

November 2019 Report from the Executive Director

ADMINISTRATION

By David Slivken

Outreach Department Name Change and Expanded Services

Our recent Master Plan identified the community's desire for expanded "outside" access and services. We continue to explore the potential for partnered spaces, pop-up services, and other innovative ideas. One of our first steps, however, is enhancing our current "outside" services.

NEW NAME

Some of the changes you'll see in 2020 is with the Library's Outreach Department. Among other exciting developments for this group is a new name. **Outreach is transitioning to the name "Community Services"** to better reflect their role and responsibilities. Like us, many other public libraries are renaming their outreach teams to focus on their efforts to work in and with the community to provide essential library services.

As library staff, we all do "outreach" whenever we assist a customer or talk about the library as we're waiting in the checkout line. "Outreach" is part of everyone's role. We wanted a more accurate way to talk about our Community Services team and their particular attention to underserved populations and those which are rural or isolated from in-library services.

NEW STAFF

Along with the new name, you'll see an expansion in the team and its work. **Two new full-time, bilingual library assistants will be hired** in the upcoming months – one to provide adult services to the Latinx and Spanish speaking community like citizenship classes, computers classes, and business services, and the second to focus on teen, tween, and children's services. The team also **anticipates hiring two part-time positions** that will focus on senior and aging adult services.

These new staff members will join the **current Community Services team** of Johanna Ulloa Girón (manager), Ludy Rueda (teen, tween, children), Leah Weatherman (children), Sylvia Garcia (seniors and homebound), and Gayle Brakefield (homebound).

NEW PROGRAMS & SERVICES

The department will add adult services and business services for Latinx and Spanish speakers to its programming and will also extend services for seniors and homebound customers. In addition to the many literacy and cultural programs provided by Community Services (from story times to mobile makerspaces to community events and more), the team is actively identifying opportunities for them to fill gaps in services, strengthen and develop partnerships, and continue to be a strong part of the community.

HUMAN RESOURCES

HR Manager:

By Sabrina Strømnes

- Attended Managing a Workforce in 2020 conference through Ogletree Deakins.
- Continued with staff reorganization, including announcement of changes to staff.
- Attended Library HR Roundtable meeting at Employers Council.
- Attended Board retreat.
- Prepared for employee opinion survey to go out on December 4.
- Began work on system changes associated with restructure.
- Recruitment Report *by Cynthia Langren:*
 - ❖ New Postings
 - Youth Services Librarian at OTL
 - ❖ Hires
 - Library Assistant, Anne Million, part-time hourly at Old Town Library
 - Library Assistant, Rebecca Schwindt, part-time hourly at Old Town Library
 - Computer Lab Monitor Sub, (internal) Adam Grasser, as second position
 - ❖ Promotions/Location Changes
 - None this month
 - ❖ Terms
 - Librarian, classified, full-time - retirement
- Ongoing:
 - Employee relations issues
 - Performance management
 - Employee questions and support
 - On/offboarding
 - Manager/Supervisor questions and support
 - Manage Workers' Compensation
 - Assist employees with FML, STD, LTD, Non-FML medical leave
 - Manage/support Volunteer Program Manager
 - Liaison between City of Fort Collins HR, Payroll, Benefits and Learning

Volunteer Program Manager:

By Audrey Glasebrook

- Interviewed 11 volunteer candidates, and placed them in volunteer roles. One new volunteer will be taking over the regular Conversations in English role, and two volunteers will be doing Homebound Delivery.
- Posted many staff volunteer requests in Volgistics and sent out opportunity emails to all volunteers, including the Repair Café in December.
- Collected hours from 117 library and FOL volunteers who served in October.
- Helped out at Dia de los Muertos event on November 1st, by managing the 27 volunteers serving at the event.
- Met with Learning Org team to plan for Staff Day 2020 and upcoming Friday Fun classes.
- Recruited skilled volunteers and vetted applications for Repair Café event on December 14th.

OUTREACH SERVICES

By Johanna Ulloa Girón



November was an incredible month when all our values shined through the programs and services provided! We designed and delivered programs and services that were **Inclusive, Innovative**, that promoted **Curiosity** and enhanced **Collaboration** within the community.

In partnership with the Fort Collins Museum of Discovery, community members created and exhibited personal altars that were showcased at the museum for over three weeks.

In partnership with many local institutions we hosted Dia de Muertos celebration at the Northside Aztlan Center.



We are thankful for the help of **30+ volunteers**. They made the event run smoothly and we couldn't have done it without them.

About **700 participants** celebrated with us! Each family received a free tote bag at the entrance. The Aztlan Center was decorated with costume-made papel picado that featured the library logo and the words in English and Spanish "**We Are Fort Collins**".

Different institutions and families from our community set 5 beautifully crafted altars that were displayed at the lobby of the

Aztlan Center, along with the arch of memories where participants were able to write messages to their loved ones.



Thanks to the collaboration with Fort Collins Reads, we had an incredible time with Luis Alberto Urrea, a prolific Latinx author. He met with the very **first Spanish speaking book club of the Library!** We were provided with special time to discuss with the author his book in Spanish. Luis Alberto Urrea said, “This meeting has been my favorite time of the entire tour!”



In November, the Book Club and More for Mortals featured the book: *Visions, Trips and Crowded Rooms* by David Kessler. The group had a lively discussion about why people in the dying process often see or hear from deceased loved ones. Are these visions real or imagined? We were joined by Peggy Budai, NP-C. Hospice and Palliative Internal Medicine nurse who shared current medical information as well as her unique perspective.



COUNCIL TREE LIBRARY HIGHLIGHTS

By Currie Meyer

Presentation to Emporia State University School of Library and Information Science Program, November 1: At the invitation of ESU SLIS Colorado Director David Willis, I shared a 90-minute presentation on emergency management in libraries with his “Management in Information Organizations” class. *Reimagine the Future #3, build opportunities for collaboration.*

Picture Book Browsing Bins Installed, November 3: CTL and Facilities staff along with library shelving contractors installed twelve picture book browsing bins in the children’s area. The bins, purchased with Paul Gwynn Gift funds, and enabled by David’s Staff Innovation Project, allow children and adults to easily browse picture books by flipping through them to see each cover. The new arrangement also showcases the Spanish-language and World Languages children’s book collections. We have heard many positive responses from users who say the bins are inviting and easy to use. *Meet and Collaborate #1, provide user-centered spaces; #2, redesign library spaces to...facilitate easy navigation. Learn and Discover: #3, promote a diversified collection.*



Collection Agency Training November 5 and 11: Council Tree Library Circulation Supervisor Angela James and Answer Center Supervisor Chris Cortez conducted two new Collection Agency trainings for Assistant Circulation Supervisors and subs. Eleven staff members attended. *Reimagine the Future: 3, invest in staff development, 5, maximize efficient operations.*

Shepardson STEM Elementary STEM Night Activity and Library Card Sign-up, November 7: Children’s Librarian Amy Holzworth and I shared Library resources at the school’s annual community-based STEM Night. Amy coordinated a hands-on activity featuring constellation modelling, and I managed a library-card sign-up table. Over 300 people attended the event! *Meet and Collaborate: #3, strategic partnerships; #4, unique, collaborative programming. Learn and Discover: #5, flexible services for community impact.*

Debut of “Books Build Boys” Program, November 15: Amy coordinated the debut of “Books Build Boys” book club for boys in grades 4, 5, or 6 with dad or an adult male companion. Twelve pairs of enjoyed a discussion of “Knights of the Kitchen Table”, pizza, and a shield-making activity. Systems Administration Manager Mark Huber and his son provided program support. One boy attended with his 88-year-old great-grandfather! *Meet and Collaborate #5, create opportunities for intergenerational experiences; #6, serve as a center for discussion and engagement. Learn and Discover #2, support personal growth.*



New Plan for Circulation Staffing Presented November 17. Angela helped roll out the plan to over 50 circulation staff members, that will combine two hourly positions and add benefits. The plan will start Jan 13, 2020. Strategic plan alignments: *Reimagine the Future: 3, invest in staff development, 5, maximize efficient operations.*

Early Childhood Council’s Strategic Planning Collaboration, November 18: Amy is serving the Larimer County ECC on the strategic planning team. Her subcommittee is focusing on the public perception of early childhood. *Reimagine the Future #3, build opportunities for collaboration.*

OLD TOWN LIBRARY HIGHLIGHTS

By Eileen McCluskey

- The Teen Council, with the guidance of the three teen librarians, created and hosted the Marvel Murder Mystery Night at Old Town Library with around 50 people (teens and adults) in attendance – only one group among the mystery solvers figured it out!
- Nicole Burchfield and Erin Lucero attended the Youth Services Fall Workshop sponsored by the Colorado State Library where they got tons of ideas to apply to our popular Summer Reading Challenge.
- Kristen hired a computer substitute computer lab monitor. Welcome, Adam! She also completed the CS First Coding Club. Here is a quote from one of the participants... “I LOVE THIS CLASS!!!!!!!!!!”
- Monique assisted Leah W. in hosting a tour of Old Town Library to Stove Prairie students. The students enjoyed learning about Dia de los Muertos and participating in a scavenger hunt in the library.
- Monique hosted a special Dia de los Muertos program at bilingual storytime. Families learned about the significance of the celebration and participated in stories and songs centered around the holiday. The naturalization study group continues to grow every month at OTL. Monique is looking to expand citizenship resources at the library in 2020.

- The book bike team (Karla, Monique and Meg) will be meeting with employees from the City's Natural Areas department to discuss partnership programming during the warmer months.
- In November, we celebrated Vicky's final storytime with guest readers, literacy activities, cozy snacks to warm us up, and of course, fun storytelling. Lieutenant Governor Dianne Primavera came to read the 2019 One Book for Colorado title **Penguinaut!** and give out picture books to all the children.
- The November all ages global storytime focused on Latin America. Erin L. guided an exploration of countries south of the border on the globe, learned about opposite concepts in Spanish, from the pequena rabbit to the grande elephant, sang a good morning song en Espanol, and counted up to a fiesta from uno to diez. Preschool storytimes featured a musical zoo interactive activity with accordions, xylophones, shakers, and more during the tiny tunes storytime, plus a silly stories storytime brought lots of giggles as we read about unicorn rainbow poop.
- At the November LEGO Build Club, 37 people turned out after the snowstorm to build LEGO rocket cars. There were rocket car launchers ready for everyone to see how far their car designs would go. The engineering design process was in full gear as children and parents problem-solved together to see how changes to wheel bases and weight loads changed the distance cars covered. Children also had hands-on practice building and driving the Snap Circuit Rover kit and assembling light and buzzer circuits with the Little Bits sets.
- Erin and Nicole attended the Fall Youth Services Workshop organized by the Colorado State Library and returned with resources and updates for summer 2020 programs.
- And lastly, we organized Vicky's farewell breakfast, saying goodbye to someone who dedicated her career to children's services, and Kristen announced the new playground design (and surprise!) for Library Park.



Eileen's activities

- Eileen, Kristen and Holly toured front range libraries to get ideas and inspiration for the OTL lobby redesign.
- Scheduled and hosted interviews for Youth Services Librarian position.
- Met with VFLA to finalize lobby design before renderings.
- Hired and met with contractors for Tom Peterson memorial project. Instruments ordered!
- Met with OTL Supers team to prepare for staff restructure.
- Attended PLA webinar, "Why Trauma-informed?"
- Toured CSU's biophilic walls with the university architect, Mike Rush. He shared insight into the installation, maintenance and benefits of biophilic design and how CSU is embracing it.