

PUEBLO CITY-COUNTY LIBRARY DISTRICT

Report of the Executive Director

Submitted to the Library Board of Trustees

October 22, 2020

Barkman Library

Kits 2 Go

The following kits were given out during curbside.

- 47 Doggie Bags
- 30 Scooby Doo Kids Kits
- 69 Teen/Tween Kits

Staff Meetings and Training

- Alicia Griebel (Manager)
 - PSM 9/02/2020 and 9/22/2020
 - Healthiest You Webinar 9/21/2020
- Hannah Moody-Goo (Librarian)
 - Koha Software Training 09/03/2020
 - YS Meeting 09/09/2020
 - Virtual Program Tech Training 09/10/2020
 - Escape Rm Training 09/16/2020
 - Storytime Training 09/22/2020
 - Call Center Training 09/23/2020
 - Southeast Regional Resources and Partnership Building Workshop Webinar 09/24/2020
- Brigitta Meyerhofer (Program & Outreach Coordinator)
 - CalCon 9/10-9/12/2020

Barkman Staff virtual programs and resources.

- "Barkman Bite Sized" Storytime Fridays provided by Brigitta Meyerhofer (Program & Outreach Coordinator)
- "Happy Little Trees Paint Along" with Marcus Bower (CSR)

Special Collections exhibit.

- "30-year Anniversary Celebration of the Hubble Telescope" – 267 attendees

Staff Meeting – September 14th

Agenda Items

- Welcome Hannah!
- Phase 4.1. Situation, issues, questions?
- Challenging Library Material Situations
- Personal Leave: use it or lose it.
- Requesting Holiday vacation leave.
- Brigitta: Kids kit2go creations. Team up.
- Programming – early start for the Holidays or in general. There is plenty of funding, start planning 2 kits/program a month. HLT kit 2 go for Oct-Dec?
- Yearly Evaluations start October 1st ☺
- Manager Support- Please let me know how I can better support you as a staff and team.
- Christmas in July? Holiday donation discussion.

Giodone Library

The Giodone Branch took 341 calls this month

Book Club

The Giodone Book Club (5 attendees) met virtually to discuss Not Yet by local author Erik Segall

Kits 2 Go

The kits provided by Youth Services have become very popular, most of the supply is given away every week! The first adult kit – Chile Beading Kit – was provided but no one picked up a kit, the thought was it was the craft was too difficult.

- Magic Potions – 25
- Scooby Doo – 50
- DIY Feelings Journal – 25
- Cat Ears Kit – 18
- Coat of Arms Kit – 22
- Hispanic Heritage Month Kit – 20

Curbside Service

Giodone Curbside Pickups is slowing down quite a bit to 1 a day if any, as people become more comfortable coming into the library to pick up their holds.

- September - Curbside pick-ups – 12

Outdoor Program

On September 18th the first public program since Covid was held outside on the library lawn! We hosted a scaled down version of Pueblo's Chile Festival and tied chili ristras.



Branch Training

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

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

Staff Completed Trainings – September

9/2	Lorina	Google slides bitmoji escape room tutorial – video 15 min
9/2	Lorina	Escape room tutorial follow up - video 15 min
9/4	Candace	How Successful Libraries Thrive in Uncertain Times - webinar 1 hr
9/5	Stephanie	Maker-Spacing Your Distance Learning - webinar 1 hr
9/12	Stephanie	Conducting the Reference Interview - webinar 1 hr
9/12	Candace	Staying Afloat in a Sea of Change - webinar 1hr
9/25	Stephanie	A Novel Form: Graphic Novels part 1 - webinar 1 hr
9/25	Candace	No Job Seeker Left Behind: Library Services to Meet Their Needs - webinar 1 hr
9/30	Paula	Google Slides the Complete Beginners Overview - video 18 min
9/30	Paula	Complete Beginner's Guide to Google Slides - video 18 min
9/30	Kayci	TLC's Novel Branch - webinar 30 min
9/9	Kayci	Diving Deeper into SnagIt - webinar 1hr
9/10-12th	Kayci	Calcon Online Virtual - conference 3 days
9/16	Kayci	Girls Who Code - webinar 1hr

Kayci Barnett, Library Manager

Meetings

- PSM Meetings
- Satellites Meeting
- In-Person Tutoring Guidelines
- Social Justice Book Club

Training Work

- For September there were 101 active classes in PCCLD University.
- Recorded a screen share of Windows 10 for IT
- Recorded a tutorial for teachers on how to use Connect Ed Cards to access Hoopla and other resources

Greenhorn Valley

Youth & Family Programs

Greenhorn Valley Library had a few virtual programs for kids in September including our regular Animal Storytime/Newt's Nook and Itty Bitty Yoga. We also distributed Kits 2 Go to kids and teens/tweens.

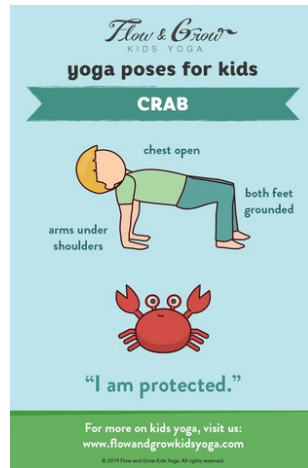
- 9/4: Kids' Sip N Stroke (Elephant) - 22
- 9/8: Newt's Nook - 26 views
- 9/22: Newt's Nook - 26 views
- Kits 2 Go: 69 kid's and 56 teen/tween



Youth & Family Programs

9/3: Itty Bitty Yoga (cobra/crab) - 16 views

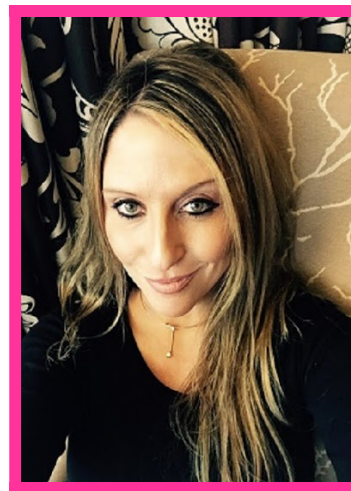
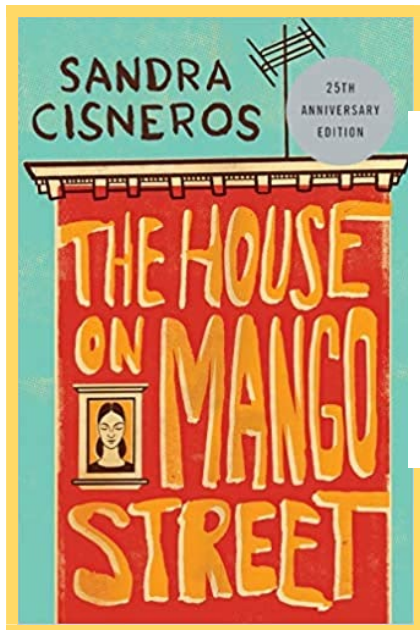
9/22: Itty Bitty Yoga (falling leaf/deer) - 23 views



Adult Programs

Greenhorn Valley Library hosted 2 online programs for adults in September.

- 9/28: Book Club (The House on Mango Street) - 12 readers/4 meeting attendees
- 9/28: Artist Spotlight: Melissa Sercia author of "Smoke and Ritual" - 42 views



Exhibits & Displays

The Greenhorn door count for September was 1,578 which is an average of 51 visitors per day. We continue to change-up displays around the service desk and at the end of each aisle to keep patrons engaged. We still continue to display the Cuerno art display as well as art from Sip N Stroke classes to generate interest. We will update the art display next month.



Greenhorn displays used to keep patrons engaged



Cuerno Art display




Sip N Stroke paintings

Calls, Curbside, and Bundles


The Greenhorn library fielded 307 calls while serving as Call Center on Mondays, Wednesdays, and Saturdays of September. We also delivered books to 23 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 reopened on Tuesday, September 29th. There were 5 people who visited that day. We have plans to modify Beulah services to facilitate more usage.

MEETING ROOMS

Meeting rooms remain closed at this time.

Lamb Library

Virtual Programming

- Virtual Legal Clinic, hosted by volunteer attorney, Ric N. Morgan, LLC, provided valuable legal assistance to 4 community members via phone consultation in September.
-
- Lovely's Digital book club, created by Lovely Murrell, is an online club that utilizes Hoopla's eBooks and audiobooks. This month's reading selection was *Ghost Squad* by Claribel Ortega. The discussion was viewed 169 times. Lovely keeps readers engaged with newsletters and book reviews throughout the month.
- Rachel Packard presented a virtual class on Beginner Macramé. Each registered attendee received a kit-to-go complete with string and beads to create their own hanging art piece. The program was viewed 44 times and 26 kits were given.
- Rachel Packard continued 3D printing projects utilizing Tinkercad and the FlashForge printer to create a 3D crab for teens. Video is posted to YouTube and has 12 views.

- Art Display: Katherine Ross displayed her acrylic paintings and the inspiration behind her Light Rail wrap designs. Rachel Packard hosted a virtual tour of the artwork which was streamed live on Facebook and received 35 views. In person views was attended by 245 patrons.



Rachel Packard – "Beginner Macramé" virtual program



Art Display by Katherine Ross

Curbside Service

Lamb delivered 111 curbside pickup orders.

Kits2Go

- Lamb passed out 225 kits-to-go to for kids 0-18 years: Feelings Journals, Heraldry kits, Cat Ears, Magic Potion Necklace, and Scooby Doo kits.

Library @ the Y

- Michael Gonzales trained substitutes on 4.1 procedures at the Y
- Kits to go, color sheets: 54
- Library at the Y visits: 275
- Call Center calls: 510

Staff Training and Meetings

- Mary Kratz attended Nesbitt meeting,
- Rachel Packard attended YSC meeting on Sep 9.
- Rachel Packard attended CALCON, Sep 10-12
- Jon Dagenais completed Special Collections: Leaders Video-Chicano, struggle in the fields, Sep 18.
- Lori Kozel assisted the Library Trends Work Group with libraries as entrepreneurial hubs.

Miscellaneous

- Lamb visits: 4894
- Lamb's vacant branch librarian position has been filled. The candidate will join the Lamb team on October 19.
- In preparation for our new Librarian, facilities installed a desk and shelving unit. IT will be installing a desktop computer.

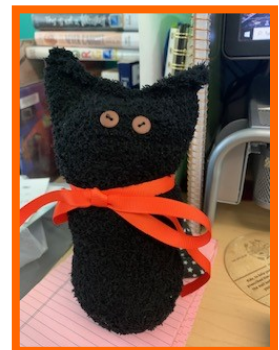
- Facilities assembled 3 picnic tables to be used for outdoor programming, study sessions, and eventually summer lunch programs!!



Lucero Library

Kristi Roque, Branch Librarian

- Felt Bookmarks - demonstrated how to make homemade bookmarks using felt and large paper clips.
- Yarn covered cardboard cats and snakes - demonstrated how to make a cardboard cat and snake and covered them in yarn.
- Sock Cats - demonstrated how to make a stuffed cat from a sock.
- Bird Art--demonstrated how to make little bird magnets using paper and buttons.



Bird Art and Sock Cat by Kristi Roque

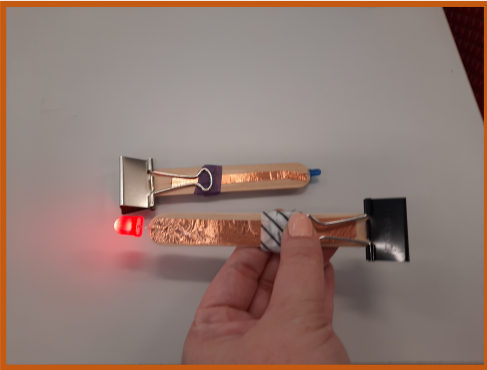
Jerry Vigil, Program & Outreach Coordinator – Fulltime

- Chile Ristras - Taught a virtual class on how to make a chile ristra. I purchased chile from Milberger Farms a couple days before. My class was viewed over 150 times on Facebook.

- Fall Wreaths - Taught a virtual class on how to make a fall inspired wreath using clothespins. The clothespins got their color from using Rit Dye. This class was viewed over 30 times on Facebook.
- Tales from the Stacks - Read Charlotte's Web a read aloud book managed by Mrs. Kristi. The program has been a great success since the beginning.

Jessica Blaha, Program & Outreach Coordinator – Part time

- 9/2 Mrs. Jessica's Makerspace Corner: Marshmallow and Toothpick Challenge (kits: 12) - I sent out a challenge to see what the kids can make with marshmallows and toothpicks. I also demonstrated a fun quick science experiment called magic toothpick star.
- 9/9 Mrs. Jessica's Makerspace Corner: Zoom Spoons - I demonstrated how to make zoom spoons and what they are. This is a cool way for students to communicate in online classroom by raising a spoon that has an emoji pasted on the round part of a spoon.
- 9/16 Mrs. Jessica's Makerspace Corner: DIY Flashlight (kits: 15) I demonstrated how to make a simple flashlight with a popsicle stick, tape, coin battery, binder clip, LED light, and copper foil.

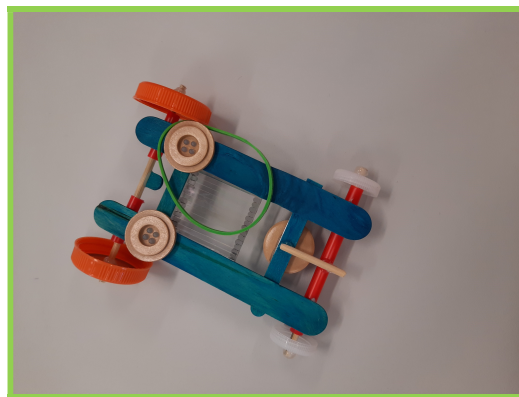


DIY Flashlight by Jessica Blaha



Zoom Spoons by Jessica Blaha

- 9/23 Mrs. Jessica's Makerspace Corner: DIY Rubber Band Racer
In this program I showed how to make a rubber band car with simple recyclable items.



Rubber Band Racer by Jessica Blaha

- 9/30 Mrs. Jessica's Makerspace Corner: DIY Phone Pillow Stand
In this program I demonstrated how to sew by hand and by sewing machine a cellphone and Ipad stands. This was a wonderful beginner project for kids.



DIY Phone Pillow Stand by Jessica Blaha

Mark Salazar, Hardknox Gang Prevention and Intervention

- Offered virtual programs on how to play chess.

Lucero Staff Meeting & Training Opportunities

- Diann Logie (Manager)
 - Check in meetings with Sherri Baca
 - Board of Trustees Work session
 - Care and Share food distribution
 - Lucero Staff meeting
 - In door tutoring guidelines meeting
 - Community meeting on police department profiling former gang members and Latino community.
 - Working with Richard Duran from Chavez-Huerta on safely offering tutoring for his students

Branch Training

Lucero staff attended the following meetings or training opportunities.

- Diann Logie:
-

Books a la Cart

- No deliveries in September due to pandemic.

Afterschool Nutrition Program

- No nutrition program due to pandemic.

Care and Share

- Offered a drive thru and walk up - 524

Branch Meetings

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

- Performance Reviews

- Phase 4.1 and programming.
- All Pueblo Reads programs.
- COVID Health Check
- Voting information
- Personal Leave

Pueblo West Library

Update on the Facilities

PW has received two requests from parents and tutors to use the study rooms for tutoring and studying. The branch managers met with Sherri Baca to discuss ways to accommodate these requests district wide and will be finalizing procedures this Thursday. After the meeting on Thursday I hope to contact the parents/tutors and arrange for them to use the study rooms.

Community Display Cases

- Census 2020

Exhibits

- No exhibits this month.

Programs

Pueblo West Library held a total of 18 virtual programs, book clubs and kits2go with a total of 3105 participants as of September 30, 2020.

Title	Start Date	Primary Group	Age	Attendance
Flowers for Every Season Craft Kit	9/1/2020	Adult		18
Dreamcatcher Grab and Go Kits	9/1/2020	Adult		30
Virtual Daylight Book Club	9/2/2020	Adult		16
Virtual Pueblo West Book Club	9/28/2020	Adult		8
Storytime LIVE! with Miss Rachel	9/24/2020	Juvenile		2,700
Outdoor Storytime Galore	9/24/2020	Juvenile		16
Scooby-Doo To-Go Craft	9/30/2020	Juvenile		100
Medieval Crown To-Go Kit	9/30/2020	Juvenile		25
Heraldry Shield To-Go Kit	9/30/2020	Juvenile		48
Outdoor Story Time Galore	9/17/2020	Juvenile		5
Virtual Dungeons and Dragons	9/4/2020	Teen		15
Virtual Dungeons and Dragons	9/11/2020	Teen		15
Virtual Dungeons and Dragons	9/18/2020	Teen		15
Virtual Dungeons and Dragons	9/25/2020	Teen		15
Cosplay Cat Ears To-Go Kit	9/30/2020	Teen		22
Magic Potion To-Go Kit	9/30/2020	Teen		30
September Teen Hangout	9/30/2020	Teen		12
Friendship Bracelet To-Go Kits	9/30/2020	Tween		15
TOTAL				3105

Curbside Service

PW averaged 43 curbside appointments per week in September. Many patrons are now coming inside to pick up their holds but some are still more comfortable with curbside.

User Services

Director

- Jill Kleven continued distributing the student hotspots to both D70 and D60. In total 400 hotspots were checked out.
- Jill and Human Resourced conducted more interviews for substitutes. Six more were hired and will complete an orientation in early October.
- Jill and the trends work group completed their draft for the strategic plan. Ideas will be presented on Staff Development Day.
- Jill has worked on an analysis of PCCLD going fine free and will be presenting to staff members in October.

Collection Development

- Approximately 1500 copies of The Things They Carried and What Was the Vietnam War have been requested by District 70 and D60. They are in the process of being distributed.
- All of the library copies of the APR books have been distributed to each location for displays and to fill holds.
- The collection development team is working on a Request for Reconsideration of a juvenile book and will have a recommendation by the end of October.
- Theia Bravo has ordered binge boxes which are dvds with multiple titles that have a reoccurring theme. They will most likely be very popular for checkouts.

Acquisitions

- Peggy Bilger cataloged 13 kilowatt meters from Black Hills Energy. They will begin circulating in early October.
- Peggy continues to work on cataloging special collections materials.

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

- Microfilm used: 123
- 103 obituary requests, 3 Ask Us requests completed
- 252 obituaries - Tabitha Davis
- 29 photo files used
- 28 biography newspaper clipping files used.
- John Korber's Business Buildings binders indexed through Volume 36 – Tabitha Davis

Digital Collections and Database Usage

- Ancestry.com searches – 2,241
- Ancestry.com sessions - 121
- CONTENTdm page views- 15,078
- CONTENTdm items: 10,491

- SCMS YouTube Channel: Subscribers: 12 Total month views:110, Views to date: 546, Number of videos: 18
- Digital Public Library of America - Plains to Peaks Collective: Item views: 2 Click-throughs: 3, Users: 2, Sessions: 4
- Colorado Historic Newspaper Collection
 - Colorado Weekly Chieftain - page views: 651 title searches: 58
 - Colorado Daily Chieftain - page views: 3,735 title searches: 89
- Archives Space: Users: 46 Sessions: 54
- InfoZone and Exhibits
 - InfoZone Attendance – 140
 - Passive Program Use – 4
 - YTD Attendance – 5,356
- IZI.travel virtual tours – total views: 12

Genealogy, Archives, and InfoZone

- Charlene installed an exhibit on Rudolpho Anaya on the 3rd floor.
- Exploring Steel: Energy and the West was installed on the 4th floor.
- Archivist Cecily North inventorying periodicals in vault for creation of discovery and access through finding aid linked with OPAC
- Preservation prints finished and digital deliverables coming to completion at Colorlab in Maryland RE: National Film Preservation Foundation grant work with Frank D. Muramoto films

Virtual Programming

Indian Raids and Massacres of the 1860s Central Indian War, September 3, 227 views

In collaboration with the Pueblo Archeological and Historical Society, Meghan hosted Dr. Jeff Broome in a virtual program. He discussed topics within his latest book entitled *Indian Raids and Massacres Essays on the Central Plains Indian War* (Caxton Press, September 2020) which covers incidents in Kansas, Colorado, and Nebraska from 1864-1870.

Birding in Antarctica, September 10, 201 views in partnership with Arkansas Valley Audubon Society, Meghan hosted Dr. Bruce Ackerman from the Audubon Society as he shared images of penguins, seabirds, whales, seals and icebergs from his recent trip to Antarctica. His virtual program included 6 species of penguins and many other birds that only occur in the Southern Ocean.

Hidden Gems: Pueblo's Murals, September 16, 69 views Charlene and Meghan went into the field to film part of a virtual program on historical murals around town with a focus on Plaza Verde park and Artist Anthony Armijo who passed away in July. We interviewed Steve Lucero, Eastside commission member.

Latino Book Festival: Mario Acevedo, September 22, 256 views

Charlene interviewed Mario Acevedo, author from Denver as part of the 7th annual Latino Book Festival.

Tribute to Rudolpho Anaya Part 1, September 24, 322 views Charlene did the first of a two-part tribute on Rudolfo Anaya, known as the godfather of Chicano Literature, who passed away in July. Angel Vigil was interviewed about Rudolfo, the man and Rudolfo the author on September 24.

Youth Services



Medieval combat reenactors explain the art and symbolism of heraldry.

Summary

In September, Phase 4.1 of reopening began, necessitating increased staff time on desk. Despite this, YS staff designed and constructed six program kits and presented regular virtual programs. Maria presented twice for CAL, to general positive feedback, and Kirsten helped to train new Barkman librarian Hannah Moody-Goo in story time performance.

YS staff also collaborated with RRA and CR to present the Virtual Idea Con - more details are below.

You will notice some very healthy numbers in virtual program views - and especially in Kits2Go. Thanks to Virtual Idea Con programming, we had several successful partner videos and a wide range of program kits available - especially for Tweens and Teens, who had four options this month. Community Relations concentrated marketing efforts and craft-along companion videos may also have increased the visibility of the kits.

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: 1,273

Kits2Go - May: 398
Kits2Go - June: 942
Kits2Go- July: 1,354
Kits2Go - August: 693
Kits2Go - September: 1,180

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



Have at thee! Community partners demonstrate medieval fighting technique.

Virtual Idea Con

This year, the Idea Con Planning Group - Sharon, Regina Renee, Ciara, Magi, Nick and myself - worked to transfer Idea Con to a virtual programming model, including a cosplay contest, program kits and streaming videos by both staff and external presenters. I'd like to thank the whole planning group for their creativity and determination, which produced some great results!

Kits2Go:

Scooby-Doo - Kids - 452

Coat of Arms - Kids - 212

Potion Bottle Necklace - Tween/Teen - 165

Mini Worlds of Wonder - Tween/Teen - 35

Cosplay Cat Ears - Teen/Adult - 227

Staff Videos:

Ciara - Potion Bottle Necklace - 149 views

CR and YSC Collaboration - Lightning Booktalks - 29 views

Sharon - Mini Worlds of Wonder - 212 views

Marcus - Draw Along - Cancelled due to illness

Outside Presenters:

DIY Cosplay with KairiiOp - 222 views

Medieval Fighting Demo with Muirgein and Lord Sevatar - 123 views

Cosplay Contest

Live Virtual Programs - Staff

9/1 - Jacque - Family Storytime - 65 views

9/3 - Ciara - Teen Booktalk - 21 views

9/8 - Jacque - Family Storytime - 110 views

9/15 - Kirsten - Family Storytime - 114 views

9/17 - Ciara - Potion Bottle Necklace - 149 views

9/22 - Jacque - Family Storytime - 164 views

9/24 - Ciara - Teen Booktalk - 19 views

9/29 - Kirsten - Family Storytime - 212 views

Total: 854 views



Local cosplayer KairiiOp demonstrates how to make Cosplay Cat Ears.

Live Virtual Performers

9/18 - DIY Cosplay with KairiiOp - 222 views

9/20 - Medieval Fighting Demo with Muirghain and Sevatar - 123 views

Total: 345 views

Virtual Outreach

9/30 - Ciara - Presentation to Centennial HS English Classes - 74

Total: 74

Kits2Go - Youth

Barkman - 55

Giodone - 72

Greenhorn - 69

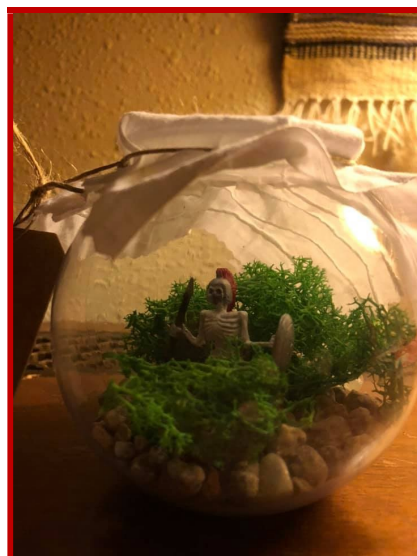
Lamb - 130

Lucero - 50

Pueblo West - 146

Rawlings - 142

Total: 664



A patron-submitted image of their own Mini World of Wonder.

Kits2Go - Teen/Tween

In addition to the Idea Con Kits2Go, this month's offerings included a DIY Feelings Journal Kit - a collaboration between YS and Rachel Packard at Lamb.

- Barkman - 44
- Giodone - 68
- Greenhorn - 56
- Lamb - 95
- Lucero - 80
- Pueblo West - 52
- Rawlings - 121
- Total: 516

Meetings & Trainings:

- 9/2 - Maria - PSM Meeting
- 9/2 - YS Department Meeting - Maria Chairs
- 9/3 - Ciara - Suicide Prevention Coalition Meeting
- 9/3 - Maria - Meeting with EPIC re: Dolly Parton Imagination Library
- 9/10 - Maria - Virtual Presentation for CAL: Tough Times - Attendance: 57
- 9/11 - Maria - Virtual Presentation for CAL with Beth Crist: 4-Day School Week - Attendance: 33
- 9/16 - Maria - EPIC Board Meeting
- 9/16 - Kirsten - Phone meeting with Hannah Moody-Goo
- 9/16 - Maria - CTC Community Spaces Strategy Team Meeting
- 9/17 - Jacque, Kirsten, Natalie - Webinar: Healthiest You
- 9/22 - Kirsten - Storytime training with Hannah Moody-Goo
- 9/23 - Maria - Webinar: COVID-19 - Early Childhood Impact
- 9/24 - Kirsten - Paylocity Training
- 9/24 - Maria - Rawlings Renovation Discussion Meeting
- 9/24 - Natalie, Kirsten - PERA Meeting
- 9/24 - Maria - Southern Colorado Regional Partnership Town Hall
- 9/25 - Ciara - Suicide Prevention and COVID Meeting
- 9/28 - Kirsten - Pueblo Early Childhood Council Meeting
- 9/28 - Maria - My Pueblo Card Meeting
- 9/30 - Kirsten, Natalie, Karen, Maria - Social Justice Book Club

Reference and Readers' Advisory

Crystal - Digital Resource/Tech Trainer

- Virtual Tutoring - assisting patrons with technology issues, such as Hoopla, Kanopy, Microsoft products, etc., through phone and email.
- Various one-on-one technology assistance.
- Watch & Learn Videos have 24 additional views for the month of September (237 total).
- Held beginner computer class for Facilities staff - 9/22/2020
- Created several "distance-friendly" handouts for patrons and staff on how to create emails, features, etc.
- Completed curated lists for APR digital resources.
- Completed APR reference slideshow/video "Pueblo in the Vietnam War Era" for programming.

- Attended virtual CALCON - 9/10/20 to 9/12/20, spoke with Ciara about the possibility of a future "Girls Who Code" club.
- Attended webinar "Libraries at the Intersection of Adult Education, Family Literacy and Digital Equity" - 9/23/20
- Attended Rawlings Library Design Meeting - 9/30/20
- Participated in Social Justice Book Club - 9/30/20

Idea Factory

- 9/2/2020: Creative Aging Flowers for Every Season with Sizzlin' Stampers virtual program- 17 Kits2Go distributed.
- 9/9/2020: Creative Aging Pots of Pansies with Collective Pueblo virtual program- 23 Kits2Go distributed.
- 9/11/2020: Maker Mania: Salt Dough with Tim and Jeremy- 5 Kits2Go distributed and over 165 views!
- 9/16/2020: Creative Aging Flower Pincushion Rings with Collective Pueblo- 27 Kits2Go distributed.
- 9/17/2020: IdeaCon Mini Worlds of Wonder virtual program- 44 kits Kits2Go distributed.
- 9/18/2020: Maker Mania: Cardboard Creation with Jesse from We Are FARMily- over 60 views.
- 9/23/2020: Creative Aging: Felted Pumpkin Magnets with Collective Pueblo- 27 Kits2Go distributed.
- 9/25/2020: Maker Mania: Catching Creepy Crawlies with IFIZ: 30 Kits2Go distributed.

Views for virtual programs will be tallied by Dave Hayden and Community Relations, but a quick tally from Facebook shows nearly 900 views of Idea Factory programs in September!

- Attended CALCON 2020 on a scholarship from CAL 9/10-9/12/2020.
- Participated in architect planning meeting (library design meeting) 9/30/2020
- Participated in the Equity in Action: Fostering an Anti-Racist Library Culture training class from Library Journal 9/29/2020-10/20/2020
- Attended Pueblo MAKES meeting 9/15/2020
- Attended Southern Colorado Makerspace Alliance meetings 9/8/2020 and 9/15/2020
- Visited Library 21C in Colorado Springs to make connections with the creative librarians there and to discuss likes and dislikes in their makerspace in anticipation of Library Design meeting 9/28/2020

Homebound & Aging Adults

- Customers 19
- Circulations 49
- Volunteers 8 Completed required Covid-19 training
- Volunteer hours 14

Other

- Community Without Borders 33 page views
 - 10 unique views
- Senior Planet 1 click
- OATS 3 clicks

Memory Cafe - Creating Terrariums - Facebook 38 views

Adult Learning Program

The Numbers - Adult Learning One-to-one coaching

- 10 active virtual coaches
 - 1 new learning coach
- active learners
 - 3 new learners registered for services this month
- At least 24 total learning coach volunteer hours.
- At least 28 in attendance at all virtual tutoring sessions.
 - "Jackie has written a short essay every week in September. Each week they are better." -Bill H. about his learner Jackie, they meet virtually using Google Meet
 - "Svetlana continues to build vocabulary and is doing great." - Emilie P. about her learner Svetlana, they meet virtually using WhatsApp

The Numbers - COHS

- 1 student in the 30day qualification process for scholarship seat
- 22 active COHS students
- 7 Self-Assessments
- 1 Graduate in the last 30 days
- 1 student who is 85% complete with the program

Program Updates:

- Attended webinar "Libraries at the Intersection of Adult Education, Family Literacy and Digital Equity" 09.23.20
- Participated in Social Justice Book Club at PCCLD virtually 9.30.20
- Conducted COHS Scholarship Interview for COHS 9.17.2020
- Learned all funds for CDE Workforce Development Pilot Program reimbursement fund had been spent for the this fiscal year which ends in June of 2021 due to Covid-19 budget cuts
- Worked with HR and Regina Renee to arrange Covid-19 training for learning coaches who want to prepare for a return to in-person learning. Many learners and learning coaches want to continue virtually.
- Attended Distance Education and Strategies 09.25.2020
 - **This webinar addressed Synchronous Online Flipped Learning Approach (SOFLA)** is a distance learning model that closely replicates actual classroom teaching and includes structured, interactive, multimodal activities, both asynchronous and synchronous.
- Researched Mobile Learning options including Cell-ed, Learning Upgrade, and Tutor.com
 - Learning upgrade is an app we have used in the past with low participation because learner's feel that it is "for kids"
 - Signed us up for Cell-Ed's 1 Million Learner Challenge which is FREE through December of 2020

THE CHALLENGE AT A GLANCE



Why	COVID-19 has put millions of vulnerable adults even more at risk 1 in 5 U.S. can't read, 1 in 4 lack digital access, 1 in 2 need essential skills
Who	Learners who need access to essential skills & accurate information on COVID-19 essential workers - immigrants - refugees - families - out of work adults
What	Cell-Ed's scientifically-proven Essentials Skills remote learning programs Learn English - WorkReady - COVID-19 - Civics & Citizenship - Math - Reading - more
When	May 2020 - December 2020

Facilities

Work Order Statistics

- 184 Work Orders completed.
- 117 Custodial work orders completed.

Daily Duties

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

Giodone

- Installed ladders on the roof.

Greenhorn

- Installed cable for IT.
- Installed ladders on the roof.

Rawlings

- Completed lactate room.
- Completed re-lamping.
- Installed safety ladder in the stairwell.
- Services solar panels.
- Repaired roof leaks.

Lamb

- Set up new work station.
- Installed picnic tables.
- Installed window blinds in the lactate room.

Lucero

- Installed Ladders

Pueblo West

- Filled a pothole located on the grounds.

Other Duties/Projects

- Supported Nick's food give away.
- Jerry, Mark, Israel and Rick Sena complete a computer course.
- Installed 5 new shields, there are more to come.
- Started to switch systems from summer to winter settings.
- Installed overfill water feature barrel.
- Completed back flow preventer certifications.

IT Department

IT Department - September 2020

- September Help Tickets completed/closed – 93
- Citrix Server Progress – 15 users left in old environment all others in new Citrix
- Replace Barkman Print Release Station – Windows 10
- Setup LDAP with migrated PCCLD Internal Portal
- Configured/Deployed new BOT Laptops
- EMC Dell Backup Setup/Completed

September Computer Use:

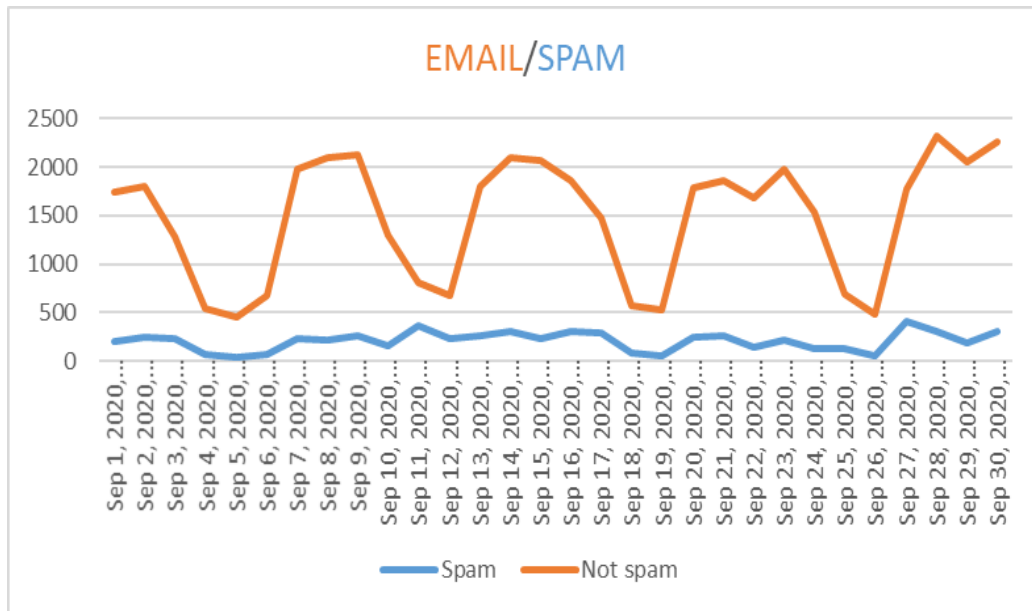
	SAM Sessions			Wireless			
Location	Internet	Express	Hrs Used	Devices	Sessions	Data xfer (MB)	Hrs Used
Barkman	897	137	508:13:45	1111	7868	1674063.1	1407:16:00
Giodone	163		110:42:05	130	12346	113872.71	123:30:00
Greenhorn	83		40:09:22	116	8773	73268.53	92:48:00
Lamb	686	32	385:57:40	463	3773	1307311.71	1118:52:00
Lib @ Y	22		11:14:34	221	1462	49438.94	276:15:00
Lucero	341		154:12:39	343	21283	407119.22	228:40:00
Pueblo West	469	0	214:47:18	556	13546	359138.87	481:52:00
Rawlings				1262	36878	1660311.4	1114:46:00
RRA	1005	14	560:02:03				
Microfilm	88		14:21:56				
Sp.Coll	9		1:48:24				
Youth	157		85:20:46				
TOTAL	3920	183	2086:50:32	4202	105929	5644524.48	4843:59:00

September 2020 Library Total Calls

Barkman Public Services Incoming Calls	777
Call Center 411	469
Giodone	82
Greenhorn	52
Lamb Public Services Incoming Calls	678
Lucero	86
Pueblo West Public Services Incoming Calls	621
Rawlings Adult Services Incoming Calls	254
Rawlings Circulation Incoming Calls	318
Rawlings Special Collections Incoming Calls	79
Rawlings Youth Services Incoming Calls	23
YMCA (Huntgroup 412)	413
Total	3852

September 2020 Library Incoming Mail/Spam

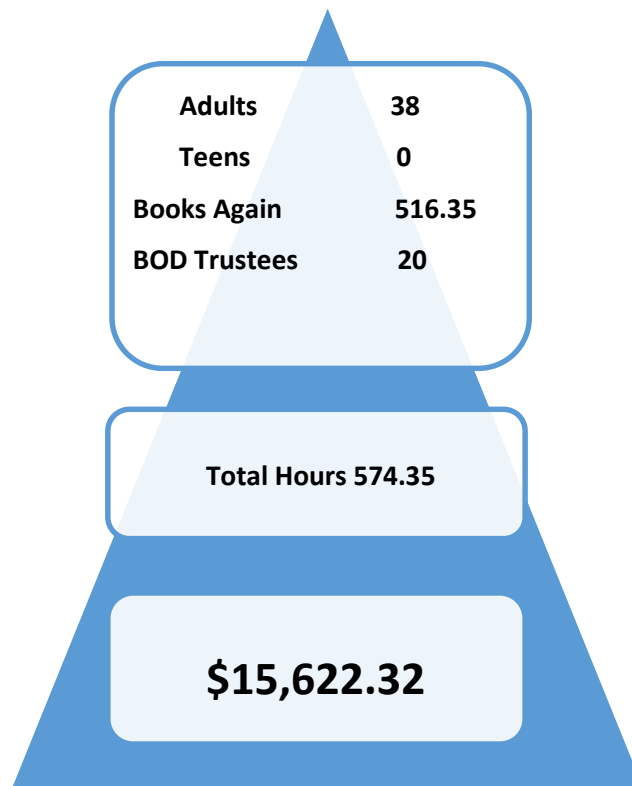
Date	Spam	Not spam
Sep 1, 2020, 6:00:00 PM MDT	202	1741
Sep 2, 2020, 6:00:00 PM MDT	244	1803
Sep 3, 2020, 6:00:00 PM MDT	229	1279
Sep 4, 2020, 6:00:00 PM MDT	76	541
Sep 5, 2020, 6:00:00 PM MDT	34	456
Sep 6, 2020, 6:00:00 PM MDT	67	675
Sep 7, 2020, 6:00:00 PM MDT	227	1972
Sep 8, 2020, 6:00:00 PM MDT	216	2095
Sep 9, 2020, 6:00:00 PM MDT	268	2128
Sep 10, 2020, 6:00:00 PM MDT	162	1298
Sep 11, 2020, 6:00:00 PM MDT	358	806
Sep 12, 2020, 6:00:00 PM MDT	233	679
Sep 13, 2020, 6:00:00 PM MDT	261	1803
Sep 14, 2020, 6:00:00 PM MDT	308	2102
Sep 15, 2020, 6:00:00 PM MDT	226	2062
Sep 16, 2020, 6:00:00 PM MDT	305	1857
Sep 17, 2020, 6:00:00 PM MDT	285	1469
Sep 18, 2020, 6:00:00 PM MDT	88	572
Sep 19, 2020, 6:00:00 PM MDT	61	535
Sep 20, 2020, 6:00:00 PM MDT	243	1792
Sep 21, 2020, 6:00:00 PM MDT	264	1858
Sep 22, 2020, 6:00:00 PM MDT	144	1688
Sep 23, 2020, 6:00:00 PM MDT	216	1983
Sep 24, 2020, 6:00:00 PM MDT	130	1534
Sep 25, 2020, 6:00:00 PM MDT	134	694
Sep 26, 2020, 6:00:00 PM MDT	52	490
Sep 27, 2020, 6:00:00 PM MDT	410	1767
Sep 28, 2020, 6:00:00 PM MDT	307	2322
Sep 29, 2020, 6:00:00 PM MDT	189	2049
Sep 30, 2020, 6:00:00 PM MDT	306	2258
Totals	6245	44308



Volunteer Services Monthly Report – September 2020

Submitted by Kristin McLaren

PCCLD Volunteer estimated hours for the month of September



*(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.

THANK YOU MESSAGES

- Note card from District Attorney, Jeff Chostner
 - "I enjoyed reading the recent featured article on you in the Pueblo Chieftain. Your story was very impressive. Everything you have accomplished is due to your hard work and dedication. What a great article! Thank you for all you do for the community. We're better for your efforts!"
- Email messages from staff thanking the Board for the Exemplary Service Award and paid day off.
 - "Well, this is Cool! Kindest Regards, Kristin McLaren – HR Assistant
 - "That's awesome! Please pass my thanks on to the Board!" – Jennifer Tozer, Greenhorn Valley Branch Manager
 - "Wow, how nice! Thank you so much." – Bree Pappan, Museum Coordinator – Special Coll.
 - "Many thanks!!!" – Ciara Kehoe, Youth Services Librarian
 - "A hearty thank you to the Board and to all of my colleagues at every level it has been amazing to see everyone pull together." – Rebecca McGhee, Adult Literacy Administrator
 - "Please send them my thanks." – Cynthia Nicola, Rawlings Meeting Room Coordinator
 - "It is awesome that our Board of Trustees have done such a gracious gesture for everyone! I really appreciate it. Please tell them thank you!" – Lesley Saldana, Customer Serv. Rep – RRA
 - "That's wonderful, please extend my gratitude to the Board!" – Magi Wren, Customer Services Rep. – Youth Services.

Respectfully submitted,
Jon Walker
Executive Director