

# **PUEBLO CITY-COUNTY LIBRARY DISTRICT**

## **Report of the Executive Director – September 2021**

### **Submitted to the Library Board of Trustees**

**October 28, 2021**

## **Barkman Library**

### **September Programming & Outreach Report**

Completed by Hannah Moody-Goo and Ashley Minnich

#### **In-Person/Outdoor Programs**

##### **Family Storytimes**

**Hannah/Ashley**

- Four Friday music, movement, and mindfulness storytimes provided by Hannah or Ashley.  
Weekly Attendance: 9/3, 3      9/10, 11      9/17, 8      9/24, 13

**Attendance: 35**

##### **Minecraft Obstacle Course**

**Hannah/Ashley**

Bring your creepers and your pickaxes, it's time to complete the Minecraft obstacle course! The fastest person on that day will win a Minecraft figurine!

- 9/3/21, 1:00-2:00pm  
**Attendance: 11**

- 9/10/21, 1:00-2:00pm  
**Attendance: 3**

- 9/17/21, 1:00-2:00pm  
**Attendance: 4**

*A young boy who came too late to participate in the obstacle course the week before came back to do it this week. Ashley had talked with them and helped him find some Minecraft books to take home, and his mom let her know that he finished reading the chapter book and it was above his grade level. She thanked Ashley for helping him find a book he enjoyed reading and they said they would check out the rest of the series!*

- 9/24/21, 1:00-2:00pm  
**Attendance: 5**



## Barkman Fall Festival

- 9/10/2021, 10:30am- 8:00pm

### Attendance: 21

All the Barkman staff collaborated and worked together to create a fun-filled fall themed festival! This included a community project with collaging, multiple craft stations, and three kits to go! Catholic Charities came with a table of goodies to hand out as well!



**Collaborative**



## Teen Lock In - NERF Gun Battle

9/10/2021, 6:00-8:00pm

### Attendance: 10

**Hannah/Marcus**

## Barkman Book Club Discussion

9/13/2021, 5:30 PM

### Attendance: 2

**Ashley**

## Northstar Digital Literacy Skills

9/1/21-9/30/21

### Total Attendance for September: 43

- 10:00-11:30am Tuesdays, Upgrade Your Computer Skills  
9/7, 6      9/14, 6      9/21, 5      9/28, 6
- 2:00-3:30pm Wednesdays, Open Lab  
9/1, 3      9/8, 2      9/15, 3      9/22, 2      9/29, 2
- 10:00-11:30am Thursdays, Proctored Tests  
9/2, 2      9/9, 2      9/16, 2      9/23, Cancelled      9/30, 2

**Hannah**

## Passive Programs

### Barkman Trivia

- Marcus created weekly trivia that could be done at the main service desk.  
9/1/2021-9/30/2021

**Marcus**

### Attendance: 25

## Civil Rights Movement Scavenger Hunt

**Ashley**

- This scavenger hunt is easy enough for all ages to do. Visit the Barkman Branch and pick up a question sheet at the front desk. Then use your exploring skills to find posters in the library about the Civil Rights Movement. Once you've answered all the questions, use the letters to answer the puzzle. Tell the librarian at the desk your answer, and receive a button for you to take home! *This program was made in conjunction with the presentation from MLK III in September.*  
9/1/2021-9/30/2021

**Attendance: 9**

## **Kits2Go**

**Total Kits Provided in September: 194**  
**Including outreach: 40 (Catholic Charities)**  
**Youth                  YS**

### **Kit2Go: Trolls World Tour**

9/20/21-9/30/21

Attendance: 12/12

### **Kit2Go: Pinecone Hedgehogs**

9/10/21-9/24/21

Attendance: 20/20

**Adult**

**Hannah**

### **Kit2Go: Pumpkin Pie Paper Craft**

9/10/21-9/24/21

Attendance: 12/12

**Family**

**Ashley**

### **Kit2Go: Monster Corner Bookmarks**

9/10/21-9/24/21

Attendance: 20/20

**Family**

**Ashley**

### **Kit2Go: Orange-Scented Slime**

9/10/21-9/24/21

Attendance: 30/30

**Family**

**Hannah**

### **Kit2Go: Autumn Button Napkin Rings**

9/23/21-9/30/21

Attendance: 20/20

**Adult**

**Hannah**

### **Kit2Go: DIY Spinners**

9/23/21-9/30/21

Attendance: 19/20

**Youth**

**Hannah**

### **Kit2Go: Hispanic Heritage Month**

9/23/21-9/30/21

Attendance: 21/22

**All Ages**

**YSC/HRC**

### **Outreach Kit2Go: Paint Palette**

**Youth**

**Hannah/Ashley**

This Kit2Go was provided for a Catholic Charities' PAT outreach at City Park that Hannah attended.

9/24/2021, 3:00-4:30pm

Attendance: 40/40

## **Outreach**

### **Morton Elementary**

#### **Open House**

- Thu September 23, 5:30-6:30PM

- Hannah and Ashley went to Morton Elementary School's Open House and provided fliers, informational bookmarks, and freebie prizes via the wheel spinner to over 200 children and their families.

**Attendance: 247**

### **Catholic Charities**

- Fri September 24, 3:00-4:30 PM
- Hannah joined the Parents as Teachers Connection meeting at City Park. She read "Mouse Paint" by Ellen Stoll Walsh, distributed Kits2Go with art crafts, and held a raffle for one family to win a Reading Playtime workshop at the library.

**Attendance: 63**



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

#### **Hannah Moody-Goo - Branch Librarian**

- How to Kick Someone Out with Empathy, Ryan Dowd webinar Mon Sept. 13 at 10am
- D60 Child and Adult Care Food Program and Civil Rights Training Mon Sept. 20 at 12pm
- Ashley Minnich - P&O Specialist
- D60 Child and Adult Care Food Program and Civil Rights Training Mon Sept. 20 at 12pm
- Colorado Library of Early Literacy Webinar Mon Sept. 27
- CLEL Reading Picture Books with Kids through a Race Conscious Lens Webinar
- Niche Academy Webinar Mon Sept. 27
- Next Chapter: Partnering with Local Jails to Decrease Recidivism

### **Economic Development**

- Hannah is instructing and providing a weekly Open Lab for the **Northstar Digital Literacy Skills Class**. Rebecca McGhee is providing weekly proctoring opportunities as well. As the students' progress through this class, they are learning valuable technology skills to help in their careers and job searches. Once students pass a proctored assessment, they are provided a certificate that they can add to their resume to prove their knowledge.

### **Miscellaneous**

#### **Mobile Vaccination Clinic**

- Thu September 9, 9:00am-1:00pm
- Thu September 30, 2:00-6:30pm

#### **Volunteers**

- On Thursday, September 2nd, Hannah and Ashley had **Josa Barcomb**, their first teen volunteer, come to the library to help with planning and preparing some future outreach and program materials!

- Thu September 2, 2021 3:00-4:00pm
- Fri September 10, 2021 2:30-4:30pm

#### Funding

- Hannah and Ashley received the Friends of the Library Grant of \$1,500 in order to purchase equipment for a video game station in the Barkman Library.

#### **Barkman Library September 2021- Continued**

- Kim Baltazar from YS has temporarily joined the Barkman Branch and will be with us until February 2022 as Rawlings goes through the remodel.
- 367 patrons viewed the photography and informational display "September 11<sup>th</sup>: The Day that changed the world."
- 10 patrons were served via curbside services in the month of September.
- **Meeting and Study Room Use**
  - 43 Patron Bookings
  - 1 Staff Booking recorded for Program use though we used the room over 18 times for various programs not reflected in the current scheduling.
- **Other Staff Meetings and Training**
  - Alicia Griebel (Mgr)
  - Meeting Room Use Discussion 09/07/2021
  - Virtual CalCon 09/09 - 09/11
  - Courier Route Discussion 09/14/2021
  - Virtual Annual Planning Mtng 09/15
  - At Risk Supper Training 09/20/2021
  - PSM: 09/27/2021
  - Kendra Maxwell: Virtual Annual Planning Mtng 09/15
  - Ruby Vigil: Nesbit Committee 09/22/2021
  - Kim Baltazar: Safety Meeting 09/21/2021
- **The Staff Meeting on August 9<sup>th</sup> covered the following information**
  - Kudos! To Marcus for the awesome Suicide Awareness Buttons and for Hannah taking charge and getting the grant proposal taken care of!
  - Hannah&Ashley: info updates?
  - Courier...Continue ensuring the totes are ready to go and shifting jobs duties for openers...
  - Reading Pays-August not rolled over but any finishers that come in, please send them to Hannah or myself.
  - Notary service at GHV
  - All Staff Day will be virtual but I do not yet know if we will meet at the library in a group or if it will be from home as of yet.
  - Security @ the Branch from Titan will check in with the PIC for instructions and expectations.
  - Niche Academy -PIC and Security Training as group <https://www.nicheacademy.com/>
  - MHT's – Issues, troubles, good things? Questions?
  - Other-? \$20.00 from fridge.



## Giodone Library

### **Calls Taken**

**Jan 625** – Feb 337 – **March 366** – April 286 – **May 245** – June 455 – **July 485** – August 363

# Welcome!

**Welcomed new Librarian Sandy Hudock to the team, and Lesley Saldana CSR during RA renovation.**

**Exhibit** – O'Neal Hobbs Baseball Exhibit from CR - 193



Baseball Activity Pack - 20

**Book Display** – Books and Movies by Candace



## Community

- 9/13 **Avondale** – Started going back to Avondale on Mondays 3-5. - 20
- **Vaccination Clinic** – September 10

## Programming

- **Youth**– Paula & Stephanie hosted Preschool storytimes every Monday– 17

### Youth Kits:

Kit2Go: Craft Stick Alligator- 20  
Kit2Go: Fall Leaf Wreath – 15  
Kit2Go: Frog – 15  
Kits2Go: Cardboard Tube Rainstick – 20  
Kits2Go: Trolls - 25

- **Adult** –Lorina hosted 2 adult crafting classes:
  - Lorina's Crafts - Tortilla Warmer - 19
  - Lorina's Crafts - Ristra Tying - 7
- **Rawlings Sponsored Adult Programs:**
  - Special Collections - Damon Runyon Film - 40 Pounds of Trouble (1962) - 1
  - RRA – Maria Smyer teaching ESL Intermediate English on Thursdays 10-1
- **Crochet Club** meets weekly on Fridays, hosted by Kayci and Paula, with a total of 22 for the month.

A member of the Crochet Club donated his State Fair winning Crochet Project – The Book Worm



## Branch Training – Staff are tracking trainings here -

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

9/04/21 Stephanie	Family Homelessness and Libraries
9/09/21 Kayci	CALCON virtual
9/09/21 Kayci	Kicked Out Ryan Dowd
9/09/21 Kayci	SnagIt Training

9/11/21 Stephanie Kicked Out! by Ryan Dowd  
 9/11/21 Lorina Kicked Out! by Ryan Dowd  
 9/03/21 Candace Tell Me Something I Don't Know: Meaningful Community Engagement  
 9/25/21 Candace Measurements that matter: Analyzing Patron Behavior  
 9/25/21 Stephanie Libraries and Reading: New Service Models for Patrons with Intellectual Disability  
 9/29/21 Lorina Tech Enabled Homes: Enhancing Independence in Aging, sponsored by Home Instead®"

## Meetings

Kayci - PSM Meeting, Attended CALCON online, Social Justice Book Club  
 Paula - Youth Services Meeting  
 Candace & Lesley – Nesbitt

## Economic Development

None

<https://docs.google.com/spreadsheets/d/1Eavu3MeZ6Z3mfR0prTaEBwaUHp5bVTRFLWEIsmnpS8I/edit#gid=1717462019>

## Kayci's Training work

- Purchased the Homeless Librarian training package for all staff, and added it to Niche.
- Met with DEI Consultants, presented virtually at CALCON on using Google Classroom for training.
- Trained 4 new subs at the Giodone Library.

Click the following link for usage stats from Niche Academy

<https://docs.google.com/spreadsheets/d/16UiweO-yfKxHG3PPh65gRlqjzXWJGQR/edit?usp=sharing&ouid=105737530738076522049&rtpof=true&sd=true>

Top Tutorials:

Tutorial	21-Aug	21-Sep	Total
Total	1632	1835	3467
Onboarding - Pueblo City County Library District	52	180	232
Manager Training	3	153	156
COVID Protocols for PCCLD	0	142	142
Equity, Diversity, and Inclusion Resources	11	109	120
CSR Training - Help people with their accounts, get items, and KOHA tips!	160	71	231
Code of Ethics â€œ Intellectual Freedom	151	68	219
Librarian's Guide to Homelessness (Core Training)	0	65	65
Person In Charge and Security - Advanced Customer Service	77	63	140
Code of Ethics â€œ Intellectual Property	107	57	164
Public Services - Reference, Reader's Advisory, Customer Service, & Services	41	56	97
Material Handler Training	21	53	74
PCCLD Employee Mental Health Resources	1	49	50
Code of Ethics â€œ Equitable Service and Access	188	42	230
Code of Ethics â€œ Excellence in the Profession	40	40	80
Fighting Fake News â€œ Confirmation Bias	13	36	49
Librarianship and Ethics - Resources	12	35	47



Code of Ethics â€™ Personal Interests vs. Professional Duties	95	33	128
Code of Ethics â€™ Private Interests and the Public Good	50	31	81
Fighting Fake News â€™ Causation vs. Correlation	26	29	55
The Reference Interview	0	28	28
Ancestry Library â€™ Access Genealogical Records of Billions	44	27	71
How to Write a Professional Email	0	27	27
Fighting Fake News â€™ The Power of CMD/CTRL F	0	23	23
Conflict Resolution for Managers	73	22	95
Service Animals: Your Obligations Under the ADA	0	21	21
Code of Ethics â€™ Respect, Fairness, and Good Faith	36	19	55
Addressing Bullying for Managers	0	19	19
Workplace Bullying â€™ Being Bullied?	0	19	19
Advanced Body Language (1 hour)	0	18	18
Kicked Out!: How to safely ask someone to leave (without calling the police)	0	17	17
Freeding â€™ Downloadable eBooks	0	16	16
Britannica Library â€™ Articles, Multimedia, and eBooks	33	15	48

## Greenhorn Valley Library

### YOUTH PROGRAMMING

- Music and Movement Storytime every Tuesday morning.
- We provide a Teen Night every Thursday afternoon/evening.



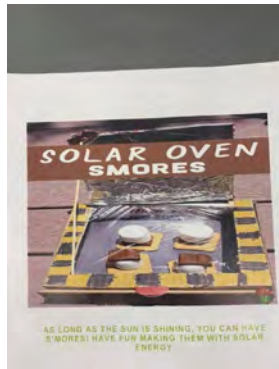
## ADULT PROGRAMMING

- Book Club, 9/30, 5 participants
- Sip n Stroke, 9/3, 8 participants
- Paper Making, 9/25, 7 participants
- Beginner's Yoga w/ Ashley 9/1 (11), 9/10 (6), 9/15 (10), 9/22 (6), 9/30 (6)



## FAMILY PROGRAMMING

- Family Craft activity every Friday afternoon – total of 15 participants
- **Kits 2 Go**
  - Solar Oven S'mores 40 family



## OUTREACH PROGRAMMING

- Rye Elementary Reading Pays participants.
- Reading Pays display at Carver Middle School Orientation Night.

## EXHIBITS AND DISPLAYS

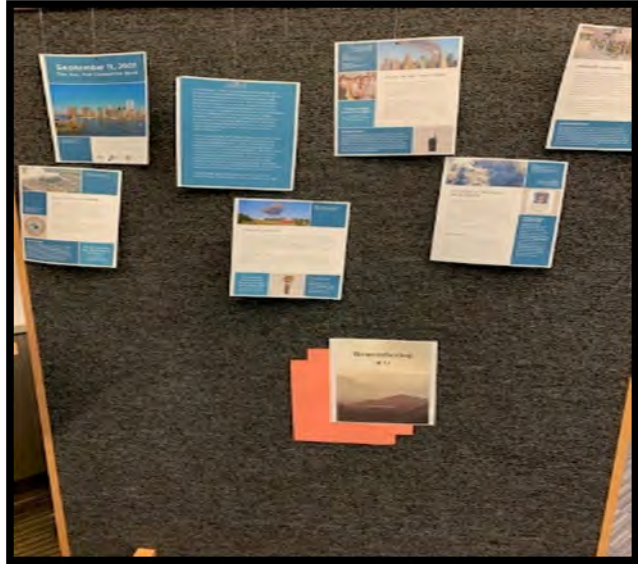
- Photography by Joel Ohlsen. Our Exhibit attendance for September is 228.
- Steel and Energy Travelling Exhibit attendance for September is 228.

- Here are a few pictures of the many displays for September.

### **Spy vs. Spy**



### **Remembering 9/11**



### **Movies with Music**



### **I'm feeling purple today**





## Banned Books Week



Along with our nocturnal animal display, we had a passive nocturnal animal's scavenger hunt and coloring activity with over 75 participants.

## Nocturnal Animals



## CALL CENTER

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

### **ECONOMIC DEVELOPMENT PROGRAMS AND ACTIVITIES**

Learn about Social Security from a Local Financial Expert:  
And informative presentation by David Dame, Financial Services Professional.  
September 14th and 21<sup>st</sup>. The classes were offered, no one registered.

### **BEULAH SATELLITE LIBRARY**

<b>Date</b>	<b>Number of visitors</b>
9/14	4
9/28	7

## **Lucero Library**

### **Jerry – Librarian**

#### **In person programming**

##### **In person programming: Take and Make Style**

Age: Teen- Tween Programming

Description: Cloud Dough (DIY)

# participants:22



##### **In person programming: Take and Make Style**

Age: Teen- Tween Programming

Description: Pom Pom Trivets (DIY)

# participants:30





### **In person programming: Take and Make Style**

Age: Teen- Tween Programming

Description: Locker Magnets (DIY)

# participants:30

Photo:



### **In person programming: Take and Make Style**

Age: Teen- Tween Programming

Description: Taco Headphone Case (DIY)

# participants:30

Photo:



### **After School is Cool programming**

Age: D60 Students

Description: Children are provided with a supper from D60 and an Activity is provided by PCCLD Mon - Thurs.

#Activities:157

### **Virtual programming**

Age: All ages

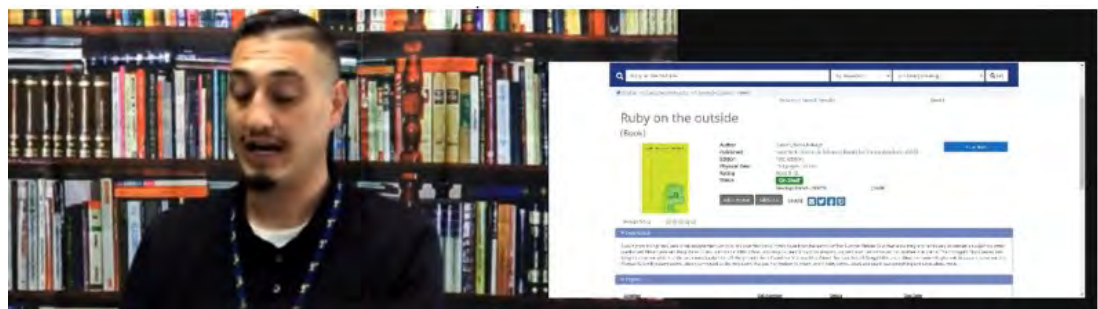
Description: Tales

from The Stacks

(Ruby on the Outside)

#views: 60

Photo:



## Community outreach

### Name of agency: Centro Del Quinto Sol

Purpose: Friday Craft: Community Engagement and Community Partnership.

Activity: Candy Sushi & Perler Beads

### Atomic Autumn Fest: (LUCERO TEAM EFFORT)

Location: Lucero Library

Date 9/17/21

Attendees: 100

Purpose: Community Engagement

Highlights:

- Music & Dancing (GFDP) Grupo Folklórico Del Pueblo
- Pueblo Rocks
- Mr. Magic
- Shave Ice
- Giant Games
- Chile Ristra Making Class
- Food Truck

Photo:



## Jessica - Full Time Program and Outreach Specialist

### Adult in person programming

#### 2021 Latino/a/x Book Festival

Age: Adult

Description: 9/17//2021

Emily Prado visited the Lucero Library with a book talk that debuted her novel Funeral for Flaca. The novel explored things lost and found—love, identity, family — and the traumas that transcend bodies, borders, cultures, and generations.

# Views: 26

# participants: 12

#### Any Book Club

Age: Adult

Description: The Any Book Club (ABC) meets twice a month to share stories about their recent reads. Each adult member gets to review the books they've read recently so others can learn about what's great and, sometimes, what's not!

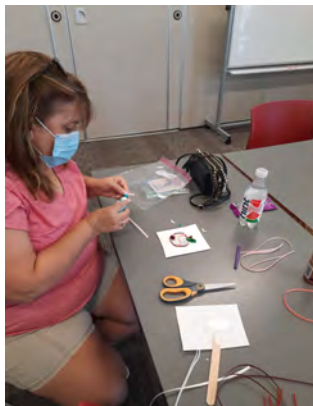
# participants: 9

### **Crafty Crew**

9/2/2021

Adult patrons participated in a beginner level of a quilling activity.

# participants: 7



### **Rock Art**

9/9/2021

Adult patrons participated in creating their own 3D and multimedia art with given supplies.

# participants: 10



### **Book Nooks**

9/30/2021

Adult patrons participate in creating their own book nook/mini fairy garden for their bookshelf.

# participants: 14

### **Adult Virtual programming**

#### **National Coloring Day Challenge**

Age: Adult

Description: 9/16/2021. 10 Kits: Variety of coloring books/pages with makers.

# Views: 24

### **Owl Wreath**

Age: Adult

Description: 9/23/2021

Craft tutorial for a fun and quick Owl wreath for the first day of fall. 12 kits included all materials for an individual to make their own Owl Wreath.

# Views: 20

Photo:



### Community outreach

**Name of agency: Oakshire Gardens Assisted Living**

Purpose: Engage with residents with craft (quilling), socializing, and listening to music every other week.

9/8/2021 Activity: You're one in a melon quilling card

# participants: 4



**9/22/2021 Activity: Sunflower Wreath**

# participants: 5



### **Britt - Part Time Program Outreach Specialist**

#### **In person programming**

**Description: Button Making**

Age: Tween-Teen

# participants: 16

Photo:



# **Description: Paper Dolls**

Age: Youth-Tween

# participants: 13

Photo:





## Virtual programming

### Description: Ninja Stars

Age: Youth - Teen

#views: 29

Photo:



### Description: Rainbow Cloud

Age: Youth

# views: 28

Photo:

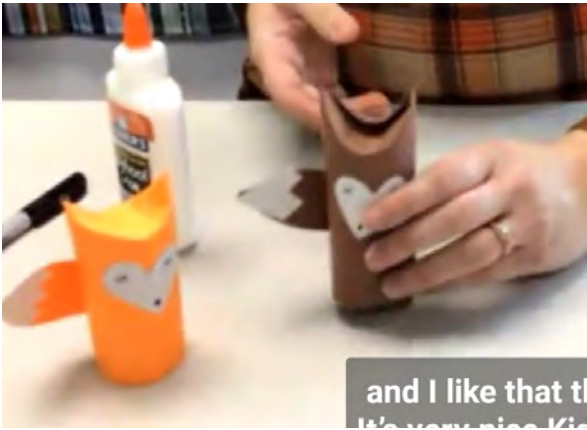


### Description: TP Roll Fox

Age: Youth

# views: 29

Photo:



**Description: Popsicle Stick Apple Core**

Age: Youth  
 # views: 29  
 Photo:



**Community outreach**

**Name of agency: Boys and Girls Club**

Purpose: Promote upcoming Poetry Club

**Game system**

Number of participants:139

**Lunch program**

Number of lunches:107

**Books ala Cart**

Agencies

- Catholic Charities
- Fulton heights
- Posada
- Boys and Girls Club
- Cooperative Care
- ICCS
- Pueblo Rescue Mission
- Oakshire
- PDI
- Pres Towers
- Parents as teacher

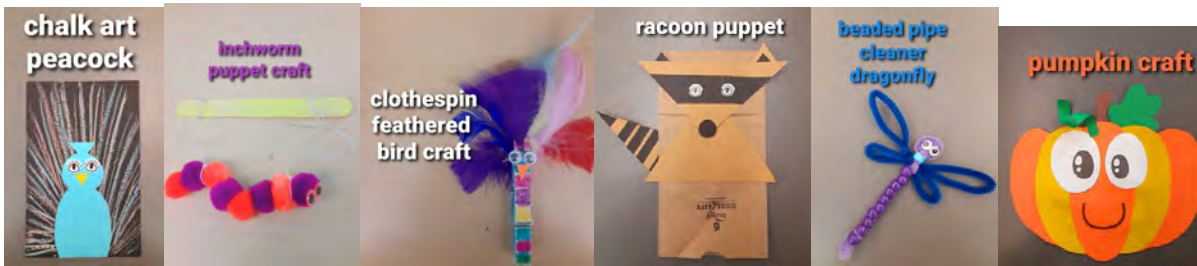


**Total number 1278**

### **Passive Programs (take and makes)**

Total: 230

Photos:



### **Community Displays**

Hispanic Heritage Month



### **Banned Book Week**



### **Staff meeting highlights**

- Welcomed Estella Mulgaray our new MHT
- Team building exercise
- Atomic Autumn--plus/delta exercise
- Discussed schedule

## Lamb Library

### JEN TOZER (Branch Manager)

#### **Vaccination Clinics**

- 9/8
- 9/29

#### **Meetings/Trainings**

- 9/2: Supervision: The Transition into Leadership
- 9/7: Lamb Staffing Meeting with Sherri Baca
- 9/14: Courier Route Meeting
- 9/15: Planning Retreat
- 9/16: Monthly Meeting with Sherri Baca
- 9/20: Embedding Evaluation Coaching Meeting (cut short)
- 9/27: Embedding Evaluation Coaching Meeting (rescheduled)
- 9/27: PSM Meeting
- 9/28: Embedding Evaluation Colorado Cohort Meeting
- 9/29: Lamb Staff Meeting

**Exhibit of the Month:** Pueblo in the Roaring '20s and Mia Barron Photography: Princess and the Frog  
**Exhibit attendance:** 269 each = 538





## **JENNIFER SULLIVAN (Librarian/Asst. Manager)**

### **Programs**

Programming this month did not go as planned due to the Covid delta variant surge, renewed mask requirements, and supply chain issues causing us to lose the YMCA preschool storytime (they did not want to make the kids wear masks and no suitable outdoor space) and the kids Zumba class, and delays in starting the D60 lunch program which would have kids' program attached.

- September 1, Toddler Storytime: Caterpillars & Butterflies, 5 attended
- September 3, Family Storytime: Caterpillars & Butterflies, 18 attended
- September 8, Toddler Storytime: Snakes, 7 attended
- September 10, Family Storytime: Snakes, 2 attended (presented by Evelyn Lile)
- September 15, Toddler Storytime, Monsters, 11 attended (planned & presented by Jaclyn Baros)
- September 17, Family Storytime: Colors, 7 attended (presented by Evelyn Lile)
- September 22, Toddler Storytime: Colors, 7 attended
- September 24, Family Storytime: Pizza & Guacamole, 9 attended
- September 29, Toddler Storytime: Things That Go, 13 attended
- September 23, Tour & Instruction - Gave a tour of Lamb to visiting group of 9 students and 4 adults from Parkhill Christian Academy, issued cards to those who needed them, gave an overview of PCCLD's services, showed website, how to navigate the catalog to find books, went over digital media and how to access, provided copies of books on their reading list to review and check out, and assisted them with checkout.

### **Displays**

- Spiders & Other Creepy-Crawlies (picture books)
- Space (picture books)
- Not-Your-Typical Princess Stories (middle grade & picture books)
- Hispanic Heritage month (J fic & bios)
- Princess and the Frog (to go with art exhibit)

### **Accomplishments**

- Applied for and was awarded FOL grant in the amount of \$1500 for support of full spectrum literacy programming for ages 5 and under.
- Applied for and was awarded FOL grant in the amount of \$1000 to support STEM programming for ages 6-12, including experiential learning and information about STEM careers.

### **Training**

- Sept. 9, Ryan Dowd "Kicked Out" webinar on de-escalation techniques and how to handle having to ask people to leave the library with compassion and maintaining relationships, and without provoking violence (this was an excellent webinar, recommend making it mandatory training for all staff, especially PICs).
- Sept. 9-11, CALCON virtual, very disappointing
- Sept 10, SLJ Picture Book Palooza (recording from July 15<sup>th</sup>), watch half of presentations
- Sept. 21, Civil Rights Training for D60 Lunch program

### **Contacts**

- Dana Greene, D60 Nutrition Services, about lunch program.

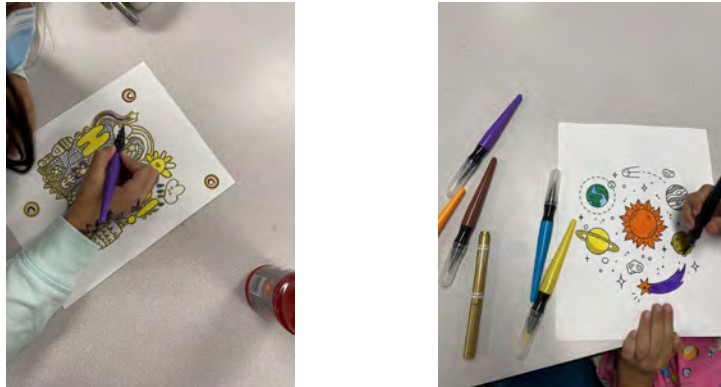


- Lynette Quintana, Parkhill Christian Academy, about bringing her middle school English class to visit the library.
- Caitlin Sullivan, NASA engineer, regarding speaking to kids about careers in aerospace engineering to complement our programming centered around the launch of the NASA Webb telescope.

## **RACHEL PACKARD (Program & Outreach Coordinator)**

### **Tween/Teen Programs**

- Tween Hangout 9/1 Movie Night - 8
- Teen Hangout 9/7 Relaxation Coloring sheets/ Health Solutions Partnership - 2
- Tween Hangout 9/8 Relaxation Coloring sheets/ Health Solutions Partnership - 9

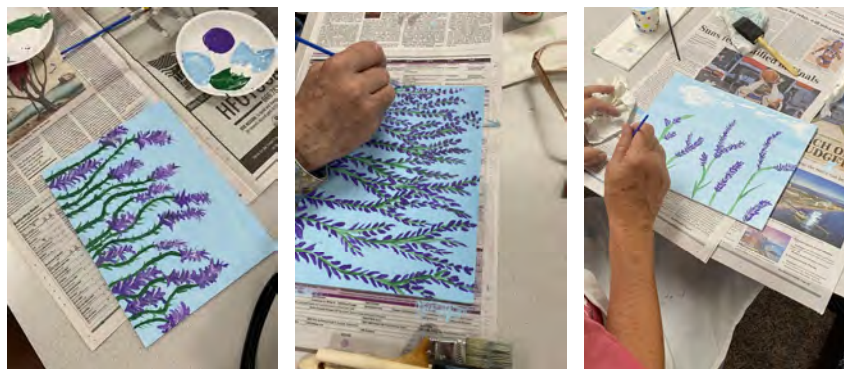


*Relaxation Coloring Sheets*

- Teen Hangout 9/14 Switch Night - 4
- Tween Hangout 9/15 Switch Night - 3
- Teen Hangout 9/21 - CANCELLED
- Tween Hangout 9/22 Switch - 4
- Teen Hangout 9/28 Board Games - 4
- Tween Hangout 9/29 Board Games- 8

### **Adult Programs**

- Adult Craft - Lavender Painting 9/2 - In-person -15



*Lavender Painting*

- POV Landfall 9/9 - 2
- Llama Sewing 9/23 - Virtual - 15 kits 50 views

### **Displays and Passives:**

- A Touch of Magic



- National Sewing Month Display

### **Meetings/ Trainings/ Events**

- Koha Webinar 9/9
- Kicked out Training 9/16
- Strengthening community food access webinar 9/25

### **MARY KRATZ (Customer Service Representative)**

- **Gate Count: 5377**
- **Meeting Room Use:** used 17 times for non-library functions
- **Study Room Use:** 31 people used the study room
- **Volunteer Hours:** 7.5
- **Legal Clinic attendance:** 12
- **Curbside Pickups:** 12
- **AWE:** used 193 times
- **Meetings:** Lamb Staff meeting, Nesbitt Committee meeting

**Displays:** Roaring '20s



### **LOVELY MURRELL (Customer Service Representative)**

#### **Displays**

- For "First Lines" display I wrapped books in newspapers and wrote the first line on them. I had 3 check outs from this display.

## **Book Bundles**

- I had two book bundle requests checked out. One for scary stories and one on jewelry making. None of the ones I made checked out this month.

## **Book Club**

- My book club reached 17 people and had some good engagement as well during the live stream.

## **MIKE GONZALES & PAULA BRANDIMARTE** **(Customer Service Representatives)** **LIBRARY @ THE Y**

- The Library @ the Y saw 965 patrons in September, which is an average of about 32/day.
- For passive programs, they gave out 275 coloring sheets and 3 kits to go to children and 21 puzzles to adults.

Paula Brandimarte researched and designed a **"History of the YMCA"** exhibit which is now on display at the Library at the Y! The exhibit attendance for September was 50.



## **Pueblo West Library**

### **Community Display Cases**

Tutankhamun Display

### **Exhibit**

September Art Exhibit: Michael Tafoya Photography with an estimated 434 in attendance.

## Programs

- Pueblo West Library held a total of 82 programs, club meetings and Kits2Go with a total of 2077 participants.
- PW's annual Medieval Fair was a success and those in attendance enjoyed the Salida Circus aerialists, Mr. Magic's balloon animals, SCA's sparring knights, a picnic lunch and many crafts and costume giveaways.

<b>Title</b>	<b>Date</b>	<b>Age group</b>	<b>Total attendance</b>
Daylight Dungeons and Dragons	Mondays	Teen	13
Virtual Dungeons and Dragons	Saturdays	Teen	10
Teen Hangout	September	Teen	4
Jammie Storytime Live	Thursdays	Juv	541
Time for Tots : In Person	Tuesdays	Juv	83
Coloring pages	September	Juv	100
Special Guest Storytime	9/23/2021	Juv	15
Outdoor Preschool Storytime	Thursdays	Juv	44
Kits2Go: Trolls	September	Juv	50
			24
Kits2Go: Diamond Painting	September	Adult	
Medieval Fair: A Minstrel Spectacle to Entertain the Court	9/18/2021	Family	400
Sports Card Collectors Club	9/3/2021	Adult	5
Society for Creative Anachronism	Wednesdays	Adult	39
Beginning Tai Chi	Mon, Wed	Adult	15
Advanced Tai Chi	Mon, Wed	Adult	31
Chair Yoga	Tues, Thurs	Adult	73
Swedish Weavers	Mondays	Adult	18
Cast-Offs Knitting and Craft Club	Tuesdays	Adult	18
PW Amateur Radio Club	9/25/2021	Adult	8
Mahjongg Club	Tuesdays	Adult	28
History Round Table	9/30/2021	Adult	2
PW Book Club	9/27/2021	Adult	11
Mystery Book Club	9/16/2021	Adult	8
Daylight Book Club	9/1/2021	Adult	11
			2101

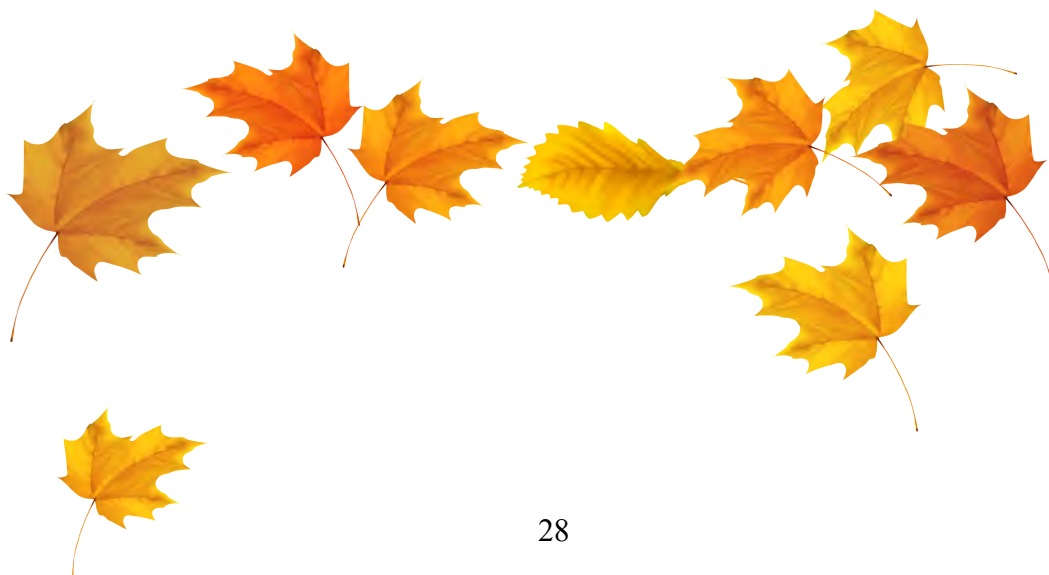
## Economic Development:

PW contributed to the community's economic development by providing job search support to 2 customers, resume writing and job app download and tutorial to one customer.

## Facilities

Facilities continued the installation of new lights and fixtures throughout September.









## **Reference and Readers Advisory**

### **SEPTEMBER 2021 HOMEBOUND SERVICES**

HOMEBOUND SERVICES CONTINUES TO ADAPT TO CHANGING CONDITIONS AND IS AVAILABLE TO HELP WITH CUSTOMER ACCESS DURING THE RAWLINGS RENOVATION.

One volunteer returned after being inactive. Homebound also added a new customer.

- CUSTOMERS 17
- VOLUNTEERS 9
- VOLUNTEER HOURS 16

#### **CIRCULATIONS**

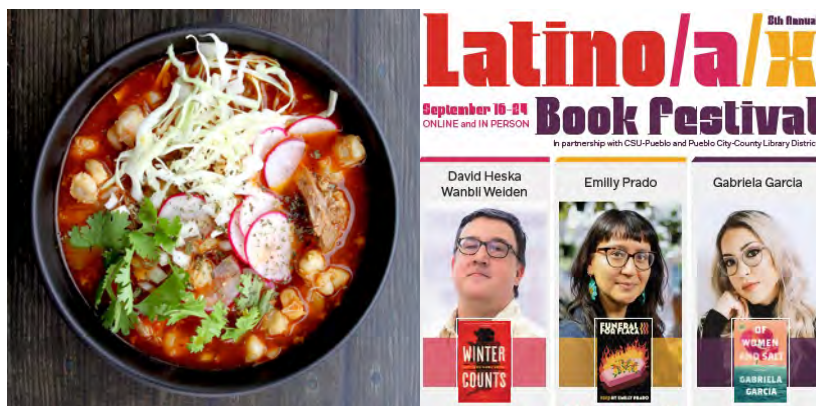
- NEW 80
- RENEWALS 38
- DISCARDS GIVEN 4

**TOTAL CIRCULATIONS 122**

## **NORTH OF FIFTY ONLINE**

- PAGEVIEWS 68
- UNIQUE PAGEVIEWS 21

## **Hispanic Resource Center September 2021 Report**



## **HRC Programming**

### **SRP: Maria's Kitchen**

- Trejo's Tacos: Recipes & Stories from L.A. by Danny Trejo - Carnitas = 14 views
- Arroz a la Mexicana = 11 views
- Rawlings Library Facebook Live Life from Scratch by Sasha Martin - Samoan Chocolate and Orange Coconut Rice Pudding: = 33 views
- The Power of Pozole! = 26 views

Total Kitchen: 84 *views*

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- Ivo y los Lobos by Brenda Legoretta = 7 views

### **Community Conversations / Conversaciones con la Comunidad**

- Rawlings Library Facebook Live - Pueblo Police Dept. & Immigration Office = 25 views





Total Virtual Programming: 124 views (not including Book Fest)

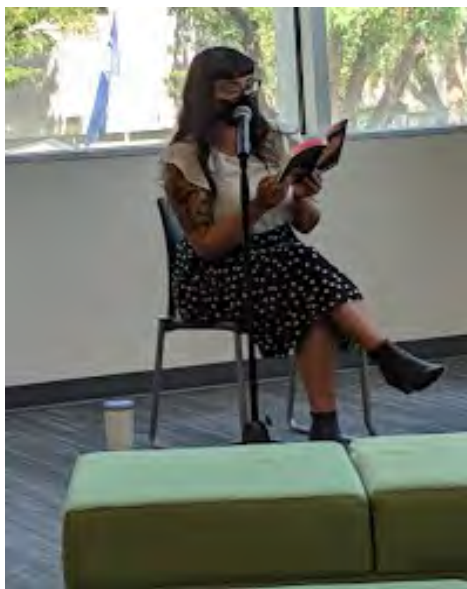
### 8th Annual Latino/a/x Book Festival

# 8th Annual Latino/a/x Book Festival

September 16-24  
ONLINE and IN PERSON

In partnership with CSU-Pueblo and Pueblo City-County Library District

<p>David Heska Wanbli Weiden</p>   <p><b>VIRTUAL PRESENTATION</b> <b>Thursday, Sept. 16, 4 p.m.</b> Live on the Pueblo Library Facebook and YouTube pages Livestream event with David Heska Wanbli Weiden, author of <i>Winter Counts</i></p>	<p>Emily Prado</p>   <p><b>IN PERSON PRESENTATION*</b> <b>Friday, Sept. 17</b> 1:30 p.m. at CSU-Pueblo Library 6:30 p.m. at Lucero Library In person with Emily Prado, author of <i>Funeral for Flaca</i> *Masks are required, space is limited. To reserve a seat, call (719) 562-5615 or email</p>	<p>Gabriela Garcia</p>   <p><b>VIRTUAL PRESENTATION</b> <b>Friday, Sept. 24, 4 p.m.</b> Live on the Pueblo Library Facebook and YouTube pages Livestream event with Gabriela Garcia, author of <i>Of Women and Salt</i></p>
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Emily at CSU-P / Emily at Lucero

## **8th Latino Book Festival**

This is our 8th year for our Latino Book Festival. We had a hybrid event this year, two in person events and three livestreamed events. On Sept. 17th, I partnered with CSU-P and the Lucero Library for two events with author [Emilly Prado](#) for her memoir *Funeral for Flaca*. On Sept. 16th, Native author, David Heska Wanbli Weiden was interviewed live on Facebook for his crime thriller *Winter Counts*. On Sept. 24th, Gabriela Garcia was interviewed live on Facebook for her debut novel *Of Women and Salt*. We had several book giveaways for all the events. Our in person attendance for CSU-P and Lucero was 28 and we had 60 livestream views. All three authors were wonderful to work with. Total attendance in person and virtual for the festival was 88.

## **Hispanic Heritage Month**

I had Kits to Go for Lucero, Barkman, Giodone and Lamb for Hispanic Heritage Month. Total kits given out was 118.

## **English Language Program**

The week of Sept. 13th, we resumed our English classes. We offer Beginning, Intermediate and Advanced classes at three different library locations; Lucero, Barkman and Giodone. Our students are from all over the world and excited to learn English. Total attendance for the classes was 46.

**Total Hybrid Programming: 252**

**Total Hispanic Resource Center Programming: 376**

## **Outreach**

### **Continuum of Care Committee**

On Sept. 28th, I met with the Parent Connects Committee. I updated them on our library programs and the upcoming renovation.

### **Chicano Archives Committee**

The Chicano Archives Committee was invited to three presentations for the final candidates for the new Atzlan Center. We were asked to submit a survey of each candidate's presentation.

## **Idea Factory Monthly Report: September 2021**

### **Programs**

- 9/15/2021- Creative Concepts: Millefiori Beads (13 attendees)
- 9/18/2021- Fiber Frenzy Needle Felting Club (At Lucero- 9 attendees)
- 9/24/2021- Family MAKES! Shrinky Dink Keychains (2 attendees)
- 9/25/2021- Creative Concepts: Papermaking (At Greenhorn Valley- 6 attendees)
- 9/30/2021- Maker Mania: Rocket Your World (virtual program- 32 views)

### **Meetings, Trainings, and Community Outreach**

- 9/7/2021- CAMP meeting (Jane Frazer, Tick-Tock Pueblo, Arts Alliance)
- 9/9-9/11/2021- CALCON 2021 Virtual Conference (was scheduled to present but was unable to do so virtually- too short of notice)



- 9/14/2021- CAMP meeting (Jane Frazer, Tick-Tock Pueblo, Arts Alliance)
- 9/17/2021- Meeting with Amy Nelson to discuss Makerspace furniture
- 9/21/2021- CAMP meeting (Jane Frazer, Tick-Tock Pueblo, Arts Alliance)
- 9/21/2021- Health and Safety Committee quarterly meeting
- 9/21/2021- Pueblo Makes Monthly Meeting
- 9/23/2021- RRA Department Meeting
- 9/28/2021- CAMP meeting (Jane Frazer, Tick-Tock Pueblo, Arts Alliance)

## Other

- Scheduled Outreach Event at South Park Elementary (through Morganlee Kempf) for first full week in October
- Outreach to PDI cancelled this month but will continue through the end of 2021 on the 4th Thursday of each month
- 3 one-on-one 3D printing walk-throughs
- 8 Notary appointments taken

## Thingiverse Statistics

- Views: 3
- Downloads: 60



## Thad Stelter - RRA Program and Outreach Specialist

### Programs for September

Will be moving virtual programs to Wednesday mornings.

- To Dye For (Virtual), September 15, 2021
  - Redo of the Rainbow tutorial.
  - 173 Views
- To Dye For (In Person @ Lamb) September 28, 2021
  - 3 Participants

### Displays

- Read A-likes
- Latin@ Book Festival/Hispanic Heritage Month
- Musician Biographies
- Banned Books Week

## **New Books Sent to the Pueblo Chieftain (Selections)**

### **Fiction**

- *Martita, I Remember You* - Sandra Cisneros
- *Cloud Cuckoo Land* - Anthony Doerr
- *Apples Never Fall* - Liane Moriarty

### **Non-Fiction**

- *Poet Warrior* - Joy Harjo
- *Rationality* - Steven Pinker
- *Fuzz* - Mary Roach

## **Crystal - Digital Resource/Tech Trainer**

### **Trainings/Meetings**

- Welcoming Patrons Back: Resuming In-person Programs and Services at Your Library - CALCON
- The Evolution of Public Service Loan Forgiveness Programs in 2021 - CALCON
- Perspectives: Collections and Staffing - CALCON
- At the Crossroads: Where Difficult Topics Meet Community Conversations - CALCON
- Best Practices in Marketing and Outreach to Reach New Users and Make the Most of Your Collection - CALCON
- Attended RRA department meeting - 9/23/21

### **Programs/Tasks**

- Created and submitted Recommended Lists for October (Kanopy, Hoopla, Freegal)
- Created and submitted Recommended Lists for APR (Kanopy, Hoopla, Freegal)
- 12+ hours of tutoring - assisting patrons with various technology issues, such as Hoopla, Kanopy, Microsoft products, etc, by phone, email and in person.
- 7 one-on-one appointments for tutoring
- AskUs
- Research assistance requests
- 8 Notary appointments completed
- Watch & Learn videos have 13 additional views for Sept. (461 total)

## **Adult Learning Program - September 2021**

<b>Adult Literacy, Numeracy, GED Prep</b> <ul style="list-style-type: none"><li>• 9 active coaches</li></ul>	<b>Career Online High School</b> <ul style="list-style-type: none"><li>• 18 active COHS students in</li></ul>
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<ul style="list-style-type: none"> <li>• 3 active learners 3 new inquiries</li> <li>• At least <b>17 total coaching hours</b></li> <li>• <b>New Learners - 3</b></li> <li>• <b>New Matches - 0 (conflicting schedules)</b></li> </ul> <p>Margery H. about her learner, Lena "Worked on the use of fractions in determining time, distance, volume, and money. Practiced interpreting recipes and reading cursive writing."</p> <p>Alyssa P. about her learner, "We are still in contact as she tries to find affordable housing for her and her daughter."</p> <p><b>Total Attendance: 48</b></p>	<p>attendance</p> <ul style="list-style-type: none"> <li>• 2 Graduates in the last 30 days</li> <li>• 10 in attendance with administrator for scholarship and extension scholarship interviews</li> <li>• 12 in attendance with administrator for coaching and support virtually and in-person</li> <li>• 9 new inquiries</li> <li>• 7 new assessments</li> <li>• 1 new scholarship awarded</li> </ul> <p><b>Total Attendance - 42</b></p>
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<p><b>No Virtual Programming in September</b></p>	<p><b>Other Programs:</b></p> <p><b>Referrals:</b> 10 total  <b>TRiO Referral</b> - x1  <b>Other:</b> 6 to local GED Programs  X3 to colleagues  <b>NorthStar Digital Literacy - 28</b></p> <p><b>Total Attendance: 38</b></p>
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**Total Program Attendance September - 128**

**Total virtual programming attendance/views for 2021 (8 videos) – 1919**

### **\*Webinars \* Trainings \* Meetings \* Outreach \* Special Projects\***

09.01.2021 - Attended 1st Northstar Digital Literacy Open Lab at Barkman to support Hannah

09.02.2021 - Northstar meeting with Washington State Library team to discuss implementation strategies.

09.08.2021 - SEL/AEFLA Budget Discussion with library workgroup

09.09.2021 - Northstar Library Users Group Adult Literacy/Digital Literacy for Adult Learners

09.22.2021 - GoToWebinar - Libraries and Reading: New Service Models for Patrons with Intellectual Disability - One Hour Webinar

09.23.2021 - Supporting Patrons to Obtain In-Demand Credentials That Boost Employability and Career Mobility

09.13.2021 - Pueblo Financial Empowerment Advisory Group - Pueblo City County

09.14.2021 - Submitted reimbursement request for WDPP Grant Reimbursement from CDE for \$2000

09.15.2021 - Attended the Annual Planning Retreat as part of the Steering Committee

09.16.2021 - SEL/AEFLA workgroup meeting to discuss logistics and financials

09.30.2021 - WAB with Regina Renee

## **User Services**

### **DIRECTOR**

- Corporate Cup events happened throughout the month of September. There were sixty staff members who participated in the Health Challenge, 5K, volleyball, softball, and various individual activities.
- Jill Kleven worked on a process to ensure that library customers who check out hotspots acknowledge the Emergency Connectivity Funding that the library was awarded. Online registrations forms and the Material Use policy will have to be updated to reflect these changes.
- Jill worked with Nicki Lawless and Daniel Gaghan on the technical requirements profile for the new Tech Logic AMH. Nicki sent 100 test materials to Tech Logic and they are currently building the machine. Jill worked on a training schedule for Circulation staff, Rawlings managers, and MHTs to learn how to operate the machine when it arrives in mid-November.
- Jill worked on a shelving plan with Brooke Breiner from HBM Design. Because some items have been weeded from the Rawlings Library, the number of shelving units was able to be reduced.
- Jill and HR interviewed potential substitutes and hired four. All four have completed their shadowing shifts and are able to substitute regularly now.
- Two laptop vending solutions proposals were submitted. The committee of Crystal Talley, Robert Childress, and Jill will review them.

### **COLLECTION DEVELOPMENT**

- Heavy weeding efforts continued for the Rawlings collection to ensure there is enough space during the remodel. Both Elizabeth Flores and Theia Bravo are working to get those weeded materials to Books Again and Outreach.
- The All Pueblo Reads books arrived and have been distributed.
- There have been over 1800 requests for the APR companion book, Science Experiments You Can Eat. Jill is distributing those to various classrooms.

### **CATALOGING & ACQUISITIONS**

- There have been a lot of duplicates being pulled from Rawlings. Michele Myzia has been distributing them to various branches.
- The courier route has been changed to run in the middle of the day. That has prioritized the catalogers to get more new material out in the early morning to have same day delivery to the branches.

## **Special Collections and Museum Service**

### **Reference Statistics**

#### **Obituaries, Document Delivery, Circulation, and Indexing**

- Microfilm used: 77
- 93 obituary requests, 1 birth announcement, 2 Ask Us requests completed - Tabitha D.



- 45 obituaries, 1 Ask Us in progress - Tabitha D.
- 98 photo files used
- 14 biography vertical files, 47 Pueblo vertical files used
- Western Research Ref-books: City Directories: Census:
- SC-Loan: 17 checked out; 89 in-house uses
- John Korber's Business Buildings binders indexed through Volume 51 - Tabitha D.
- Korber Biography binders scanned through Volume 18 (Mi-My) - Tabitha D.

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

- Ancestry.com searches - 2,899
- Ancestry.com sessions - 109
- CONTENTdm item views: 2,044
- CONTENTdm items: 10,851
- CONTENTdm
  - Users: 268
  - New Users: 250
  - Sessions: 330
  - Page views: 3,419
  - Virtual Exhibit page views: 53
  - CONTENTdm accessed from: Canada, China, Germany, Netherlands, New Zealand
- Digital Public Library of America, Plains to Peaks Collective - Item views: 2, Click throughs: 1, Users: 2, Sessions: 3
- Colorado Historic Newspaper Collection
  - Colorado Weekly Chieftain - page views: 431, title searches: 55
  - Colorado Daily Chieftain - page views: 2,927, title searches: 120
  - ArchivesSpace - Users: 153, Sessions: 180, Session Duration Avg.: 2m 2s

## **Archives**

### **Archives Projects**

Artificial collections created/added to:

Local Authors - <https://archivestaff.pueblolibrary.org/resources/67>

Rare/Fragile Books - <https://archivestaff.pueblolibrary.org/resources/68>

Theses - <https://archivestaff.pueblolibrary.org/resources/70>

Genealogy Collection (Vault) - <https://archivestaff.pueblolibrary.org/resources/71>

New Mexico Collection (Vault) - <https://archivestaff.pueblolibrary.org/resources/74>

- Damaged books have been removed.
- Collapsible shelving continues to be labeled and connected to ArchivesSpace.
- Volunteers are finishing up the Bill Buckles Collection and work continues on the CRAA collection.
- Bree continues to inventory the bound volumes of the Pueblo Chieftain and newspapers that are shelved next to the yearbooks in the vault. Spreadsheet outlining dimensions, types and dates for future storage upgrade.

## **Special Collections & Genealogy Reference**

There were several patron requests from AskUs or messages left on our phone, unique topics. Two requests to see if we had a couple of theses, one by a local Ph.D., Bernice B. Zamora, "Mythopoeia of Chicano Poetry: An Introduction to Archetypes," written for Stanford University. We did not have it so I asked Thea if she could ILL it. She found five universities that have it but will not lend it out. Another patron asked for a thesis, Women and Property across Colonial America, A Comparison of Legal Systems in New Mexico and New York. Thea was able to find it through JSTOR. Sometimes we forget to look at our databases. There were two articles on Dr. Zamora found in our Academic Search Premier database and the patron was pleased to find these two articles.

Had a request from a patron for a topographic map of Canon City in 1889 when a survey was done and the map was printed in 1892. Was able to get it from the State Engineer's office.

Hannah and Charlene sent 30 more magazines to the bindery from our genealogy collection. There were also six more theses sent to be bound. All bound theses are being kept in the vault above the New Mexico Collection duplicates.

This must be the year for people discovering Cathay Williams known as a female Buffalo Soldier. Two patrons called asking about the resources we have on her and wanting to know how to contact Rebecca Atkinson, who has become quite an expert on this topic. Rebecca has given Charlene permission to give out her email address. There will be a PBS special on Cathay in Feb.

Charlene spent almost a whole day with two students from CU-Boulder who are working on "Soundscapes of the People," about Pueblo musicians. They went through 130 musicians and they highlighted the ones most likely to have biographies. They went through 18 years of Fiesta Day magazines cross referencing the most visible musicians over this time period. The students will organize what they gathered and will be back for more information from the vertical files.

Charlene continues working with Carolyn Lowrey on transcribing the oral histories and Blake has uploaded four new ones. Once Carolyn finishes with a six-part series she will start on the Fry-Arkansas tapes which are very important because this resulted in the Pueblo Reservoir being built.

Charlene was invited by Wade Broadhead, city planner, to accept a city proclamation at the by-weekly city council meeting, making September 16 - October 15 Hispanic Heritage Month in the city of Pueblo. This was the first proclamation of this nature and it will be framed and placed in a prominent place after the remodeling.

## Infozone

IZ attendance: YTD: N/A, IZ closed

Adult Zumba: 12

YTD Attendance: N/A, IZ closed

## Digitization

On September 30, the film in the Carmen Arteaga collection was completed. The project entailed the digitization of video and sound of approximately 20 reels of film totaling approximately 3 hours of footage.

Metadata was completed for the Arkansas Fryingpan Project oral histories. 24 distinct recordings from tape, totalling 18 hours of audio, were published to CONTENTdm.

Material relating to the film "Damon Runyon's Pueblo" which was digitized as part of a request in August was uploaded to CONTENTdm.

30 items were uploaded to a new collection of material relating to the archive's holdings of the Wednesday Morning Club.

## Programs & Exhibits

### Physical Exhibits

September 1 - Took down "Pueblo's Mr. Baseball: O'Neal Hobbs" from Lucero and installed at Giodone branch (up through November)

September 28 - Took down "Pueblo in the Roaring 20's" from Lamb branch and installed at GHV branch (up through November)

Meghan and Charlene set up an exhibit in recognition of Hispanic Heritage month titled: "Mestizo, Our Spanish and Indigenous Heritage."

### Virtual Programs

Charlene coordinated a program with Edwardo Griego titled Ancient Americans and our Star Ancestors, that went live on September 22 and included much information about Chaco Canyon. We had three patrons call in wanting information or books on Chaco Canyon. There were 63 views on YouTube. It will be also placed on Rawlings Facebook page this week.

Meghan and Charlene filmed Heraldo Acosta explaining the historical street signs of south Pueblo. The program went live on September 28. There have been 51 views on Rawlings Facebook. Meghan spent quality time editing the video as some of it was done outside and we redid the vocal part inside and she did a great job of syncing them.

Charlene reproduced a program from 2014 about the Grand Food Exchange between the Old World (Europe) and the New World (Mexico), titled, "Chocolate and Chiles, Beets and Broccoli: The Grand Food Exchange." She worked with Michelle Vigil to get some Kits2go on the PCCLD lineup so all libraries received proportionate kits with a piece of dark chocolate, an informational flyer on the food exchanges and advertisement about the program to be aired October 7 at 6:30 p.m. Our team was ready to stuff the bags on Monday but Cecily took the initiative to stuff all 500 bags on the Saturday before--Thanks Cecily! This was a fun project in recognition of Hispanic Heritage month and the All Pueblo Reads kickoff.

***Birding by Ear with Keith Bruno***, AVAS September 16th, 6pm Views: 43  
Keith Bruno, Community Naturalist at Audubon Rockies shared his tips and tricks to identify birds by their calls, sounds and songs.

## Virtual Exhibits

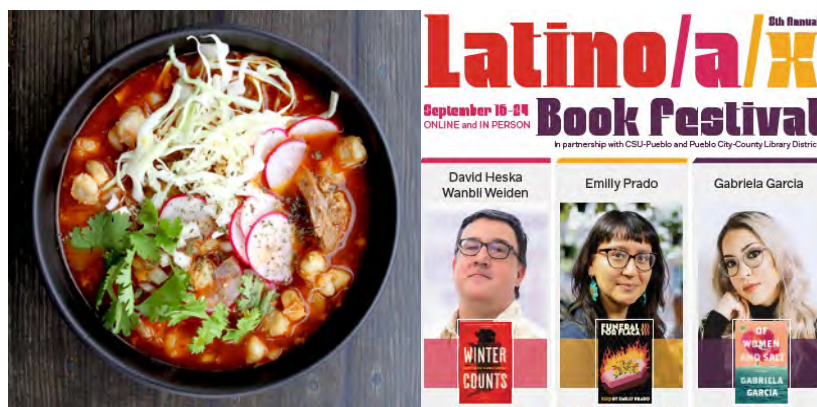
### ***Total Views:***

IZ Exhibits page 81  
Pueblo Roaring Twenties 27  
IZ Archived 12  
Counter Culture 12  
Righting A Wrong 4  
Muramoto 12

### **Izi.travel stats:**

All Content Views: 1

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## **Volunteer Hours**

- **Georgine Booms: 6.25**
- **Fran Cosyleón: 8**
- **Gaola Greer (SER CSEP): 104**
- **Carolyn Lowrey: 14**
- **Anne Whitfield: 8**

**TOTAL: 140.25**

## **Professional Development**

### **Professional Development**

- **Charlene** attended a three-day virtual conference with Colorado Association of Libraries CAL-CON on September 9-11.
- **Aaron** completed the Society of American Archivists class, Accessioning and Ingest of Digital Records, Sept. 29-30
- **Aaron** participated in the Association of Moving Image Archivists, Manager Training: Soft Skills Development for New & Aspiring Managers, Sept. 30

### **Attended Webinars**

Bree

- 9/09 - "Kicked Out: How to Safely Ask Someone to Leave" - 1-2pm
- 9/15 - Soft Skills: The Tools Every Librarian Should Have - 12-1pm

Meghan

- 9/16: Recording: Soft Skills: The Tools Every Librarian Should Have” Niche Academy

## **Youth Services**

Youth Services was invited to the Peace Summit at Fountain International Magnet School and Parent Night at Columbian Elementary School. It was a beautiful celebration.



Ciara made a visit to Centennial High School and East High School to give presentations to Language Arts classes in grades 9 and 11 on how to use our e-resources with their ConnectEd IDs



Youth Services shifted to Kits 2 Go and Virtual Family Storytime for younger children due to Covid-19 regulations. We have received great feedback on its return and wonderful viewing numbers. Our first storytime had over 100 views in just a few days. Patrons were also excited to see the return of Kits 2 Go.

Teen and Tween programs have continued with in-person programming. The teens have been enjoying their programs outside.

Virtual Program Views - 346

Kits2Go - 157

Centralized Kit Use- 9

Outdoor Events and Outreach- 671

In Person Programs- 87

Passive Programs- 15

Total September- 1285

Total August- 1756

## **Virtual Programs**

9/14- Kirsten- Family Storytime- 163

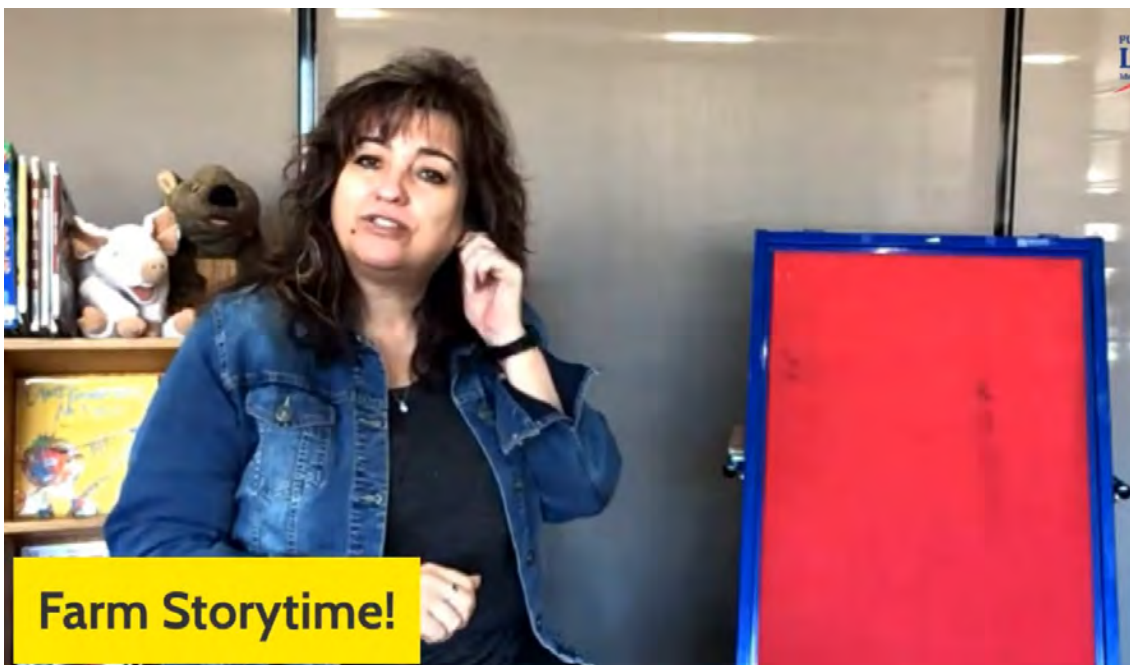
9/21- Jacque- Family Storytime- 125

9/28-Kirsten- Family Storytime- 58

Total: 346



**Baby Yoda at Storytime.**



**It's time for Family Storytime with Ms. Jacque.**  
***Comment from Ken: Thank you for doing this.***

### **Outdoor Programs and Outreach**

9/23-Kirsten- Outside Storytime Fountain International School-350

9/27-Ciara-Centennial High Database Presentation- 73

9/28-Ciara- East High Database Presentation- 28



9/30- Kirsten- Outreach Table at Columbian Elementary School-220  
Total: 671

### **In Person Programs**

9/1- Elizabeth Flores- Baby Storytime- 0  
9/1- Elizabeth Flores- Toddler Storytime- 5  
9/1- Natalie- Tween Hangout- 2  
9/2- Ciara- Teen Hangout- 11  
9/7- Ciara- Teen Hangout- 6  
9/8- Natalie- Tween Hangout- 3  
9/9- Ciara- Teen Hangout- 9  
9/14- Ciara- Teen Hangout- 8  
9/15- Natalie- Tween Hangout- 3  
9/16- Ciara- Teen Hangout- 6  
9/21- Ciara- Teen Hangout- 6  
9/22- Natalie- Tween Hangout- 0  
9/23-Ciara- Teen Hangout- 10  
9/28-Ciara-Teen Hangout-10  
9/29-Natalie- Tween Hangout-1  
9/30-Ciara- Teen Hangout- 7  
Total: 87

### **Passive Programs**

9/24-Kirsten- Kids Art Activity-15

### **Centralized/Kits2Go - Youth**

For September, YS provided the following kids kit filled with fun activities and crafts: Troll Fun.

Barkman - 12  
Giodone - 25  
Greenhorn- Will be handing out kit in Oct.  
Lamb - Will be handing out kit in Oct.  
Lucero- 20  
Pueblo West - 50  
Rawlings - 50  
Total: 157

### **Centralized Kits Used by Branches**

9/22 Sewing, Knitting and Crochet Kit @ Lamb- 4  
9/24 Outreach Kit @ Barkman- 5  
Centralized Kit Use: 9

### **Meetings & Trainings**

9/1 Natalie- Meeting Vincent  
9/2 Ciara- Suicide Prevention Coalition Meeting  
9/2 Natalie- Meeting with Webb Advisory Group  
9/3 Natalie- Meeting with Think Again Consulting  
9/7 Natalie- Meeting S. Market  
9/7 Ciara- Outreach Series Webinar  
9/8 Kirsten- CLEL Project Ready



9/9- 9/11 Ciara- CALCON  
 9/14- Ciara- Outreach Series Webinar  
 9/15- Kirsten- EPIC Meeting  
 9/15- Kirsten- Annual Planning Retreat  
 9/16 Natalie & Ciara- PLA Webinar Library U: Transforming Educators into Librarians  
 9/17 Ciara- LGBTQ+ Work Group Meeting  
 9/20 Ciara- Meet Hannah Dept. of Health  
 9/21 Ciara- SoCoYoGo Meeting  
 9/21 Ciara- Outreach Series Webinar  
 9/22 Natalie- Voices Matter- Diversity in Picture Books  
 9/22 Kirsten- Project Ready Meeting  
 9/22 Ciara- Meeting with Special Collections  
 9/24 Ciara- Youth Development Seminar Webinar  
 9/27 Kirsten- PECC Meeting  
 9/27 Kirsten- PSM Meeting  
 9/28 Ciara- Outreach Series Webinar  
 9/29 Ciara, Natalie- SJIG Book Club



## **Facilities**

### **Work Order Statistics**

- 189 Work Orders completed.
- 109 Custodial work orders completed.

### **Barkman**

- Installed new door in the staff area.

### **Giodone**

- Installed shelves.
- Pumped the sump pump.

### **Greenhorn**

- Installed shelves.
- Moved exhibit to Lamb Branch.
- Mowed fields.

### **Pueblo West**

- Spoke to contractor about sinkhole
- Installed panic button.
- Installed lighting – 50% completed.

### **Rawlings**

- Trane installed new controls and software – 90% complete.
- Repaired chiller fan and sump level rods.
- Jerry procured hardware bins to organize the shop.
- Set up IT server room with gate and cooling.
- Installed community relations banners
- Supported construction.
- Setup 2<sup>nd</sup> floor outdoor meeting.
- Moved art panels to the zoo.

### **Other Duties/Projects**

- Continued to support Covid-19 issues.
- Completed semiannual door PM by Pace.
- Al updated the vans with new cabinets and tool holders.
- Distributed 5825 adult and 1050 children's masks.
- Received new trailer.
- Supported Corporate Cup.
- Cleaned up all branch grounds.
- Installed desk shields – 80% completed
- Serviced vehicles.

### **IT Department**

- 1) September Help Tickets completed/closed – 101
- 2) Install security gate and lock on temporary IT room
- 3) Setup new hardware/servers for file server replacement
- 4) Work with facilities on cooling for temporary server room
- 5) Initiate contract with consultant for refresh of IT replacement plan
- 6) Complete IT budget for 2022
- 7) Other renovation specific side projects/continuity of services (continuation)
- 8) Establish AS numbers for PCCLD to be used in ISP backup failover
- 9) Domain controller server updates/patches

### **September 2021 PCCLD Computer Use**

Location	SAM Sessions			Wireless - EST			
	Internet	Express	Hrs. Used	Devices	Sessions	Data xfer (MB)	Hrs Used
Barkman	1839	225	1062:19:35	1295	9766	1077001.00	1392:00:00
Giodone	988		321:03:48	226	21101	515509.00	168:00:00
Greenhorn	371		110:12:09	249	12749	449599.00	168:00:00
Lamb	1405	96	901:05:10	717	5526	1276215.00	1320:00:00
Lib @ Y	94		59:14:31	317	2202	37553.00	312:00:00
Lucero	689		702:43:03	390	15805	705057.00	288:00:00
Pueblo West	958	8	545:26:37	975	14384	1835001.00	744:00:00
Rawlings				1962	45852	2256009.00	1440:00:00
RRA	2162	0	1386:21:07				
Microfilm	68		22:20:55				
Sp.Coll	37		26:41:58				
Youth	172		75:59:43				
<b>TOTAL</b>	<b>8783</b>	<b>329</b>	<b>5213:28:36</b>	6131	127385	8151944.00	5832:00:00

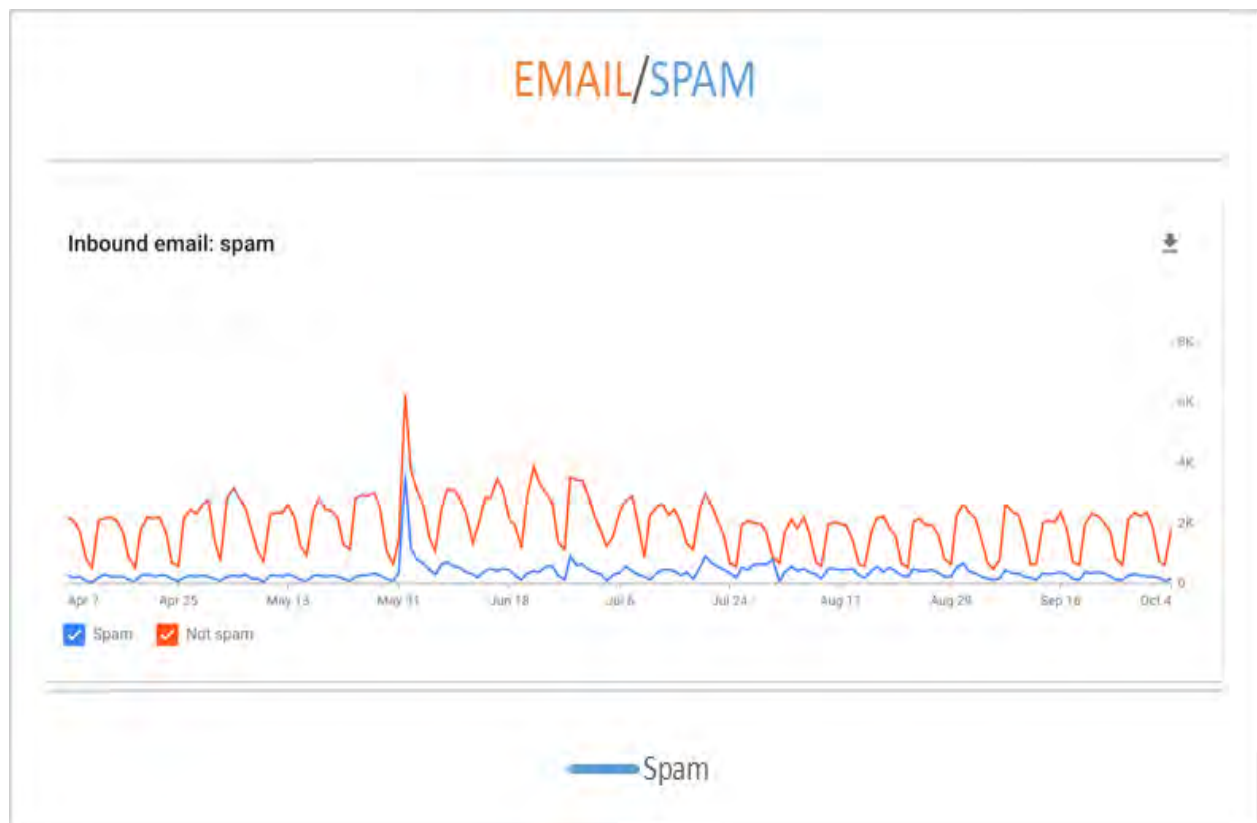
### **September 2021 PCCLD Library Total Calls**

Barkman Public Services Incoming Calls	505
Call Center 411	486

Giodone	49
Greenhorn	32
Lamb Public Services Incoming Calls	374
Lucero	95
Pueblo West Public Services Incoming Calls	360
Rawlings Adult Services Incoming Calls	175
Rawlings Circulation Incoming Calls	52
Rawlings Special Collections Incoming Calls	61
Rawlings Youth Services Incoming Calls	44
YMCA (Huntgroup 412)	109
<b>Total</b>	<b>2342</b>

### September 2021 PCCLD Incoming Mail/Spam

<b>Date</b>	<b>Spam</b>	<b>Not spam</b>
Sep 1, 2021, 1:00:00 AM MDT	410	2375
Sep 2, 2021, 1:00:00 AM MDT	333	2135
Sep 3, 2021, 1:00:00 AM MDT	237	1509
Sep 4, 2021, 1:00:00 AM MDT	134	666
Sep 5, 2021, 1:00:00 AM MDT	128	500
Sep 6, 2021, 1:00:00 AM MDT	136	795
Sep 7, 2021, 1:00:00 AM MDT	440	2612
Sep 8, 2021, 1:00:00 AM MDT	322	2363
Sep 9, 2021, 1:00:00 AM MDT	351	2256
Sep 10, 2021, 1:00:00 AM MDT	239	1635
Sep 11, 2021, 1:00:00 AM MDT	175	641
Sep 12, 2021, 1:00:00 AM MDT	96	622
Sep 13, 2021, 1:00:00 AM MDT	319	2014
Sep 14, 2021, 1:00:00 AM MDT	309	2085
Sep 15, 2021, 1:00:00 AM MDT	322	2032
Sep 16, 2021, 1:00:00 AM MDT	362	2315
Sep 17, 2021, 1:00:00 AM MDT	299	1726
Sep 18, 2021, 1:00:00 AM MDT	145	697
Sep 19, 2021, 1:00:00 AM MDT	101	598
Sep 20, 2021, 1:00:00 AM MDT	353	1971
Sep 21, 2021, 1:00:00 AM MDT	317	2307
Sep 22, 2021, 1:00:00 AM MDT	368	2240
Sep 23, 2021, 1:00:00 AM MDT	337	1998
Sep 24, 2021, 1:00:00 AM MDT	236	1699
Sep 25, 2021, 1:00:00 AM MDT	102	813
Sep 26, 2021, 1:00:00 AM MDT	99	611
Sep 27, 2021, 1:00:00 AM MDT	261	2098
Sep 28, 2021, 1:00:00 AM MDT	294	2317
Sep 29, 2021, 1:00:00 AM MDT	252	2220
Sep 30, 2021, 1:00:00 AM MDT	231	2335
<b>Totals</b>	<b>7708</b>	<b>50185</b>



## September 2021 PCCLD Patron WIFI Printing

### PuebloCO



## September 2021 PCCLD Data Usage

Bits In:

**Avg:** 29.45 Mb/s

**Peak:** 242.63 Mb/s

**95th Percentile:** 92.65 Mb/s

Bits Out:

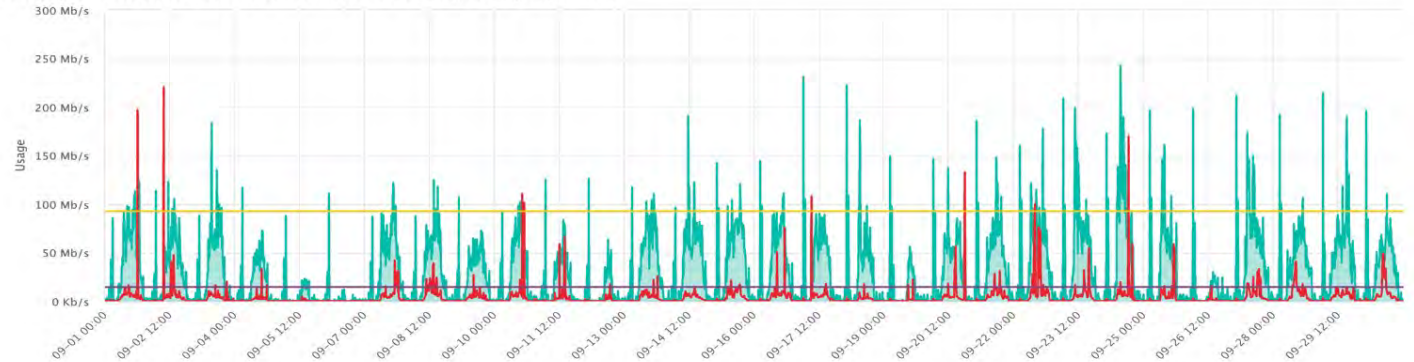
**Avg:** 4.03 Mb/s

**Peak:** 220.75 Mb/s

**95th Percentile:** 14.64 Mb/s

Bandwidth used by Pueblo Public Library – Rawlings (Main Branch)

for 09/01/2021 to 09/30/2021 from 12:00 am to 11:59 pm on Sun, Mon, Tue, Wed, Thu, Fri and Sat.

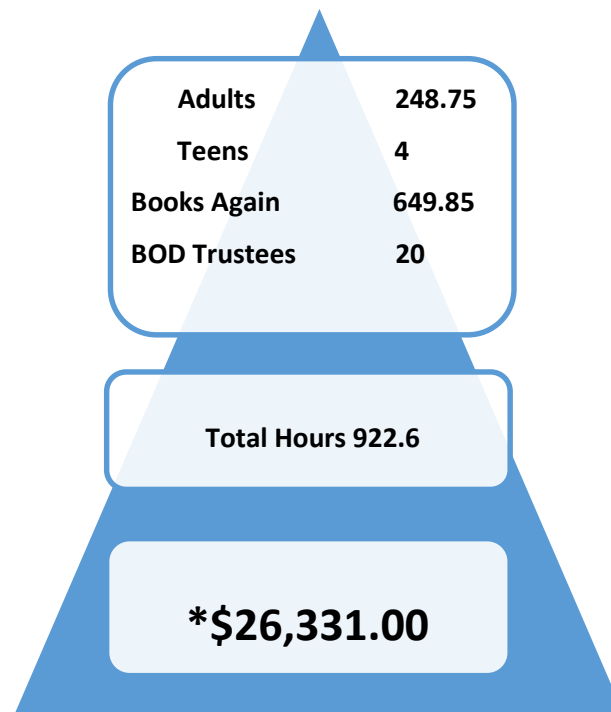


## Volunteer Hours

### Volunteer Services Monthly Report – September 2021

Submitted by Kristin McLaren

**PCCLD Volunteer estimated hours for the month of September.**



\*(Estimated by Independent Sector's figure of \$28.54/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**

9/30/2021 TRAININGS - WEBINARS - CONTINUING EDUCATION - SEMINARS				
Date	Name of Training	Provided By	Employees In Attendance	Time
9/28/2021	Covid-19 Vaccines and the Workplace	Employers Council	Terri Daly	1 hour

Respectfully submitted,  
Jon Walker  
Executive Director