

PUEBLO CITY-COUNTY LIBRARY DISTRICT
Report of the Executive Director – October
Submitted to the Library Board of Trustees
November 17, 2022

Barkman Library

Programming & Outreach Report October 2022

Completed by Brigitta Meyerhofer, Evelyn Lile and Alicia Griebel

Programs

Title: Game Night Lock-In Tweens/Teens
Attendance: 12

Paint Along Hangout
Host: Marcus
Attendance: 5

Card Connections Adult Program
Host: Alicia
Attendance: 12

Coffee Tasting with Solar Roast Adult Program
Host: Alicia
Attendance: 7



Barkman Halloween Festival
Host: Brigitta
Attendance: 52

Barkman Book Club: Discussion of "The Nature of Witches," by Rachel Griffin
Host: Debbie/Alicia
Attendance: 3



Hocus Pocus Spell-a-bration
Host: Brigitta
Attendance: 15

Dia De Los Muertos Celebration
Host: Evelyn
Attendance: 6

Family Storytime Fridays – Evelyn



October 7: Ghosts	Attendance: 2
October 14: Bugs	Attendance: 6
October 21: Monsters	Attendance: 10
October 28: Halloween	Attendance: 3

Toddler Storytime Tuesdays – Brigitta



October 4: Unicorns Attendance: 8
October 11: Bugs Attendance: 17
October 18: Monsters Attendance: 10
October 25: Halloween Attendance: 6

Passive Programs

Barkman Trivia Participants: 50
Nintendo Switch Gaming Station Attendance: 15
Board Games in-Library Use: 44
In-Library Use Bike Lock: 0
Adult Mental Health Kits to Go: 25
Children's Mental Health Kits to Go: 25
Dia De Los Muertos Kits to Go: 45

Marcus
All Staff
All Staff
All Staff
Brigitta
Evelyn
All Staff



Outreach

- CSU-Pueblo Pre-K Library Storytime Attendance: 13
- Building Blocks Daycare Storytime Attendance: 13
- CSU-Pueblo Daycare SPELL Kit Storytime Attendance: 28
- Villa Bella Elementary Storytime Attendance: 52



Miscellaneous

Staff Displays

- Scary stories and movies
- Halloween Reads
- Monster Picture Books

Notary Appointments: 8

Curbside Services

- 6 patrons received curbside services in the month of October

Training, Conferences, & Continuing Education

- All Barkman Staff Training 10/10/2022:
 - Reducing Workplace Stress with Mindfulness an Info People Webinar Presented by Katie Scherer <https://infopeople.org/civicism/event/info?id=765&reset=1>

Alicia Griebel - Manager

- 10/03/2022 All Staff Day
- 10/25/2022 Strategic Planning Meeting
- 10/27/2022 Design Planning Meeting
- 10/27/2022 Lunch and Learn webinar "Time Management," with Ian Hill.

Brigitta Meyerhofer - Librarian

- 10/03/2022 All Staff Day
- 10/19/2022 YS Meeting
- 10/24/2022 Storytime Prep with Jasel
- 10/25/2022 Strategic Planning Meeting
- 10/26/2022 Nesbitt Meeting

Evelyn Lile – Program & Outreach Specialist

- 10/03/2022 All Staff Day

Debbie Payne - CSR

- 10/03/2022 All Staff Day
- 10/25/2022 Strategic Planning Meeting
- 10/11/2022 Steering

Marcus Bower - CSR

- 10/03/2022 All Staff Day

Robin Rice – MHT

- 10/03/2022 All Staff Day
- 10/10/2022 Ryan Dowd webinar: "Homeless De-Escalation 101: Trauma basics & the five most important seconds of conflict"

The Staff Meeting on October 9th covered the following information-

- October 1-15th = Yearly evaluations. Due by Saturday the 15th.

- Brigitta- CALCON info.
- Reminder - Holidays are a'coming!... requests - please be sure to write them in the book.
- Device Update from Theia. A copy of the email and instructions are at the Desk for future use.
- EAP for PCCLD changes: Profile EAP through Centura offers a variety of resources including a website, a mobile app and 24/7 availability.
- Congratulations to Marcus and Brigitta for their awards of the FOL grants! Project updates?
- MHT's – Issues, troubles, good things? Questions?
- Halloween Theme Dress up week 24th- 28th Please remember costumes cannot be politically affiliated, revealing, or otherwise work inappropriate.
 - Monday: Relaxed Halloween - headbands, shirts, etc.
 - Tuesday: Mythical creatures and monsters
 - Wednesday: Animals
 - Thursday: Book and literature-themed costumes
 - Friday: Free day (Anything you'd like!)
- Nesbitt Pumpkin Decorating contest. Pumpkins due Oct 31st!
- Red/New date stickers. 3-6 months is the guideline but also space must be considered. If looking to remove new books, please start with those ready to be reshelfed and go from there.
- All Barkman Staff Training 10/10/2022:
 - Reducing Workplace Stress with Mindfulness an InfoPeople Webinar Presented by Katie Scherrer <https://infopeople.org/civicrm/event/info?id=765&reset=1>

Giodone Library

Thanks Friends of the Library!!!



Calls Taken –May 332, June 423, July 360, Aug 377, Sep 428

Community Outreach – Avondale Outreach – Mondays from 3-5 – Crafts and stories at Avondale Elementary – 143
 Ascension Preschool: SPELL Outreach – 53
 Outreach - Calavera Screen printing – PCHS – 12
 PCC Reps Visit Biomedical Class – 46
 PCHS - State Library Fossil Kit & Craft – 17

Fright Night at the Riverwalk – 2,562



Exhibit – Ofrenda – 197



Displays with % checked out

Wolf Display = 13%
 Fall Display = 36%
 Main Halloween Display = 26%
 Halloween DVD's (Adult) = 19%

Halloween Picture Books = 85%
Halloween Board Books = 55%
Halloween J-Readers = 59%
Halloween J Non-Fiction = 28%
Halloween Graphic Novels = 35%
Halloween DVD's (Youth) = 27 %
Halloween Chapter Books (J) = 19%

Programming

Passive & Kits2Go Programming For All:

- Celebrate Hobbit Day! -7
- Fried Egg Magnet: Kits2Go – 8
- Halloween Finger Puppets Kits2Go – 8
- National Black Cat Day: Halloween Kitty - 15
- Needlepoint Calavera Kit2Go - 14
- Papel picado - 2
- Pom Pom Owl Craft – 12
- Yarn lacing owl craft – 11
- Artober – 5
- Halloween Puzzles – 32
- Toddler Triangle Kit2Go – 5
- Zombie Fingers: Air Dry Clay - 1

Youth Programs:

- Preschool storytimes by Stephanie Monday's at 11am - 28
- All Pueblo Reads Affirmation Bracelets and Storytime - 5
- Legos – 2
- Read Dog Read – 4
- Teen/Tween Weekly Programs: Sparkle and Shine Jewelry Making – 8, What Am I Telling Myself? – 4, Write It Down! - 6
- Dia de Los Muertos: Kids – 2
- Dia de Los Muertos: Teens & Adults – 9
- Hocus Pocus Spell-ebration! – 14
- The Nightmare Before Christmas – 13



Adult Programs:

- **Crochet Club** meets weekly on Fridays, hosted by Kayci and Sandy - 39
- **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. – 36
- **Coffee & Craft** – Halloween sparkly earrings - 8
- **Intermediate English Class** – hosted by Sandy – 15
- **Giodone Book Club** – The Four Winds by Kristin Hannah – 5
- **Calavera screen printing** – 23



- **Living with Wolves:** film screening – 1
- **Take a Hike with Ann Payton Williams** – 3
- **The Amityville Horror: 1979** - 3
- **Everything is Temporary Water Painting** – 3
- **Visible Mending** - 6

Branch Training

Staff are tracking trainings here

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

10/10/22	Cynthia	Healthy living at the library
10/12/2022	Sandy	Innovative and Engaging Teen Programs
10/18/22	Cynthia	Escape this: Creating DIY escape rooms for your library
10/18/22	Candace	Escape this: Creating DIY escape rooms for your library
10/29/22	Candace	Promoting Your Collections: Messaging, Merchandising, and More
10/3/22	Stephanie, Cynthia, Candace, Daniel, Sandy, & Kayci	All Staff Day

Meetings

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

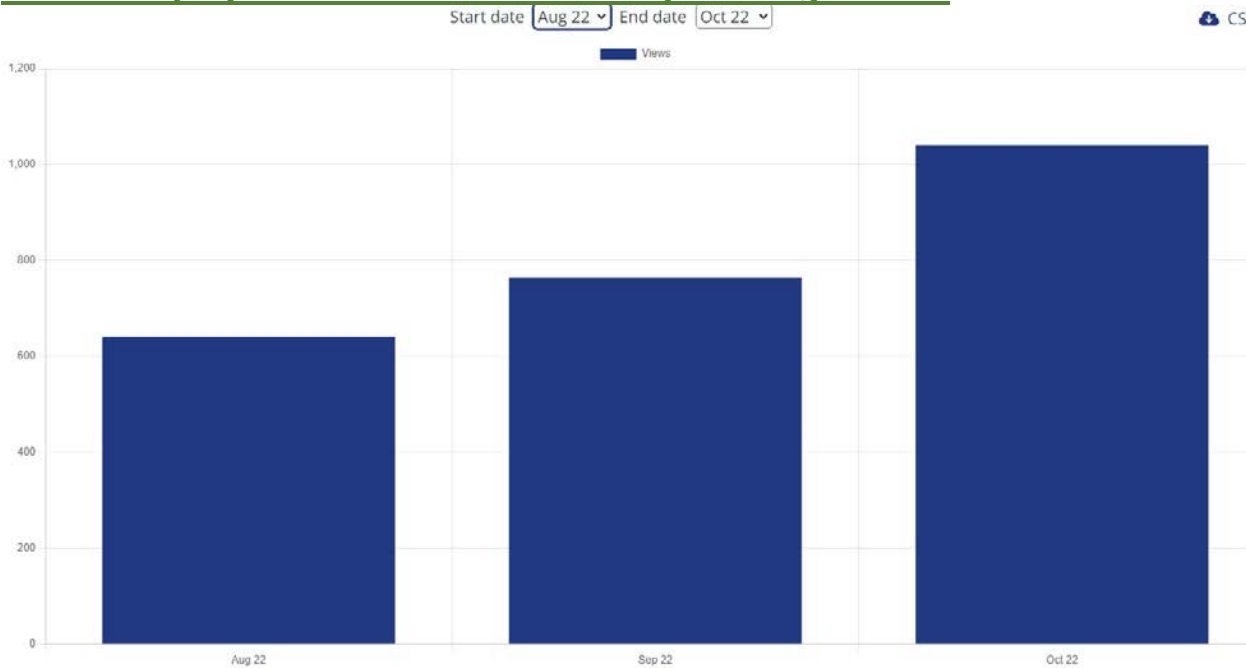
Kayci's Training work

New content in Niche:

- Added the new database tutorial Poetry & Short Story Reference Center to the Patron Niche Academy <https://my.nicheacademy.com/pueblolib?category=11448>

- Updated the EAP information in the Employee Mental Health Resources class <https://my.nicheacademy.com/pueblolib-staff/course/32572/lesson/108751>
- Tips for Your Self Review by HR is in the Onboarding Class <https://my.nicheacademy.com/pueblolib-staff/course/29726/lesson/155680>
- Test Proctoring @ PCC - in the Public Services Class <https://my.nicheacademy.com/pueblolib-staff/course/31996/lesson/156883>
- ASL Handout and Training Video made by Rachel Salazar and Andrea Rule from Pueblo West - in the EDI Class - <https://my.nicheacademy.com/pueblolib-staff/course/32002/lesson/156889>
- Fire Evacuation at Rawlings in the Onboarding Class <https://my.nicheacademy.com/pueblolib-staff/course/29726/lesson/157843>

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.
- Family Friday afternoons

ADULT PROGRAMMING

- Sip n Stroke This month was dedicated to All Pueblo Reads Wellness
- Intermediate Yoga w/ Ashley on Wednesday evenings



FAMILY PROGRAMMING

- Kits 2 Go:
- Monster Coloring Books
- Artober

EXHIBITS AND DISPLAYS

It's Ghost Season





It's hearty food season



It's Meryl Streep season



The leaves are changing



This season gives us the chills

It's gridiron season



It's All Pueblo Reads season

ALL PUEBLO READS wellness Programs

All Pueblo Reads Family Wellness Festival – We had a Journal Raffle Table, information about the health benefits of journaling, and books about journaling to check out. 200 participants.



Live Music to lift the spirits outside on a beautiful Fall day 100 participants



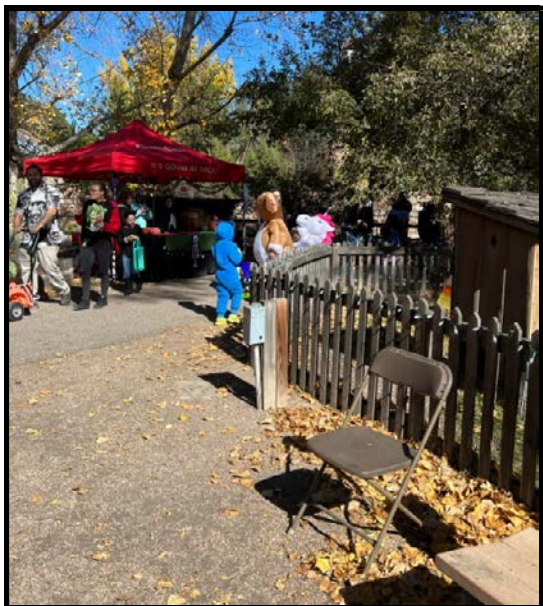


CALL CENTER

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

COMMUNITY OUTREACH

We staffed a table at the Boo at the Zoo on 10/29/22. 2,000 participants.



At HalloweenTown in Rye on October 31st. 500 participants.



Lucero Library

Librarian

In-person programming:

Name of program: Afterschool is cool (Maker Monday)

Number of participants: 92

Description of program: This month we completed the kit we have been working on. This will be added to our existing sets of holiday village decorations.



In-person programming

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

Number of participants: 106

Description of program: The youth get the opportunity to make a quick snack and recharge. Stay for other fun library activities.



In-person programming

Name of program: Fri-yay Programming

Number of participants: 65

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 recipe by following and creating something delicious.



In-person programming

Name of Program: Hocus Pocus Party

Number of participants: 15

Description: Centralized Program

In-person programming

Name of program: ESL Classes

Number of participants: 14

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: Hard Knox Gang prevention and intervention (Mark Salazar Mon & Wed)

Number of participants: 90

Description of program: The youth had the opportunity to interact with mark and learn from him how choices impact life.

In-person programming

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

Number of participants: 210

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

Full Time POS: Jessica Blaha

In-person programming:

Name of program: Crafty Crew: Spooky Wall Art

Number of participants: 16

Description of program: Let's create a spooky wall art in time for Halloween.



Name of program: Coffee Tasting featuring Solar Roast Coffee

Number of participants: 6

Description of program: Join us in a coffee tasting that will feature fresh coffee from our local Solar Roast Coffee. At the event, participants will sample three different coffees and learn about where they come from, how they are roasted, and what makes them taste different



Name of program: Crafty Crew: Halloween Wreath

Number of participants: 13

Description of program: Come and create a spooky Halloween wreath for your front door that is inspired by Edgar Allen Poe.



Name of program: Junk Journaling Workshop

Number of participants: 15

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. (Adult All Pueblo Reads Program)



Name of program: Any Book Club

Number of participants: 0

Description of program: Join the Lucero staff for a no-pressure chat!

We invite you here, We'll lend you our ear. Introduce us to the characters you're loving, Invite us into the pages you've been living; Show us, please, the books you've been reading!

Name of program: Crafty Crew: Sugar Skull Extravaganza

Number of participants: 15

Description of program: Please join the Patrick Lucero Library in a celebration of Dia De Los Muertos (Day of the Dead). We will paint sugar skulls and learn the meaning of this beautiful celebration.

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 a craft, yarn pumpkins and coloring competition. The individuals and staff love coming to the library to create something new and hangout at the library.



Outreach

Name of agency: SDRA Craft Hour with Jessica

Number of participants: 8

Description of program: SDRA clients came to the SDRA downtown for a craft hour. Each individual made a witch's washing line.



Name of agency(ies)

- Solar Roast Coffee: Savannah LaBoy, Regional Manager, finalizing program details for coffee tasting for this month and in December.
- Communicating with Cynthia F and Kathy K in planning for upcoming Crafty Crew classes.
- All Pueblo Reads kickoff, Family Wellness Festival. Table event with the activity of growing your own salad sprouts with [Tina Martins-Gonzalez](#); Number of guests: 170
- El Centro Del Quinto Sol Trunk or Treat: Saturday, October 29 from 5-8pm; Tina Martins-Gonzalez and I attended this outdoor outreach evening for family fun!!!
- Number of participants: 980

Other

Witch's Washing Line: kits to go for patrons

Number of participants: 22

Collaboration with Bree Pappan by hosting and supporting the Living with Wolves: - Wolf Shorts Film Festival presented by Sierra Club.

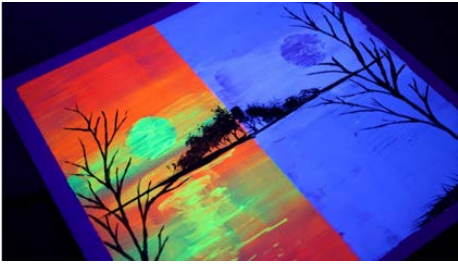
Part Time POS: Tina M.G

In-person programming:

Name of program: Art Studio 1315 Black Light Art

Number of participants: 14

Description of program: Experience the community room like never before! The dark room will be illuminated by black light- making a glow in the dark art studio! Paint with neon paints for fun takeaway crafts.



In-person programming:

Name of program: Newspaper Ghost Crafts

Number of participants: 20

Description of program: Join the Creative Space tables to make decorative pumpkins and ghosts from every day newspaper!



In-person programming:

Name of program: Paint a Plastic Pumpkin

Number of participants: 21

Description of program: Paint a plastic pumpkin to keep using every year!



In-person programming:

Name of program: Design and Decorate Skull Masks

Number of participants: 34

Description of program: Decorate skull face masks with materials at the Creative Space tables as supplies last.



In-person programming:

Name of program: Illustrate a Fall Story

Number of participants: 14

Description of program: Come to the Creative Space to design and write your own story. A blank-page hardcover book will be provided to take home when completed.



In-person programming:

Name of program: Glow in the dark nail Stickers

Number of participants: 16

Description of program: Play around with gel and regular nail polish as well as glow in the dark nail stickers at the Creative Space!



In-person programming:

Name of program: Gingerbread House Competition

Number of participants: 10

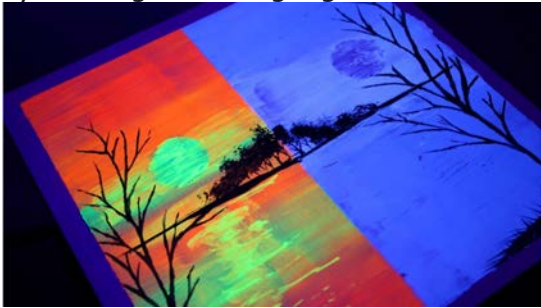
Description of program: Join us after school to decorate gingerbread houses into haunted mansions with treats provided by the library!

In-person programming:

Name of program: Art Studio 1315 Black Light Art

Number of participants: 20

Description of program: Experience the community room like never before! The dark room will be illuminated by black light- making a glow in the dark art studio! Paint with neon paints for fun takeaway crafts.



In-person programming:

Name of program: Skull Candle Making

Number of participants: 20

Description of program: Join us to color and pour your own take home skull candle!



In-person programming:

Name of program: Haunted Library Party

Number of participants: 250

Description of program: Join us at the Lucero Library for a spooky evening full of scary crafts, treats and a movie!



In-person programming:

Name of program: Dia de los Muertos jewelry making

Number of participants: 11

Description of program: Create custom jewelry at the Creative Space with shrinky dink paper. Images to trace and inspire the jewelry will be available at the tables.

Outreach

Name of agency(ies)

- Tina and Jerry Vigil attended Risley International School's Relay Race on 10/6- a community event to cheer on Risley students running a relay race. We brought an outdoor game to entertain students and families while they waited on the race. We met with 96 people in total.
- Tina and Jessica Blaha attended All Pueblo Read's Family Wellness Festival- a tabling event with the activity of growing your own salad sprouts; Number of guests: 170
- Tina worked with two volunteers for two weeks leading up to and during our Haunted Library event on October 27th, 2022.
- Tina conducted outreach with local tattoo artists to coordinate a calligraphy art class for young patrons in December.
- Tina and Jessica went to El Centro Del Quinto Sol Trunk or Treat: Saturday, October 29 from 5-8pm; attended this outdoor outreach evening for family fun!! Participants: 980

Other

Coloring Station

- Number of participants: 275
- Including wolf coloring/Halloween/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: 200

Game System

Number of participants: 91

Take and makes (passives)

Total Number: 335



In-person programming:

Name of program: Living with Wolves: - Wolf Shorts Film Festival presented by Sierra Club

Number of participants: 5

Description of program: WOLF SHORTS FILM FESTIVAL Four short films about wolves and our relationship with wolves by award-winning Directors Julia Huffman and Rain Bear Stands Last

Exhibits:

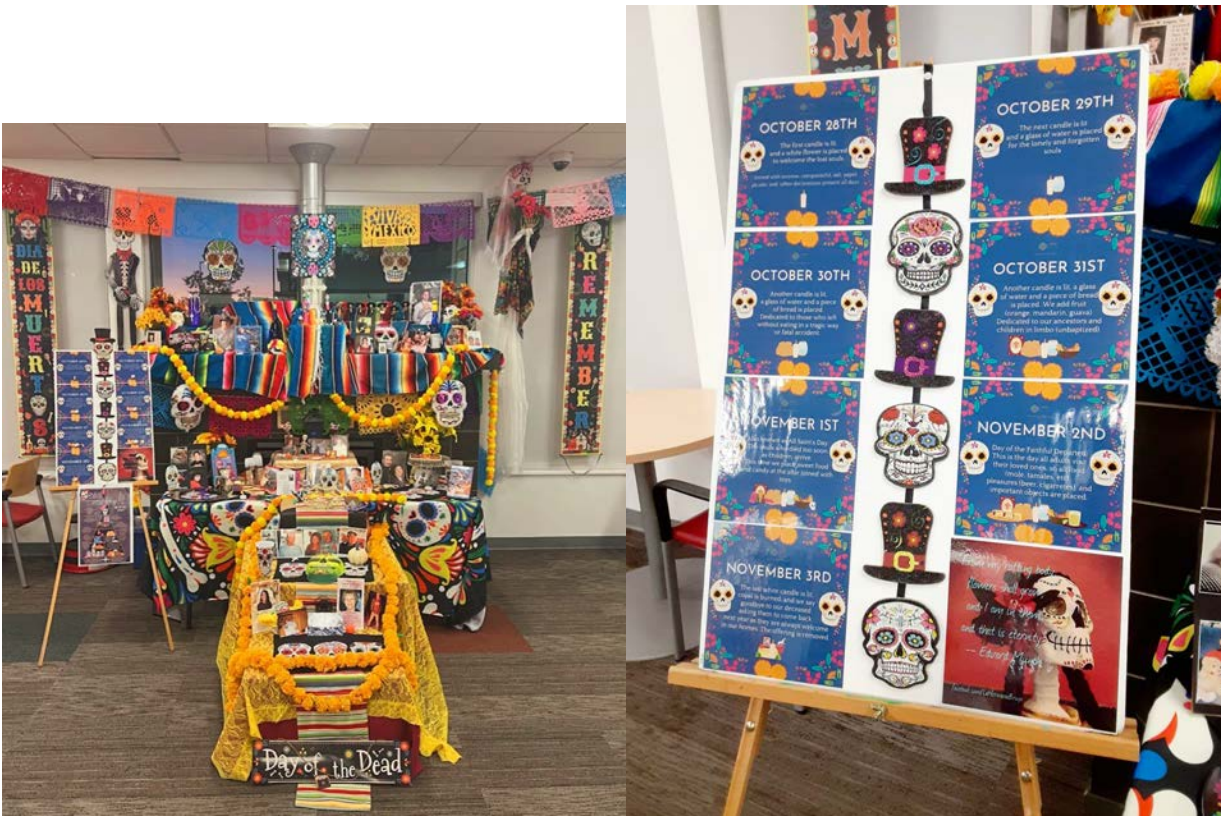
Name of Exhibit: Wolf's Den

Description of exhibit: Engaging and eye-catching exhibit that focuses on the series of programs of Living with Wolves.



Name of Exhibit: Day of the Dead Altar (Dia de los Muertos Ofrenda)

Description of the exhibit: We will have an ofrenda/altar & are asking our wonderful Pueblo community to bring photos of their loved ones to add and place on the altar. Please join the Patrick Lucero Library in a celebration of Dia De Los Muertos (Day of the Dead).



Lamb Library

Jennifer Tozer (Branch Manager)

Programs/Services

- 10/7 Free Legal Clinic: 6
- 10/12 Toddler Storytime: 4
- 10/19 Living with Wolves: 8
- 10/26 Toddler Storytime: 9

Meetings/Trainings

- 10/3 All Staff Day
- 10/10 Request for Reconsideration meeting
- 10/12 Lamb Staff Meeting
- 10/13, 10/27 Meet with Sherri
- 10/21 Preliminary Budget meeting
- 10/25 Planning Retreat
- 10/28 Dinosaur Exhibit meeting

English Classes (Maria Smyer)

- Classes: 38 total

Outreach/Displays

- Outreach: Royal Gorge Dinosaur Experience for DINOvember exhibit
- Displays: That's Amore (Italian-American Heritage & National Pizza Month), Ghosts (last week of Oct.), All Pueblo Reads, & Dolly Parton's Imagination Library

Crystal Talley (Assistant Manager/Librarian)

Trainings/Meetings

- Lamb Staff Meeting - 10/12/22
- YSC Meeting - 10/19/22
- All Staff Day - 10/3/22
- PCCLD Planning Retreat - 10/25/22

Outreach

- Booked presenter Shari Trivisonno for Foster Grandparent program (STT)
- Continued Outreach and partnership with SRDA for senior programming

Family Programs

- Family Story Time/Craft - 10/7/22 - (10 attendees)
- Family Story Time/Craft - 10/14/22 - (10 attendees)
- Family Story Time/Craft - 10/21/22 - (19 attendees)
- Family Story Time/Craft - 10/28/22 - (21 attendees)
- Hocus Pocus Spell-ebration! - 10/29/22 (8 attendees)
- Fun Friday - 10/14/22 - (16 attendees)
- Fun Friday - 10/21/22 - (14 attendees)
- Toddler Story Time - 10/5/22 - (4 attendees)
- Teen/Tween Hangout - 10/5/22 - (5 attendees)
- Teen/Tween Hangout - 10/12/22 - (3 attendees)

Adult Programming

- Silver Tea Time - 10/10/22 - (4 attendees)
- Silver Tea Time - 10/24/22 - (8 attendees)
- 3 one-on-one appointments for device/tech assistance.
- 6 Notary appointments

Tasks

- Created video for Lamb programs and events (NOV)
- Updated New Movie lists for patrons
- Shifting project
- Cash Recon @ Y - 10/18/22

Displays

- Adult Fiction - "Chills and Thrills"
- Adult Nonfiction - "Emotional Wellness Month"

Rachel Packard (Program & Outreach Coordinator)

Youth Programs and Outreach

- SAT 10/1 APR Kickoff - 100
- Wed 10/19 Toddler Storytime - 9
- Fri 10/28 Fun Friday: Rock Collection - 28
- Sat 10/29 ZOO BOO! Outreach 9a-12p - 1,000
- Sat 10/29 Hocus Pocus Spellabration - 15

Youth Passives

- Coloring Sheets- 300

Teen/Tween Programs

- Oct 1-31 Artober
- Wed 10/19 Teen/Tween Hangout : Relaxation Boxes- 18
- Wed 10/26 Teen/Tween Hangout: Halloween Craft- 12

Teen/Tween Kits

- Coloring sheets - 200
- Artober Kits - 24

Adult Programs

- Oct 1- 15 : Essential oil Dough Kit2Go- 30
- Wed 10/19 Living with Wolves Film Fest - 8
- Thur 10/27: Felting - 13

Exhibit/Displays

- Lamb Staff Art
- Living with Wolves Display
- YA Horror
- Artober 2022

Mary Kratz (Customer Service Representative)

- Gate Count: 6078
- Meeting Room Use: used 29 times for non-library functions
- Study Room Use: 35 people used the study room
- Volunteer Hours: 6.25
- Exhibit of the Month: Lamb Staff Art
- Exhibit attendance: 285
- Legal Clinic attendance: 6
- Curbside Pickups: 5
- AWE: 109 uses
- Meetings: Lamb staff meeting, Steering Committee meeting, Planning Retreat
- Notary Services: 7
- Displays: Happy Halloween
- Passive: Happy Halloween word search - 75

Lovely Murrell (Customer Service Representative)

- Displays: What's Cooking?, Books About Books
- Book Bundles: Dinner and A Murder and Diner in A Movie
- Book Club: Ring Shout by P. DeJeli Clark
 - This was the last book club selection of 2022. We met on October 20th and we reached 50 people.

Desi Anderson (Materials Handling Technician)

- Displays: Stephen King: Master of Horror, Universal Classic Monsters/classic horror movies

Gabriella Martinez (Materials Handling Technician)

- Displays: Pink Books in honor of Breast Cancer awareness

LIBRARY @ THE Y

Mike Gonzales and Paula Brandimarte (Customer Service Representatives)

Gate Count: 1400

Adult Passives: 34

Youth Passives: 516

Kits2Go: 29

Call Center:

Displays: All Pueblo Reads, Author Talks, Kid's Halloween Books

Pueblo West Library

Community Display Cases:

Pueblo West Women's League Membership Drive Display

Pueblo West Wood Turners Exhibit

Art Exhibit:

Living with Wolves Photographic Exhibit. Estimated attendance 540.

Programs:

Pueblo West Library held a total of 124 programs, outreach, club meetings, and Kits2Go with a total attendance of 2451.

Title	Date	Age group	Total attendance
PW Amateur Radio Club	10/15/2022	Adult	19
Tech Talk	Mondays	Adult	5
PW Women's League Monthly Meeting	10/11/2022	Adult	45
Pueblo West Genealogy Club	10/8/2022	Adult	20
Pueblo West Book Club	10/24/2022	Adult	12
Daylight Book Club	10/5/2022	Adult	12
Mystery Book Club	10/20/2022	Adult	10
Inktober North of Fifty Kits2Go	October	Adult	15
Tai Chi	Mon/Wed	Adult	28
Southern Colorado Watercolor Society	10/6/2022	Adult	7
Adult Craft Series: Chakra Bracelets	10/12/2022	Adult	30
Cast-Offs Knitting and Craft Club	Tuesdays	Adult	32
Mahjongg Club	Tuesdays	Adult	31
Chair Yoga	Tu/TH/F	Adult	127

Senior Movement & Stretch	M/W/F	Adult	98
Senior Movement & Stretch Show and Tell	10/12/2022	Adult	6
Beginning English Class	Mondays	Adult	13
Swedish Weavers	Mondays	Adult	22
Society for Creative Anachronism	Wednesday	Family	12
Dia de Los Muertos Sugar Skulls & Crafts	10/31/2022	Family	82
Living With Wolves Exhibit Closing Event:	10/29/2022	Family	13
Living With Wolves Photographic Exhibit	October	Family	540
Living With Wolves: Carter Niemeyer	10/5/2022	Family	26
Living with Wolves: Wolf Shorts Film Festival	10/19/2022	Family	2
Living with Wolves Kids Programming	10/29/2022	Juvenile	8
Preschool Storytime	Thursdays	Juvenile	78
Hocus Pocus Spell-ebration!	10/28/2022	Juvenile	41
APR Kit2Go: Worry Monster	October	Juvenile	32
Baby Storytime	Thursdays	Juvenile	38
SPELL Storytime	10/18/2022	Juvenile	30
Coloring Pages	October	Juvenile	100
Preschool Kit2Go	October	Juvenile	74
Worry Monster Craft	10/13/2022	Juvenile	8
Time For Tots: In Person	Tuesdays	Juvenile	109
Jammie Storytime Live	Thursdays	Juvenile	362
Kit2Go: Toddler	October	Juvenile	50
Signing Stories: In Person	Mondays	Juvenile	12
Jammie Storytime: In Person	Thursdays	Juvenile	37
Studio Time	October	Teen	23
Let's Make!	10/1/2022	Teen	3
Daytime Dungeons and Dragons	Mondays	Teen	24
Teen Hangout	October	Teen	186
Laser Tag Lock In	10/14/2022	Tween	25
Tween Craft	10/19/2022	Tween	4
			2451

Economic Development:

PW contributed to the community's economic development by providing technology help to 25 customers.

Outreach:

- Beth provided a SPELL story time outreach to Children's Palace Daycare with 30 children in attendance.
- Heather created a craft project called, "Affirmation Stones in Heart Boxes", for the APR kickoff: Family Wellness Festival at Rocky Mountain SER in Pueblo. Beth Moore and Tiasha Roland helped facilitate at the event which had about 300 people in attendance.

Tech Services

SUPERVISOR (Elizabeth Flores)

- Substitutes
 - Held final interviews for sub positions
 - Participated in training held for new substitutes
 - Set up shadowing schedules for new subs
- Meetings
 - Emergency Connectivity Fund planning
 - Request for Reconsideration
 - Lamb Review Report and Recommendations
 - Chromebook Vending Check-in
 - Core Collection Evaluation & Assessment IG monthly coffee talk
 - Talk with concerned patron and Amy Nelson
 - Chavez Huerta Partnership
- CORE Webinar: Visualizing and Assessing Library Data
- Participated in Annual Planning Retreat

ILS (Daniel Gaghan)

- The new laptop kiosks are working and in use

COLLECTION DEVELOPMENT (Theia Bravo)

- Met with Kayci Barnett to discuss ECF Device Funding Project for 2022
- Cleaned and organized the storage closet to house and keep devices secure
- In process of shutting off the discarded/damaged tablets. We currently pay \$19.97/month for each. With 85 tablets set to be shut off in mid-November, there is an estimated savings of \$1,697.45/month on the T-Mobile account.
- The Verizon account now matches our records in which all circulating devices show on the bill and are all in use.

ACQUISITIONS

- Peggy Bilger is creating a list of subject headings in need of updating in our records in order to make them inclusive
- Peggy is coordinating year-end requirements for orders and shipping with vendors

Local History & Genealogy

Obituaries, Document Delivery and Indexing

- Microfilm used: 90
- 68 Obituary requests, 0 Ask Us requests, 0 birth announcement requests, 0 article requests completed.
- 69 Obituaries, 3 Ask Us requests, 0 birth announcement request, 0 article requests in progress.
- Photo files used: 0
- 0 Cemetery index, 0 Archival boxes, 0 biography newspaper clipping file, 0 Colorado newspaper clipping files, 0 Pueblo newspaper clipping files & 0 street files used.
- John Korber's Business Buildings binders indexed through Volume 91.

Monthly Circulation

- Western Research Ref-books: 44 Reference Maps: 0
- SC-Loan: 21 checked out; 57 in-house uses
- Ancestry Library Edition All Databases Searches run - 619
- Ancestry Library Edition All Sessions Run: 81
- Heritage Quest All Searches Run: [waiting for use stats to come in]
- Heritage Quest All Sessions Run: [waiting for use stats to come in]
- Fold3 Library Edition searches: [waiting for use stats to come in]

Genealogy and Special Collections

Archives Projects

- Cecily continues to process the Colorado State Fair collection. She has also been in talks with Georgine Booms about some additional materials that need to be added to the Bill Buckles collection.
- Interns continue to work on the LibGuide project, totaling 89 hours for the month of October.
- Conducted two scanning days at branches to digitize artwork of children: Rawlings 10/8, Lucero 10/29. No attendance.

Genealogy Projects

Genealogy Classes: In-person at Rawlings on Oct. 14 (2 attended) and Oct. 19 (6 attended)

Genealogy charts, Family Group charts, and Basic Pedigree Charts: 37

Western Research and Genealogy collections: WR has 147 titles and GEN has 41 titles on 2023 Order List

Digital Collections and Database Usage

- CONTENTdm items: (not including test collection which holds 902 items)
- Google Analytics for CONTENTdm ([Digital Archives](#)):
 - Users: 331
 - New Users: 52
 - Sessions: 66
 - Page views: 320
 - Avg. Session Duration: 3m 10s

YouTube Channel: SCMS page

- Subscribers: 20
- Total views: 1,552
- Number of videos: 20
- Digital Public Library of America: Plains to Peaks Collective:
 - Item views: 0

- Click throughs: 2
- Users: 2
- Sessions: 2
- Colorado Historic Newspaper Collection
 - Colorado Weekly Chieftain:
 - page views: 343
 - title searches: 47
 - Colorado Daily Chieftain:
 - page views: 2,335
 - title searches: 80
- ArchivesSpace:
 - Users: 78
 - Sessions: 82
 - Session Duration: 2m 33s
 - Pageviews: 321

Virtual Exhibits

Total Views: 39

1921 Flood: 23

Natural Framing (Muramoto): 16

Digitization Projects

Held two Digitize Kid's Art Days in Rawlins on Oct. 8 and Lucero branch on Oct. 29. No one attended.

Physical Exhibits

Virtual Programs

10/11 - Author Talk, Dr. Andrew Scull, "Desperate Remedies: Psychiatry's Turbulent Quest to Cure Mental Illness - 10 views Youtube

Volunteer Hours

Georgine Booms – 0 hours

Fran Cosyleon – 6 hours

Phyllis Gardner – 0 hours

Gaola Greer – 104 hours 30 minutes

Carolyn Lowery – 0 hours

Anne Whitfield – 6 hours

Total Hours: 116 hours 30 minutes

Department completed Notary appointments: See Communico

Professional Development:

Aaron - 10/4 - Wrapped up "The Clean Scene" class on Integrated Pest Management and Housekeeping by the Conservation Center for Art & Historic Artifacts

10/21 - Participated in Society of American Archivists working group meeting for the A*Census All Administrators survey results.

10/25 - Participated in the PCCLD Annual Planning retreat at Pueblo Community College.

10/26 - Attended PLA webinar, "It's a New Day, So Be a Great Boss"

10/27 - Attended webinar "Promoting Your Collections: Messaging, Merchandising, and More"

Jasel - - Oct. 10 - Ryan Dowd Mental Illness & Prejudice and conducted two Storytime events at Rawlings and Lucero branch

Tabitha -

Cecily - Cecily has been filling in as the Interim Experiential Learning Manager beginning October 24th.

Cecily presented to the SJSU ALASC on October 5th about the librarian profession.

Maria -

On Oct. 11th, the Chicano Archives Committee met in person. We discussed oral history projects and a list of Chicano murals in Pueblo.

On Oct. 21st, I attended the Colorado chapter Reforma Conference. I provided a presentation on English Class! Tips and Resources.

Attended Webinars:

- (Jasel)** - Oct. 1- EBSCO - Niche Academy
- Oct. 1 - NoveList - Niche Academy
- Oct. 13 - Chilton Webinar - Niche Academy
- Oct. 17 - Russian Empire Genealogy Research Day (4 webinars/FamilySearch)
- Oct. 18 - Ukraine Genealogy Research Day (FamilySearch)
- Oct. 26 - Navigating the Archives: Researching 10th Mountain Division Soldiers (DPL)
- Oct. 26 - Identity in Translation: Graphic Novels (DPL)

Attended Meetings:

(Jasel)

- Oct. 13 - CAL ASIG meeting
- Oct. 13 - Colorado Genealogy Society Lunch Bunch
- Oct. 14 - Meeting/Tour of St. Mary's Archives and Slovenian Museum with Belinda
- Oct. 15 - Black Genealogy Search Group Heritage Seminar Conference
- Oct. 15 - Colorado Genealogy Society Meeting
- Oct. 18 - Meeting/Tour of Mental Health Institute Museum and volunteers

Other projects:

Completed interviews of three candidates for the position of Digital Librarian Archivist. Notes and reviews were submitted, and Blake Hatton was selected and hired. Blake will start working on 11/21.

Feedback from Patrons:

- (Jasel) More Genealogy classes on different topics, and offer History classes
- Dear Tabitha,
Thank you! I have been looking for her vital records for 10 years now!!!
Should there be any way to get other records from the State Hospital (She was there in both the 1940 and 1950 U.S. Census) or court records, and a death certificate, please advise.
I am so pleased after 20 plus years doing genealogy.
Sincerely,
Andrea Massion
- Tabitha,
Thank you very much for all of your efforts on my behalf. I have connected some very elusive people to my family tree.
Thank you again.
Sincerely,
Gail Hooper
- Jasel - Continuing research for my portfolio with locating records for patron Cyndi. I have reported more information:

Thank you for all you do.

Cyndy

Hispanic Resource Center October 2022 Report



HRC Programming

SRP: Maria's Kitchen

On Demand: Arepas con Queso = 3 views (Total 23)

Rawlings Facebook Live and Youtube: Green Chile Stew = 24 views

Total = 27 views

Bilingual & Cuentos en Español/Spanish Storytime

Rabbit's Bedtime / Hora de Dormir del Conejo by Nancy Elizabeth Wallace = 2 views (Total 17)

Hijo by Ariel Andres Almada = 4 views (Total 24)

Total Storytime views: 6 views

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. **Total Views for our book festival on**

Rawlings Facebook was around 359.

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 39.

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 127.



Dia de los Muertos / Day of the Dead

Dia de los Muertos Kits 2 Go for Housing Authority

Kathy Kearney and I worked together to make 250 kits for homebound patrons through the Housing Authority. Each kit had the HRC's Day of the Dead brochure with information about the holiday, recipes and how to do your own ofrenda. We had a marigold paper craft, stickers, papel picado craft and library information.

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.

HRC Volunteer Hours Combined Total: 49 hours

Flavio: 8 hours / Catherine: 4.5 hours / Cheryl: 14.5 / Sophie: 14 / Barry: 8

Total HRC Hybrid Program Attendance: 558

Outreach

Chicano Archives Committee

On Oct. 11th, the Chicano Archives Committee met in person. We discussed oral history projects and a list of Chicano murals in Pueblo.

Reforma Conference

On Oct. 21st, I attended the Colorado chapter Reforma Conference. I provided a presentation on English Class! Tips and Resources.

User Services

Youth updates

Youth Programming

October Artober October Natalie & Ray(LB): 120
10/4 Ciara - Teen Hangout: 4
10/5 Natalie - APR Book Club: 1
10/5 Jac - Baby storytime
10/5 Jac - Toddler storytime
10/6 Ciara, Kathy & Rebecca - APR, What's next:3
10/7 Jac - Family storytime
10/7 Natalie - Tween hangout: perler beads:3
10/8 Ciara - APR, Make your own stress ball: 1
10/11 Ciara - Teen Hangout: 12
10/12 Jac - Baby storytime
10/12 Jac - Toddler storytime
10/12 Ciara & Natalie - APR Book Club: 1
10/13 Ciara, Kathy & Rebecca - APR, What's next: 4
10/14 Jacque - Kid's Yoga: 10
10/14 Jac - Family storytime
10/14 Ciara - Tween hangout: 3
10/15 Ciara - APR, Decorate a journal: 6

10/18 Ciara - Teen Hangout: 10
 10/19 Ciara & Natalie - APR Book Club: 1
 10/19 Jac - Baby storytime
 10/19 Jac - Toddler storytime
 10/20 Ciara, Kathy & Rebecca - APR, What's next: 4
 10/20 Jac - Family storytime
 10/21 Natalie - Tween hangout: Body Art: 12
 10/22 Ciara - APR, Poetry is fun: 1
 10/25 Ciara - Teen Hangout: 5
 10/26 Jac - Baby storytime
 10/26 Jac - Toddler storytime
 10/26 Ciara & Natalie - APR Book Club: 1
 10/28 Jacque & Jac - Family Storytime: 28
 10/28 Jacque & Jac - Costume Parade: 60
 10/28 Jacque - Hocus Pocus Spellabration: 60
 10/29 Natalie - Tween hangout: Hocus Pocus
 10/29 Ciara - Teen/Tween movie *Young Frankenstein*: 1

Outreach:

10/5 Natalie - St Therese 4th/5th grade: 26
 10/22 Ciara & Jacque - D60 Peace Summit: 500
 10/25 Jacque - Healthy Kids Halloween: 115

Staff trainings for adult and youth teams

Webinars and Training

- 10/3 USD Team: Staff Day
- 10/4 USD Team: Staff Meeting
- 10/4 Rebecca- Off-site Outreach Health Solutions
- 10/4 Thad - Celebrate 10 Years of the Grishaverse with Leigh Bardugo!
- 10/4 Thad - Library Love for LibraryReads
- 10/5 Thad - LGBTQIA+ Book Buzz
- 10/6 Rebecca - Attended State-Wide Adult Basic Education Coalition Meeting Virtually
- 10/6 Thad - Fall in Love with Series Nonfiction
- 10/11 Ciara & Rebecca- Steering Committee Meeting
- 10/13-10/15 USD Team - Laptop Vending training
- 10/18 Thad - The Books are Afoot
- 10/18 Ciara - SoCoYoGo
- 10/19 Thad - Successful Job Searching
- 10/19 Youth group YSC meeting
- 10/20 Jacque - Gingerbread Jubilee Meeting
- 10/20 Ciara - Pueblo County Suicide Prevention Coalitoin LGBTQ+ subgroup
- 10/24 Ciara - Diversity Audit training
- 10/24 Ciara - Creating Diverse Spaces training
- 10/25 Ciara, Rebecca & Nicki- Annual Planning Retreat
- 10/26, Thad - Big Reads from Small Presses
- 10/27 Rebecca - ALP Collection Budget meeting with Elizabeth Flores

Adult Updates

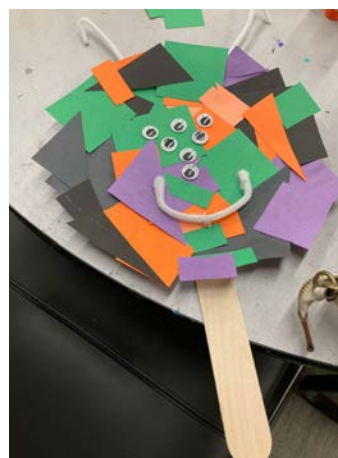
Offerings by Thad

Programs for October

- Spooky Origami, October 8, 2022
7 Participants
- Bath Tea, October 14, 2022
5 Participants
- Halloween Tie Dye, October 28, 2022
18 Participants

Outreach

- Business at Lunch, Pueblo Chamber of Commerce, October 13, 2022
- Aliens!, @Pueblo Diversified Industries, October 27, 2022 -
36 Participants



New Books for the Chieftain - Selections

- Fiction
 - *The Birdcatcher* - Gayl Jones
 - *The Passenger* - Cormac McCarthy
 - *Our Missing Hearts* - Celeste Ng
- Non-Fiction
 - *Dying of Politeness* - Geena Davis
 - *Indigenous Continent* - Pekka Hämäläinen
 - *The Revolutionary: Samuel Adams* - Stacy Schiff

Offerings by Kathy

Programs

- KITS TO GO - Inktober, collaboration with Cynthia Nicola, 50 kits total
- KITS TO GO - Dia de los Muertos, collaboration with Maria Smyer to SDRA/HACP, 250 kits

Outreach

D of D Crafts, taken to Villa/Rock Canyon Senior Care Facility, 85 kits

North of Fifty - Online presence

- 36 pageviews
- 0 unique pageviews
-

Homebound Program:

- 28 customers (+2)
- 11 volunteers (+1)
- 20 volunteer hours
- 71 new circulations
- 74 renewals
- 145 total Homebound program circulations

Adult Literacy Program Update – Rebecca McGhee, Adult Literacy Administrator

ALP@PCCLD September - 2022

Rebecca McGhee

Adult Literacy Program Information:

ALP 1:1 Matches Active Coaches - x4 Active Learners - x3 Volunteer Hours - 20	Margey H. Volunteer Tutor shared about Jimar: Went through sections of the third Laubach book about different ways to spell long E and long I sounds. Read the first 100 words of a list of 600 most common words and prepare flash cards for the ones that presented problems. Read the sections of Dr. Seuss's ABC for the letters A through M. Used several questions from the pretest to discuss verb tenses and subject-verb agreement. Alyssa P. Volunteer Tutor shared about Lenna: Support for housing needs Emily P. Volunteer Tutor shared about Svitlana: Her husband is immune compromised, we are meeting online and practicing her grammar and speaking skills. She has not gotten out into the community much.
COHS x 2 Graduates in October. When asked why they completed the program they said the following:	Rosanna S. - "Better job opportunities. Gained an education. Continuing with my job until I can either move up or find another. Future goals to continue my education, and to seek better employment.

	Jenna F. - "I wanted to finish my Diploma so I had a real shot at my dream career. I gained a lot of skills from this program including time management. I don't procrastinate anymore and have skills with writing letters. I am currently unemployed but I have already gone to try and enroll for college and fill out everything for my financial aid. My future plans are to start college and hopefully work towards a degree for nursing."
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Type	Notes	Attendance
Program: Adult Literacy	Providing program information,tutor/learner meetings, links to referrals, etc.	18
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.	22
Program: COHS Case Management	Describes 1:1 time supporting learners with tech, enrollment, graduation, or finding resources	15
ALP Outreach	Attended various classes with community partners to share APR books and share about the Adult Literacy Program and Career Online High School Also, COHS Health Solutions	25 Maria Smyer's Adult Learner's through HRC 42 Community Partner - the Learning Source 3 - Health Solutions
Health Solutions Tour - Career Horizons Community Partner	Library Tour including OPAC training	9 visitors
	TOTAL ATTENDANCE	150

Outreach Highlights:



Photos of Adult Learners at our community partner the Learning Source, located at RMSer, reading Kristen Hannah's *The Four Winds* - (*Los Cuatro Vientos*). Depending on the learner's reading level they received a copy of the book in Spanish or English. These books were purchased by Community Relations. I delivered them as part of an outreach effort. We plan to host the Learning Source in the Spring of 2023 for a book club as a result of this partnership.

Annual Circulation Report for the Adult Literacy Collection

October 31st, 2021 - November 1st, 2022

	A	B	C	D	E
1	Item Type	Check-outs	Mark Items Used	Returns	Renewals
2	BOOK	316	0	284	533
3	FCBOOK	1	0	2	6
4	GRAPHICNOV	3	0	2	2
5					

– Collaboration, Cross Training, Lifelong Learning: On more than one occasion I spent time with colleagues to learn more about our library and the systems that keep it running on a day to day basis. Jacque Carter helped me see our shelves and displays in a new light and took the time to explain to me why these details are important. Her depth of knowledge is vast when it comes to our collection, customer service and circulation.

– Collaborated with Lise Kristofferson on a display for the Adult Literacy Collection



Programs

10/.01 - APR Kick-off: 102

10/06 - 10/27 4-week Intergenerational Workshop in collaboration with colleagues Kathy Kearney and Ciare Kehoe - 11 attendees

10/06 - Health Solutions onsite for tour of Rawlings Library

Outreach

10/13.2022 - Off-Site Outreach Learning Source

10/18.2022 - Off-site Outreach Maria's ELL/English Class at Barkman

10/.24.2022 - Off-site Outreach Maria's ELL/English Class at Lucero

10/26.2022 - Off-site Outreach Maria's ELL/English Class at Giodone

–Sent a Survey to Career Online High School Students to see how I could best support them. See responses below: 9/15 responded

Timestamp	What is your motivation? Why did you start this journey?	Which date works for you of the following choices? Please check all the options that you can attend.	What time of day is best for you? Please check all the options that work for you.	How do you prefer to check in with me?	What sort of support do you need? Please check all that apply to you.	Thank you!
10/12/2022 12:58:03	To expand my understanding and comprehension of the world that we all live in.	Wednesday, November 9th	Afternoon - between 1pm - 5pm	1:1 in person at the library		
10/12/2022 16:14:52	To make better life	Friday, November 11th	Afternoon - between 1pm - 5pm	1:1 by phone or email	Referrals for services - financial, food, housing, College Enrollment Support, Apprenticeship Options	
10/12/2022 16:21:43	Because I felt like it	Wednesday, November 9th, Thursday, November 10th, Friday, November 11th	Afternoon - between 1pm - 5pm, Evening - between 5pm - 7:30 pm	1:1 by phone or email		Support not needed and prefer to not be contacted unless required. Phone or email is fine as I have moved out of Colorado. Thank you
10/12/2022 16:31:17	Having a better job and income for children as well as myself.	Friday, November 11th	Morning - between 9am - 12pm	1:1 by phone or email		I am not able to make it in those days but I can chat via phone or email. I look forward to speaking with you! ☐
10/12/2022 17:03:53	My motivation is my family and to have a better future.	Wednesday, November 9th	Afternoon - between 1pm - 5pm	1:1 by phone or email	College Enrollment Support	

10/12/2022 21:45:26	Better job opportunities.	Friday, November 11th	Afternoon - between 1pm - 5pm	In Person Group Meeting Once a Year	College Enrollment Support	
10/12/2022 22:24:05	To better my life and make my kids proud	Wednesday, November 9th	Morning - between 9am - 12pm	1:1 by phone or email	Referrals for services - financial, food, housing	
10/13/2022 14:53:06	To get a better job	Thursday, November 10th	Evening - between 5pm - 7:30 pm	In Person Group Meeting 4 times a Year		Yep

Experiential Learning

Makerspace:

- Thingiverse data: 0 views, 10 downloads

Museum Services:

- Bree Pappan coordinated the Living with Wolves Exhibit and programming for the month of October. This had over 275 attendees at a variety of events across the district for the month of October. Total attendance in September was 375. Huge thanks to the Sierra Club, CSU-Pueblo, the Sangre de Cristo Art Museum, and all our community sponsors for allowing the library to host such an amazing event!
- Rawlings will be hosting the Smithsonian traveling exhibit "Journey Stories" in the month of November.
- Pueblo Woodturners will be exhibiting at Rawlings for the month of November with work from 10 artists.

Concierge:

- Jan Reed and Chris Sturdy continue to supervise our meeting room use! They approve bookings for internal and external events in the Bret Kelley B and Friends of the Library meeting rooms at the Rawlings library. There were 99 bookings for meeting room spaces in the Rawlings library in October, split between staff and community use.

Materials Handling:

- MHTs continue to handle all of their duties and are also helping to train our new Substitutes who will be working across the district.

Cecily North is serving as Interim Experiential Learning Department Manager as of October 24, 2022.

Facilities

Work Order Statistics

- 214 Work Orders completed.
- 30 Custodial work orders completed.

Rawlings

- Refresh Director's and Assistant Director's offices.
- Setup several items for PJ's coffee.

- Repaired Rawlings' sprinkler system.
- Supported construction for the renovation.

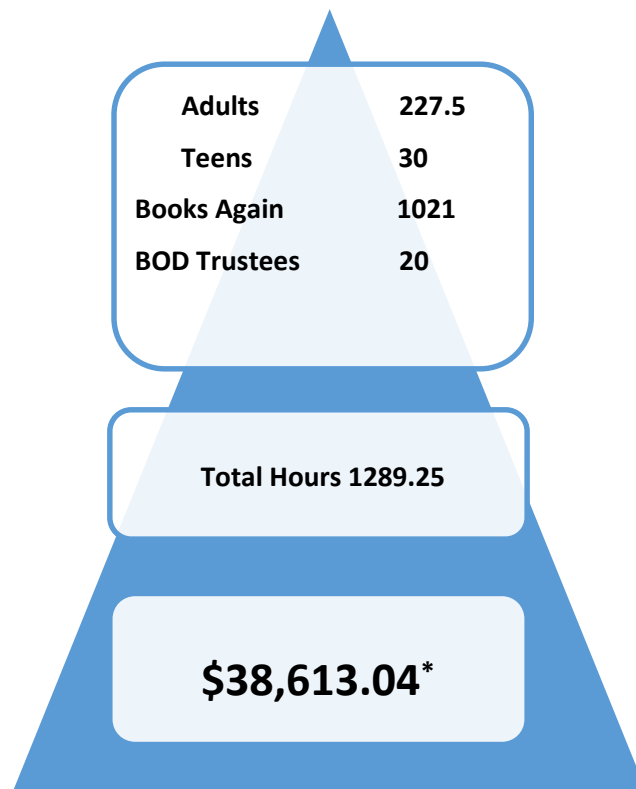
Other Duties/Projects

- Fire inspections at Rawlings, PW, Lamb, Giodone, Greenhorn, and Lucero
- Certified backflows at all locations.
- Winter prep for the grounds of all branches.
- Started semi-annual carpet cleaning.
- Installed lockers at the book store.
- Rekeyed book store lock.
- Received a pallet of COVID tests

Volunteer Hours

Volunteer Services Monthly Report – October

Submitted by Terri Daly
PCCLD Volunteer estimated hours for the month of October



*(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.

Human Resources and Finance

10/31/2022	TRAININGS - WEBINARS - CONTINUING EDUCATION - SEMINARS			
Date	Name of Training	Provided By	Employees In Attendance	Time
10/3/2022	IDEA - Inclusion, Diversity, Equity and Access	Webb Advisory Group	Terri Daly, Leanne Siefford, Rose Jubert/HR	3 hours
10/3/2022	IDEA - Inclusion, Diversity, Equity and Access	Webb Advisory Group	Keith Beam, Missy Mantelli, Patricia Sanchez	3 hours
10/3/2022	Active Shooter Training	Pueblo Police Dept.	Terri Daly, Leanne Siefford, Rose Jubert/HR	1.5 hours
10/3/2022	Active Shooter Training	Pueblo Police Dept.	Keith Beam, Missy Mantelli, Patricia Sanchez	1.5 hours

Respectfully submitted,
Sherri Baca
Executive Director