

**PUEBLO CITY-COUNTY LIBRARY DISTRICT**  
**Report of the Executive Director – DECEMBER**  
**Submitted to the Library Board of Trustees**  
**January 22, 2026**

## Barkman Library

Barkman staff prepped and provided multiple Holiday Programs during the unusually warm month of December. Our Jordan Residential group has grown from 30 attendees to between 40-60. It's a big squish getting them all together now, but they still have a great deal of fun! December's craft and challenge was to wear your ugliest Christmas sweater. The craft, was also, making your own ugly Christmas sweater. Sadly, no one showed up in an ugly Christmas sweater to show off.



An ugly sweater paper craft covered in decoration and sparkles.



Jordan Residential members seated in the Barkman meeting space during a program.

Penny Jerman, our Program and Outreach Specialist was Barkmans representative at the Adult Winter Reading Kickoff taking place at the Rawlings Library on December 13th. Penny helped attendees put together alien craft ships with mini working lights. Around 80 families stopped by her table that day.



Monkey Storytime this month was one of our more popularly attended ones. The really neat thing that our storytellers provide (with the help of Estela Mungarays' excellent crafts) is the provision of more than one craft option after the end of the Storytime program.

Storytime attendees have often stated how much they not only enjoy the crafts, but that multiple options fulfill the need to provide an alternative activity for the child who may decide that they have no desire to do the craft and would rather play with colors instead.

Mom and child showing off swinging monkey craft



Two little girls grinning and showing off their monkey crafts.



Adult

Programming group making button snowman ornaments.

We can't forget our adult crafters! Button snowmen was the project of the day and all of the attendees had a fabulous tie sharing all their favorite stories about snowy days when they were kids!

**Giodone Library**

## Outreach

Lorena conducted a weekly story and craft at Avondale Elementary with an average of 18 students. Lorena presented Storytimes to Ascension Preschool- 53, and Thatcher Preschool – 18.

### Program Highlights

We gave out 130 Winter Gifts Kit2Go. We hosted a Puzzle Swap. 26 people participated by bringing in old puzzles and taking home new ones. The Ute Stem Exhibit was installed at Giadone for people to view and interact with while visiting the library.

Our in-person programs were successful as well. The Gingerbread House program was very popular again this year with 47 attendees, and the Teen/Tween cookies in a jar had 27.



### **Customer Comments**

We received 2 positive comment cards from customers. One was a general comment about appreciating this library and especially Lorena and Candace as employees. The other comment was appreciative of the Colorado's Own! The Tenth Mountain Division's program organized by Sandy.



Safety Improvement – Our Circulation Desk was relocated to where the copy machine used to be. This has the benefit of added safety for employees who no longer have their backs to the library patrons. We received multiple compliments from the patrons that the interior looks more spacious as well.



In total we had 572 in program attendance, 15 public meeting room reservations, and 25 study room reservations.

## **Greenhorn Valley Library**

### **Program Highlights:**

During December, the team and patrons at Greenhorn Valley Library enjoyed a lively mix of seasonal themes and engaging educational programs. We offered story times and hands-on crafts that explored a variety of cultural traditions and creative expression, and thanks to the whole team a wide selection of reading materials was made available for continued learning and exploration. We made sure to explore different holiday traditions through multiple themed story times, a highly attended gingerbread house program thanks to Youth Services, two Murder Mysteries, and winter themed crafts. Jess led this month's Daytime Book Club discussion and holiday party where they selected their favorite book of the year, while Book Club After Dark talked about Nightmare before Kissmas. As always, we continued to host our two popular dungeons and dragons game groups with special holiday themes, our Magic the Gathering program, multiple options for yoga classes, and a return of our "Sip N' Stroke

painting program.



### **Outreach:**

This month Ashley represented the library in the Rye's tree lighting and first holiday light walk, the SRDA lunch outreach, and her monthly visit to the high school. Along with her standard outreach materials, she brought take-home kits related to one of our December programs.

### **Displays:**

For December, we focused our main display area on winter and holiday themes, featuring cookbooks, holiday movies, comedies, and cozy kids' books. We also did a biography spotlight with a range of different highlighted individuals, and a display that brought attention and education to World AIDS day which is observed on December 1<sup>st</sup>.

## **Lucero Library**

### **Tina**

**Highlight:** Decorating the Branch for the Holidays

**Description:** We were back at the branch for the holidays after the renovation and I wanted to make it special for our patrons- so we decorated for the holidays. All staff had a hand in the decorating. For example, Jessica and I sewed stockings for the fireplace (picture below). I made a mailbox for letters to be sent to the North Pole where patrons of all ages wrote or drew their gift requests all month long. Lastly, we had a youth patron, Angel, decorate our tree. Angel has been coming to Lucero for years. He had been asking for a month and a half how we were decorating for December and if he could decorate the tree. D60 had a snow day on the day we put our tree up so I asked Angel if he could decorate our tree and he took the morning to decorate the tree, make a star for the top and two presents that he glued and wrapped himself that he made out from Santa to the staff (see picture below). When his Grandma Bonnie came in, I told her about Angel's contribution to the library and she teared up! She told me and Jessica about the progress that Angel and his brother have made since her taking them in, how grateful she was for the relationships they have here at the library and other wonderful points of connection for us all. It was a wonderful end to 2025 with patron and staff collaborations.



## **Jessica**

### **Highlight Adult Program: Crafty Crew's DIY Ornaments**

**Description:** Crafty Crew's DIY Ornaments workshop was a wonderful way to wrap up the year! Attendees transformed old books and music sheets into beautiful holiday keepsakes using four unique styles demonstrated during the class. With 15 participants and high energy in the room, the program highlight was seeing patrons get creative with upcycled materials. Patrons truly "loved the handouts and 4 different ornament styles."

## **Chris**

### **Highlight Youth Program: Snacks and Crafts**

**Description:** Holiday Snack attacks

I had a variety of programs that involved making snacks and crafts. The first one was to make chocolate covered pretzels where the kids were able to use our melting pots to

melt chocolate and cover pretzels while watching Christmas movies. The second was Caramel apples, the kids used safety knives and cutting boards to chop their apples and dip them in Caramel. Then we had the Ginger bread houses where we went a different way by using cardboard cutouts of houses and they were able to decorate them with air dry clay and other ornaments. Then we had a hot cocoa and ornament making program. The kids watched movies, drank cocoa and created ornaments. Our last program Tina was able to get us a typewriter and the kids enjoyed typing up Christmas lists and newsletters.

### **Branch Highlight**

**Highlight Program:** Lucero Library 10th Birthday, Annual Guerrero Stocking Giveaway, and El Centro Gift Giveaway.

**Description:** The library hosted a highly successful community holiday program that welcomed approximately 500 attendees. This program was made possible through valued partnerships with the Guerrero family and El Centro de Quinto Sol.

The Guerrero family generously donated stockings and food items for community



Making button wreaths in senior craft!



Dedicated crafters enjoying senior craft!

members, while El Centro de Quinto Sol supported the program by providing gifts for children to open. The event included a festive opportunity for families to take photos with Santa, which was especially popular among attendees.

The program was well received and created a welcoming, joyful experience for families, highlighting the library's role as a community gathering space and its commitment to serving residents of all ages.

### **Lamb Library, Library @ the Y, Beulah Library**

This month featured a rich mix of skill-building, creativity, and seasonal fun. We partnered with the Swedish Tapestry Guild to offer a beginner weaving course, explored sensory crafting with solid perfume lockets scented with essential oils, and challenged participants with an intricate Enchanted Pinecone Cottage complete with lights. The

Slow Stitch group created pine tree-shaped drawstring bags, while a trio of customized sugar scrub projects just before Christmas proved especially popular for gifting. Our wellness programming also embraced the season, with a special holiday stretching class that added jingle bell wristlets for a playful and joyful twist on movement.

Button Wreaths - Our senior craft ladies brought creativity and cheer to the table while making beautiful button wreaths! With colorful buttons, thoughtful designs, and lots of laughter, each wreath became a unique work of art. It was a joyful gathering filled with creativity, conversation, and plenty of holiday spirit!

- Teen/Tween Programming

The Great Winter Bake-Off - This group jumped into the holiday spirit with fun, festive no-bake treats! From mixing to decorating, every creation was one-of-a-kind as the kiddos let their imaginations run wild—and their palates explore new flavors. Lots of laughs, creativity, and sweet success all around!



Child enjoying preschool story time crafts!

- Children's Programming

For Preschool, we held Christmas Storytime including holiday stories, interactive singing with jingle bells, and a reindeer craft supporting early literacy and creative play.

Fun Friday included a centralized program for gingerbread houses and a holiday



Children and Caregivers building gingerbread houses!



Teens/Tweens creating no-bake treats!

themed family matinee, where we screened a Muppet's Christmas Carol, and attendees received popcorn, hot chocolate, and a goodie bag!

- Children's Programming

For Preschool, we held Christmas Storytime including holiday stories, interactive singing with jingle bells, and a reindeer craft supporting early literacy and creative play.

Fun Friday included a centralized program for gingerbread houses and a holiday themed family matinee, where we screened a Muppet's Christmas Carol, and attendees received popcorn, hot chocolate, and a goodie bag!

#### YMCA:

- Children's Programming

Storytime @ the Y: Holiday Spirit and Reindeer Reads - This month, the kiddos showed enthusiasm and excitement for the themes with the upcoming holidays, and of course, couldn't resist sharing their Christmas Wish lists!



Storytime at the YI

- Adult Programming

Despite snowy weather impacting attendance, the YMCA Creative Workshop still drew a dedicated group of participants this month. Attendees decorated travel coffee mugs with vinyl winter-themed designs, including moose, reindeer, and pine trees. Extra materials were turned into Kit2Go offerings, which proved extremely popular and extended the program's reach beyond the workshop itself.

## **Outreach Highlights**

Christmas Storytimes were conducted with Kindergarten and 1st grade classes at Fulton Heights and 1st grade classes at Beulah Heights schools, focusing on seasonal literature and group listening skills.

## **Pueblo West Library**

### **Community Display Cases**

Pueblo West Women's League Winter Fundraising Display  
Winter of Reading Display

### **Art Exhibits, Estimated Attendance 424**

Casual meets Whimsy: Paintings by Mo Keenan-Mason and paintings and sketches by Steve Mason.

**Pueblo West Library held a total of 103 programs, outreaches, club meetings, technology training, and Kits2Go with a total attendance of 2854.**

### **12/13/25 Santa & Mrs Claus Christmas Event Featuring the Liberty Point Elementary Choir and Gingerbread House Craft.**

We had another very successful Christmas celebration at PW! We had 285 attendees! Santa told all the children to eat their vegetables and the Liberty Point Elementary Choir gave a wonderful performance.



### **12/2/25 Tween Hangout: Spray Bottle Painting and Holiday Card Creation**

The tweens enjoyed creating art and holiday cards as gifts for their families.



### **12/16/25 Tween Hangout: Holiday Party!**

The tweens enjoyed hot chocolate, Xmas tree cakes, and holiday music. They had a blast while competing in a gingerbread house-making competition! The best house won bragging rights and a holiday crown!



### **12/31/25 Crafting with Seniors Outreach**

The seniors at Cappella Assisted Living Center had a wonderful time painting snowflake suncatchers.



## **Tech Services**

### **DIRECTOR:**

- Jill Kleven was accepted into the 2026 Special Districts Association Leadership Academy.
- The Board of Trustees awarded approval for the Bibliotheca, RFID Library Solutions, Freegal, and Bywater annual contracts.
- Nick Potter, Ann Boyden, and Jill met with Dalton Sprouse from District 60 to discuss rebranding the Student Connect Ed program.
- Jill helped co-lead the Change Management Group. The sub group of Sherri Baca, Gloria Madrill, Peggy Bilger and Jill met to put together a framework to bring to the larger group.
- Amy Nelson and Jill met with Annie Drysdale from SOAR to discuss the upcoming purchase of the SOAR collection.

- Jerry Vigil, Amy, and Jill met with Erin Roe from District 60 to discuss Books Ala carte stocking the mini libraries at Centennial and East High Schools.
- Jill participated in interviews for the Integrated Communications Specialist position.

## **COLLECTION DEVELOPMENT:**

- Jill met with Alicia Griebel to discuss revitalizing the CSU-P collection.
- Danielle Cowles and Elizabeth finished end of year ordering.
- All of the music CDs and audiobooks were discarded from the collection and sent to Outreach.

## **ACQUISITIONS:**

- Many of 2025 orders will be rolling into 2026 due to the high volume being ordered from Ingram because of Baker and Taylor's closure.

## **ILS:**

- Theia Bravo worked with Bywater to help develop a protocol for minors in Koha in regards to CIPA.
- Theia also worked with IT to have a more integrated Help Desk System for Technical Services. Jill and Theia will be going out to department meetings to train staff.

## **Local History & Genealogy**

### **PROGRAMS**

#### HRC

Bilingual Storytime: 39

English Conversation Class: 9

Spanish Conversation Class: 13

Gift-Wrapping Craft: 30

Ornament-Making Craft: 48

Patrons experienced the seasonal activities of present-wrapping and ornament crafting with the help of Katalina Loredo.

#### GEN programs:

- 12/5 Family Tree Craft - 16

Patrons were provided the supplies and tools needed to create their own fancy family trees. These decorative and functional examples of genealogy documentation could be framed or given to loved ones during the holidays.

Visually appealing blank family tree sheets were made available for pick up by patrons on the LHG display table for the month of December. Many of these sheets were taken and presumably worked on in the comfort of the patrons' homes.

- 12/17 Ask a Genealogist! - 0

**Total Attendance (in person): 244**

## **OUTREACH**

12/13 - Aaron tabled during the Adult Winter of Reading kickoff event at Rawlings, offering prizes for History trivia, approximately 80 people talked to.

## **SPECIAL PROJECTS, INITIATIVES, NEW PARTNERSHIPS**

### **Shared Memories**

- 12/2 - Aaron installed digital memory equipment at Pueblo West as part of the Shared Memories project, provided training to approximately 9 staff. PW staff were engaged and learned quite a lot about digitization.

### **Genealogy Projects**

- Checked in periodicals: 4 issues (from mail + donated + found unprocessed in vault)
- Genealogy consultations: 2, from 12/2 and 12/9
- Answered email reference questions: 3 (two from Kathie, one was divorce records request)
- Fulfilled phone article requests: 1
- Project Root shelf update: applied new labels and updated barcodes & RFID for Alabama, Alaska, and Arizona
- Put up genealogy & family tree display on LHG display tables

### **Physical Archives Projects**

- Distributed thesis collection from the moving shelves into WR by call number (a little over a shelf's worth)
- Went through about 10 boxes stored on floor by air vents in the vault: moved office supplies into office area, offered unneeded items to library staff, moved unprocessed archival material to processing area
- Finished assembly of map cabinet 34: installed handles, label holders, and the flappy bits that hold papers down
- Compiled archive forms into the top drawer of the locked filing cabinet in the LHG office space: includes user agreements, loan agreements, donation forms, digitization requests, etc.
- Have completed inputting the pdfs for the H's on the obituary database.
- Have started proofreading 1961 birth index.
- Still working on renaming the scans on the last several volumes from John Korber Business Buildings.

**Archival Reference Sessions: 17**

### **HRC Projects**

- Went through Ventures 1 and 2 books that we had downstairs and I made sure they were all in the system
- Sent Venture 1 books to Jerry Vigil, Venture 2 books to Sandy Hudock, and gave the rest of the books to Peggy to add to the system
- Finalized what languages we were adding to the English registration forms and determined what I wanted on the page
- Submitted a ticket to add new English and Spanish registration forms
- Determined the new class schedule for February that would include all levels (beginner, intermediate, and advanced)

**Feedback from Patrons:**

Tabitha, Thank you so much for your hard work. It is so much appreciated! -Lynn Gratiot

Tabitha, thank you so much for finding and sending these to me. It means so much to me.

Thank you again, and I wish you a Very Happy Holiday Season. -John Frawley

Thank you so much this was the information I was looking for  
Have a very Merry Christmas - Jen Wenhold

Tabitha. Many thanks! Very much appreciate the ability to request, and receive so quickly, my father's obit. -Norma Martinez

## Experiential Learning

**Makerspace Services:**

**Gift Giving Series:**

We held our second annual gift giving series this year, which is as always very well received. This year we focused on gift making for people who might be on a tight budget, creating presents that were beautiful, thoughtful, and needed nothing extra to use them or make them. We made soups in a jar, hand stamped wrapping paper, hot cocoa kits, and microwaved candy. Food preparation programs are always a huge hit and we always get requests to continue them! We will see what we are able to bring into the new year.

**3D Printing:**

Jeremy from Thinker's Alchemy continues to host an extremely popular class twice a month on 3D printing, both the hobby and business ends of the service. He has seen a ton of attendance and a lot of returning students to learn about what printers, slicers, modeling programs, and business models might work for what they are interested in printing! We have seen lively discussions about everything from cost per piece to AI graphics. We are looking forward to expanding these classes in 2026.

## Regularly Scheduled Programming:

We took a break from some of our regular programs during December, like Craft along Audiobook Club and Open Make Hours. We did host Zen Zone coloring time, Ukulele choir came to practice their Christmas material for their holiday concert, and as always Sharon Needle Felts saw great attendance.



We bid a sad goodbye to Alyssa Vargas Lopez as she has left us to explore a new state and a new opportunity in Nashville. We will miss her smile, her amazing work she's done, and her encouragement and support for our team. She left us in great shape, and we are ready to step in and get more exhibits hung- 2026 is going to be exciting!

## Staff Art Show:

Our final show of the year has been our staff art show. We didn't get as many participants this year as we would have liked but the art was still impressive!

## Circulation and Meeting Rooms:

Our meeting room coordinators were extremely busy this month as we opened registrations for 2026. Our rooms continue to be incredibly popular and with the elevator project in full swing we are getting more and more requests that might have usually been in Ryals. We fill what we can and refer the others- we are grateful that Barkman and Lucero now have larger rooms that can help accommodate the overflow.

We celebrated the end of the year by promoting our favorite reads, holiday cookbooks, and the winter season. We have been short a few staff due to illness and turnover but we continue to do our best to keep the first floor of Rawlings a happy, safe, and welcoming place for everyone.

## User Services

### **YOUTH PROGRAMS:**

#### *Big Events:*

This year's Holiday Bash, included gingerbread house making, a hot cocoa bar, and pictures with Santa and his Mrs. The program saw 267 attendees, including many first-time house makers but it also had several that stated this has become a tradition for them.



A family of 12 with Santa and Mrs. Claus getting their picture taken.



Next a young girl holding her gingerbread creation.



*A picture of the Youth Services team with Santa.*

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*All Ages:*



Picture Above: (Left) a young "swiftie" holding up a #swiftie sign at the photo setup. (Right) A young patron showing off new earrings she had just made.

On December 13th, we hosted a Taylor Swift-themed birthday party. The event saw an attendance of 78 guests, ranging from a variety of ages. The program successfully invited participants to "enter their favorite era."

### **Sesame Street Early Literacy**



Sesame Street kindly provided us with 50 free sesame street books and information on navigating being a parent with children in a digital world. Youth Services staff used those materials to create 50 take home backpacks with the books and activities to continue at home, as well as crafts and games for the children to play in the library.

### **ADULT PROGRAMS**

#### ***Adult Winter of Reading 2026 Kick Off***

The Adult Winter of Reading 2026 Kick Off took place Saturday, December 13th on the 2nd floor in the adult fiction/non-fiction wing at the Rawlings Library. All of our branches had tables that represented different genres of literature in our collection. And, each library branch offered various crafts and activities that aligned with their genre. Additionally, Alyssa (ELD), LaDonna (Event staff), and Rachel (Youth Services) offered screen printing of our AWR 2026 logo onto tote bags that patrons were then able to take around to the various tables and put their completed projects into. We also offered [Kathy Kearney](#)'s popular Tea & Makes program in the Makerspace along with lunch. We had 120 participants total and people very much enjoyed themselves.



A large, open library space with white walls, high ceilings, and tall bookshelves filled with books.

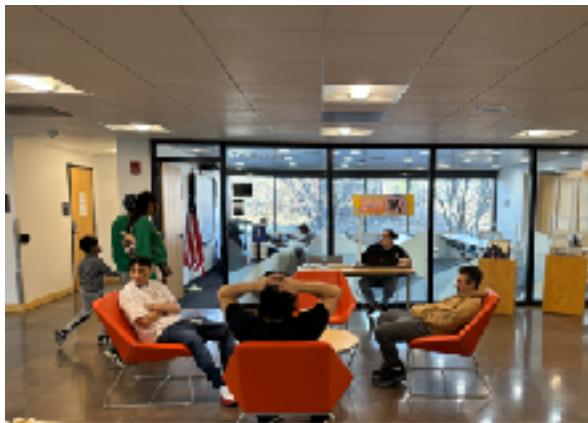


Groups of people of various ages gather in the central aisle participating in activities. Several attendees hold white tote bags printed with the words "Adult Winter of Reading 2026," reflecting a lively community event.

### **Technology Support and Services**

Hosted an open tech lab every week and had a consistent number of participants of around 5 or more. Met with Center for Self-Reliance and started group meetings for the low vision group to be held at Rawlings.

### **Reference Services**



A group of people sitting on comfortable orange chairs and a family walking up to a meeting room and speaking with a person who is sitting at a table with a “The Reference Librarian is IN” sign. In the background are patrons receiving the DMV2Go services located in the Thurston meeting room at Rawlings Library and the Reference Librarian is outside of the room offering Pop-Up Reference services, answering reference questions, making library cards, and promoting the Adult Winter of Reading Kick-off .

### **Library to You and Aging Adult Programming**



A person with light colored hair and wearing a red t-shirt holds up a Dive Into Winter Tales tote bag near the head of another adult in a black jacket and red shirt, this person has dark brown hair, and glasses. In the background, participants enjoy crafting and food. Over 100 persons of all ages participated in the Tea & Makes program as part of the Adult Winter Reading Kickoff.

### **Adult Literacy Program**

Tutors met with adult learners for a total of 21 hours in December of 2025. Tutors reported the following about learners in December:

“In order to build my learner's vocabulary, new words with various meanings were emailed to the learner to choose the correct meaning of the word. When I asked if there was further input I could provide her to assist with her study goals, the learner said there was nothing further needed at this time. Learner is motivated and studies at home regularly, in addition to operating her own business and taking care of family responsibilities. She plans to take the GED Practice test in February 2026. The results

of the Practice test will determine what any weaknesses are and we plan to meet face to face to work on addressing those weaknesses. My learner's goal is to take her GED Test in March 2026."

"Read about Washington, D.C. and U.S. territories, practiced controls on an electronic keyboard and worked on the song "Jingle Bells," selected books from the Adult Literacy section in the library."

We have a total of 17 Career Online High School students at this time, actively enrolled, and 5 waiting for scholarship seats.

## **Facilities**

### **Work Order Statistics**

- 431 Work Orders Completed

### **Barkman**

- Repaired HVAC control systems and unit.

### **Giodone**

- Moved service desk.
- Upgraded fire security and keypad.

### **Lamb**

- Repaired HVAC unit.
- Cleared leaves.

### **Rawlings**

- Repaired HVAC control systems.
- Set up garden level break room.
- Set up Youth Services Director office.
- Repaired domestic hot water boiler
- Repaired café coffee grinder.
- Cleared leaves.
- Cleaned and painted garden level extra office.
- Started up water feature.

### **Other projects/duties – District**

- Supported one snow day.

## **Volunteer Hours**

PCCLD Volunteer estimated hours for the month of December.

<b>ADULTS</b>	54.50 HOURS
<b>TEENS</b>	23.80 HOURS
<b>BOOKS AGAIN</b>	1084.84 HOURS
<b>BOD TRUSTEES</b>	20.00 HOURS

**TOTAL HOURS**

**1183.14 HOURS**

**VALUE OF VOLUNTEER HOURS    \$41,161.44**

Respectfully submitted,  
Sherri Baca  
Executive Director

