Summer Activities
As you will soon realize as you read through the pages of this report, library staff have been extremely busy preparing for an exciting summer reading/learning program. Youth librarians have made numerous school visits to promote the summer activities; outreach and communications staff members have been out and about in the community also building awareness of our services. Staff have also been hard at work to introduce new technology equipment in the buildings such as an improved sound system at Council Tree, the installation of kids iPads (KiPS) in the children’s areas, and the upcoming launch of 3-D printing at Old Town Library.

Over 900 individuals registered for the summer reading challenge the first day. This year an online option for participation is being offered for individual or families with the same features plus the opportunity to earn digital badges.

Finally our library van (or STREAM van) was wrapped in time for summer reading -- kudos to Laura Carter for her extraordinary graphic design. It made its first official appearance at the Poudre River Festival on May 30 and the Outreach Department is now driving it to deliver “Story Express” at over 12 different locations throughout our district.

Urban Renewal Legislation
As you may have read, Governor Hickenlooper signed into law the Urban Redevelopment Fairness Act (HB 15-1348) that gives counties, school districts and special districts representation on URAs and requires cities to attempt to negotiate an agreement on property tax sharing. The approved legislation was negotiated during the last week of the Legislature’s session. I will provide more specifics on the legislation at the board meeting as part of the director’s report. The Larimer County TIF study group is still planning to meet in June.

Staff Recognition
Two staff members, Paula Watson-Lakamp and Anne Macdonald were recently published. Paula’s book, Moxie Marketing for Librarians, was published by Libraries Unlimited. Anne’s recent article, “Designated Business Centers in Public Libraries” will be included in the fall issue of Reference Services Review (RSR).
Once again, the Library District received platinum status as a ClimateWise partner. The Green Team (Louise Mosnik, Jeff Barnes, Erin Senseman, Meg Schiel, and Gayle Brakefield) accepted the award for the Library District at the EnvirOvation ceremony on May 13. Louise Mosnik will make a presentation to the Board in June about the program and the work of the committee.

Other Events
The Library District and the Poudre River Library Trust sponsored a table at the Northern Colorado Community Foundation “Celebration of Philanthropy.” Linda Gabel and I represented the District while Bill Mygdal, Cara Neth, Peter Contino and Joey Hoefler attended from the Trust. Current Trust donors, Phyllis and Wayne Schrader, also were invited as table guests.

I attended the City of Fort Collins Boards and Commissions breakfast on May 19. The Human Relations Commission made special mention of its partnership with the Library District in sponsoring the Mental Health Issues series at Harmony Library. Also, the Cultural Resources Board thanked the Library District, especially Sarah Scoby, for her assistance to cultural non-profits in using the Foundation Center’s resources to identify grant opportunities.

Forty-five library directors attended this year’s Colorado Public Library Directors meeting in Vail. This annual event is held in different locations throughout the state and facilitates discussion and collaboration among libraries. This year, new forms of resources sharing were discussed, as well as presentations on the Marmot libraries’ digitization project. I always learn from all those in attendance.

COLLECTION DEVELOPMENT

By Tova Aragon

No report this month.

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 OrangeBoy on dashboard and Savannah messaging system.
- Working on new social media promotions and platforms, “The River’s Mouth” updating
- Worked with local media on various stories
- Working with Library Trust PR committee and Board
- Doing video work with mascots and library services… see our YouTube channel details
- Collaborating with local organizations on Fort Collins Comic Con in September
- Summer Reading Challenge materials and promotion
- Library van wrap and van use procedures
- Promotions for Summer Booths – Poudre River Fest, Open Streets, Bike to Work Day
- Organizing community speaking engagements for Executive Director
- Attended “Holy Hashtags” webinar
On a special note, one of my 2015 goals has been met – to publish a book! My “Moxie Marketing for Librarians” has been published by Libraries Unlimited – [http://www.abc-clio.com/LibrariesUnlimited.aspx](http://www.abc-clio.com/LibrariesUnlimited.aspx). I have spent the past year researching and writing it in my spare time and love finally seeing it in print!

**HUMAN RESOURCES**

_By Ellen Lake_

Work on the compensation plan continued in May. The compensation committee created the Total Rewards strategy statement, and will meet in June to create the communication plan to employees. The project is on track for Board consideration in August.

**OUTREACH SERVICES**

_By Johanna Ulloa_

**Outreach Core**

And so begins the busiest season for the Outreach Traveling Circus! We participated in many events, fairs, meetings, and assemblies at schools and in the community to help promote Summer Reading Program. Following you will find details of what we did and where.

This month we are highlighting Ludy Rueda’s amazing job! Ludy presented Summer Reading Challenge (SRC) super heroes but as usual she went above and beyond. Here are some pictures of her SRC presentation at Council Tree Library during the program Noches en Familia, where a local super hero, firefighter Gallegos, did a great presentation with the kids.

Ludy also coordinated and organized our second story time in French at Harmony Library and it was a big success; 104 people attended the event and we received very positive responses from the community. Colorado State University French students made a very professional presentation and the Foreign Language Department is very interested in continuing this collaboration on a regular basis. We are very thankful for Professor Frederique Grimm from CSU as she was a great catalyst in making this event a success. Outreach staff also presented the same French story time at Global Village Academy to the pre K class.
Ludy and Johanna gave a special tour at Old Town library for ESL adults learners at Front Range Community College with coordination from the Mathews House. The group enjoyed Ludy’s stories and songs. We had many Arabic speakers tour.

Ludy also represented the Library District at “Parents Night” at Lincoln Middle School where she presented SRC and showed the parents how to navigate in our website. Library cards were issued during the event.

Kathie and Ludy offered two library tours in Spanish for Irish Elementary School parents at Old Town. They presented SRC and informed them about the many resources available at the library. Library cards were issued.

Kathie and Ludy attended Kites in the Park festival. Our tent, pictured to the left, was visited by hundreds of kids and adults. The crafts and the finger puppets were a big hit.

**On the Road**

We finalized our series at Northside Aztlan Community Center with the **LSTA Grant**. We taught Digital Safety, Introduction to iPad, coding, Amy Holzworth and her great group of volunteers covered Minecraft, Erin Lucero presented Lego Robotics, 3-D printing, digital citizenship skills and much more. We couldn’t have done any of it without the tremendous help from Karol Rueda, Carol Gyger and Victor Zuñiga. Now we are preparing to start round 2. Then, we will take STREAM Lab to the community!
We were part of the last Reforma Mini Conference at Denver Public Library. Johanna Ulloa (picture on the left) was a panelist for the session “Hiring Bilingual Bicultural Employees: How to recruit them, why they matter, and what bilingual bicultural staff demonstrates to our community.”

Story times and Summer Reading presentations – this month outreach focused on preparing for summer and the Summer Reading Challenge. As part of cultural diversity awareness Kathie Young de Herrera used the wonderful book by Yuyi Morales, *Niño Wrestles the World* and also presented some of the popular folktales of Mexico. Kathie celebrated Cinco de Mayo at Putnam Elementary. The kids and some adults too had fun using the “Mystery Box.” It was a big hit.

Johanna and Kathie attended the Homeless Gear, Children in Need event and we passed out lots of information about the library and made several cards.

While Johanna Ulloa was on vacation, Kathie covered two presentation assemblies at Harris Bilingual, introducing our Summer Reading Challenge; one in Spanish and one in English.

Kathie was also at the Putnam preschool Field Day. Parents, grandparents, brothers, and sisters participated along with the students. Each stop was only 10 to 15 minutes long. Kathie passed out the Superhero finger-puppets (the kids really enjoyed those) along with the book *The Amazing Adventures of Bumble Bee Boy*.

Karol Rueda attended the Parent Night at Linton School where she promoted SRC and created library cards to both adults and kids Spanish speakers. A lot of people expressed being surprised to learn of the many opportunities the Library District offers and especially for the fact that all of our services are free. Karol is coordinating with Alejandra, their liaison, about having computer classes at their location since there seems to be a significant need.

**Community Connections**

Sylvia Garcia and Karol Rueda represented the library at the Memorial Day Fair. Many children participated this year which was perfect for marketing the summer Reading program. We presented veterans as part of our local heroes.

Sylvia Garcia attended the Larimer County Summit on Aging: The focus of the Summit was to discuss the estimated 140% increase in the > 65 population in Larimer County over the next 20 years and the impact on employment, healthcare, housing, etc. that would pose in our community. Transportation to and from programs and services are considered a major concern to be addressed.

We will continue to participate and proactively worked in the community to create programs that help the community. Sylvia also attended the Senior Law Day Committee. Northern Colorado’s Senior Law Day offers educational workshops, valuable reference materials, and an opportunity to meet legal professionals in our community. Sylvia will represent the Library District at this event on August 1, 2015.
Sylvia also assisted with the Fort Collins Human Relations Commission’s Mental Health Forum. A panel of experts presented and provided an opportunity for audience participation on the topic: Mental Health Issues Impacting Homelessness, Joblessness and Poverty. Sylvia put together a display of resources and created an online reading list for the Reader’s Café.

Sylvia attended the Public Library’s Association’s “Project Outcome: An Overview of PLA’s Latest Initiative for Libraries” webinar. “Project Outcome will help libraries better measure the outcomes of the services they offer to patrons and provide the resources and support to effectively communicate and implement their findings for advocacy, partnership and planning activities.”

As part of the Denver Evaluation Network, a group of evaluators dedicated to determine the outcomes of programs in cultural institutions, Johanna Ulloa participated in the customer evaluation training at Butterfly Pavilion and Botanical Gardens. Johanna will also attend the evaluator Boot Camp on June 12, 2015.

Johanna attended the School Readiness Impact Partner meeting and presented the current status of our grant with United Way. The group was pleased with the evaluation proposal to determine impact of story times in the community. The group stressed the critical community need in regards to school readiness and the imminent need to provide services so children are at reading level by third grade in Larimer County. Under Holly Carroll’s direction on how to respond to this community need with outcome based programming, Johanna Ulloa and Vicky Hays have met in order to determine next steps towards developing clear outcomes for story times in the district.
During her vacation, Johanna met with Funda Lectura in Bogotá Colombia. They are a non-governmental entity that creates, develops, and evaluates programs for literacy in Spanish speaking countries. During our meeting they explained the many programs they offer in the community for Early Literacy. One of the new projects they are developing is the outcome based programming for all libraries in the country. The amazing projects they have developed and continue to evaluate are well known in the literacy world for Spanish readers. Johanna gathered a lot of information during the three-hour meeting, including their criteria to evaluate children’s books. She met with a children’s book reviewer at Gabriel García Marquéz Cultural Center. Lastly, Johanna also went shopping for culturally diverse Children’s books for the Outreach Team.

**Computers**

Spirit Crossing Computer Classes: Sylvia continued presenting computer classes at Spirit Crossing, a rehabilitation clubhouse for people with mental health concerns. The classes focused on improving keyboarding skills and basic file management.

We are now assisting the Larimer County Community Corrections; participants are rotating each month; one month for women and another for males. Since they all have very different levels of knowledge, Karol starts with a presentation of general usage of computers and then spends personalized time with attendees.

Rigden Farm Senior Living is another of our monthly locations where our classes have expanded to Windows, iPads and now iMacs too, so for this class we have to be ready for everything! This month a patron brought a tablet with a different brand that we had never seen before but we were able to figure out its basic functions and the patron left happy with her new device. The person in charge of this program was so kind and thankful for our assistance that she gave Karol recognition in the name of all of those we have helped at their location!

During this month we also ended the Digital Literacy series at Northside Aztlan Community Center where we had a group of enthusiastic Ancianos. Some of the participants were older than 90 years, yet they are there every week and willing to learn all about this ‘complex’ new technology. Karol expressed that it was a sad goodbye, because the classes were a mix of learning and socializing for the patrons where they shared their life’s stories. As an anecdote, one of the participants has his own page on Wikipedia for his achievements in sports and he didn’t know before Karol taught him navigate the Internet.

**SYSTEMS ADMINISTRATION**

*By Carol Gyger*

**3-D Printer coming soon to Old Town Library**

In preparation for offering 3-D printing at Old Town Library, staff have been busy learning all the intricacies of printing on a Lulzbot Taz 4 printer.

- Carol Gyger attended 3-D Printer training at Loveland CreatorSpace. Jamie Leben, instructor.
- Carol is currently training OTL staff in small groups about the basics of 3-D printers and printing, based on Jamie’s excellent training documents! Chris Bauman assisting with training.
- Jean Bosch and Carol Gyger working with Implementation Team for a soft rollout in July.
- Printer will live next to the Lab Monitor’s station upstairs at OTL. Staff will be responsible for printing all jobs for customers.

**Council Tree Remodel**

Nearly all the network and computer changes related to the Council Tree Remodel have been finished - Chris Bauman.

- Moved computers to new furniture
- Added 2 iPads to replace aging AWE children’s game computers (iPads have been wildly popular!)
  Special thanks to others involved with this effort – Kristen Draper, Vicky Hays, Millie Kridler, and Jennifer Zachman.
Summer Reading Program Interface
Many changes were included this year in the Summer Reading Challenge interface. Peggy Shaughnessy led the effort with her excellent web development skills. She worked patiently and diligently with members of the SRC Team to come up with a patron-centered, user-friendly and fun interface. Highlights of this year’s web design includes -

- Choice of traditional or online participation
- Online registration (both in the libraries and at home)
- Family registrations
- Online reading record and 100 hour club
- Record STREAM activities online

First day of registration this year, June 1st, saw the biggest one-day registration in recent library history:

518 Kids
289 Adults
115 Teens
922 Total

HARMONY LIBRARY HIGHLIGHTS

By Ken Draves

FRCC-Larimer Campus News
FRCC has selected Dr. Jean Runyon as the new Vice President for the Larimer Campus. She is scheduled to begin on July 1.

Programs, College Partnerships and Children’s and Teens Activities
Reported by Elaine Burritt:

- Helped to staff library table at Children’s Water Festival on FRCC campus on 5/20/15.
- Met with Debra Throgmorton of FRCC to plan Harmony in the Round concerts for fall; contacted performers for fall dates.
- Edited Thriller/Suspense and Romance newsletters on LibraryAware.

Teen Services
Reported by Diane Tuccillo

1. I did library catalog/database instruction at 3 classes (two on 5/7 and one on 5/8) at Preston Middle School for a total of about 95 students.
2. I attended the Reference USA training that was held at OTL on 5/19.
3. I worked at the Children’s Water Festival table at FRCC with Jennifer, Kristen, and Elaine on 5/20.
4. I participated in two SRC presentations at Johnson Elementary on 5/22 with Jennifer and Kristen and added information for the 5th-going-into-6th graders about the Teen SRC and programs.
5. I participated in a SRC presentation at TPAK on 5/28 with Jennifer and Kristen and added information for the 5th-going-into-6th graders about the Teen SRC and programs.
6. Teen IRS (Interesting Readers’ Society) met, 5/30, from 11-1, at Harmony. 21 teens were present, including five new attendees.

Business and Careers Services
Reported by Anne Macdonald:

Journal article: “Designated Business Centers in Public Libraries” was accepted by Reference Services Review, fall issue on Entrepreneurship.

- “Reference Services Review (RSR) is a leading journal dedicated to the enrichment and advancement of reference knowledge and the improvement of professional practice. Ranging from case studies to conceptual papers, its articles cover all aspects of reference and library user services in a digital age.
Articles draw upon traditional areas of inquiry within the fields of information studies and education, as well as from newer interdisciplinary perspectives such critical pedagogy. The journal raises questions, explores new frameworks for user services, advances fresh analyses and research and proposes solutions to diverse operational issues facing librarians and information professionals. Reference Services Review is valued reading by the majority of North American library schools with its ‘au courant’ focus, and around 2000 articles are downloaded each week.”
http://www.emeraldgrouppublishing.com/products/journals/journals.htm?id=rsr#sthash.ktjTWxGh.dpuf

Business Industry and Market Research project:
- More Accountable Care Organization (ACO) information (returning customers are good)
- Sewer business start-up
- Broadcast and print media business
- Wine accessories market trends (learned all about “wine lodges”) 
- Research for a local marketing firm on new business opportunities
- Business coaching franchise
- Wearable art business growth opportunities

Trials on new databases:
- Mergent (a Dun& Bradstreet/Hoover’s) – a combination for corporate searching, job searching, demographic searches – not quite ready to replace what we have (with Molly Thompson)
- Jobzology – a job searching database (Molly Thompson is leading this)
- Snap Scheduling – an reference desk scheduling software (Molly, Kathy Hutton and I)

Reference USA Representative Kam Draper made a presentation on the organization and uses of Reference USA.
- “Reference USA provides business and consumer research. It can help users create marketing plans, conduct competitive analysis, conduct job searches, and locate people. It has real-time access to information on more than 34 million businesses and 340 million consumers.”

The Library was mentioned in the Blue Ocean Challenge during Start-up Week -- the research I provided for one of the finalist (who ended up winning the Trolley Round but not the final final round) ChemByRay.

Reported by Molly Thompson:
- Offered the following Jobs and Careers Classes for the month of May
  o LinkedIn
  o Interviewing
  o Job Search Strategies
- Completed Logic Model Training
- Attended the Workforce Center annual plan meeting
- Reviewed JobZology’s Values Interest and Personality Assessment Product & Snap Schedule (desk scheduling)

OLD TOWN LIBRARY HIGHLIGHTS

Programs and Events
Library Assistant Jewels Hall had over 600 people attend the many events offered at the Asian Festival on May 9. Due to the rainy weather, she planned carefully for the entire event to successfully be moved indoors at Old Town Library.
Staff is still making great use of our new technology installations. Librarian Amy Holzworth tried something new and utilized her iPhone, projector, and other technologies for a combined story time of 107 toddlers and preschoolers and their adults. She had most of them, and many of their adults, up and dancing to Michael Jackson's a cappella version of "Rockin' Robin". We occasionally have to combine our story time sessions last minute due to staff illness; our staff and public are very gracious to make this work for everyone!

Nonprofit Services Librarian Sarah Scobey and Jobs and Careers Librarian Molly Thompson have been utilizing the technology in the before-hours computer lab for classes and demonstrations.

Outreach and Embedded Staff
Staff has been very busy prepping for the Summer Reading Challenge (formerly Summer Reading Program) – decorating, proofreading, visiting schools, contacting volunteers, gearing up for the Pals program, confirming dates, preparing story times, and so much more. A great deal of preparation and care goes into this summer-long event!

Amy visited 267 kids at Cache La Poudre Elementary to promote the Summer Reading Challenge (SRC).

Old Town Library Manager Jean Bosch visited Olander Elementary to promote reading and the SRC to 330 students and teachers during eight visits. Included were special hero-themed story times for the Olander preschool students.

Amy also gave all the first graders (about 60 students) from Cache La Poudre Elementary a tour of Old Town Library.

Early Literacy Librarian Vicky Hays had several school liaison activities this month. She attended Laurel Elementary's Literacy Family Night, held two story times in their preschool, and hosted the Kindergarten and 1st grade classes at Old Town Library. She also continues to share story time at CSU's Early Childhood Center every month in four classes.

Public Services Librarian Nicole Burchfield went to the 4th Annual Denver Comic Con and presented on a panel comparing the Justice League to the Avengers in the categories of STREAM (Science, Technology, Reading, Engineering, Arts, and Music). She compared Superman and Thor - Thor won her battle and at the end the audience voted and the Avengers won the battle and became the Sovereigns of STREAM! Jewels also attended the Denver Comic Con as a representative of the Library District. She put together and presented two panels on NaNoWriMo (National Novel Writing Month) - one for adults and one for kids, schools, and libraries. She also helped staff the Colorado State Library's booth providing a craft for the makerspace area and staffed the NaNoWriMo booth.

Teen/Reference Librarian Sue-Ellen Jones represented the library district at Poudre High School's first Summer Expo. She shared teen volunteer opportunities with 9th-12th grade students. After collaborating with several staff, she gathered and shared copies of teen volunteer opportunities for our summer reading program, Interesting Readers Society, Anime Club, Minecraft teen volunteers, Lego robotics volunteers, and book sale volunteers. During the three-hour event, Sue-Ellen met with over 120 students to talk about books they liked as well as our volunteer opportunities.

Miscellaneous
Kids iPad Stations (KiPS) were introduced at all three libraries this month. Each library has two or three iPads with educational and fun apps for children ages 2-12 pre-loaded on them. The apps were researched for positive reviews by Vicky, Digital Literacy Librarian Kristen Draper, Children’s Librarian Millie Kridler, and Library Assistant Karla Cribari. The KiPS have been enthusiastically received.
Here is a comment from one mom at Old Town:
"Love them, enjoyed the two headsets so we could work together and the hands-on was great. No keyboard for distraction. Me and my daughter give it an A+! Thank you!"

Kudos to Systems Administrator Carol Gyger, Kristen Draper, and Vicky Hays for getting the KiPS in our libraries. It is a great way to provide access to this new technology for children and parents and helps bridge the gap between the haves and the have-nots.

Carol’s creative and skilled husband and library volunteer extraordinaire Bruce Brown, handcrafted a protective case for the Old Town Library’s Lulzbot TAZ 4 3-D printer (pictured below along with Jean’s first-ever 3-D model creation of a koala!).

Jean, Kristen, Christopher Bauman, and Circulation Supervisor Holly Bucks received the initial 3-D printing training from Carol. The two-hour training session provided a background in procedure and terminology, an introduction to the Lulzbot TAZ 4 3-D printer, and some hands-on time to explore online resources for finding 3-D models to print and/or customize. We are now in process of practicing our new skills and will move forward with training other staff. It is a pretty complicated process and will take much time and practice.

Vicky has been coordinating the Library District’s partnership with Bright by Three (formerly Bright Beginnings) for in-library sharing of child development materials for three age groups after our Peek-a-Boo and Toddler story times a few times a year. We kicked off this new service at five story times in May with a volunteer from Bright by Three distributing bags and information to 28 parents and caregivers.

**Continuing Education and Learning Opportunities**
Jean participated in a webinar from the “LLAMA Thought Leaders” series featuring library director/former American Library Association president Barbara Stripling.

Jean also participated in a Public Library Association (PLA) webinar “Project Outcome: An Overview of PLA’s Latest Initiative for Libraries”. Project Outcome seems to have many similarities to our recently adopted logic model training.
COUNCIL TREE LIBRARY HIGHLIGHTS

X-STREAM Drop-In Craft Program
Millie planned and presented the last XTREAM drop-in craft program of the spring on May 6. With assistance from Library Assistant Karla Cribari, the program attracted 54 attendees to work on projects highlighting the month of May.

Millie and Currie Met with PSD Elementary Schools
Currie and Millie continued their involvement as designated public library liaisons to: Traut, Werner and Linton (Millie) and Shepardson, Kruse and Zach (Currie). Millie delivered summer reading program / challenge newsletters and calendars to her three schools. Currie promoted the summer reading program to Kruse Elementary students on May 11 and 13. Currie also delivered SRC newsletters and calendars to Kruse and Shepardson Elementaries. On May 28, Currie provided one last story time to Mrs. Tigges’s second grade class.

CTL Remodel Activity
May 5: Enhanced lighting in manager’s office installed.

May 8: Additional locking cabinets and replacement countertop installed in story time room. Sink, p-trap pipe, soap dispenser, towel dispenser and bulletin board removed.

May 11: Walls repaired (due to bulletin board removal) in story time room.

May 12: Children’s laminate computer countertop removed and replaced with Corian solid surface material. The new countertop has a flat edge (the old one had a wavy edge), and measures 3’ x 15’. It holds two interactive iPads, one AWE games PC, and two public Internet computers.

May 15: Two iPads installed on children’s computer counter. Kristen Draper and Carol Gyger initiated the project to replace AWE games computers with child-centered, customized iPads. Vicky Hays selected an array of free, age-appropriate, engaging and literacy-based apps for children to enjoy on the iPads. The program, called KIPS (kids iPad stations), is being piloted at CTL, with the intention to expand to Old Town and Harmony libraries.

May 18: Significant completion walk-through with Jill Burrell/Ditesco, Ken Draves, Rob Stansbury, and Currie. Punch list of unfinished items created.
**Reward and Recognition Breakfast for Direct Reports**
Currie celebrated the accomplishments and camaraderie of her eight direct reports with a catered breakfast on May 19. The breakfast featured expressions of appreciation and recognition from Currie to staff and from staff to staff. Each staff member left with a vase of flowers, a card on which every member of the group wrote what they appreciate about them, and a full belly. Response to the celebration was positive: “It was wonderful to get together and both be able to show our appreciation for each other, as well as hear what others appreciate about us - really made my week, and reminded me of what a great team we are and how nice it is to work here with each other.”

**Summer Reading Program Staff and Volunteer Training**
Millie provided training on SRP programs and procedures to Council Tree Library classified staff at our monthly staff meeting on May 12. Millie also provided volunteer training at CTL on May 28 and 29.

**Sound System Enhancements Installed**
Rob Stansbury coordinated upgrade and repair work to the existing sound system at CTL on May 27. CCS company from Denver installed a five-inch digital control panel to the east wall of the meeting room. The passcode-accessed panel controls the projection screen, DVD/CD player, and volume levels for all connected devices.