

Executive Director's Report

October 2016

ADMINISTRATION

By David Slivken

Executive Director's First Three Weeks

I have spent a fair amount of time connecting with the Library Leadership Team (LLT), the library staff, the library community and our community partners. On my first morning at PRPLD, I visited all three locations and re-introduced myself to staff. I have attended multiple story times at all three locations, the 40th birthday party of the Old Town Library (served cake), Day of the Dead Celebration at Old Town Library. I attended a Library Trust monthly meeting and participated in my first LLT meeting.

I have met the following community leaders: Mayor Troxel and Council members Gino Campana and Ray Martinez at the Homeless Awareness Month Proclamation; County Manager Linda Hoffman and Commissioner Lew Gaiter, where the 2017 budget was discussed; this past week I met with City Manager Darin Atteberry; Poudre Schools Superintendent Sandra Smyser; and Fort Collins Downtown Business Association President Jason Dennison.

My first Front Range Library Director's meeting is on November 18th at the Clearview Library.

Strategic Plan

Various members of the LLT have been getting me up to speed on the progress of the 2016-2018 Strategic Plan. One initiative I have approved is moving forward with the Impact Team (under Goal #3—refine the scope of the library's programs, services, and collections around community priorities to develop the most effective response to community needs). The purpose of the Impact Team is to assist and support the development of intentional programs. The Impact Team will create logic models for programs and services. A logic model is a tool used by funders, managers, and evaluators of programs to evaluate the effectiveness of a program.

Strategic Plan actions I need to follow-up on are:

- I need to approve or make suggestions to the recommendation of the LLT on defining what constitutes culturally diverse programs, services and collections, and create a comprehensive plan for years two and three of socially and culturally diverse activities
- How will the Library proceed with the user experience study—whether it will be internal or external
- Approve/amend LLT's definition of effective library partnerships and create a partnership committee to conduct an audit

Old Town Library Manager

The position has been posted. Several changes were made to the position description, giving more emphasis for potential candidates, as well as our current branch managers, to customer service and implementation of the library's strategic initiatives.

COLLECTION DEVELOPMENT

By Tova Aragon

Recycling news:

This summer, our book recycling company changed the rules for what items they would take for recycle. By the end of the summer, they dropped book recycling from their services. Staff scrambled to find a new service because last year, we recycled over 44,000 pounds of books. We did not want to start sending them to the landfill.

After much research, we have a new process for recycling. We have contracted with *Green Girl* from Longmont to pick up library discards and donated books that are in good shape. She sends the books on to Homeless and

Women's shelters and charities in Africa. Books that are in bad shape are pulped for recycling. Donated books in good shape that are not needed by the library or Friends of the Library are now being picked up by the *Epilepsy Foundation*.

With the new process, the recycling bins fit in the new enclosed carport at Webster House which reduces the distance staff and Friends have to move materials.

The recycle market for media cases, discs and Playaways changed recently so we were able to recycle 66 boxes that we saved over the last year. We saved 949 pounds of hard plastics and discs from going to the landfill.

So far this year, we have recycled 281 thirty- gallon bags of shredded paper.

COMMUNICATIONS OFFICE

By Paula Watson-Lakamp

- Completed monthly/weekly goals of Communication Plan
- Organized, managed and supervised all graphic design work for the District
- Worked with OrangeBoy on dashboard and Savannah messaging system. Organized onsite ethnographic and surveying of library customers
- Worked on new social media promotions and platforms, updated "The River's Mouth" blog
- Worked with local media on various stories
- Worked with Library Trust PR committee and Board to organize for the Colorado Gives Day in December – they will be raising money for a Book Bike & STREAM Literacy interactives
- Finalized a Crisis Communication Plan document
- Finalized fact sheet for 5F ballot issue
- Worked on new internal communications strategies with staff survey and internal audit
- Continued work on new Strategic Plan Marketing strategies with logic models done by various work groups
- Finalized Partnership guidelines
- Began planning for 2017 Summer Reading Challenge – Building Dreams
- Finalized work on FoCo Book Fest for October 22 Book/Lit Festival. Doing marketing and promotion, website, planning and day of logistics. www.focobookfest.org - some of the coverage is included in the packet, more links can be supplied if needed.

HUMAN RESOURCES OFFICE

By Sabrina Stromnes

HR Manager:

- Finalized Quarterly Performance Alignment (QPA) training for supervisors and conducted training for all supervisors on the new process and navigating the changes in Talent Reward.
- Announced QPA to classified staff and developed a training document to help staff navigate inputting objectives and self-assessments in Talent Reward.
- Established end of 2016 and full year 2017 performance evaluation timelines for both hourly and classified employees.
- Reviewed resumes and participated in round table discussions for the IT Manager position. Started on phone interviews with initial semi-finalist candidates and will continue into November. Face to face interviews will also be scheduled in November.
- Rejoined the Learning Organization Team.
- Attended the 2017 benefits open enrollment update for City HR Liaisons.
- Attended the Society for Human Resource Management (SHRM) annual conference on Diversity and Inclusion.

- Recruitment
 - Hires:
 - New Executive Director: David Slivken
 - Three new Circulation Aides: Angela Sanders, Audra Peister, and Topazio Aranda
 - Library Aide – Computer Lab Monitor: Andrea Justice (internal, starts November 7th)
 - Hourly Library Assistant (Sub) – Erik Rock (internal)
 - New Postings:
 - Information Technology Manager – Still in process
 - Circulation Aide – Still in process
- Ongoing:
 - Employee relations issues
 - Performance management
 - Employee questions and support
 - On/offboarding
 - Manager/Supervisor questions and support
 - Manage Workers' Compensation claims
 - Assist employees with FML, STD, LTD, Non-FML medical leave
 - Manage/support Volunteer Program Manager
 - Liaison between City of Fort Collins HR and PRPLD

Volunteer Program Manager:

By Serena Robb

- Interviewed 14 volunteer candidates; placed 12
- Attended the Volunteers of America RSVP (Retired Senior Volunteer Program) Advisory Committee meeting
- Hosted a United Way Make A Difference Day project at the Council Tree Library on Friday October 21. We had 4 folks from the Communications & Public Involvement department at the City of Ft. Collins help us do a much-needed deep cleaning. They wiped down chair and table legs, window sills, baseboards, and hard-to-reach shelves: any areas that are not hit regularly by our cleaning crew
- Met with Amy H. multiple times to prepare our Minecraft teen volunteer program. We will host an orientation/training for them in early November, as they are essential to these events running smoothly
- With Peggy S.'s assistance, put the "Request for Volunteer Help" forms on the Intranet, to be more easily accessible to staff
- Placed volunteers in five special projects in Collection, Marketing and Outreach
- Working with Sabrina on improved volunteer release forms, especially for our under-14 volunteers
- Started QPA.

OUTREACH SERVICES

By Johanna Ulloa



The highlight of the month was our programming celebrating Latinx Heritage Month. Our work was recognized by Mayor Troxell and Council



Member Ray Martinez at the *Proclamation of September as*

the Latinx Heritage Month. Sylvia Garcia also added a beautiful display at Old Town with many resources to celebrate Latinx heritage.

Our main celebration took place at Old Town where community members were co-creators of content. Many community members created tables highlighting their countries of origin and included Honduras, Argentina, Chile, Brasil, México, Paraguay, Venezuela, Perú, Puerto Rico and España.



Ludy Rueda ensured that we had an amazing lineup of performers and voices including music by Aquiles Quiroga, Quetzalcoatl Mexican Dance, Bella Artes Cultural Group, a tango demo and lesson by TANGO.ORG, a puppet show “Martina, la cucarachita linda” by Julia Velázquez Cross and Jofat Castillo, and Bloco Em Foco Brazilian drums! For this



celebration we had over 250 people attend.

Tova Aragon, Carol Gyger, and Johanna Ulloa Girón were invited to present at the Research Institute for Public Libraries. We provided open hours for people that had questions on evaluation; Johanna Ulloa Girón was part of a panel of experts discussing surveys and their use at public libraries. Lastly the Impact Team presented the work that different teams have achieved around program evaluation. There was a lot of interest around logic models and storytime evaluation.

Our after-school mobile makerspace continues to be an amazing program. Outreach is partnering with Homework Help at the Fullana. There are approximately 18 students in attendance and with the guidance of Kathie Young de Herrera, are learning sewing skills by making pillow cases. The majority of the students are boys, with only one or two girls. Not only have they learned how to sew a straight line; they can also make a “hot dog” casing.



Outreach participated at the Poudre School District Parent Academy where we promoted all the great services the District provides for our families. We were also invited to present on reading acquisition for Spanish speaking

parents. Our talented Kathie Young de Herrera presented different techniques to engage children at different developmental stages with reading.

Johanna Ulloa Girón, as a member of the Community Equity Initiative, participated in the strategic planning retreat at the Poudre Fire Authority where the conversation focused on how to fulfill its mission of being a “catalyst to inspire deeper dialogue and raise awareness, committed to facilitating action in support of diversity, equity and inclusion in our community”. The Initiative has representatives from CSU, Poudre Fire Authority, Poudre School District, City of Fort Collins, Interfaith group, Vida Sana, Department of Human Services, and Fort Collins Police Services among others. Collectively this group has extensive years of experience working on diversity and equity.



Ludy Rueda and Kathie Young de Herrera gave a tour of Old Town Library to 90 children with their parents from Irish Elementary. Ninety new library cardholders left our building with smiles and books.



Karol de Rueda made a request to Ridgen Farm Senior Living Center to add an iMac introductory class to her regular classes. Their computer lab is Mac and many residents have asked for help since they are not familiar with Macs. The classes were very successful and the residents were surprised about how easy and reliable Mac computers are in general and how their mouse works as a computer itself, not to mention how beautiful their image quality is, never having to worry about viruses and the like.

In partnership with the Human Relations Commission we hosted the last Diversity Forum of the year: From Dystopia to Utopia. With assistance from Teen Librarian, Diane Tuccillo, Sylvia Garcia gathered books for a display table at this program. She also created bookmarks for program attendees to be able to take and refer to later. It provided a link to additional new and current recommended reads on the topic that I added to our web page Reader’s Café. <https://read.poudrelibraries.org/books/>

Sylvia Garcia presented at Red Tail Ponds Permanent Supportive Housing. Red Tail Ponds is a mixed-income Permanent Supportive Housing site that combines supportive services to formerly homeless people with disabilities and veterans experiencing homelessness. Red Tail Connect is an event for local service providers to interact with residents and to connect those residents with services. This year, along with information about our library programs and collections, Sylvia Garcia emphasized our downloadable products like Hoopla. Especially popular were the bookmarks Old Town Library Lab Assistants made on the 3D printer. Many folks were surprised to learn that they too could have 3D items created for them rather inexpensively. I engaged directly with 35 residents and over 20 local non-profit organizations.

Books By Mail: Homebound patrons who are unable to come into a library branch and do not have someone who can pick up their library items for them may participate in the Books By Mail program. Sylvia Garcia continues to coordinate this program although currently we are not accepting new participants.

Johanna Ulloa Girón, Tova Aragon, and Brendan Haggerty Tungate, Field Education Program, Director from Colorado State University presented at CAL about the MSW Internship at Old Town Library. We discussed the lessons learned from the first placement, the future of the MSW internships at public libraries, and provided specific examples of the impact of having at MSW in the building has had.

We finished the month with the yearly Harry Potter Event at Northside Aztlan. We set up as the evil bookstore “Obscure Books” and brought the green screen, iPads with different backgrounds, many books, our calendar, promotions and the always super popular 3D printer. It was the busiest year yet and all night long we had a long line waiting for us! Special thanks to our amazing Communication Department and Becky Sheller for the wonderful poster and Harry Potter reading list.



SYSTEMS ADMINISTRATION

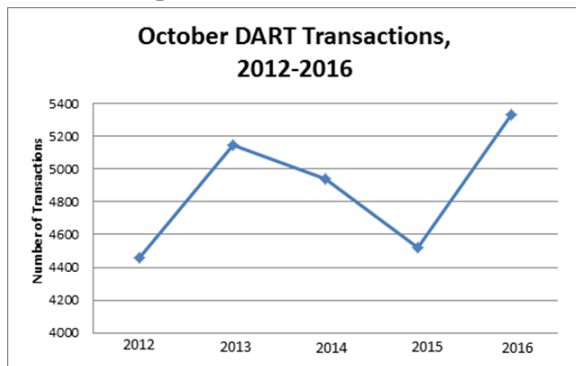
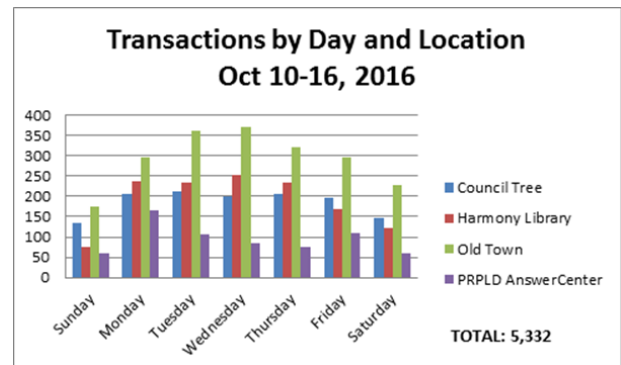
No report this month.

COUNCIL TREE LIBRARY HIGHLIGHTS

By Currie Meyer

DART, October 10-16: For the third and final sample week of 2016, I coordinated staff’s recording of public – staff transactions using the DART reference tracker. Public service staff uses DART, a free, web-based tool that provides an electronic system for reporting, tracking and analyzing a library’s information transactions, three times per year.

Each “DART week” provides a sample of data showing transactions (questions asked and answered), sortable by



building, location within the building, question type, and duration.

During the October DART week, staff engaged in over 5,000 transactions.

Disaster and Emergency Response Training Committee Meeting, October 19: I facilitated visits from Chris Wolf, Poudre Fire Authority Department of Emergency Management, and Jim Byrne, Fort Collins Police Department to our committee meeting on Oct 19. The committee was impressed by Mr. Wolf and Lt. Byrne’s knowledge of emergency management, training organizations (such as PSD and UC Health), and their interest in training library staff in the early spring.

Colorado Association of Libraries Conference, October 20-22

At the CAL Conference this year, I attended a variety of programs including:

- “Budgeting, It’s not as Boring as You Think” with Ron Miller and Nan Fischer
- “Stop Being Dull! Deploy Creative Recruiting” with CLiC Director Jim Duncan
- “Strategic Alliances and Community Partnerships: A Big Deal” with Pat Wagner
- “Advocacy: When Silence Isn’t Golden” With CAL Legislative Cmte. Co-chairs

I have also volunteered to be a mentor for the year-long CAL Leadership Institute again this year. I attended a meeting and meet-and-greet for mentors and mentees. My mentee will be Andrea Wyant, a youth services librarian from Douglas County Libraries.

It’s a Girl Thing Girl-Woman Book Discussion Program

On Friday, October 28th 6:30-8:00 pm, nine girl-mom pairs enjoyed discussion, crafts and activities inspired by the award-winning graphic novel *El Deafo* by Cece Bell. I invited hearing aid specialist Misty Crespo from the Connect Hearing Clinic to share information about hearing and advances in assistive technology for the hearing impaired.



Report from Jenny Thurman, Children’s and Teen services librarian:

Professional Development

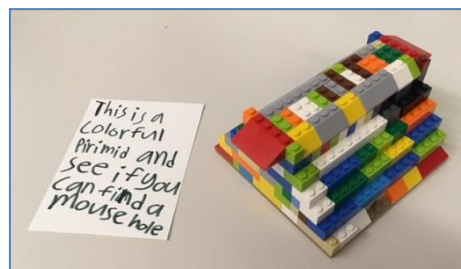
Connecting the Dots Between Play and Learning:

On Tuesday, October 25th, Vicky Hays, Kathie Young-deHerrera, and Jenny Thurman attended a guest lecture and training in Denver. The University of Denver’s Marsico Institute for Early Learning and Literacy presented the program. Dr. Stephanie Carlson gave the keynote, which included information about how play fosters executive function skills, especially in young children, as well as explanations of some of the studies that Dr. Carlson and others have conducted on this topic.

October Programs at CTL

Lego ABC:

On Sunday, October 2nd from 2 to 4 pm PRPLD’s Lego Assemble, Build, Create was held for the first time at Council Tree Library. Erin Lucero planned the event and Jenny Thurman hosted. The event was attended by 31 children and 21 adults. This month, participants were encouraged to make



pyramids – or other creations inspired by Ancient Egypt – and were given “treasures” (puffy stickers) to hide in their pyramids. (Each month focuses on a particular challenge, although children are welcome to build and play however they like.) Many of the children were reluctant to leave their creations behind and all were eager to show parents and staff what they had built.

Children were also given an opportunity during the event to learn how to program the PRPLD’s KIBO robot, which uses 3 dimensional command blocks (containing instructions such as “shake” and “forward”) to tell a small robot on wheels what to do.



Teen IRS

On Saturday, October 8th from 11 am - 1 pm, 16 teens and tweens attended the October meeting of the Interesting Reader Society. In addition to regular business and book sharing, teens also played a guessing game in which they wrote down the name of a character or famous person onto a sticky note, exchanged

sticky notes, placed them on their forehead (without looking), and had to ask yes or no questions in order to figure out who was written on their forehead.

Council Tree Book Club: October 10th at 7 pm, CTL LA Karen Cagle coordinated the CTL Book Club's discussion of *The Return of the Dancing Master* by Henning Mankell. Twenty-one adults attended.

Rocky Mountain Raptors: October 12th 6:30 pm The Rocky Mountain Raptors presented Myths, Legends, and Folklore of Owls. Fifty-six patrons of all ages attended.

Food to Fight Cancer: October 17th 6:30 pm, 18 patrons attended this cooking demonstration presented by Sapna von Reich about nutrition choices that can promote health and prevent cancer.

Authentic Connections: Networking: Thursday, October 27th 7 pm, Carrie Pinsky, from Pink Sky Career Counseling

School Liaison Activities

Linton Elementary second grade tours Council Tree Library: On September 30th, Jenny facilitated a tour of CTL for 75 second graders from Linton Elementary. In addition to the tour, students received new library cards, enjoyed a story time, and a scavenger hunt. The classes rotated between the activities and were also given time to read and check-out books.

Preston Middle School Visit, October 7 and 10: Jenny visited three sixth grade technology classes at Preston Middle School to share information about helpful PRPD databases and how to search them. In order to capture the student's attention and encourage them to think about research creatively, I compared research projects to old school video games.

Presentation to Shepardson Elementary: On October 17, Kristen Draper and I gave a presentation on library spaces and design to the second grade classes at Shepardson Elementary. The school is trying a new approach to learning, Problem-Based Learning, where they ask businesses and organizations within the community to share an organizational problem with students. The students then conduct research, draft proposals, and finally present their solutions to business or organization. The students will present their ideas to "solve" the library's problem of space design to the library in December. *We realize there is no space to design right now, but the students and school are game anyway!*

Virtual tour for Shepardson Elementary, October 27: In order to provide the second graders more information on their library space and design project, I provided a virtual tour to the classes via Google Hangouts. Shepardson's assistant principal and a technology specialist from PSD coordinated the tour and the technology.

Read-a-Thon at Shepardson Elementary: On October 31, in support of the PTO's Read-a-Thon annual fundraiser, I was invited to share stories with a second grade classroom at Shepardson. I am getting to know these kids well!

HARMONY LIBRARY HIGHLIGHTS

By Ken Draves

FRCC-Larimer Campus News, shared by Annie Fox

Deputy Director Ken Draves and Campus Librarian Annie Fox reviewed improved parking signage for the Harmony parking lot. The signage should help define the lot for use while using the library.

After consulting with other library staff, Annie Fox has ordered six new lounge chairs to replace worn out lounge chairs.

Annie has worked with FRCC Facilities staff and Gregory Electric in replacing a fire alarm system in Harmony Library. The repair is being done after hours.

SA Director Carol Gyger and Annie Fox met to discuss replacement of switches and wireless network improvements at Harmony with the costs covered by FRCC. Annie has moved this conversation forward to FRCC IT. We anticipate the cost will be covered.

Staff reports:

From Kim Doran, Circulation Supervisor

Circulation supervisors attended the "Back in Circulation" conference in Madison, Wisconsin at the beginning of October. We had some good takeaways and we all feel like it was time well spent.

We also completed QPA training at the beginning of October and I began working on hourly evaluations yesterday. I hope to stay on track with the proposed timeline.

We are working on weeding juvenile audio books districtwide with a list that Marian provided for each building. These are items that have low circs. They will be processed and sent to Louise for recycling.

From Elaine Burritt, Adult Services Librarian

- Coordinated music group and preparations for "Harmony in the Round" on October 14 with Debra Throgmorton of FRCC. Matthew Dane, viola d'amore and David Korevaar, piano, both from Front Range Chamber Players performed a variety of classical music. The composer of the world premiere of "The Seven Selves", Marcus Maroney, attended and spoke about his composition.
- Attended CAL/MPLA Conference in Loveland on 10/20 and 10/21.
- Assisted as library staff representative, stationed at Bas Bleu Theatre, for the inaugural FoCo Book Fest on 10/22.
- Met with Annie Fox on 10/27 to review Harmony Library building maps and emergency contacts for the DERP committee.
- Edited Thriller/Suspense and Romance newsletters on LibraryAware for ReAd Team.
- Selected romance paperbacks, including customer suggestions for purchase

From Molly Thompson, Jobs and Careers Librarian

- MPLA-CAL Conference 2016
Co-presented a session with Holly Fritz on staff day planning. Approximately 48 people attended the Thursday afternoon session.
- Longs Peak Networking
Presented to a networking group in Longmont of around 40 people on how to use library databases for their job search and company research.
- River's Mouth Blog
Wrote a blog titled *Networking is Still a Face to Face Activity*.
- Nonprofit, Business and Career Class Series
Carrie Pinsky, owner of Pink Sky Career Counseling, presented at the Council Tree Library on *Authentic Connections – A Natural Approach to Networking*.

Stu Crair, owner of Digital Media Workshop, presented at the Old Town Library on *Social Media for Business and Non-Profits*.
- Job Seeker Classes
For the month of October, there were two classes offered for job seekers at the Library. Those included: *Secrets to a Great Job Interview* taught by Jim Brokish, Interview Coach and *Compete and Succeed at Any Age* taught by a Larimer County Workforce facilitator.

From Diane Tuccillo, Teen Services Librarian

I did a tour and book talk with Polaris High School on Tuesday, October 4th for 20 students and their teacher at Old Town Library. They learned a lot, checked out books, and I did some reference and reader advisory with them as they explored the library and Teen area.

Jenny Thurman hosted the October Interesting Reader Society (Teen IRS) meeting on Saturday, October 8th, at Council Tree Library. There were 16 teens in attendance.

I did a tour with 12 Polaris 6th graders and their teacher on Wednesday, October 12th at Old Town Library. The tweens had a great time and learned a lot about the library. They also enjoyed their exploring time at the end during which I did some one-on-one reference and reader advisory and chatting with them.



The last teen/adult diversity forum was held on Wednesday, October 26th, at Harmony Library focusing on the topic, "From Utopia to Dystopia: Our Future Speaks Up." Two teens from the Interesting Reader Society (Teen IRS) prepared presentations that were on target and thought-provoking. The discussion that ensued was lively. Five authors of books for teenagers--Jay Kristoff,



Amie Kaufman, Kiersten White, Arwen Elys Dayton, and Jessica Cluess--appeared together at the Old Town Library on the evening of Thursday, October 28th, for an interesting and dynamic conversation.



This presentation was a collaboration with Old Firehouse Books and there were 38 people, teens and adults, in attendance.

From Jennifer Zachman, Children's Librarian

Shared information at the LLT meeting about the Birth to 3rd Grade target audience in the Library District's strategic plan.

Timnath Elementary School invited me to return for their annual Read-a-thon held each October. I enjoyed sharing stories and other literacy activities with children in kindergarten and first grade.

I provided off-site storytimes at Johnson Preschool and Bauder Preschool this month. Lots of children enjoyed meeting "Flip Flap Jack!" (pictured at right).



I've been working on a project with Annie Fox to select new furniture for the Harmony children's area which will create a tween space. During the selection and design process, regular tween customers have been sought out to hear their ideas about the space.

Currently we're in the design stage of the process.

An end panel project for Harmony Children's is also in the works. Annie and I have been working with Innerface Architectural Signage to create panels with photographic images for installation in the kids' and the adult science fiction areas. Currently we're in the design stage of the process.

Harmony hosted the most recent storytime staff meeting. Topics discussed included a review of portions of the Every Child Read to Read initiative, cultural and diversity awareness in storytime including holiday boxes, and a brief overview of storytime resources available at Harmony.

Storytime core group meeting to discuss storytime ideas and concerns on topics such as holiday boxes, storytime schedule, review of logic model and the practices our programs are doing or have already added. Also discussed what else we can add or how we might add other points stated in the models.

Participated in Bright by Three webinar training to become a trainer for this program. Jenny, Vicky, and I will share Bright by Three information and enrollment applications with interested customers through our Peek-a-Boo Time sessions. Each library also has materials to distribute to those who choose to join the program. Materials to distribute include a board book and child development and parenting information for families. This program was formerly known as Bright Beginnings.

OLD TOWN LIBRARY HIGHLIGHTS

By Sarah Scobey

Programs and Events

Erin K. reports we had our first full book discussion as part of the Great Stories Club grant, where youth discussed *The Absolutely True Diary of a Part-Time Indian*. At the Spectrum Club discussion, where we had 24 attending, we actually ran out of time because the discussion was so enthusiastic. One student felt safe enough to share a very personal, very difficult situation that she'd been experiencing at home, and the group was extremely supportive and kind. Next month we will be discussing *Persepolis*.

Erin L. states the LEGO program made its debut at Council Tree Library and was bustling with kids. The theme was *Pyramid Power* and the children built all things Egyptian. Pyramids were built to safeguard children's 'treasure.'

Erin L. reports the new additions to the Community Room for storytime programs are finished. We have nine whiteboard sets and eight colorful tablecloths to brighten up the room for families. Display sets include Woodland, Fall Pumpkin, Winter Wonderland, Owls, Jungle Monkey, Community Helpers Diversity, Birds, Dr. Seuss and Ocean.

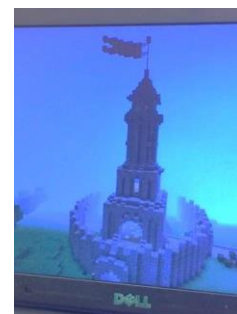
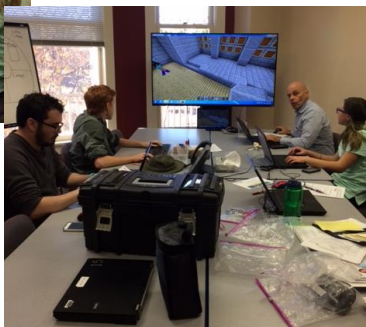
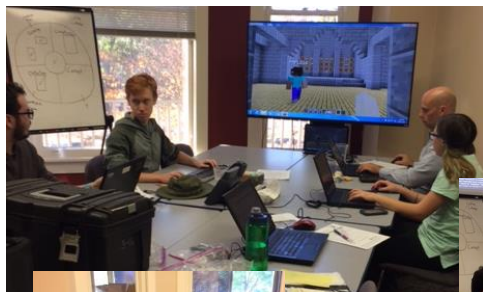
Erin L. and Becky piloted a reader's advisory booth at the October Kevin Cook program. We featured the online NextReads newsletters and highlighted Zinio and Novelist resources. We had laptops available for newsletter signups and handed out hard copies of the newsletters as well. We included nature-based activities; a Colorado wildlife crossword puzzle and a Trailridge word search.

Sarah participated in the FoCo Book Fest, Brewin' up Books event on Saturday, October 22. Anne Macdonald will be reporting in more detail our final counts and relaying survey information.

On October 7, Molly and Sarah hosted Social Media for Business and Nonprofits, we had a nice turnout and the program was well received.

Minecraft

- Amy continues to manage many of the logistics of our Minecraft programs alongside Systems Administrator, Victor Zuniga. We have used the month of October to have four core volunteers and staff "build a new world" after Victor upgraded the Minecraft server and laptops during September. This core group is creating a world that is dynamic, fun,



instructional, and has added elements within the game that focus on Digital Citizenship which has been a key element since we started the programs in 2013. It is a wonderful connection with the kids and their friends and families and an excellent way to keep promoting our library district.

- To enhance our current Minecraft program Amy and Victor spent the month of October preparing information for the Impact Team to assist us in designing a possible Logic Model and met with them for early discussion and planning. We will keep you posted.

Outreach and Embedded Staff

Vicky has been sharing Every Child Ready to Read with the Teen Parents at Fort Collins High School at three visits in October. With Sara Nesbitt, Vicky taught a class on Digital Footprints.

Erin K. attended the Veterans Advisory Group meeting and was able to connect with several service providers who will be a resource to us, especially here at Old Town Library, in working with our veteran population. We will also be hosting a booth at the Stand Down for Veterans on November 4th.

Liaison activity – Cache La Poudre schools

- Amy met with the new Media Specialist, Misha Bell, at Cache La Poudre Middle School and provided her with some books from Teen Services Librarian, Diane Tuccillo, to share. We discussed how we can support her efforts in the library as well as other staff and will continue the conversation and planning moving forward.
- Amy has also been able to have an informational table up during two out the three annual Cache La Poudre Middle School Community Carnivals. Nearly 100 kids and their families stopped by to ask questions about materials, library cards, computer classes, business classes, and electronic materials. They all enjoyed a lollipop (or 2) on October 21st.



Both Cache La Poudre Elementary and Olander Elementary

Amy made this quick marketing craft and delivered it for teachers at each school to have in their pencil cups so they can see my business card and a list of ways I can support them.



Continuing Education and Learning Opportunities

Vicky attended CALCON webinar training on Bright by Three and a lecture on Connecting the Dots Between Play and Learning at the Marsico Institute at DU.

Erin K. attended CAL, where she helped host the awards luncheon as part of the CAL awards committee. Her biggest CAL takeaway was "pause." Pause before you speak, pause before you react, pause before asking a question. Many things happen in the pause. Her favorite session and probably the one she'll share most with coworkers is Library Ethics with Pat Wagner. The one that was most useful for her own job was Outcomes Based Evaluations.

Carol Gyger and Erin K. visited three microfilm reader vendors at CALCON to see their products in person. As part of our agreement with Foundation Center, Sarah participated virtually in their annual conference October 5-7.

Miscellaneous

The storytime staff met this month to talk about storytime boxes, a suggestion for a special storytime and saw some videos on the Every Child Ready to Read practice of talking. Children's Librarian Jennifer Zachman shared storytime resources at Harmony Library.

Erin Kirchoefer has been working with Carol Gyger, Holly Bucks, and Sarah Scobey to test PITS (Patron Incident Tracking System). We've been finding bugs and tweaking the system while developing best practices and workflow for it, with hopes to roll it out to staff in November.

Erin K. has also been working on implementing new handheld radios at Old Town Library. This will enable staff to get a hold of security even when security's phone is in a dead zone of the library, and will also ensure a quick connection without staff having to look up and dial a number. We have created training materials based off of Council Tree's codes for calling security.

Erin K. worked with Holly Bucks to interview for the open lab monitor position, and hired Andi Justice for the job. Andi previously worked in circulation.

Lab staff (Mark Connolly, Erik Rock, and Sam Scheuerman) and Erin K. went to Lulzbot for a tour of their 3D printer factory. It was a very enlightening tour and gave us some ideas that we were able to successfully implement with our printer to prevent irregularities. Erik brought along an envelope of failed prints and we were able to get some suggestions of what went wrong with them.

Erin K helped a woman on 10/27/2016 with some genealogy research. She was from out of state and wasn't able to stay for genealogy one-on-one this afternoon. At the end of her visit she asked to make a \$20 donation to our library for genealogy services because she was so grateful for the help.

Erin Lucero reports, October flew by! Here at Old Town, the staff put together a fantabulous farewell party for our departing manager, Jean Bosch. With the Dr. Seuss theme, 'Oh the Places You'll Go', we organized a party with truffle trees, Seuss signposts, and a photo booth.

In tech news, Kristen, Jenny, Vicky and Erin L. met to demo the new technology gadgets for each other and to plan a district-wide staff training. I showcased projects for:

- A catapult and car using Little Bits electronic circuits
- A holiday wreath with LED green and red lights, plus a robot with glowing buttons, using the Squishy Circuits set
- A KIBO robot activity coded to send Pete the Cat on a journey to visit 5 little pumpkins using the robot

Sarah hired five substitute hourlies, three librarians and two library assistants. The Substitute Hourly Librarians are: Monica Latham, Melissa Nichols, and Devon Smith. The Library Assistants are: Erik Rock, and Rebecca Strein. Sarah's goal is to having everyone trained and ready to go by the holidays. The staff is playing a big part in getting everyone trained and comfortable working the children's and adult desks.

With several new hires joining PRPLD, Erin L. worked with three new subs and trained them on procedures for the Children's section and the first floor.

The storytime staff met to discuss holiday storytime boxes, Harmony storytime supplies, and ways to build diversity and inclusiveness into storytimes.

The STREAM Lab had two activities this month: a Squishy Circuits caterpillar with light-up eyes and a tangram puzzle activity.

Laurel Elementary B.A.S.E. Camp

Vicky Hays is the Library Liaison for Laurel Elementary but Amy met their B.A.S.E. Camp Director, Jamie Hannen, when she and Currie presented to all B.A.S.E. Camp staff in August. Jamie has designed learning podcasts for his students where they learn about different parts of the community and so he, Vicky, and I coordinated a set of podcasts about the library. One of his students and her mother came through different sections of the library such as getting a library card, checking a book in and out, and how to ask a Librarian for assistance.

We all had a great time and Library Services Representative, Brenda Blake, showed her acting abilities for the Circulation desk piece and Lab Monitor Eric Rock showed the 3D printer. Please take a look -

<https://www.youtube.com/channel/UCu2DUSsNvI-9rqvS8FPTpEA>

