit closing reception.
- (11/9) Aaron taught class to Mrs. Erickson's Pueblo West High School IB History class. 7 students learned about evaluating sources of information and where to find primary sources for their assignment on the Great Depression. Information on session assessment follows:
- Session 11/9/2022 - 7 students from PW High School IB History program
- Individual response scores are not paired. Responses were directed to be anonymous. Surveys were made available to students on paper, filled out in the classroom. 1 student came in late and filled it in between segments of instruction. 6 filled out their responses before instruction began. 3 students left

halfway and responded before leaving, and 3 students stayed for the entirety of the session and filled out the surveys at the same time, in the same space. Responses are in the order of the questions below.

#### Pre test responses

8	6	8	6	7	7	8		
9	7	9	5	7	6	8		
8	8	7	6	4	4	10		
7	4	4	6	4	4	8		
7	1	1	3	4	3	5		
8	4	6	5	5	4	10		
47	30	35	31	31	28	49	31	Median

#### Post test responses

9	8	10	8	10	8	10		
9	10	9	7	9	7	9		
8	10	10	7	10	6	10		
7	9	10	8	8	5	8		
5	7	10	7	8	6	8		
7	8	9	8	8	7	10		
45	52	58	45	53	39	55	52	Median

[Questions - Pre and Post test questions identical]

On a scale of 1-10, with 1 being least confident and 10 being most confident, please rate yourself on the following:

1. Ability to find information you're looking for online. \_\_\_\_
2. Ability to determine if the information you find is credible. \_\_\_\_
3. Do you know where to find primary sources for your assignment? \_\_\_\_
4. Do you know how to evaluate sources to place in historical context? \_\_\_\_
5. Do you know what resources are available through the Pueblo City-County Library District (PCCLD)?  
\_\_\_\_\_
6. Are you aware of the online resources relevant to your assignment outside of PCCLD?\_

- (11/14 - 12/3) Libra-Tech worked onsite to move LHG collections to the 3rd floor of Rawlings. New and existing shelving were installed and open stacks and archival collections for the vault were shelved, including the high metal shelving for bound Pueblo Chieftains. Some modifications to the architect's floor/shelving plan were made with approval by Amy N. and Sherri B. Some furniture, supplies, and equipment remain in: Makerspace, Thurston, Bret Kelly A. Facilities will assist LHG staff in moving remaining items to the 3rd floor.



## Feedback from Patrons:

(Jasel) Thank you so much again for your time and help. I will reach out to you if I have any questions as well as let you know how it is going - Kendra

(Tabitha)

Thank you very much, Tabitha. Now I can complete my project. :-)

~Debra Spindle

Hi, Tabitha,

That was fast! Thank you very much!

Juanita

Tabitha,

Thank you so much for these obituaries. I appreciate your help.

Terese

Hi Tabitha.

That was fast! Thank you so much!!

Darla Mader

Thanks as always for your great work.

Happy Thanksgiving,

Betty

## Hispanic Resource Center November 2022 Report



## HRC Programming

### 9th Annual Latino/a/x Book Festival

On October 13th, I interviewed Saraciea Fennell, the author of *Wild Tongues Can't Be Tamed: 15 Voices from the Latinx Diaspora*. This is an anthology with 15 original pieces that delve into everything from ghost stories and superheroes, to memories in the kitchen and travels around the world, to addiction and grief, to identity

and anti-Blackness, to finding love and speaking your truth. **Her interview reached 80 people. Total Views for our entire book festival on Rawlings Facebook was around 439.**

### **Spanish Classes**

On September 10th, we started up our Spanish Classes for the first time since the pandemic started. Barry Gonzalez, our volunteer since 2011, was happy to come back and teach these classes. Beginning Spanish is at 10:30 am – 12:00 pm and Advanced Conversational Spanish is at 12:30 pm – 2:00 pm. We have seen a lot of returning students and new ones as well.

**Total attendance is 16.**

### **English Program**

We currently have 5 English classes and 2 conversation classes this fall semester. Mondays we have Beginning at Lucero and Pueblo West. Tuesday nights are Advanced at Barkman. On Wednesdays we have Intermediate at Giodone and Lamb. On Mondays at 4:30 we have English Conversation at the Lamb library and at 10:00 am on Thursdays at the Rawlings library.

**Total attendance is 74.**



### **Dia de los Muertos / Day of the Dead**

#### **Dia de los Muertos Festival**

Each of our branches had programming for Dia de los Muertos. Giodone had 7 programs and a community ofrenda. Lucero had 5 programs and a community ofrenda. Greenhorn had a sugar skull and craft program and a community ofrenda. Pueblo West had a sugar skull and craft program. Lamb and Barkman each had a craft program. At Rawlings we had a community ofrenda, crafts, sugar skulls and pan de muerto. These programs were in October and November.

**Total attendance was 178 district wide.**

#### **HRC Volunteer Hours Combined Total: 49.5 hours**

*Flavio: 10 hours / Catherine: 4 hours / Sophie: 25 / Barry: 10.5*

**Total HRC Hybrid Program Attendance: 584**

### **Outreach**

#### **Chicano Archives Committee**

On Nov. 8th, the Chicano Archives Committee met. We discussed oral history projects and the upcoming viewing and dinner for this project.

### **CSU-P Curandismo Conference Partnership**

Sandy and I met with Prof. Judy Baca and the Aztlan Center for the upcoming Curandismo Conference. We have partnered with them on this event that will take place on Dec. 3rd. We will have four presenters and activities. This is the first year for this conference. **Attendance was 55.**

## **User Services**

### **November 2022**

November is known for warm afternoons with chilly mornings and evenings. Patrons were happy for a place to visit and stay warm amidst the chilly November temperatures.

Thanksgiving weekend the offer of free coffee from PJ's drew many people into the library, especially in User Services where everyone had great fun playing games in the new family area, and enjoying all the libraries' services.

The department as a whole had returned to being open and fully accessible several months ago, however many of the finishing touches are still in process. This month side panels and canopies were finished being put onto bookshelves and temporary signage was added.

We have received new self-checks which are currently in place and will go live soon. The laptop vending kiosks are beginning to see more usage and our patron computer workstations are transitioning to a new printing and connectivity software. Everything is looking fresh, new, and updated in the User Services Department AKA the second floor.

The Imagination continues to be a big hit with registrations currently reaching 1,875. This is nearly 20% of the eligible population of youth 0-5 in Pueblo County (19.5% actual).



Pictures of PJ's Coffee free coffee weekend 11/25-11/26



A couple notable programs offered during November were the Dia de los Muertos program as well as a storytime offered to Minnequa students.



Día de los Muertos altar and program



Minnequa Storytime



Pictures of PJ's Coffee free coffee weekend 11/25-11/26





Pictures of PJ's Coffee free coffee weekend 11/25-11/26



## Youth and Adult Programs

• November 01 2022	Dia de los Muertos Jacque (YS)	-50
• November 01 2022	Teen Hangout Ciara (YS)	-5
• November 02 2022	Baby Storytime Jac	
• November 02 2022	Toddler Storytime Jac	
• November 04 2022	Tween Hangouts Natalie (YS)-8	
• November 04 2022	Family Storytime Natalie (YS)-18	
• November 05 2022	Origami Turkeys Thad (RRA)	-8
• November 08 2022	Teen Hangout Ciara (YS)	-7
• November 09 2022	Baby Storytime Jac	
• November 09 2022	Toddler Storytime Jac	
• November 10 2022	Teen Maker Meeting Ciara (YS)	-3
• November 14 2022	Medicare 101 Kathy (RRA) No	-5
• November 15 2022	Teen Hangout Ciara (YS) No	-6
• November 16 2022	Baby Storytime Jac	
• November 16 2022	Toddler Storytime Jac	
• November 17 2022	Autumn Gnomes Thad (RRA) -6	
• November 17 2022	Teen Maker Meeting Ciara (YS)	-7
• November 17 2022	Minnequa Elem. visit Jacque (YS)	-40
• November 18 2022	Family Storytime Jac	
• November 18 2022	Fairy Tale Fun Jac	
• November 18 2022	Tween Hangouts Natalie (YS)-3	
• November 22 2022	Teen Hangout Ciara (YS)	-4
• November 23 2022	Toddler Storytime Jac	
• November 23 2022	Baby Storytime Jac	
• November 25 2022	Family Storytime Jac	
• November 26 2022	Teen Movie Ciara (YS)	
• November 28 2022	Creative Aging Kathy (RRA)	
• November 29 2022	Teen Hangout Ciara (YS)	
• November 30 2022	Creative Aging: Stamping Thad	
• November 30 2022	Baby Storytime Jac	
• November 30 2022	Toddler Storytime Jac	

## Passive programs

• Thankful Hands, November 9, Natalie & Lise:	-100
• Lego mats, November 21, Jacque:	-12
• Family photo frames, November 22, Jacque:	-30
• Lego Day, November 22, Natalie:	-48
• Leftovers Crafting Event November 25, Natalie	

## Outreach

- Tech and Library Info, Kathy Villas at Rock Canyon: 7 Participants
- Business at Lunch, Thad Pueblo Chamber of Commerce, November 11
- Cubelets Kit, Thad @ PDI, November 17: 31 Participants
- News for You, Digital Adult Outreach, Rebecca: 120 Participants

Staff trainings for adult and youth teams

## Webinars and Training

- November 1, Jacque YS: Gingerbread Jubilee Meeting
- November 2, USD Team: Staff meeting
- November 8, Thad AS: GoTo - Implementing a Leadership Culture
- November 9, Thad AS: Meet Booklist Reader!
- November 9, Thad AS: Steps to Successful Community Engagement
- November 9, Thad AS: Celebrating Indigenous Voices: New Native Stories for Your Classrooms
- November 9, Rebecca AS: Steps to Successful Community Engagement
- November 10, Ciara YS: Colorado State Library Youth Programs Workshop
- November 14, Thad AS: The Unknown Keruoac
- November 16, Rebecca AS: Community Powered Adult Learning
- November 16, Ciara YS & Rebecca AS: Steering Committee Meeting
- November 16, Ciara & Jacque YSC meeting
- November 22, Ciara YS: Colorado State Library Youth Programs Workshop
- November 30, Thad AS: ALMA Winter Book Buzz

## Adult Updates

### Offerings by Thad

#### New Books for the Chieftain - Selections

- Fiction
  - *The Serpent in Heaven* - Charlaine Harris
  - *The Twist of a Knife* - Anthony Horowitz
  - *The Wilderwomen* - Ruth Emmie Lang
- Non-Fiction
  - *Silent Spring Revolution* - Douglas Brinkley
  - *The Queen* - Andrew Morton
  - *The Light We Carry* - Michelle Obama

### Offerings by Kathy

North of Fifty - Online presence

- 5 pageviews
- 3 unique pageviews

Homebound Program:

- 28 customers
- 11 volunteers
- 24 volunteer hours
- 96 new circulations
- 90 renewals
- 186 total Homebound program circulations

**Adult Literacy Program Information:**

ALP 1:1 Matches Active Coaches - x4 Active Learners - x3 Volunteer Hours - 24	
----------------------------------------------------------------------------------------	--

Type	Notes	Attendance
Program: Adult Literacy	Providing program information, tutor/learner meetings, links to referrals, etc.	24
Program: Adult Literacy Case Management	Describes 1:1 supporting learners and tutors	6
Program: COHS Inquiries/Surveys	Providing program information/survey links/enrollment links/scheduling, etc.	16
Program: COHS Case Management	Describes 1:1 time supporting learners with tech, enrollment, graduation, or finding resources	26
	<b>TOTAL ATTENDANCE</b>	<b>72</b>

**Outreach Highlights:**

Provided *News for You* print and digital adult literacy newspaper access to The Learning Source, Maria Smyer's English Language Learners, and all registered adult learners in career Online High School and adult literacy.

**Approximately 120**



**News For You**



**News For You® Online**



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

- Collaboration, Cross Training, Lifelong Learning:
- Collaborated with [Lise Christofferson](#) on a display for the Adult Literacy Collection: We created a holiday display with the theme: Reading is the Gift: Always FREE at the Library! Jacque Carter helped Lise with decorations.
- Trained and supported our new colleague Reference Librarian, Jennifer Scroggins, on Ask Us and DART



- 11.07.2022 1:1 Adult Literacy River F.
- 11.07.2022 1:1 Adult Literacy and COHS Shalanie J.
- 11.09.2022 Webinar Training: Steps to Successful Community Engagement
- 11.09.2022 1:1 COHS Support Michelle B.
- 11.09.2022 1:1 COHS Support Robert C.
- 11.09.2022 1:1 COHS Support Sofia A.
- 11.10.2022 1;1 COHS Support Sylar G.
- 11.15.2022 1:1 COHS Scholarship Interview Taylor R.
- 11.16.2022 Webinar Training: Community Powered Adult Learning
- 11.16.2022 Steering Committee Meeting
- 11.16.2022 1:1 COHS Support Kristina V.
- 11.18.2022 1:1 COHS Support Rosanna S.
- 11.22.2022 1:1 COHS Support Lynnae P.



# Experiential Learning

## Experiential Learning Department Monthly Report for November, 2022

### Makerspace:

- Thingiverse data: 3 views, 23 downloads

### Museum Services:

- Living with Wolves Photographic Exhibit
  - Total exhibit and program attendance;  
Pueblo West Exhibit – 22,734 visits for September through October  
Adult Programs – total of 369 attended 8 planned adult programs  
Youth Programs – total of 393 attended 6 planned youth programs  
A very special thank you to Sierra Club, CSU-P Biology and Wildlife Sciences departments, as well as our other community partners and special guests that made this project a success.
- November in the 1st Floor Rotating Exhibit Atrium Space:
  - Smithsonian Traveling exhibit "Journey Stories". This poster exhibit will examine the history of migration and how and why people have traveled or relocated over time. Drawing parallels with the Infozone exhibit which documents the history of the human record and communication over time.
  - Pueblo Wood turners group show – A display from the Pueblo Wood turners' guild for the month of November featuring 46 pieces by 10 artists. A reception was held on Friday November 4th from 3:30-5:00 and during Pueblo First Friday Art Walk with 27 in attendance.
- Award News:  
Bree Pappan, the Museum Services Coordinator, received confirmation of a host and grant award from the Art Bridges organization. Beginning in February 2023 through April, the Rawlings Library Branch will host the art installation "Untitled" (L.A.) by Felix Gonzalez-Torres which will be on loan from Art Bridges. The accompanying grant totaling \$8,100 will allow the library to create and facilitate programming that encourages partnerships with community organizations to focus on arts education to underserved youth.
- Looking Ahead:  
In December in the Rotating Exhibit Atrium Space the final installation of Exploring Steel: Energy and the West will begin on December 1st through mid-January. A closing public reception is planned on December 8th from 5:00-6:30 inviting all local community partners and hosts throughout the state.

### Concierge:

- Call Center Stats: **1280 calls, down 130 from last month** (593 were transfers, 76 were hang-ups or wrong numbers)
  - Giodone – 314
  - Greenhorn Valley – 349
  - Library @Y – 116
  - Rawlings – 501
  - Other - 0

## **Facilities**

### **Work Order Statistics**

- 231 Work Orders completed.
- 28 Custodial work orders completed.

### **Rawlings**

- Supported construction for the renovation.
- Working on AHU #2 needs, new contractor.
- Moved self-check machines.
- Brought the Hispanic display back to the 3<sup>rd</sup> floor.
- Received Bree's display and helped to move it.
- Working on security gates location.
- Cleaned restroom grout.
- Re-grouted director's office restroom.
- Moved items from Special Collections.
- Put new desk into the mailroom.
- Replaced outlet covers.
- Repaired elevator #2.
- Started hallway and stairwell heaters.

### **Barkman**

- Repaired women's toilet, several times.

### **Greenhorn Valley**

- Cleaned carpets.

### **Lamb**

- Dealt with mice issues.
- Replaced glass in door.

### **Pueblo West**

- Replaced lamps.
- Worked to get a new blower motor for RTU #1.

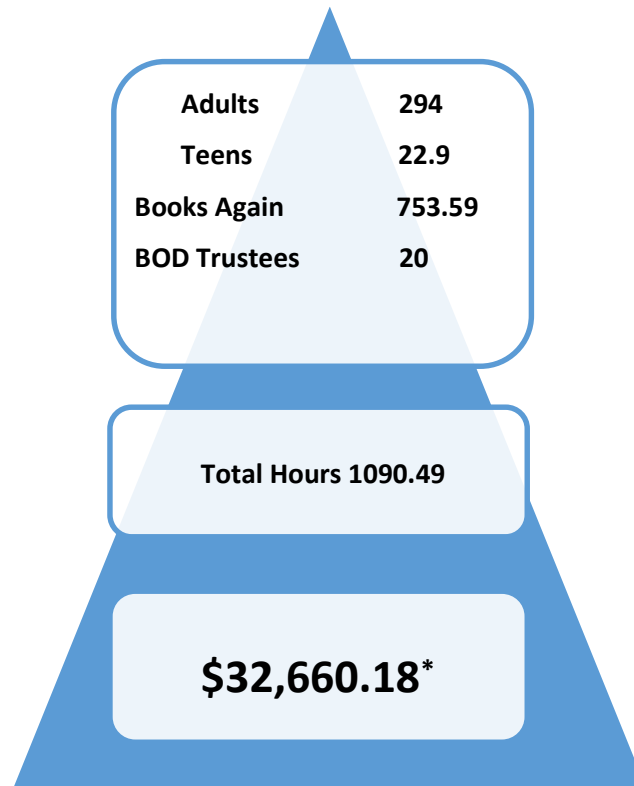
### **Other Duties/Projects**

- Supported 2 snow days.
- Received branch lighting list.
- Retrieved the return items from the Depot.
- Repaired passenger van front end.
- Supported watch party.
- Kept up with safety supplies

## Volunteer Hours

### **Volunteer Services Monthly Report – November**

Submitted by Victoria Herrera  
PCCLD Volunteer estimated hours



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

#### **Volunteer of the Month**

**Due to Covid-19 a volunteer of the month was not selected.**

# Thank You Messages

## Comment forms

Rawlings Staff

Comment Form

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Superb Job!*

*Hi! I am less I have gone to many times with questions and I the computer D's work.*

*ALWAYS gracious & helpful in these troubling times it is nice to know she is here for you.*

*She paid my example.*

Library Branch *Rawlings* Date *9/22/22*

Optional:

Name *T. Kosak*

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☐ NO ☐

*Sorry for the permanship*

Comment Form

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*I called the library inquiring about getting help on operating my PC. I was given the name Jennifer Jennings. I contacted her but she actually contacted me within 10 minutes. She made an appt to meet with me. She was absolutely delightful on the phone. I needed to reschedule our appt time & she was totally open & flexible with me. She spent an hour with me today. She came to our meeting so prepared. She brought me tons of pertinent information addressing my needs. She is resourceful, courteous, professional, smart & extremely helpful. The library is fortunate to have her.*

Library Branch *Rawlings* Date *12/3/22*

Optional:

Name *Pri. Lou Wertz*

Address \_\_\_\_\_

Phone *761-744-5824* E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☒ NO ☒

Comment Form

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Good display of new books.*

*Last time here the display of old biography was disappointing.*

Library Branch *Rawlings* Date *11/17/22*

Optional:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☐ NO ☐

Comment Form

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Free -*

*Helped me with a project going out of her way to assist me going out.*

*Always great outreach!*

Library Branch *Rawlings* Date *10/15/22*

Optional:

Name *Theresa Kosak*

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

**Comment Form**

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Ther. Bravo assisted immediately with my WiFi issue. Great assistance!*

Library Branch Bawlings Date 9.3.22

Optional: Name T Kosak

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☐ NO ☐

**Comment Form**

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Excellence*

*Miss Jan Deanna Josiah great first impression at the library despite the numbers & demands always consistent customer service*

*Computer lab 1st floor. Repetition note that all others - again lots of demands assistance needed without staff*

Library Branch Bawlings Date 9.3.22

Optional: Name T Kosak

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☐ NO ☐

**Comment Form**

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Josiah wonderful at front desk. Always helpful & greets you upon entry. Great job!*

Library Branch Bawlings Date 9.10.22

Optional: Name Theresa Kosak

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☐ NO ☐

**Comment Form**

Thank you for using our library. We welcome your ideas and opinions. Please write down your suggestions and place this form in the suggestion box.

*Josiah*

*Appearance at front desk professional*

*Always helpful*

Library Branch Bawlings Date 10.15.22

Optional: Name T Kosak

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Would you like us to contact you? YES ☐ NO ☐

Respectfully submitted,  
 Sherri Baca  
 Executive Director