

Executive Director's Report

March 2014

ADMINISTRATION

By Holly Carroll

Edge Assessment

“The Edge Initiative was developed by a national coalition of leading library and local government organizations, funded by the Bill and Melinda Gates Foundation, and led by the Urban Libraries Council. It was created with the vision that all people should have opportunities to enrich and improve their lives through open access to information, communication, and technology services provided by public libraries. Edge is a groundbreaking, first of its kind management and leadership tool, helping libraries create a path for the continuous growth and development of their public technology services.” From www.libraryedge.org

The Library District was invited to participate in the initiative and was part of a national cohort of 40+ peer libraries to take the assessment the first part of this year. Our results will contribute to a national data set that will help libraries across the country compare their results to other libraries of their size. Carol Gyger, Kristen Draper, and I worked with other staff to assess the Library's achievement of the 11 benchmarks, rating ourselves on the indicators for each benchmark.

We completed the on-line assessment on March 31 and immediately received a snapshot of our current technology services. The Library District received a total score of 760 out of a possible 1000 points. I am very happy with this score. We rated very well in benchmarks relating to digital literacy training, public access to electronic content, technology resources to assist patrons in achieving personal goals, building strategic partnerships with community agencies to maximize access to technology resources and encouraging an environment of continuous improvement by sharing expertise and best practices with other library professionals and organizations. Other areas of success include employing and training staff with sufficient technology knowledge and expertise to assist the public and management of our technology resources for maximum quality.

Areas where the Library District can improve are in the development of written management policies for hardware and software replacement, network security and disaster recovery; and developing strategies based on community priorities for digital inclusion and innovation. Our immediate use of this information is for Carol to draft a technology plan for the district. We will also review this information carefully and incorporate new tactics where appropriate into our strategic plan.

Webster House Lease Extension

I am very pleased to report that the Library District has an agreement with the Wilkins Trust to extend the lease of Webster House through July 2015. Kim Seter negotiated with Brad March for several weeks immediately following the March board meeting. The Library District also made a payment in the amount of \$32,666.62, (the amount equal to one year's rent) as a down payment to the purchase price. An agreement was also reached concerning the commission issue.

Tax Increment Financing (TIF) Regional Meeting

As I reported last month, Linda Hoffman, Larimer County Manager, has convened bi-monthly meetings of executive leaders of political entities in Larimer County to discuss the value and use of tax increment financing. The full group (15 city managers, mayors, executive directors of special districts, and school superintendents) met for a second time on March 28. We drafted purpose and goal statements that recognize the value of using TIF as a tool for economic vitality but also recognizes the effects TIF has on the funding of public services. The group will attempt to devise a method to quantify 1) the investment and return for the entity proposing the TIF and 2) the short and long term return on investment of entities from which property tax is redirected. The ultimate goal of these meetings is to adopt agreements as needed among Larimer County entities regarding the process and parameters of future TIF proposals. I have been asked to serve on a sub group that will meet each month to hammer out details of a process/parameters of future TIFs.

One Book for Colorado Day (1Book4CO)

The Library District kicked-off the statewide initiative at Old Town Library on April 5.

One Book 4 Colorado is a statewide initiative envisioned by Lt. Governor Garcia in 2012 to put a book in the hand of every four-year old in Colorado. Public libraries in the state distribute the free copies of the book in English or Spanish to the children through special events, during story times and through outreach efforts. The picture book, *Grumpy Bird*, was selected this year as the give-away. Helping us celebrate OneBook4CO was Senator John Kefalas who read the story in both English and Spanish to over 150 children and their families. Lots of fun activities were planned throughout the day. Senator Kefalas posed for green screen photo op after his reading – see below.



COLLECTION MANAGEMENT

By Tova Aragon

We have loaded MARC records for 106 picture eBooks provided free from the Unite for Literacy project. The project's vision is to create a world of book abundance where all children have access to plenty of books that celebrate their cultures and honor their home languages and promote the joy of reading. At this time, the eBooks are only in English but they hope to add up to 300 languages. Douglas County Library cataloged the items and the Colorado Library Consortium (CLIC) is hosting the digital content. For the full blog by Jamie LaRue see: <http://www.americanlibrariesmagazine.org/blog/price-right-unite-literacy>

After researching the SkyRiver cataloging system and visiting with Jefferson County's cataloger, it has been decided to move to SkyRiver and drop the OCLC cataloging system. Several studies showed that 93-94% of the records available in OCLC are also available in SkyRiver. For those records that are not available, we have several options. SkyRiver provides an email service for missing records. We let them know we are missing a record and they will email us back when a record is ready. We can also do copy cataloging off of our current WorldCat/Firstsearch database subscription. Because we are an III library and SkyRiver is an III product, records will be automatically updated to show our holdings in SkyRiver. With OCLC, we had extra processes to show our holdings. SkyRiver's interface is very similar to our Discovery catalog interface and the MARC record screen is very similar to what we are using now. There will be very little training time needed. CLIC and III will help with the transition, set up and training. The transition will not affect Interlibrary Loan. They will still be using OCLC. The transition will happen in October.

One plus for changing is that we will be saving money. With the savings in 2014, we will begin laminating the adult paperbacks. Series are becoming very popular again and many have only paperback editions. By laminating the paperbacks, they should last longer in circulation which will cut down on replacement costs but also staff time in reordering popular series. Starting in 2015, there will be approximately \$10,000 in savings to be used for materials.

After a review of processing for the Here and Now Collection, it came to our attention that we are spending money on bookmarks that the patrons don't really pay attention to or they throw them in the trash. After a quick survey of circulation supervisors, it was decided to come up with a new sticker for the front of the items that include the rules of the collection and not have the bookmarks. Paula created a design that could be used on a standard size sticker which saves money and makes removal of the stickers easier for staff. The new stickers debuted on March 17th. We will not be retrofitting the collection so for a while you will see both the new sticker and the old sticker with a bookmark. Tova is gathering comments from staff and patrons and will review in a few months to see if any tweaking of the stickers is needed.

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 new Savannah messaging system.
- Working on new social media promotions and platforms, “The River’s Mouth” , updating
- Worked with local media on various stories
- Finalizing 2014 Summer Reading information and Events
- Helping grant writer gather information for possible grants
- Working with other libraries on statewide “Outside the Lines” campaign for September 2014
- Produced and distributed 2013 Report to the Community
- Attended Google + and Google Hangouts, Marketing Databases webinars
- My Library Story Contest winners chosen, working on notification and eBooks
- St. Patrick’s Day Parade submission
- Working with Web Team to develop new website
- Gather information and doing training to begin Library Aware email notifications

OUTREACH SERVICES

By Johanna Ulloa

We started a tour to all staff meetings in the three different branches with Council Tree. We presented the following description of all our programs and targeted areas.

- The Poudre River Public Library District Outreach Department strives to create and implement library programs that are inclusive and culturally responsive to traditionally marginalized populations.
- The communities served include those that are geographically isolated from branch services, including individuals economically stressed, communities that are culturally isolated, and those who are underserved due to disability, race, sexual orientation, religion, age, or ethnicity. Services offered include but are not limited to early literacy, digital literacy and resources, bilingual storytimes, storytelling kits for childcare providers, informal lending libraries, mobile makerspaces, citizenships classes, and computer classes.
- The Outreach Department also strives to provide dynamic and engaging volunteer opportunities including Summer Reading Program, Homebound, and Books by mail.
- We are highly involved in the community with any forum or training that promotes assistance to meet the needs of our diverse public. We work very closely with other non-profit organizations, the City of Fort Collins, and Larimer County to better serve our constituents.
- Target Audiences 2014: Gay, Lesbian, Bisexual and Transgender People, Incarcerated People, Older Adults, Immigrant Services, Latino Community, Families and Home bound.

The highlight of the month was the Makerspace at Aztlan Center

We participated in the Hip Hop Expo at Aztlan Center. We used the Green Screen to help a lot of teens learn about the Photoshop App. The event hosted presenters, dancers, and musicians for over 700 teens!!!

On the Road

Throughout the schools we celebrated Dr. Seuss’s birthday with digital literacy. The children used the mini iPads to listen to and participate in story time with Dr. Seuss *ABC* and *One Fish Two Fish* apps. Outreach served kids at Stove Prairie, Salud Clinic, Community Life Center, and Teaching Tree, Irish Elementary, and Bauder Elementary too.

We also visited Bethke Elementary and read *Green Eggs and Ham* to Julie Kalvels’ kindergarten class. Harris Elementary invited us to present

book talks to their 4th and 5th graders.

Outreach had the first Story Corner at the Masjid (Mosque) and we did a digital story time celebrating

Dr. Seuss. The feedback from the participants was amazing, they expressed being grateful for

the library’s services to their community.

Global Village Museum – We started off the month with a story time about India and the colors that we would see. We made “saris” and had lots of fun.

On March 15th Outreach helped in the St. Patrick’s Day Parade along with the mascots – pictured on the right. Do you know what they do when they are not at the libraries?

Community Connections

Imaginantes will present a program dedicated to music this year. We have been working arduously to find the best presenters and activities for the teens. So far the Forts Collins Museum of Discovery, Fort Collins Food Bank, The Family Center, Poudre River Friends of the library, and LASSO have agreed to participate.

We attended the Chicano Art Festival at the University of Northern Colorado. We gathered many ideas and have become inspired with ideas for future programs in our district.



We attended our quarterly meeting with Comunidad. Colleagues at the Denver Museum of Nature & Science, The Children's Museum of Denver, History Colorado, The Denver Botanic Gardens, Denver public Library, Anythink, and The Denver Art Museum hosted an interactive discussion on translation and bilingual labels. We will incorporate some of their findings and ideas into our programming.

Larimer Disparities Action committee met to discuss prejudice and stereotypes, how to incorporate processes into our practice that promote recognition of unfairness in our society related to the Big 8 and how to empower families to foster fairness and respect for themselves and others.

International Outreach



El Programa Pelicano is being launched at Harris Elementary and San Juan de Dios in Nicaragua. This will be a wonderful opportunity for children to practice writing skills on paper and also in electronic format, to improve literacy, increase awareness of other cultures and lifestyles around the world, and to provide a safe space to create friendships. El Programa Pelicano program will also use a modern variation of the commonly used pen pal program; we will utilize electronic media like Skype and Keypal to communicate.

Computers

During this month we continued with the program Tech a la Carte where we explored and practiced Microsoft Excel in Spanish. A group of people are getting ready to start their own non-profit and they were in great need of learning the use of electronic spreadsheets for storing, organizing and manipulating data that this program offers. We are so glad to say that the Outreach Department of our library can contribute to the success of local organizations.

After meeting with personnel from the Community Life Center, we have dates for Computer Basics for next month. We will have a series of four classes in Spanish and we are very excited to be part of their calendar.

This month we were also invited to promote the Library Services at Crossroads Safehouse to a group of immigrants who didn't know much about our facilities and presence. With the belief that the PRPLD only offered books in English, they were surprised to learn about our many services as well as the diversity of them. After the presentation one member went directly to the Old Town location to check out a Nook for their children to practice the English language. I was also there with our Computer Literacy program and I am glad to say that one participant found a job, another found housing and one more person got accepted for an important workshop thanks to our support there!

Outreach is constantly selecting the best educational apps that reinforce the goals for Early Literacy programs in our programs. We are also in the process of selecting best apps for Summer Reading Program's technology week.

Volunteers

Things are beginning to gear up for getting spring and summer programming support from our volunteers! Barbara Crandall has been setting up the Summer Reading Program registration/ prize desk volunteer shifts for each library and learning about implementing self-scheduling for the SRP volunteers and their SRP training sessions within our Volgistics volunteer management software.

Email messages have gone out to all volunteer applicants to acknowledge receipt of their online applications and to let them know the status of volunteer needs across the Library District. Email recruitment appeals have also gone out to over 50 volunteers and volunteer applicants seeking volunteers to assist Vicky Hays with preparing the books to be given away at the One Book 4 Colorado event.

Barbara Crandall attended the Colorado Council on Volunteerism/Denver DOVIA Symposium, “Creating an Inclusive Program: Engaging Diverse Volunteers,” in Westminster, Colorado on March 13. The themes included were LGBTQ and inclusion of people with disabilities in volunteer program.

The local DOVIA meeting was held on March 20, with presenter Carrie Coyne of All Things Volunteers, LLC. Her presentation, titled, “Hanging on to your Most Valuable Asset—Volunteers,” touched on having a good foundation—a solid volunteer program, orientation/ training/placements, and recruitment/ retention/recognition, and engaging volunteers in fundraising and advocacy for your organization.

SYSTEMS ADMINISTRATION

By Carol Gyger

You Might Also Like...

Take a look at the “You Might Also Like” suggestions in the Library Catalog. For example, do a search for Divergent, or Rainbow Fairies, or W is for Wasted. You will see reader reviews, series information and suggestions for titles and authors to read. Peggy Shaughnessy from the SA Department helped Tova Aragon from Collections with the implementation.

Minecraft Mania Continues

Victor Zuniga, Gabe Johnson and Melissa Beavers hosted yet another awesome Minecraft Mania program with 4 teen Minecraft experts and a room full of enthusiastic 6th-9th grade participants. The Team is refining all technical aspects of the program so it can be repeated easily throughout the year at Old Town Library.

You Might Also Like

Reader Ratings and Reviews

Goodreads is the largest social network for readers. Members provide ratings and reviews of books to express their personal opinions and to help others determine if they would enjoy a book. Goodreads respects the right of individuals to express themselves, but does not tolerate abusive behavior.

Reader Rating ★★★★★ (65528 reviews)
[Read reviews on goodreads](#)

Books in This Series

Divergent trilogy

1. Divergent 2. Insurgent 3. Allegiant

You Might Also Like These...

Series

THE HUNGER GAMES by Suzanne Collins
Show Titles

LEGEND (Marie Lu) by Lu, Marie, 1984-
Why?
Show Titles

Under the never sky trilogy by Rossi, Veronica
Why?
Show Titles

Blood of Eden by Kagawa, Julie
Why?
Show Titles

QUARANTINE by Thomas, Lex
Why?
Show Titles

(more)

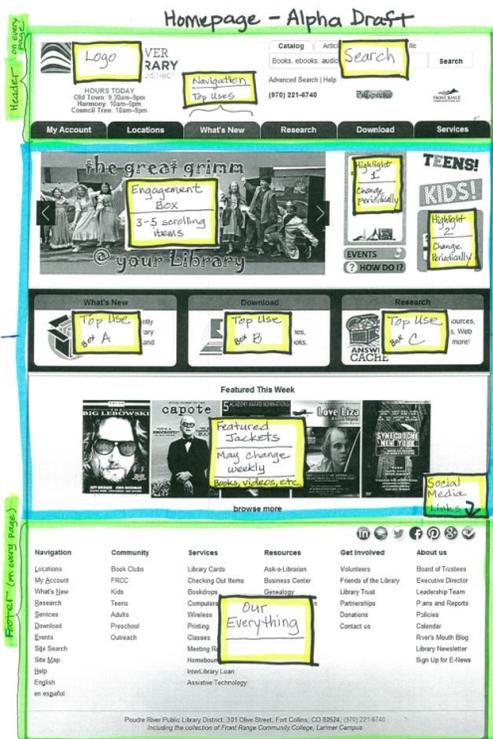
Windows 7 Upgrade

Ling Zhao from the SA Team finished upgrading all staff and public PCs to the Windows 7 OS. Along with the OS upgrade, she upgraded browsers and associated software.

Website Redesign Update

The project objective - "Create a patron-centered, responsive web design that is engaging, easy to use and accessible to our customers and their devices."

It is a 5-phase project and the Website Redesign Team (Carol Gyger, Peggy Shaughnessy, Victor Zuniga, Paula Watson-Lakamp, Kristen Draper, and Annie Fox) is excited to unveil the results of the 1st phase – the Alpha Mockups. Many meetings, research and discussions contributed to this phase. These alpha mockups are available for staff questions, comments and suggestions. At the end of the next phase, Phase 2 - Beta site, the Team will solicit feedback from an even wider audience. There is much work to do and feedback to digest before launching the final version of the new website. For the curious, here is an annotated version of the alpha mockup of the homepage.



HARMONY LIBRARY HIGHLIGHTS

By Ken Draves

Collections and physical facilities

Jennifer Zachman and Annie Fox met with Jim Azar from Azar's Woodcraft to review designs for new computer furniture in the Children's area.

Staffing

Kim Doran, Circulation Supervisor at Old Town, will transfer to Harmony in mid-April. Kim worked previously at Harmony for many years and while she will miss Old Town, Harmony staff will welcome her back enthusiastically.

Teen Services (shared by Diane Tuccillo, Harmony's Teen Services Librarian):

Diane's article was published in the April issue of VOYA (available in March).

Battle of the Bards judging; finalists and honorable mentions were chosen and notified in preparation for the poetry reading program in April (Diane & Melissa are co-leads on this program).

Diane completed two one-hour webinars, one on marketing databases, one on new teen spring 2014 book releases.

IRS meeting on March 1st was led by Sue-Ellen Jones.

Outreach, Continuing Education and Teams

PSD Elementary Schools Liaison Participation - Harmony staff members Kristen Draper, Kathy Hutton, and Jennifer Zachman are busy working as liaisons to area elementary schools. All three are building relationships and making plans with their adopted schools. Kathy is working with Lopez and McGraw elementary schools. She has been invited to work with students in the gifted and talented program on how to put together and present book talks. Jennifer met with Ann Durkin, media specialist at Johnson Elementary, and discussed opportunities for partnering and serving Johnson students and staff. Kristen met with Sue Wisbon at Beattie Elementary, established dates for an SRP meeting, and for preschool storytimes and a presentation for the teachers.

Jennifer completed a webinar about volunteers - expectations, etc., March 4.

Kristen Draper and Annie Fox continued to participate on the website redesign group. Kristen worked on website redesign- alpha mockup and rewriting content.

Elaine documented the Learning Organization Team's goals for this year and revised the document after team discussion and consultation with library management.

Jennifer finalized and proofed print documents for the Summer Reading Program

Elaine represented the library at FRCC Larimer Campus Safety Committee Meeting and City Safety & Wellness Team Meeting this month.

Harmony staff attended sessions of the PLA Virtual Conference on March 14.

Elaine listened to 6Ds webinar and ordered new “Field Guide” book. She is working on a template to highlight each of the 6Ds to staff via email.

Other outreach/partnership activity:

- Jennifer participated in the St. Patrick's Day Parade with the library entry (along with Holly Carroll, Cynthia Langren, Paula Watson-Lakamp, Kathie Young de Herrera and one of the *I Love My Library* essay contest winners).
- Kristen taught a Nook class at Barnes and Noble in March.

OLD TOWN LIBRARY HIGHLIGHTS

By Jean Bosch

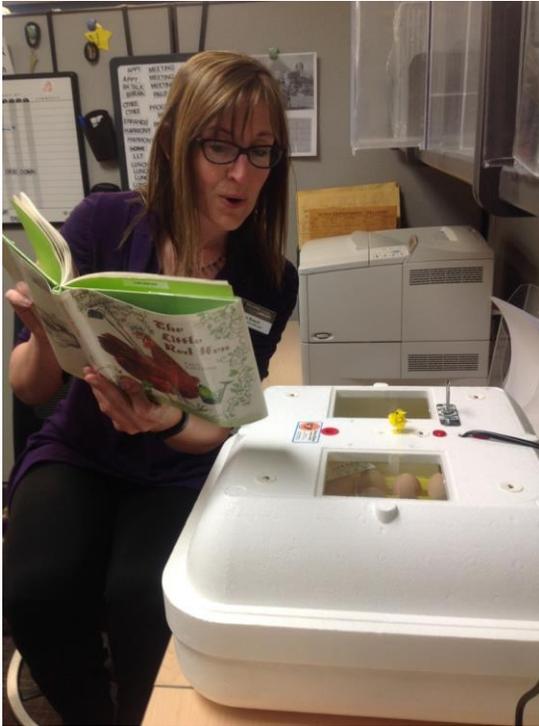
Programs and Events:

Reference/Teen Services Librarian Sue-Ellen Jones kicked off World Storytelling evening at the Council Tree Library and told “Abiyoyo” by Pete Seeger. The theme for the storytelling event was monsters and dragons.

Sue-Ellen also hosted the IRS meeting at Old Town Library with 20 teens in attendance. She also hosted “Teens Create: Recycled Crafts @ Your Library” with 18 teens attending. The most popular and elaborate projects were the mobile and the duct tape boxes pictured here.



Librarian Melissa Beavers hosted “The Flirtatious Victorian” as part of the library's Women's History Month celebration. 96 people watched historical actor Sharon Guli give a charming presentation in which she shared alternative uses for a Victorian lady’s accessories. She explained the history of this debated form of communication and demonstrated the playful capabilities of the fan, glove, parasol, and handkerchief. She also provided instructions on “How to Kiss Deliciously” based on a 1854 manual. The audience, some donning historical dress, delighted in this amusing and educational historical program.



Early Literacy Librarian Vicky Hays has been planning and preparing for free book distribution to 4-year-olds through One Book 4 Colorado in April. We are planning a special program with Senator Kefalas reading the chosen book, just-hatched baby chicks from eggs incubated in the library, raptors, and more on April 5. The chicken eggs are currently incubating in the Old Town Library staff workroom. Each one has been given a staff member's name. We enjoy tending to them and have certainly learned a lot about the incubating process. Jean even read-aloud to them; it is a fact that you can't start reading to your baby too soon!

Jean also hosted the Larimer County Health District staff who gave a Health Insurance Marketplace Overview for 26 attendees. The Connect for Health Colorado RV also visited to help distribute information and giveaways to help people with their insurance decisions before the March 31 deadline.

Outreach and Community Outreach

Librarian Amy Holzworth and Sue-Ellen were invited to speak to Cache la Poudre Middle School students and their parents on BrainFuse and library databases. Approximately 30 students and parents attended.

Vicky provided Every Child Ready to Read 2 training for the Foster Grandparents program and the Best Start for Babies program.

Jean is library liaison to Olander School and she actively participated in their Dr. Seuss Day event with nearly 450 students, staff, and parents. They gathered in the gym for small group read-alongs and had prize drawings. The library provided book bags and Frisbees for the drawings.

Continuing Education and Learning Organization

Vicky attended advocacy training for Speak Up for Kids and met with Senator Kefalas in Denver.

Amy and Jean attended the Public Library Association conference in Indianapolis. Both found the experience to be very enlightening and they look forward to sharing their new knowledge with others. Several Old Town Library staff also watched certain PLA sessions broadcast via webinar.

Jean also met with a group of City of Fort Collins staff and downtown stakeholders. The group is coordinated by the City's Social Sustainability Director Mary Atchison and is tasked with working cooperatively to find community solutions to various homeless/transient issues.

COUNCIL TREE LIBRARY HIGHLIGHTS

By Currie Meyer

“Happy Birthday, Dr. Seuss” Program for Children

CTL Children’s Librarian planned and presented the Happy Birthday, Dr. Seuss program to 105 children and caregivers on March 2.

This year registration was required in hopes that no one would be turned away or that a second program would be held to accommodate the overflow. Attendees heard a little about Theodore Seuss Geisel, watched a short read-aloud video *And To Think That I Saw It on Mulberry Street*, and participated in games, puzzles, and crafts. Former BOT member Robin Gard helped serve birthday cake.

Safe Space for Materials Crate Pick-up and Drop-off Created



CTL Circulation Supervisor Chris Cortez created a designated floor space for the Feet Courier service to pick-up and drop-off library materials crates in the CTL circulation work room. Chris found the existing space where crates were parked created a tripping hazard for staff. Chris marked the pick-up and drop-off space on the floor with bright orange duct tape. At Chris’s request, Matt James installed a 4’ x 3’ plywood board to the back of a cord conduit post in order to protect the post from the crate stacks. Both courier and staff are pleased with the change, since it removes the tripping hazard, provides plenty of space for the daily load of crates, and brings the crates closer to the elevator for the courier.

Currie Attended the Public Library Association’s Conference

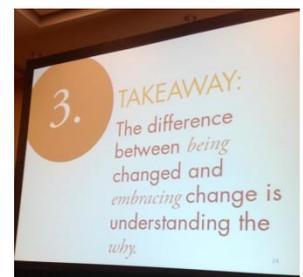


Along with four other District staff members, I attended PLA’s every-other-year national conference from March 12-15. The conference, attended by more than 8,000 library staff and supporters from the US and Canada, was held at the Indianapolis Conference Center in downtown Indianapolis. I had the great privilege of attending informative presentations, hearing inspirational keynote



Simon Sinek

speakers, and visiting with key library vendors. Memorable keynote speaker Simon Sinek - TED talk “Getting to How” – spoke to us about how primal human behavior shapes organizational culture. The program “Selling Change Across Your Organization”, presented by professionals from Cuyahoga County (OH) PL, showed how deliberate planning and multi-level, multi-modal communication can create an environment where change is not only accepted but understood and appreciated. I also spent time talking with Brainfuse vendors about how their live homework help and tutoring product is working for the District, as well as how they might visit us to provide further training. CTL Library Assistant Karen Cagle and other attended select PLA programs via live internet streaming at Webster House. My District colleagues and I are currently planning ways to collaboratively share the highlights of our conference experiences with staff.



Slide from “Selling Change Across Your Organization”

Lights fixed along meeting room to children's corridor

Dickinson Electric fixed the bank of ceiling tray lights over the meeting room / children's area corridor. The lighting system was not functioning properly and needed some parts replaced.

Fire System Tested

Fire systems contractors hired by Front Range Village tested the fire system inside the CTL building from 7:00 – 9:15 am on March 25. The contractors checked the alarms, strobe lights to heat and smoke. The contractors also checked the elevator system's response to the alarms. When an alarm sounds, both elevator cars should move to the first floor and open doors automatically. They should not respond to calls after that initial systematic response. The system is working properly and passed the test.

Library Tours for Linton Pre-Kindergarten on March 27

Millie Kridler provided 20-minute tours of CTL to two Linton pre-k classes, each with 16 three to 5-year-olds. According to teachers, the goals of the visits included riding the school bus for the first time, riding an elevator for the first time, meeting the librarian, learning where and how to get library cards, and finally, to find where a variety of children's books are located in the library. The groups enjoyed their visits.