

# Executive Director's Report

## ADMINISTRATION

*By David Slivken*

### Voter Perceptions of Public Libraries

"From Awareness to Funding: Voter Perception and Support of Public Libraries in 2018" was recently released. The research updates a 2008 study that explored voter perceptions, use, and attitudes towards public libraries, librarians, and library funding. The 2018 survey was again conducted by Leo Burnett USA, repeating questions and segmentation analysis from the original study, to allow for comparison with 2008 results. Key findings include:

- A majority of U.S. voters believe public libraries are essential to communities and a source of civic pride;
- Voters still highly value traditional library services such as free access to books and quiet areas, but also increasingly value the library as a community hub.
- There continues to be a disconnect between the services libraries offer and public awareness and support for those services;
- Although a majority of voters are likely to support library funding at the local ballot box, fewer are committed to *definite* support than a decade ago; and
- A majority of voters still do not realize that the primary source of library funding is local.

Working with our master planners, we hope this release will serve as a catalyst for important conversations and creative engagement across our community.

### Webster House Reconfiguration

The reconfiguration is just about complete. We are about to install a locked storage area for the expanded Outreach Department to store supplies and equipment used on a regular basis. We are happy to have all of Human Resources files now in one office. We have also been able to establish a staging area for major events and programs, space for the Poudre River Friends of the Library to process donations, and we were able to clear the east hallway of supplies and recycling for the first time in several years. We are considering installing acoustic panels, but we are waiting to see if they are needed. So far, the building is so much quieter than before.

### Master Plan RFP

The Library will be interviewing Group 4 Architecture on Thursday, May 3 to serve as our master planning consultants. We hope to be able to make a recommendation to the board very soon.

### 2018 Summer Reading Tour

More than 10,000 people joined us for last year's Summer Reading Challenge. This year's theme "Rock On" promises to be another power-packed Summer Reading challenge, featuring books, reading, music, and all-ages fun. "Rock On" starts May 21<sup>st</sup> and ends late August with the annual Power Reader party, a VIP reader event for individuals who have logged 100 hours of reading by August 19<sup>th</sup> (25 hours for babies and toddlers).

## **COMMUNICATIONS**

*By Paula Watson-Lakamp*

- Completed monthly/weekly goals of Communication Plan
- Organized, managed and supervised all graphic design work for the District
- Worked with OrangeBoy on dashboard and Savannah messaging system
- Worked on new social media promotions and platforms including “The River’s Mouth” blog
- Working with a voice actor to do our Captain Cache blogs as a podcast
- Finalized the Library District Brand Book and Style Guide for staff use
- Worked with local and regional media on various stories
- Finalized new internal communications audit and recommendations
- Continued work on new Strategic Plan Marketing strategies with various workgroups
- Continued to roll out new Library District “Connect to Curiosity” to staff and public
- Finalizing work on 2018 Summer Reading Challenge - Rock On!
- Had a booth at the Whole Foods
- Setting up opportunities for new Book Bike
- Finalized organization of May 4 Kessel Run
- Working with *Coloradoan* on 10-year anniversary story – due out mid-May

## **HUMAN RESOURCES**

**HR Manager:**

*By Sabrina Stromnes*

- Purchased harassment training and started implementation process.
- Met with Benefits team at the City to learn about a new voluntary benefit offering that will be rolled out in June for classified employees.
- Moved to a new office space within Webster House.
- Recruitment
  - ❖ **Hires:**
    - Library Assistant (part-time Old Town Library): Greg Douras (internal)
    - Three Substitute Library Assistants: Drew Bagby (external), Lynann Moses and Xochil Arellano (both internal)
    - Circulation Assistant: Haley Simpson
    - Bilingual Library Assistant, Outreach: Leah Weatherman
  - ❖ **New Postings:**
    - Library Assistant, part-time, Council Tree Library
- 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
- ❖ Participate in Learning Organization Team

**Volunteer Program Manager:**

*By Audrey Glasebrook*

- Interviewed 21 volunteer candidates, and placed most of them in volunteer roles (with an emphasis on the Summer Reading Challenge).
- Managed internship through the Larimer County Workforce Center, including completing bi-weekly timesheets and performance evaluations.
- Launched volunteer portion of the Summer Reading Challenge, posted the schedules for all three library locations and communicated with volunteers about the rules and expectations.
- Posted about 15 staff volunteer requests in Volgistics, and filled many of them, including the May 4<sup>th</sup> Kessel Run, Dia de Los Ninos, and the Children’s Water Festival.
- Collected hours from 145 library and Friends of the Library volunteers who served in March.
- Hosted a volunteer open-house gathering, to celebrate National Volunteer Week (April 15-21). Got valuable face time with approximately 20-25 volunteers at this event, and about ten staff.
- Learning Org Team: putting together final details for Staff Day 2018.
- Attended DOVIA session on Legal Liability in a Volunteer Program, and brought back useful information on protecting volunteers and the library.
- Attended United Way’s Volunteer Hero Award ceremony, to see Melissa Ochs receive her award as “2018 Youth Hero”.

**OUTREACH SERVICES**

*By Johanna Ulloa Girón*

Ludy Rueda hosted Foco Spekias Ciencia! More than 250 people got together to help advance women of color in the sciences. In partnership with 500 female scientists and Colorado State University, we were delighted to hear from the strong and incredibly talented women in the sciences. Carolina Gutierrez, Elizabeth Blotevogel, Zitely, Tzompa Sosa, Luz Ibarra Perez and Dr. Noa Roman Muñiz shared their personal stories related to their journey to the scientific world. David Slivken shared the many ways in which the library supports science, curiosity, and inquiry! Armando Silva, as usual, presented his talent and beautiful work.



Incredible job by Ludy Rueda who planned and coordinated such an amazing job for Día del Niño! The outreach team provided a great educational, multicultural literacy program in partnership with Lyric Cinema. We had a great pool of volunteers who made the whole program go smoothly. The kids enjoyed a fantastic storytime where a very hungry caterpillar joined us; the kalapriya dancing group delighted us with a great performance of dancing from India, and Capoeira



Canavial made the kids dance with a dynamic Brazilian dance!



Johanna Ulloa Giron and Janina Fariñas were the keynote speakers for the annual Parent-Child Academy hosted by Poudre School District. We presented on the importance of destigmatizing mental health in the latinx community and later we presented on depression related to adolescents. More than 300 parents learned important and concrete information related to mental health. The Communication Department shared information about library services.

Ken Draves and Johanna Ulloa attended the retreat for Directing Change where planning related to policy for issues related to children 0-5 in our community was discussed. The library as an integral part of the community is an important member of this team.

We received an increase for the Health Disparities Learning Series from the Colorado Trust from \$3,000 to \$10,500. We will host, alongside the Community Equity Consortium, an educational series on social determinants of health.

Iman Al Sudani is doing a great job in providing literacy services for children in Arabic at many locations. She is collaborating with the Mathews House to create a support group for parents in Arabic.

Leah Weatherman is the newest member of our team. She is new to town after spending five years in Spain. Already she has supported us in providing many services in the community.

Sylvia is doing a great job at providing services to senior customers both at Old Town Library and in the community. She is now located with the rest of the team at the Webster House Administration building.

## **SYSTEMS ADMINISTRATION**

*By Mark Huber*

The wireless network at Old Town was upgraded in April, allowing for faster download speeds. All libraries and offices are now on the same Meraki platform.

Due to schedule issues with Demco we've paused our migration to a new event and room reservation system. We plan to pick things back up after Summer Reading.

Victor and Peggy attended the Innovative User Group conference, learning about patron security, mobile trends and Innovative's plans to replace their discovery platform (currently Encore). As part of his role on the IUG planning committee, Victor coordinated the "Birds of a Feather" sessions.

## COUNCIL TREE LIBRARY HIGHLIGHTS

*By Currie Meyer*

### Staff Changes

Library Assistant (LA) Karla Cribari was hired as a full-time LA at Old Town Library, April 8. Karla was one of CTL's original five LAs, hired in early 2009.

### Performance Reviews

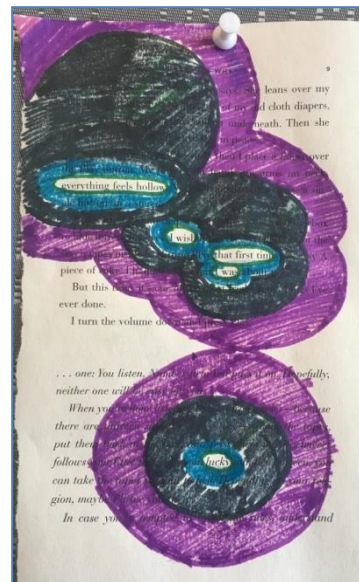
Quarter one performance reviews completed for eleven classified staff by supervisors Angela and I by the deadline of April 27.

### Facilities Upgrades

New office furniture installed in LA office, April 10. To meet the needs of our expanding staff, I ordered two small file cabinets, a cabinet and cubby, and tack board.

### Teen Services Highlights by Librarian Jenny Thurman

- **Graduating Senior Interviews at Fossil Ridge High School, April 6 and 20** Currie and I joined dozens of community professionals to interview graduating seniors. The students dressed professionally and shared digital and physical documentation of their educational and extracurricular achievements. Every student was impressive!
- **Blackout Poetry Activity, April** To celebrate National Poetry Month in April, Linda Justice and I encouraged teens to try "blackout" poetry at CTL. Blackout poetry is created from discarded pages from books and magazines using markers, crayons, or colored pencils to hide text artfully. What remains is poetry.



### Children's Services Highlights by Librarian Amy Holzworth

- Attended training on the new scheduling resource, **SignUp/Spaces/Dibs**
- Introduced a new Peek a Boo, storytime **volunteer**
- Coordinated April 29<sup>th</sup> family event, "**Open Up to Outside**" which featured packing a day pack with donations from JAX, Target, City of Fort Collins, and Larimer County. 17 attended.
- Hosted **Minecraft** events for 1<sup>st</sup>-5<sup>th</sup> graders
- Implemented two **library tours**: a preschool and NOCO Homeschoolers.

### Circulation Services Highlights by Angela James

- Coordinated training for Assistant Circulation Supervisors and Circulation Specialists on **Collection Agency procedures**, April 5 and 12.
- Attended the **Colorado Library Circulation Network (CLCN)** quarterly meeting, April 19, at Loveland Public Library.
- Attended the "**Compassion Fatigue, Stress, and Burnout**" training at OTL, April 23.

- Coordinated the **CTL “Shelf Reading Party,”** April 29. Every spring, CTL circulation and library staff roll up our sleeves after-hours and straighten the shelves. After a light dinner, we turn on music, deploy to the stacks, and “read” every spine label on every item, on every shelf to align the collection in perfect order. We also remove any damaged or “cruddy” looking items. This year, ten staff finished the task in 1.5 hours!

## **OLD TOWN LIBRARY HIGHLIGHTS**

*By Eileen McCluskey*

### **Programs**

- For two weeks in April, four-year-old kids were celebrated through **One Book 4 Colorado**. The Library District distributed 1,500 copies of "Groovy Joe: Dance Party Countdown" by Eric Litwin in English and Spanish to children. OTL had a dance party with Senator John Kefalas and Representative Joann Ginal reading the book in Spanish and English. Erin L. created presentations for Olander and Beattie elementary schools that included STREAM learning through math and counting activities.
- Kristen D. hosted the Coding Club which had up to 26 kids in the club in one class. She also hosted a Name Change Clinic with 39 people in attendance and co-facilitated with Nicole the PHS Spectrum Club’s discussion of Lauren Myracle's book *Shine*.
- Erin K. hosted a Repair Café and the Veteran’s Writing Showcase.
- Story times for the final week of April at Old Town featured a “Very Hungry Caterpillar” focus to support Outreach’s Book Fiesta. With Vicky’s coordination, Karla, Monique, and Erin L. planned story time programs around the Eric Carle picture book favorite. We included a caterpillar and butterfly make-and-take craft for families, a special children’s book display, and a larger-than-life caterpillar appearance at the Friday story times (thanks to the combined efforts of Outreach, Vicky, and two good-spirited volunteers.)

### **Continuous Improvement**

Over the last couple of months, OTL circulation employees have worked to transform how we present some library collections to the public. The hold shelf and the new collections have traded places to offer improved browse-ability for the new books collection and better proximity to customer service for the hold shelf. We have also moved the Adult Non-Fiction Collection, lowering some of the shelves and shifting the collection to balance the collection in the new space allotted.

### **Professional Development**

OTL hosted Compassion Fatigue training for library staff, and it was well-received. Eileen M. attended Library Journal’s Design Institute where a recurring theme among designers, architects and library leaders was lower shelves and less of them to open up spaces for people-focused activities as well as improved lines of sight. Eileen also attended a meeting of Front Range library security managers to share best practices. She facilitated Person-in-Charge training at OTL and attended CSU’s Center for Public Deliberation forum on Cultivating Compassion in the Workplace with Leah Weiss, who teaches Leading with Mindfulness and Compassion at Stanford Graduate School of Business.

### **Staffing**

- Kristen D. supervised the hiring and training of three new hourly Library Assistant employees.
- OTL welcomed full-time Library Assistant Karla Cribari who transferred from Council Tree Library and Greg Douras, our new 20-hour Library Assistant.

## **HARMONY LIBRARY HIGHLIGHTS**

*By Ken Draves*

### **Nonprofit Resource & Innovation Center**

As reported last month, with the move of the Interlibrary Loan department and staff to Midtown, we have an opportunity to evaluate spaces utilization and explore ways to expand and improve our public spaces at Harmony. Annie Fox, Harmony staff members, FRCC Administrators and I worked with an interior designer and space planner to develop plans for creating a Nonprofit Resource and Innovation Center (final name TBD) at Harmony library. More details to follow soon.

### **New FRCC-Larimer Building**

Funding for construction of a new health sciences building on FRCC's Larimer Campus is included in the final state budget. While official confirmation is pending, it is quite likely that the project will be funded and will commence in 2019.

### **New Solar Charging Stations**

Through a grant from the City of Fort Collins, FRCC has installed two solar panels near Harmony Library along with adjacent electric vehicle charging stations.