

PUEBLO CITY-COUNTY LIBRARY DISTRICT

Report of the Executive Director

Submitted to the Library Board of Trustees

November 19, 2020

Barkman Library

Kits 2 Go given out during curbside service include

- 25 APR Papercraft Kids Kits
- 36 Barkman Halloween Specials Kits
- 15 Paper Fan Kits
- 50 YS Halloween Kids Kits
- 15 Teen Special Effects Kits
- 27 Dia De Los Muertos Kits

Staff Meetings and Training

- All Barkman Staff attended Staff Development Day 10/12/2020
- Alicia Griebel – Library Manager
 - PSM 09/02/2020 and 09/22/2020
 - "Technical Lead" Training & Touchbase w/JVA 10/08/2020
- Hannah Moody-Goo (Librarian)
 - CLEL Webinar 10/09/2020
 - YS Meeting 10/14/2020
- Ashley Minnich – Program & Outreach Manager
 - Virtual Program Tech Training 10/29/2020

Barkman Staff Programs

- Virtual Programs
 - "Barkman Bite Sized" Storytimes Fridays provided by Brigitta Meyerhofer (POC) and then taken over by Hannah Moody-Goo (Librarian) through the remainder of October.
 - "Hannah's Budding Bookworms Storytime" on Wednesday Mornings
 - "Happy Little Trees Paint Along" with Marcus Bower (CSR)
 - "Fall Fest Virtual Escape Room" created by Hannah Moody-Goo (Librarian)
- In-person Programs
 - 4 in attendance for "Storytime Tuesday Read-Alouds" provided by Alicia Griebel (Mngr)
 - 5 in attendance for "Outdoor Fun with Quick Crafts" provided by Hannah Moody-Goo (Librarian)
 - 9 in attendance for "Baby Feet Art" provided by Hannah Moody-goo (Librarian)

Curbside Service

56 patrons were helped via Curbside Services during the month of October.

No Staff Meeting in October.

Giodone Library

The Giodone Branch took 350 calls this month

Virtual Programs

- **Youth All Pueblo Reads** – Paula created 2 youth kits to go along with her All Pueblo Reads programs.
 - “O an quan” (Mandarin Squares) a popular Vietnamese Game – 21
 - “Con Quay” - Spinning Tops which is also popular in Vietnam, and was part of her STEAM stories – 25
- **Halloween Programs** – Paula also hosted several virtual Halloween themed story times that included crafts: Halloween Storytime with Pinecone Spider craft, STEAM Stories- Candy Pumpkin Catapults
- **Adult All Pueblo Reads** -Lorina: Recycled Plastic Bottle Lantern and Paper Craft Fish, Rice Painting
 - Giodone Book Club, led by Deb, met virtually to discuss the All Pueblo Reads book: The Things They Carried. - 4
- **Kits to Go** from YS has been very popular, and we are able to give away most of our supply every week.
 - Vietnamese Paper crafts – 25
 - Kids Halloween Fun Bag - 50
 - Special FX Makeup Kit – 15
 - Kit2Go: Dia de los Muertos – 15

Curbside Service

The Giodone Branch is no longer counting the number of curbside pickups. The average is about 1-2 per week.

Outreach

Staff took 50 books to Fulton Heights Community Center. Rudy Fuentes from the Parks Department asked us to start taking books to McHarg Park and Fulton Heights as both locations leave a cart of free books outside their locations now.

Branch Training

Staff track their trainings via Google Sheet – “Employee Professional Development Achievements”.

<https://docs.google.com/spreadsheets/d/1B0B3Vf4o3tyibDcZGU4yqv7G1avPh4gN99aZ0omDTeU/edit?usp=sharing>.

Staff Completed Trainings – October

10/3/2020	Deb	Crash Course Literary Fiction	webinar	1 hr
10/9/2020	Stephanie	Creating Engaging Book Displays	webinar	1 hr
10/8/2020	Candace	Library Code of Ethics 101	PCCLD Google Classroom	
10/10/2020	Stephanie	Beyond Book Displays: Helping Readers Help Themselves	webinar	1hr
10/17/20	Stephanie	Storytelling for Community Relationships	webinar	1 hr

10/20/2020	Lorina	Michaels star flower bead craft	zoom class	1 hr.
10/12/2020	All	All Staff Day Strategic Planning		3hr
10/13, 20 , 29	Kayci	Story Based E Learning Design	webinar	9hr
10/13 & 16	Kayci	Microsoft Teams Training	webinar	5hr

Kayci Barnett, Library Manager

Meetings

- PSM Meetings
- Strategic Planning
- New Trends Group
- Social Justice Book Club
- Voting Preparation

Training Work

- For October there were 75 active classes in PCCLD University.
- Prepared training for Meeting Room Access, was put on hold.
- Story Based E-Learning Design 3-Day course.

Greenhorn Valley

Youth Programming

Greenhorn Valley Library had several virtual programs for kids in October including our regular Newt's Nook Storytime and Itty Bitty Yoga. We also distributed Kits 2 Go to kids and teens/tweens. Ashley filmed a special video showing how to assemble our Solar System Bracelets as a tie-in with our Hubble 30th Anniversary Display.

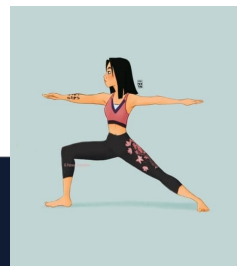
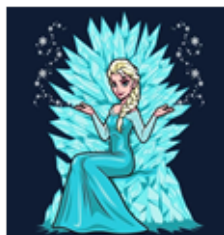


10/6/20: Newt's Nook "Busy Creature's Day Eating" - 229 FB views, 1 share, 1 comment, 1 YT View

10/28/20: Solar System Bracelets How-to Video - 31 FB views, 1 share, 2 YT Views

- Kits 2 Go:
 - APR Paper craft - 25
 - Special FX Makeup - 15
 - Solar System Bracelets - 20
 - Halloween – 50
 - Dia De Los Muertos - 8





10/1/20: Itty Bitty Yoga (Dancer/Child) - 221 Facebook views, 3 shares, 2 YouTube Views

10/29/20: HALLOWEEN Itty Bitty Yoga [Throne (Chair) and Princess Warrior (Warrior 2)] - 198 FB views, 2 shares, 2 YT Views



10/15/20: Itty Bitty Yoga (Star/Crescent) - 73 FB views, 1 comment, 9 YT Views



10/20/20: Newt's Nook "Bats in the Library" - 223 FB views, 2 shares, 3 comments, 1 YT View

Family Programming

Greenhorn Library had in October one virtual program, "Meet the Pygmy Slow Loris" and a few outdoor programs for the whole family.



10/2/20: APR Meet the Pygmy Slow Loris - 251 views, 4 shares, 4 comments, 1 YT View



10/9/20: Outdoor Tie-Dye – 40

10/9/20: Outdoor Movie (Forrest Gump) – 11

10/24/20: Outdoor Movie (Coco) - 15

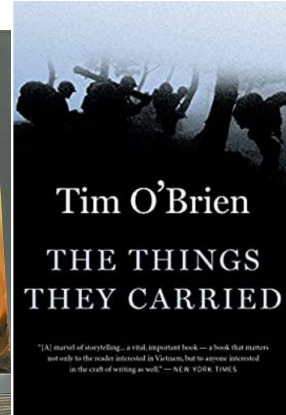


10/24/20: Outdoor Pumpkin Painting - 14

Adult Programming

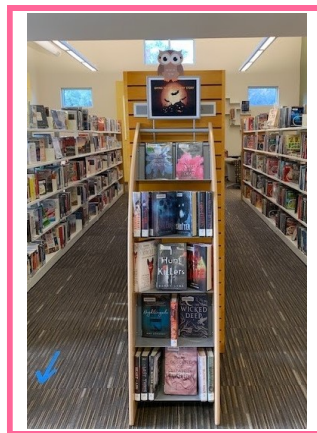
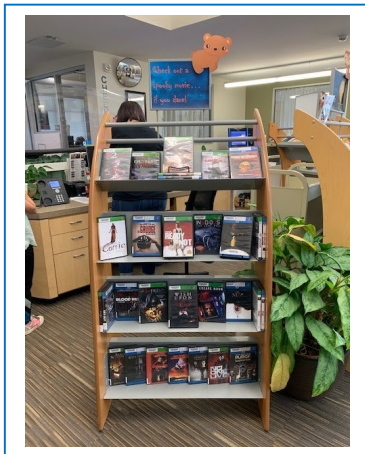
Greenhorn Valley Library hosted a few virtual programs for adults in October.

- 10/16: Sip N Stroke (APR) - 25
- 10/29: Book Club (APR The Things They Carried) - 5
- 10/30: HALLOWEEN Sip N Stroke - 20



Exhibits and Displays

The Greenhorn door count for October was 2,632 which is an average of 83 visitors per day and translates to 153 exhibit attendees. We still continue to display the Cuerno art display as well as art from Sip N Stroke classes to generate interest



We frequently change-up displays around the service desk and at the end of each aisle to keep patrons engaged.




This month we also had special displays for Banned Books, All Pueblo Reads, and the Hubble 30th Anniversary NASA Banner.

Calls, Curbside, and Bundles


The Greenhorn library fielded 253 calls while serving as Call Center on Mondays, Wednesdays, and Saturdays of October. We also delivered books to 7 patrons via our Curbside service.

Pueblo Library

Curbside PickUp



- When you arrive, call (719) 553-0350.
- Have your photo ID ready.
- Please have your door or trunk open.
- Return items to any PCCLD bookdrop.
- Thank you for visiting the Greenhorn Valley Library!



Parking Space

BEULAH SATELLITE

Beulah satellite was only operational two days during October and saw a total of 13 patrons. 10/6 there were 7 patrons, 10/13 was closed for Covid cleaning, 10/20 was a snow day, and 10/27 had 6 patrons.

MEETING ROOMS

Meeting rooms remain closed at this time.

Lamb Library

Exciting things happening at the Library!

Welcome!!

Lamb welcomes our new Branch Librarian, Jennifer Sullivan. Jennifer's role will focus on STEM programming for youth 0-12 years and family story time programs.

Facilities team oversaw the installation of new carpet and swapped old book shelving units for newer used leftover units. Library staff unloaded and shifted books to accommodate carpet installation and shelve removal. Lamb completed the transition while remaining open to serve patrons.

Virtual Programming

- Lamb's monthly Virtual Legal Clinic provided support to 3 community members via phone consultation in October.
- Lovely's Digital book club discussion was viewed 63 times.



Rachel Packard presented a virtual APR **Lotus Origami Tea Light** program. Registered attendees picked up a craft kit and created their design through a Facebook live streamed program. The program was viewed 37 times and 29 kits were given.

- Rachel Packard live streamed an APR Netted Stone Necklace program where attendees used embroidery floss to create a beautiful stone necklace. 31 kits were given and the program was viewed 42 times.

Programming

Rachel Packard led 5 teens and tweens at an AmongUs hangout event at Lamb. Young adults painted AmongUs characters created with the FlashForge 3D printer.



Lamb utilized their outdoor space to provide a family craft program where attendees created tissue paper paintings. The event was attended by three.



Art Display: David Hayden of Pueblo West Photography, shared his art with Lamb during the month of October.

Curbside Service

Lamb delivered 58 curbside pickup orders.

Kits2Go

Lamb passed out 476 kits-to-go to for kids 0-18 years:

- Kids passives: 56
- Teen passives: 15
- APR Kids kits to go: 50
- Halloween Kits to go: 98
- Artober kits to go: 17
- AmongUs kits: 12
- Halloween trick or treat bags/snacks: 170
- Fx makeup kits: 25
- Dia de los Muertos kits: 27 families
- Star Wars book bundles: 6

Staff Training and Meetings

- Lamb Staff completed All Staff Day training, Oct 12
- Rachel Packard attended YSC meeting on Oct 14.
- Rachel Packard attended LGBTQ 101 training on Oct 16
- Paula Brandimarte completed Reference Counts training
- Mary Kratz attended Nesbitt meeting on Oct 28
- Lori Kozel attended Annual Retreat on Oct 28

Library @ the Y

- Kits to go, color sheets: 154
- Library at the Y visits: 369
- Call Center calls: 472



Library @ the Y Artober 2020: A month of drawing using daily prompts.

Lucero Library

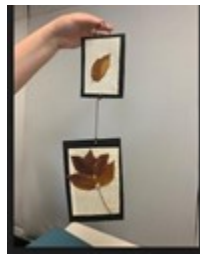
Kristi Roque, Branch Librarian



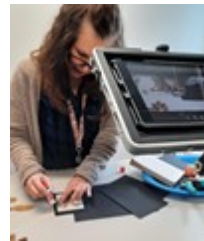
Dia de los Muertos Kits



Paper Lanterns



Paper Garland



Book Pumpkin



Moon Cakes

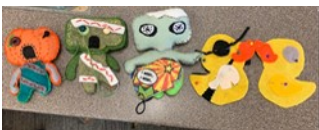
Book Lists

- Everything's coming up pumpkins
- Books about the moon
- Scary stories
- Mid-autumn festival books

Tales from the Stacks

Facilitated Wellness Where You Are

Jerry Vigil, Program & Outreach Coordinator – Fulltime



Felt Zombies



Koi Fish Windsock

Adult Craft Series Numbers/ Views

- Koi Fish Windsock: 24
- How to make Moon Cakes: 81
- Felt Zombies: 30





Tales from the Stacks Views

- 1) 62
- 2) 53

Storytelling by Felicia Sanchez-Garbiso Views

- 1) 1,000
- 2) 52
- 3) 416

Jessica Blaha, Program & Outreach Coordinator – Part timeMakerspace Programs

Date	Program	View on Facebook	View on YouTube	Notes
10/7	Dreamcatcher	54 	0	Learn how to make your own dreamcatcher with supplies you may have at home. Program part of All Pueblo Reads.
10/14	Toothbrush Robots	50 	0	Learn how to build a Bristlebot, a tiny toothbrush robot. 7 Kits
10/21	Boho Wind Chime	107 	1	Learn how to make a Boho Wind Chime with supplies you may have at home. Program part of All Pueblo Reads.
10/28	Halloween 3D Art	54 	0	Learn how to make Halloween 3D Art with items around your home.
Total #		265	1	In all Total: 266 (as of 10/31 @ 4 pm)

Lucero Staff Meeting & Training Opportunities

Diann Logie – Branch Manager

- Community meeting with Chief Davenport and Donald Valdez District 62 Representative on police profiling Latinos in the East side.
- Sherri Baca: Discuss indoor tutoring guidelines meeting.
- Fine Free Presentation
- Jon Walker: Social worker discussion with Mesa County.
- Staff Development Day
- Chavez/Huerta tutoring discussion
- VITA 2021 meeting room reservations
- PSM meeting
- Check in meeting with Sherri Baca.
- Lucero Staff Meeting
- PCCLD Annual Retreat
- Jon Walker: Discuss Wellness Kits with Kristi and Diann

Kristi Roque – Branch Librarian

- YS Meeting

Books a la Cart

- No deliveries in October due to pandemic.

Afterschool Nutrition Program

- No nutrition program due to pandemic.

Branch Meetings

The Lucero Team meeting this month consisted of the following presentations or discussions:

- Terri Daly: Market Analysis Survey
- Masks: 3 and over
- Ballot drop off
- Performance Reviews
- Programming



Lucero Staff Pandemic Pumpkin Patch



All Pueblo Reads Display



Hispanic History



Take and Make Kits



Pueblo West Library

Update on the Facilities

The general election is being held in Jerry King Rooms A & B this year. Alan Rocco from facilities was on hand October 16 to help the election officials set up. Some lights needed to be replaced and social distancing tape was put down in case of long lines. Chris Currey also came to PW to help the election officials with a secure internet connection. Setup went smoothly and there have been few issues so far, apart from a few voters refusing to wear masks who were given other options like ballot drop boxes.

Community Display Cases

- No displays for October.

Exhibits

- No exhibits for October.

Programs

Title	Start Date	Primary Age Group	Attendance
Wooden Vietnamese Bracelet Grab N Go Kit	10/14/2020	Adult	30
Daylight Bookclub	10/7/2020	Adult	16
Pueblo West Bookclub	10/26/2020	Adult	7
Halloween Black Scaredy Cat To-Go Kit	10/5/2020	Adult	15
Dia de los Muertos Sugar Skulls!		Adult	50
The Page Turners	10/5/2020	Juvenile	38
The Page Turners	10/19/2020	Juvenile	44
Storytime LIVE! with Miss Rachel	10/1/2020	Juvenile	230
Storytime LIVE! with Miss Rachel	10/8/2020	Juvenile	188
Storytime LIVE! with Miss Rachel	10/15/2020	Juvenile	166
Storytime LIVE! with Miss Rachel	10/22/2020	Juvenile	176
Storytime LIVE! with Miss Rachel	10/29/2020	Juvenile	249
Outdoor Storytime Galore	10/1/2020	Juvenile	7
Outdoor Storytime Galore	10/8/2020	Juvenile	14
Outdoor Storytime Galore	10/15/2020	Juvenile	14
Outdoor Storytime Galore	10/22/2020	Juvenile	6
History Hullabaloo: Vietnam	10/17/2020	Juvenile	22
Halloween Crafts for Kids		Juvenile	100
Kit2Go: APR Paper Craft		Juvenile	50
Vietnamese Pottery Kit2Go		Juvenile	25
Storytime Kits2Go		Juvenile	18
Virtual Dungeons and Dragons	10/2/2020	Teen	15
Virtual Dungeons and Dragons	10/9/2020	Teen	15
Virtual Dungeons and Dragons	10/16/2020	Teen	15
Virtual Dungeons and Dragons	10/23/2020	Teen	15
Virtual Dungeons and Dragons	10/30/2020	Teen	15
Teen Hangout	10/31/2020	Teen	28
			1,568

Curbside Service

PW had 125 curbside appointments for October which were mostly older patrons and patrons with children.

User Services

Director

- Jill Kleven presented to the public service managers and the Library Board of Trustees on the fine free initiative. PLCCD will remove overdue fines in early January 2021.
- Jill procured more hotspots for D60 and D70 for remote learning. Those will be distributed in November.
- Jill presented on Staff Day and at the Annual Retreat on library trends for the upcoming Strategic Plan.
- A new round of substitutes has been hired, on boarded, and trained. The substitute pool has approximately 25 subs who have been taking many shifts.
- Jill participated in a roundtable with other library collection managers and Bibliotheca to discuss upcoming changes to library technology.
- We have begun the process of bringing a digital book club to the district. This will begin in early January.

Collection Development

- We have continued to purchase a lot of digital content for the upcoming holidays.
- Elizabeth Flores and Jill worked on a request for reconsideration for a juvenile book. Sherri Baca submitted the final report to Jon Walker for consideration.
- End of year spending is continuing for print materials.
- Theia Bravo has purchased 150 Binge Boxes for the district. This is a new item type that has multiple discs in a case that have a common theme.

Cataloging

- Peggy Bilger continues to process hotspots for the school districts.
- Peggy is also working on cataloging a large volume of special collections material.
- Peggy and Jill met with the Special Collections Department to prioritize tasks moving forward including the bindery, checking out magazines, and sending books to be repaired.

Interlibrary Loan

- Requests through OCLC continue to increase as more libraries reopen.
- Testing of the ILL Koha module has resumed with CLIC.

Special Collections and Museum Service

Reference Statistics

Obituaries, Document Delivery and Indexing

- Microfilm used: 108
- 86 obituary requests, 1 Ask Us requests completed
- 226 obituaries, 4 Ask Us request in progress - Tabitha
- 22 photo files used
- 1 biography newspaper clipping file, 2 Colorado newspaper clipping files, & 17 Pueblo newspaper clipping files used.
- John Korber's Business Buildings binders indexed through Volume 36 - Tabitha

Digital Collections and Database Usage

- Ancestry.com searches - 1,230
- Ancestry.com sessions - 121
- CONTENTdm page views- 1,982
- CONTENTdm items: 10,559
- YouTube Channel: Subscribers: 13 Total month views: 46, Number of videos: 19
- Digital Public Library of America - Plains to Peaks Collective: Item views: 1 Click throughs: 0, Users: 1, Sessions: 1
- Colorado Historic Newspaper Collection
 - Colorado Weekly Chieftain - page views: 318 title searches: 70
 - Colorado Daily Chieftain - page views: 3,129 title searches: 98
- ArchivesSpace: Users: 67 Sessions: 67
- Izi.travel - Infozone News Museum: Views: 7 Plays: 0, "Rightfully Hers" Women's Suffrage Exhibit: Views: 1; Teen Spring Break Art Show: Views:1

Archives & Genealogy

- Periodicals inventory at over 18,500 individual and bound issues. 1 range until complete.
- Cecily North (Librarian Archivist) and intern Magi Wren sorting damaged books and creating preservation assessments.
- Muramoto films encoded to MP4 format and uploaded to CONTENTdm with descriptive and technical metadata - Blake
- CONTENTdm interface being optimized - Blake
- Fort Carson Expansion audio recordings being digitized for upload to CONTENTdm
- Received two paintings from local artist Tonio LaFebre
- Volunteer Carolyn Lowrey completed 5 oral history transcriptions remotely, coordinated by Charlene
- Charlene and Hannah sent 887 genealogy periodicals to be bound

Infozone

- Infozone attendance: 261
- Passive program kits distributed: 190
- YTD attendance: 5,617
 - "What George Autabee Carried" exhibit on 3rd floor installed for All Pueblo Reads - Charlene and Hannah Plummer
 - Circulating museum passes in partnership with History Connections coordinated by Meghan Wilbar. Free admission passes added to catalog: Pueblo Heritage Museum, Fire Museum, Rosemont Museum

Virtual Programs & Collaboration

- Charlene and Angel Vigil did Part II of a tribute to Rudolfo Anaya on October 1. Meghan helped with IT.
- Charlene, along with George Autabee presented, "Los Veteranos," a documentary on Hispanic Vietnam veterans which George produced. Blake helped with IT.
- Charlene did a book talk with George Autabee on his book, "Marine Grunt to Medic."

October 1, 7pm Partner Program with Pueblo Archaeological and Historical Society, 50 views
Storytelling, revitalization and cultural continuity with place: Rebecca Wood

In this PAHS presentation, Rebecca Wood explained the importance of storytelling to language revitalization efforts amongst the Salish-Pend d'Oreille of western Montana, focusing on how these narratives build relationships to landscape, community, and culture.

October 15, 6pm Partner Program with Arkansas Valley Audubon Society, 269 views

Learning about Lichens: An Introduction to the Biology and Ecology of Common Colorado Species: Piper Boudart

This talk covered the foundations of lichen biology, including an overview of the lichen symbiosis and its evolution. It explored the morphology of lichens and the function each structure plays, as well as how to recognize these key features in the field. Participants will learn how to recognize several taxa common to Colorado. The talk will conclude with a discussion of lichen ecology and research applications.

October 16, 12pm Launch of APR Counter Culture Exhibit (plays on PCCLD website) 156 views

A virtual exhibit created in conjunction with the All Pueblo Reads Program to highlight art movements, and cultural happenings during the Vietnam Era. This virtual exhibit was also used in unison with the book for Art and Social commentary in teachers school lesson plans.

October 22, 5pm All Pueblo Reads Program, 243 views

Pueblo Art Walk: American Soldiers Project - Sally Lincoln

In 2007, artist Sally Lincoln set up her easel at the Veterans' Administration Medical Center to paint portraits of American veterans. She painted veterans who served in peacetime and others in multiple wars. This episode of Pueblo Art Walk will take a closer look at Sally Lincoln the artist, the veterans she painted and the significance of the project.

Charlene contacted Candid the new name for our non-profit section to see if they could extend to the public use from home because patrons are only being given an hour and that is not enough time to successfully write a grant. They gave us permission until December 31.

Charlene and Bree worked with the Bridging Borders program and had one of their programs in the Ryals Room on October 15. There were nine girls in attendance and seven mentors. Charlene gave the girls a tour and presentation of the Mural, "Corazon de Pueblo", on 2nd floor. The program scheduled for November 5 has been cancelled and will be held virtually.



"Corazon de Pueblo" by David Ocelotl Garcia

Youth Services

Summary

Once again, virtual program views decreased slightly, but not as much as previous months. Streaming videos on Facebook Live done by staff were more popular than performers this month.

Kits2Go attendance almost doubled for the month of October. We changed the Kids Kits 2 Go to two different kits for the month. I believe that this helped the increase and the holidays in October. It is nice to see the increase for the Kits2Go. They are popular at all of our locations.

Virtual Program Views - May: 9,535
Virtual Program Views - June: 6,350
Virtual Program Views - July: 1,894
Virtual Program Views - August: 748
Virtual Program Views- September: 1273
Virtual Program Views- October: 1126

Kits2Go - May: 398
Kits2Go - June: 942
Kits2Go- July: 1,354
Kits2Go - August: 693
Kit2Go-September – 664
Kit2Go -October- 1179

Total May: 9,933
Total June (includes BIP): 7,984
Total July (includes BIP): 4,387
Total August (includes BIP): 1,553
Total September: 2,453
Total October: 2,320

Detailed Breakdown

Live Virtual Programs - Staff

10/1 - Ciara - Virtual Presentation High School Library Resources - 64
10/1- Ciara-Teen Book Talk-18 views
10/7 - Jacque- Family Storytime - 243 views
10/7- Ciara- Virtual Presentation High School Library Resources- 79
10/8- Ciara- Virtual Presentation High School Library Resources- 80
10/13-Kirsten- Family Storytime- 230 views
10/15- Ciara- Teen Book Talk- 20 views
10/20- Jacque- Family Storytime- 163 views
10/20- Natalie- Special Effects Makeup Demo- 18 views
10/22- Ciara- Teen Book Talk- 20 views
10/27- Kirsten- Family Storytime- 134 views
10/29- Ciara- Teen Book Talk- 18 views
Total: 1087 views

Live Virtual Performers

10/2 - Meghan Casey Halloween Puppet Show - 10 views
10/16- Kim Nguyen APR Video - 29 views
Total: 39 views



Dia de los Muertos Kit2Go



APR Paper Craft Kit 2 Go

Outside In Person Programing

10/16- Kirsten, Ciara, Jacque - Pumpkin Painting- attendance 15

Total: 15

SPELL Kit Drop Off To Preschools/Daycares

10/1- First Preschool- 37

10/1- Saint Therese Preschool- 17

10/1- CSU Childcare Center- 64

10/8- Thatcher Preschool- 27

10/8- Heritage Preschool- 15

10/8- Ascension Preschool- 41

10/15- Beulah Heights Preschool- 36

10/15- Eva Baca Preschool- 15

10/15- Trinity Preschool-26

Kits2Go - Youth

Barkman - 88

Giodone - 90

Greenhorn – 83

Lamb – 175

Lucero - 150

Pueblo West -150

Rawlings - 265

Total: 1001

Kits2Go - Teen/Tween

Barkman -15

Giodone - 15

Greenhorn - 15

Lamb - 25

Lucero - 15

Pueblo West - 15

Rawlings - 78

Total: 178



Outdoor Pumpkin Painting Program



One Book Colorado:

Distributed 2225 English and 225 Spanish copies of The Little Red Fort by Brenda Maier

Meetings & Trainings:

10/2 - Natalie - Webinar: Strong Women and Girls

10/6- Kirsten- IMLS Grant Meeting

10/7- Jacque, Kirsten, Natalie, Ciara, Karen, Maria, Kim, Ona - YS Staff Meeting

10/8 - Kirsten- CLEL Virtual Conference

10/8 -Kirsten, Ciara - Quarterly PIC Meeting

10/9- Kirsten-CLEL Virtual Conference

10/12- Kirsten, Ciara, Natalie, Jacque, Magi, Ona, Kim, Karen- Staff Day

10/14-Kirsten, Maria, Natalie, Jacque- YSC Meeting

10/15- Jacque, Ciara, Kirsten- SLJ Day of Dialog

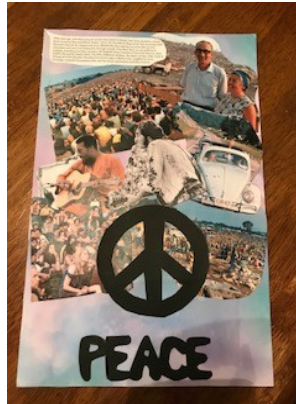
10/24- Natalie, Kirsten, Ciara- SLJ Virtual Summit

10/28- Kirsten- Annual Retreat

Reference and Readers' Advisory

Memory Cafe 60's Era College

Created the video October 23rd, which can be found on the Library website under Community Without Borders. The theme of the college was the 1969 rock concert Woodstock. I found pictures from the actual concert on the internet and made this fun college using the peace sign as the main theme. I also shared the video link with my outreach groups at Richmond and Union Plaza apartments so that they can create their own. There are 5 views so far.



Crystal - Digital Resource/Tech Trainer

Trainings

- Attended Staff Development Day - 10/12/20
- Technical Lead Training - 10/9/20
- Reference Counts Training - PCCLD University
- Procedures for Filling Security Shifts - PCCLD University
- Boundaries and Customer Service - PCCLD University
- The Role of Libraries and Librarians in a Threatened World - PCCLD University
- Public Library Services for the Incarcerated and Detained - PCCLD University
- Messages of Inclusion: A grassroots campaign for turbulent times - PCCLD University
- Searching in the Catalog - Discover - PCCLD University
- Beyond ADA Compliance: The Library as a Place for All - PCCLD University
- Overcoming Social Exclusion in Public Library Services to LGBTQ and Gender Variant Youth - PCCLD University

Programming/Monthly Tasks

- Created and submitted Recommended Lists for October (Kanopy, Hoopla, Freegal)
- Created and submitted Recommended Lists for November (Kanopy, Hoopla, Freegal)
- Worked on list of resources for next wave of "how-to" videos.
- Submitted digital resource video for posting as virtual program 10/26/20
- Virtual Tutoring - assisting patrons with technology issues, such as Hoopla, Kanopy, Microsoft products, etc., through phone and email.
- Various one-on-one technology assistance.
- Recommended books requests
- Research assistance requests
- Watch & Learn Videos have 34 additional views for the month of October (271 total).
- Monthly Department Meeting - 10/22/20

Adult Learning Program at Pueblo City-County Library District

The Numbers - Adult Literacy, Numeracy, Workplace

- 6 active coaches
- 5 active learners
- 1 new match
- At least 24 total learning coach volunteer hours.
- At least 34 in attendance at all virtual tutoring sessions and virtual coaches meeting facilitated by administrator

The Numbers - Career Online High School

- 1 student in the 30day qualification process for scholarship seat
- 26 active COHS students
- 7 New Self-Assessments
- 1 Graduate in the last 30 days
- 6 students who are 60% (or more) finished with the program

Total attendance: 67 + 40 for Adult Ed and Family Literacy Week = 107

*Includes adult learners in our literacy, numeracy, and workplace 1:1 learning pairs and COHS attendance in the form of active learners and new enrollees

Program Updates

- Attended Webinar - Homeless Clients: Compassionate solutions to problematic behavior. Description: Training to help staff manage problem behaviors from troubled individuals Host(s): Ryan Dowd 10.1.20
- Attended Webinar - Navigation Strategies to Bridge the Digital Divide: Connecting adult learners to virtual services is challenging, especially when they don't have the literacy, language, or digital skills to engage in services independently. Strategies used by Kalamazoo Literacy Council to remove the barriers to virtual learning. Michael Evans, Executive Director of Kalamazoo Literacy Council explained how they established a laptop lending program and implemented other supports to effectively connect ABE, ESL, and Basic Literacy learners to services! 10.08.20
- Attended Quarterly PIC Meeting 10.08.20
- Attended Staff Development 10.12.20
- Advocated for and shared an Adult Learning focused Voter Guide from ProLiteracy and posted to the ALP@PCCLD website. 10.15.20
- Completed the PCCLD University "What is a Reference Transaction?" 10.18.20
- Presented a program update to Friends of the Library Board on Career Online High School as part of the Adult Learning Program at PCCLD and to request support for the next COHS in-person graduation in 2021. 10.20.20
- Attended Rawlings Library Design Meeting 10.21.20
- Attended RRA Department Meeting 10.22.20
- Attended Suicide Prevention Training through Health Solutions 10.28.20
- Attended GEMA Open Door Hi-Lo Reading Program 10.28.20
- Participated in Social Justice Book Club at PCCLD virtually - Stamped from the Beginning 10.29.20
- Conducted scholarship interview 10.29.20
- Contacted enrolled COHS students to discuss progress and offer encouragement. Created "Active Student Pacing Report" or ASPR monthly to track student progress and offer better support
- Emailed resources from Continuum of Care and library programming to registered former and current Adult Learners.
- Initiated contact with Workforce to implement a possible partnership once again. Possibly VPN workforce support.

- Researched and prepared a proposal for CARES Funds focused on distance learning for Adults during Covid-19
- Collaborated with Kirstin Dees, Early Literacy Librarian, for Adult Education and Family Literacy Week (#AEFLWeek) in conjunction with All Pueblo Reads per Community Relations Request. I initiated this collaboration in 2019, therefore this was the second year we worked together to promote and highlight the importance of adult education to the overall literacy of the family. We received gift cards for giveaways from Bingo Burger and Sangre de Cristo Arts Center in support of Family literacy -we gave away 40 goodie bags!

Hispanic Resource Center



HRC Exhibition

Peace of Mind: The Richard Espinoza Collection

In Celebration of Hispanic Heritage Month, local artist Rick Espinoza is exhibiting his artwork on the 2nd floor in the Hispanic Resource Gallery at the Rawlings Library. You can enjoy his drawings from September 15th to October 30th.



Family Altar Kits to Go For Dia de los Muertos

I partnered with Youth Services for Day of the Dead Family Altar Kits. All locations except for one received kits to go. We made 200 kits and over 600 sugar skulls.

Bilingual Storytime

I Thought I saw a Bear = 24 views

Total: 24 views



Maria's Kitchen

Chayote! The fun squash! = 12 views

Making Sugar Skulls = 12 views

Rawlings Library Facebook Live - Maria's Kitchen Vietnamese Spring Rolls = 55 views

Pueblo Library Youtube Channel - Maria's Kitchen Vietnamese Spring Rolls = 2 views

Total: 81 views

Homebound Services

- CIRCS - 53
- VOLUNTEER HRS - 16
- VOLUNTEERS - 8
- CUSTOMERS - 16

Other

- Community Without Borders
 - 75 page views
 - 18 unique page views

Idea Factory

The Idea Factory hosted 9 virtual programs in October! They have had over 400 views. I was able to work with 4 separate community partners to create the virtual content. I am also excited to work with 2 new partners for November and December programs: Meral Sarper from PSAS Fulton Heights and Dr. Kelly Gelhoff from the Pueblo Food Project. As a part of the Equity in Action training course, I am continuing to work on a mini diversity audit of PCCLD's virtual programs. I was able to facilitate the 48 Hour Film Festival's Editing 101 program as well. I am finishing 2020's contracts for the rest of the year, and working to roll over funds from both grants that the Idea Factory uses: Seniors Make from Next 50 and Fun Fridays from the United Way.

- Thingiverse Stats: 0 Views, 66 Downloads
- 10/07/2020: Creative Aging: Not Your 1970's Macramé Part One virtual program
- 10/09/2020: Maker Mania: Stop Motion Animation with Tim and Jeremy virtual program
- 10/10/2020: Family MAKES: Hippie Keychains virtual program
- 10/14/2020: Creative Aging: Not Your 1970's Macramé Part 2 virtual program
- 10/16/2020: Maker Mania: Baking Bread with We Are FARMily virtual program
- 10/21/2020: 48 Hour Film Festival: Editing 101 virtual program
- 10/21/2020: Creative Aging: Not Your 1970's Macramé Part Three virtual program
- 10/23/2020: Maker Mania: Window Clings and Polymers virtual program
- 10/28/2020: Creative Aging: Scaredy Cat Stampin' with Sizzling Stampers virtual program
- Attended Staff Development Day October 2020
- Attended Pueblo Makes monthly meeting 10/20/2020
- Sharon has accepted the invitation to serve on the Boys and Girls Club STEM advisory committee

- Sharon has been invited to represent Southern Colorado maker interests as a board member of the Colorado Maker Hub
- Attended and participated in the Equity in Action: Fostering an Antiracist Library Culture training program (3-week course)
- Watched Re-envisioning LIS: Activating Social Justice Keynote Speech by Dr. Nicole Cooke
- Completed "What is a Reference Transaction" in PCCLD University

To Dye For: 60s, 10/6/2020, 93 Views

To Dye For: Halloween Designs, 10/20/2020, 112 Views

Vietnamese Carrot Salad, 10/27/2020, 54 Views

Facilities

Work Order Statistics

- 155 Work Orders completed.
- 103 Custodial work orders completed.

Daily Duties

- Cleaned and disinfected libraries in abidance with Covid-19 guidelines.
- Tracked Covid Supplies.

Rawlings

- Setup isolation test rack.
- Installed ladder for room access.
- Drained water feature service pond.

Lamb

- Completed carpet installation.
- Painted basement.

Pueblo West

- Repaired server HVAC unit.

Other Duties/Projects

- Completed fire inspections throughout the District.
- Supported 2 snow days.
- Annual Reviews
- Installed more Covid Shields
- Supported All Pueblo Reads outdoor movie event.
- Installed boards for Authors and Board Member portraits.
- Ran several communication cables for IT.
- Supported voting set ups.
- Supported court yard event for Youth Services
- Inventoried faucets and flushers throughout the district.

IT Department

PCCLD IT Department - October 2020

- 1) October Help Tickets completed/closed – 59
- 2) Citrix Server Progress – all staff moved to new Citrix environment
- 3) Assist with staff day and deploy projectors/microphones/screens/speakers
- 4) Install SolarWinds Suite to begin traffic/speed monitoring
- 5) MS Teams deployed and working for PCCLD
- 6) Update Windows Domain Controllers

October 2020 PCCLD Computer Use:

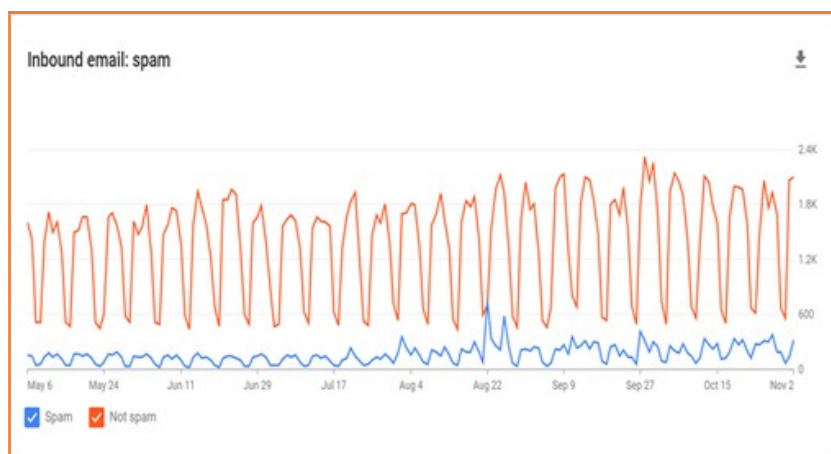
Location	SAM Sessions			Wireless			
	Internet	Express	Hrs. Used	Devices	Sessions	Data xfer (MB)	Hrs. Used
Barkman	1011	118	575:03:52	1182	7349	1599717.98	1556:18:00
Giodone	142		97:22:45	167	9667	104201.75	178:07:00
Greenhorn	83		36:55:28	114	9060	73193.71	89:19:00
Lamb	880	43	525:49:31	517	3938	1001415.28	1120:10:00
Lib @ Y	12		5:18:33	267	1872	25542.89	578:30:00
Lucero	291		178:22:28	353	22824	287385.2	223:34:00
Pueblo West	584	6	325:15:05	681	14486	580947.35	556:09:00
Rawlings				1405	36407	1712779.93	1264:30:00
RRA	1123	9	615:43:23				
Microfilm	23		14:52:23				
Sp.Coll	26		16:32:39				
Youth	199		103:55:24				
TOTAL	4374	176	2495:11:31	4686	105603	5385184.09	5566:37:00

October 2020 PCCLD Library Total Calls:

Barkman Public Services Incoming Calls	652
Call Center 411	564
Giodone	61
Greenhorn	45
Lamb Public Services Incoming Calls	467
Lucero	68
Pueblo West Public Services Incoming Calls	715
Rawlings Adult Services Incoming Calls	214
Rawlings Circulation Incoming Calls	222
Rawlings Special Collections Incoming Calls	67
Rawlings Youth Services Incoming Calls	22
YMCA (Huntgroup 412)	253
Total	3350

October 2020 PCCLD Incoming Mail/Spam:

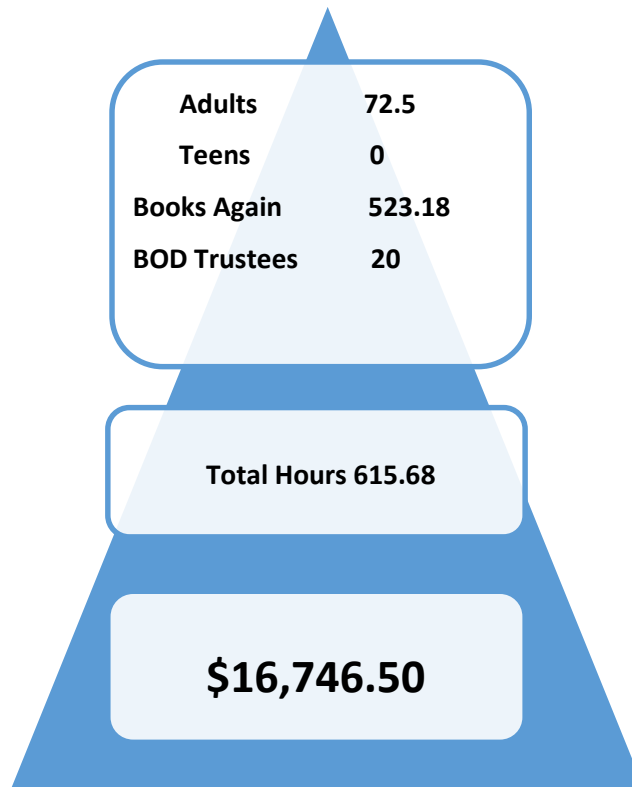
Date	Spam	Not spam
Oct 1, 2020, 6:00:00 PM MDT	244	1695
Oct 2, 2020, 6:00:00 PM MDT	94	740
Oct 3, 2020, 6:00:00 PM MDT	73	487
Oct 4, 2020, 6:00:00 PM MDT	252	1940
Oct 5, 2020, 6:00:00 PM MDT	204	2148
Oct 6, 2020, 6:00:00 PM MDT	180	2042
Oct 7, 2020, 6:00:00 PM MDT	280	1898
Oct 8, 2020, 6:00:00 PM MDT	184	1422
Oct 9, 2020, 6:00:00 PM MDT	141	681
Oct 10, 2020, 6:00:00 PM MDT	66	558
Oct 11, 2020, 6:00:00 PM MDT	118	1375
Oct 12, 2020, 6:00:00 PM MDT	332	2106
Oct 13, 2020, 6:00:00 PM MDT	265	2040
Oct 14, 2020, 6:00:00 PM MDT	218	1782
Oct 15, 2020, 6:00:00 PM MDT	274	1596
Oct 16, 2020, 6:00:00 PM MDT	109	651
Oct 17, 2020, 6:00:00 PM MDT	125	500
Oct 18, 2020, 6:00:00 PM MDT	186	1659
Oct 19, 2020, 6:00:00 PM MDT	333	1998
Oct 20, 2020, 6:00:00 PM MDT	268	1985
Oct 21, 2020, 6:00:00 PM MDT	328	1968
Oct 22, 2020, 6:00:00 PM MDT	204	1595
Oct 23, 2020, 6:00:00 PM MDT	124	668
Oct 24, 2020, 6:00:00 PM MDT	281	617
Oct 25, 2020, 6:00:00 PM MDT	270	1467
Oct 26, 2020, 6:00:00 PM MDT	307	2069
Oct 27, 2020, 6:00:00 PM MDT	300	1766
Oct 28, 2020, 6:00:00 PM MDT	376	1928
Oct 29, 2020, 6:00:00 PM MDT	187	1696
Oct 30, 2020, 6:00:00 PM MDT	185	666
Oct 31, 2020, 6:00:00 PM MDT	64	560
	6572	44303



Volunteer Services Monthly Report – October 2020

Submitted by Kristin McLaren

PCCLD Volunteer estimated hours for the month of October



*(Estimated by Independent Sector's figure of \$27.20/hour for each volunteer hour contributed).

VOLUNTEER OF THE MONTH

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

Human Resources and Finance

October Trainings – Webinars – Continuing Education - Seminars

Date	Name of Training	Provided By	Employees In Attendance
10/6/2020	De-escalation Training: Defining and Understanding the Individual impact of Conflict	CSD Pool	Terri Daly
10/6/2020	Engaging with Employees: Communication & Policy Changes	Employers Council with Paylocity	Terri Daly
10/29/2020	Mental Health in the Workplace	CSD Pool/ via Enquiron	Terri Daly

THANK YOU MESSAGES

- Email from Theresa Kosak – Library User
 - "I cannot begin to express my gratitude, Jill called me yesterday, right after I called you. I am so thankful to be able to use the tablet and the WIFI connection. I am at the Rawlings daily and if not there one of the other satellite branches. The staff are like friends and closing again is very depressing to me. I am grateful for the tablet as I told you I don't have a cellphone or computer.
Please know that I am very grateful and appreciate your kindness, leadership and outreach to our community."

Respectfully submitted,
Jon Walker
Executive Director