

# Executive Director's Report

## November 2013

### ADMINISTRATION

By Holly Carroll

#### Library Park Update

Hoff Construction has been working diligently to complete the cement pouring while the weather remains unseasonably warm. The rain garden is taking shape and is a nice complement to the diagonal walkway. Placement for the performance stage has been staked in preparation for this component of the project to begin after the diagonal is completed. Daman Holland from Ripley Landscape Design has selected the two boulders that will serve as markers/signage at each end of the walkway.

Shipment of the Tivoli light poles is not scheduled until mid- January. A replacement for the electrical outlets originally specified in the construction documents was necessary and that delayed the order.

#### Staff Day

The Learning Organization Team has been busy making final plans for Staff Day which will once again be held in the student center at Front Range Community College on Friday, January 10, 2014. The keynote speaker this year is Rivkah Sass, Director of Sacramento Public Library. She has been very successful in reaching out to the community and delivering services to diverse groups both inside and outside the library. This year's staff day also includes the annual staff recognition event. I hope that trustees will be able to join us for part or all of the day. Details for registering have been emailed.

#### CSU Partnership

The final author program for the year was held November 14<sup>th</sup> and featured fiction writer, John Searles. His recently published novel, *Help for the Haunted*, is a well-crafted suspense novel. His presentation was witty and entertaining. The first author appearance in 2014 is set for January 27<sup>th</sup>. Kent Haruf will be discussing his recent novel, *Benediction*.

Carol Gyger, Victor Zuniga and I met with several CSU IT and library staff members on November 18 to continue discussions of using technology to enabling the CSU RamCard to also serve as a PRPLD library card. Plans are to pilot this initiative in June 2014 as new students register for classes.

#### Other Activities/Meetings

I attended several monthly meetings including the quarterly Front Range Public Library Directors and monthly Metro Library Directors gathering. Ken and I attended the Touchstone annual breakfast on November 14.

Maggie Dennis, Johanna Ulloa and I met with Holly LeMasurier, Museum of Discovery, about possible partnership for the 2014 Imaginantes. The museum is willing to host the students for at least one day, host the final event and to help with funding.

I presented the annual library wish list to the Poudre River Friends of the Library board at its November 19<sup>th</sup> meeting. I am pleased to announce that the group, despite a decrease in anticipated revenue in 2013, will be funding all the activities of our tier one listing. The Friends will also provide \$2,000 to help sponsor the 2014 Fort Collins Reads program.

## **COLLECTION MANAGEMENT**

*By Tova Aragon*

Update on Harmony rearranging project: The Teen section at Harmony has been rearranged to include the Teen nonfiction and biographies. A big thank you goes to circulation. They pulled the books and shifted the area to make the collection flow well. It looks great. Books about careers are being pulled from the Career/Business Collection to be placed in the adult nonfiction.

Reference has been weeded. Twenty four linear feet of materials was removed from reference. Items were recycled, moved to the circulating collection and/or replaced with electronic versions.

Moving soon:

Book Club kits to the wall by magazines.

As media shifts west, the large print collection will be moved to the east end of media.

Reference will move onto lower shelves in its current location.

This is the time of year that ordering slows down a bit. Staff have started end of the year projects. We have been busy cleaning up the catalog by updating series entries, correcting RDA records to our local cataloging rules and removing old order records.

## **COMMUNICATIONS OFFICE**

*By Paula Watson-Lakamp*

- Completed monthly/weekly goals of Communication Plan.
- Organizing, managing and supervising all graphic design work for the District
- Co-facilitator of the Programming Team
- Working with SA to roll out new services
- Working with OrangeBoy on dashboard system
- Working on new social media promotions and platforms, updating “The River’s Mouth”
- Working with CSU Morgan Library on new library card promotions
- Worked with local media on various stories
- Working with Library Trust on Donor Wall and registration with ColoradoGives.org for December giving campaign
- Beginning preparation for 2014 Summer Events
- Helping grant writer gather information for possible grants
- Working with other libraries on statewide “Disruption Week” campaign for September 2014
- Attended our Foundation Grants class
- Working on Harmony “Owl” mascot naming contest

## OUTREACH SERVICES

*Submitted By Johanna Ulloa*

### Outreach Core

Outreach staff members were really busy in November providing satellite services to our community and bringing more patrons into our libraries. We had a lot of fun!

Applicants for the Outreach Services Library Assistant position will be interviewed the first part of December. The candidate pool is very strong.

Dia de los Muertos was celebrated at Council Tree and Old Town Library. We provided a storytime with digital literacy and a maker space!!! We received invaluable help from our fantastic IT team. Jean was very accommodating letting us host the celebration at Old Town, and Currie was very helpful by allowing Johanna and the green screen to “crash” Noches en Familia. It was a lot of work but absolutely worth it!



Staff was interested in the feedback received from the participants since it was the first time we added both maker space and digital literacy activities to our bilingual program. The reception was phenomenal. Several patrons congratulated us on the special event.

Also, Outreach Services was invited to participate at Atzlan’s Dia de los Muertos celebration. We provided a fun storytime and promoted our services.





**The highlight of the month was the fifth anniversary of Rincon de Cuentos!!!** We celebrated with cake, puppets and songs. and lots of fun. Families enjoyed the stories and the makerspace activity provided after the puppet show. Ludy has worked very hard to on develop this phenomenal program. The outreach department hopes to provide this service in other location next year.

### **Computers**

Classes were introduced at Ridgen Farm Senior Living where residents learned computer and iPad basics. They also inquired about our Homebound services and Barbara Crandall visited the center to give them the necessary information. There is an increasing interest in digital literacy among the residents, and next month we will set up a schedule of classes for 2014.

Computer classes continued at The Family Center, where people learned tips for job searching and filling out online applications. Several participants have already found a job.

We continued providing classes at Crossroads Safehouse on a weekly basis, and it is wonderful to see how people are finding resources and housing because of their participation. Crossroads residents are always very thankful for this program.

We also started classes at Mountain Range Shadows mobile home park where there is a major need for resources, computer literacy and access to computers. According to a community representative, the population is about 50% Latino, and we are able to offer classes in both Spanish in English.

We also held a series of classes at University Village that emphasized very basic skills to more advanced learning. Classes were individualized since all members attending had varying levels of computer literacy. Some of the attendees do not speak English, but we had a translator helping us out. It was great to see their progress.

The Outreach department is now able to register folks for library cards from any location, and Karol de Rueda has been signing up people for cards during classes.

### **Staff Development**

Johanna and Ludy completed the online class “Bilingual Storytime at Your Biblioteca”. It was a great class that provided interesting ideas and a wealth of resources for our storytimes!





### Mobile Makerspace

We are getting ready for our Mobile Maker Space Pilot! We will host a total of three mobile maker spaces before the end of the year. Stay tuned!!! Here you see Kristen and Carol preparing for the pilot.

## SYSTEMS ADMINISTRATION

*By Carol Gyger*

### Behind the Scenes

November was more about behind the scenes work than out front. Here are some highlights:

**Virtual Library Card** – Preparations are underway to allow customers to use a digital representation of their library card (like an airport boarding pass on your smartphone) at designated selfcheck stations at each branch. Soft rollout is scheduled for mid-December. Staff helping on this project – Victor, Chris B., Carol G., Circ Supervisors, Paula.

**New computers at Council Tree** – A couple of public computers at Council Tree were replaced in November with widescreen, touch, all-in-one PCs. The remainder of the internet computers at that branch will be replaced in December. Staff working on this project – Ling Z. and Chris B.

**Minecraft** – Put together 4 staff members, 6 teens, and a bunch of tech equipment, know-how and curiosity and you have the ingredients for making a teen Minecraft program. Much prep is being done behind the scenes by Victor, Gabe J., Amy H., Carol G. and 6 awesome teens! Program is scheduled for mid-February. What is Minecraft? Ask any teen or pre-teen or even college student. Or go to <http://minecraftedu.com>

**PRPLD smartphone app** – Our Boopsie app is being updated. Changes are being tested and will be launched soon. Yes, more behind the scenes work that will result in improvements for our customers very soon. Staff working on this project – Carol G., Tova, Paula, and others.

**Upgrade computers at Old Town** – Ling and Chris B. have upgraded the public computers at Old Town Library. Yes, behind the scenes or under the hood, so to speak. More memory = More happy customers.

**Streaming Meeting** – Chris B. worked with Bob Larson from the Genealogy Society to set up video streaming ability for the Genealogy meeting so that others can attend the meeting without driving to Fort Collins. Cool, techie AND green!

## HARMONY LIBRARY HIGHLIGHTS

By Ken Draves

### Harmony/FRCC

- FRCC will be installing an IPCelerate system in December. This is essentially a speaker system within the library for emergencies which require library users to remain in the building. Severe weather and bomb threats are an example.
- A large furniture order has been placed to replace the 15 year old furniture in the magazine area. With 450,000 users a year and being open seven days a week the Fines account has been a great support in replacing furniture.
- FRCC completed a replacement lighting project throughout campus. In the library atrium and drum area additional lights were added to support Harmony's later closing hours of 9:00 pm.

### Collections and physical facilities

As reported last month, Annie, Crystal, Tova, Diane and Ken, and others, have discussed various changes to physical locations of book and media collections at Harmony to improve user-friendliness and ease of access. We are proceeding with an number of changes in December, including improving media shelving in the children's area.

We completed weeding in our reference collection together with FRCC in November.

We are working with the College to make some improvements and upgrades to our computer furniture in the children's area. Annie Fox and other Harmony staff are meeting with Jim Azar to discuss fabrication of some new children's computer tables.

### Continuing Education & Conferences

Below is a report from Diane Tuccillo, Teen Services Librarian:

"I just returned from an exciting teen literature conference in Boston, the ALAN Workshop (and related events). ALAN stands for Assembly on Literature for Adolescents of NCTE, and is a separate but related organization to NCTE.

I just finished my third and final year serving on the Amelia Elizabeth Walden Award Committee (AEWA, <http://www.alan-ya.org/page/walden-award>) and I am attaching a photo taken after the award presentation Monday afternoon (we are all wearing tee shirts with the covers of the books and names of the committee members) for our wonderful authors, A.S. King, a finalist for *Ask the Passengers*; Benjamin Alire Saenz, a finalist for *Aristotle & Dante Discover the Secrets of the Universe*; and Eliot Schrefer, a finalist for *Endangered*. Our winner, John Green for *The Fault in Our Stars* is on paternity "leave of absence" from writing engagements after the birth of his son, but he sent a special video for the audience of 500 in thanks for the award. It was great to be with my amazing committee of teachers, librarians, and university instructors of YA lit one last time for this important event.



At the conference, I got to meet so many great YA authors and to hear them speak. There are some incredible new books that have recently come out or are coming out for teens, and it was interesting and fun to learn all about them.”

## **OLD TOWN LIBRARY HIGHLIGHTS**

*By Jean Bosch*

### **Programs and Events**

Public Services Librarian Nicole Burchfield hosted 20 kids at the Cocoa and Crafts program. She also was one of the storytellers at the Tellabration storytelling event. Early Literacy Librarian Vicky Hays finished teaching early literacy classes in the FCHS Teen Parent program.

Old Town Library Manager Jean Bosch wrapped up the Child Care Professionals Book Discussion series with Deborah Kayton Michaels’ *Up, Down, Move Around: Math and Literacy – Active Learning for Preschoolers*. There were ten child care professionals in attendance.

After conducting surveys created by Librarian Jennifer Zachman for storytime staff and customers attending storytimes, Vicky, Nicole, Jennifer, and Librarian Millie Kridler proposed some changes in storytime procedures. Harmony Library will be adding a second preschool storytime on Thursday mornings beginning in January and common language will be created to communicate uniform messages to parents and children.

### **Continuing Education and Learning Organization**

Jean attended a webinar hosted by the Urban Library Council on the Digital Public Library of America.

Jean and Circulation Supervisor Kim Doran successfully made it through “evaluation season”. Jean wrote evaluations for her 22 staff and Kim wrote evaluations for her 25 staff.

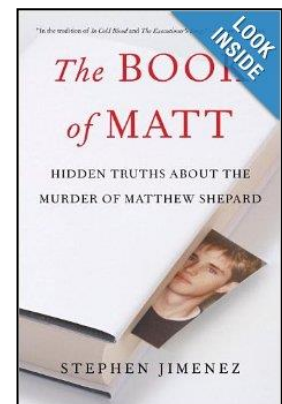
## **COUNCIL TREE LIBRARY HIGHLIGHTS**

*By Currie Meyer*

### **Author of controversial book presented at CTL, November 5**

Stephen Jimenez, author of the newly released *The Book of Matt: The Hidden Truths about the Murder of Matthew Shepard*, a re-examination of the 1998 murder of homosexual University of Wyoming student Matthew Shepard, presented a talk on his book at CTL on November 5. Although the book has stirred national response, is focused on highly controversial social issues, and has particular resonance in northern Colorado, the evening presentation was moderately attended and proceeded without incident.

<http://nypost.com/2013/10/28/uncomfortable-truth-behind-matthew-shepards-death/>  
<http://www.npr.org/2013/10/06/226438148/book-of-matt-the-real-motive-behind-an-infamous-murder>  
<http://www.advocate.com/arts-entertainment/books/2013/10/20/%E2%80%98-book-matt%E2%80%99-doesn%E2%80%99t-prove-anything-other-size-stephen-jimenez%E2%80%99s>



### **Karla Cribari provided two public classes on e-reader devices, November 5 and 22**

Tech Heads group member and CTL Library Assistant Karla Cribari provided her first two public classes on using library e-resources with specific devices on November 5 (iOS and tablet devices) and November 22 (Nooks). Both classes were attended by a handful of staff and members of the public. Karla provided both group and individualized instruction.

### **Brainfuse presentations for Poudre School District library media staff, November 13**

Currie presented information on the new live chat homework help e-resource, Brainfuse, to PSD library media professionals and staff at the PSD administrative center on November 13. I was able to demonstrate the resource in live time with their Internet connection and my library card #. Both secondary-level staff, who attended the morning presentation, and elementary-level staff, who attended the afternoon presentation were interested in how the resource worked and how they could apply it for use with their students.

### **Presentation from Sister Mary Alice Murphy Center for Hope, November 14**

Murphy Center Managing Director Zach Penland and Touchstone Mental Health Partners therapist Amy O'Connell presented information about resources for homeless / at risk of homeless people as well as people with mental health issues available through the Murphy Center in north Fort Collins. Mr. Penland and Ms. O'Connell shared facts about the current state of homelessness in the city, factors that may lead to homelessness, and challenges and strategies for interacting with homeless / impoverished / mentally instable individuals. They both emphasized that the Murphy Center is a reliable place for many of these vulnerable individuals to get the support services needed.

### **New Storytime format and schedule reviewed, November 19**

Children's Librarian Millie Kridler met with librarians Jennifer Zachman, Vicky Hays, and Nicole Burchfield to discuss the new storytime format and scheduling. Beginning in September, storytimes were divided by developmental stage, e.g. walking, ability to listen and focus on a story, etc. rather than by chronological age. In October, the storytime group (above) conducted surveys both for storytime staff and for library customers who typically attend storytimes. The group found the results of the surveys generally favorable toward the new formats, and also heard some complaints. Millie reported that the group decided to add a storytime at Harmony Library, on Thursday's beginning in January 2014. The group made no other major recommendations.

### **Dart year-end report, November 21**

I completed the Dart annual report and shared it with the Library Leadership Team on November 21. The report has not yet been shared with staff. Please find attached a statistical report of total transactions per Dart week by building.

**Upholstery replaced on atrium furniture, November 23** Local upholsterers from Re-Covery replaced the worn upholstery on four chairs and one settee in CTL's 'atrium' area at the top of the stairs. This is the first of two re-upholstery projects to take place in November. The second, re-upholstery for eight chairs near the fireplace, will be completed at the end of the month. Other worn upholstered furniture and window seat pads will be re-covered in in 2014, to better distribute annual costs. The total cost of re-upholstering furniture / pads at CT for November is \$7,500.



### **Windows in teen areas painted for holidays, November 23**

On Saturday, November 23, members of the Fossil Ridge High School National Honor Society volunteered their time to paint holiday scenes with tempera paint on the windows in the teen area. The windows feature secular scenes including a horn of plenty, a snowman, and a gingerbread house. This is the third year the students have provided this unique service to CTL. Staff and customers are enjoying it! In January, the students return to CTL to remove the paintings.