

Executive Director's Report

ADMINISTRATION

By David Slivken

Larimer County Strategic Plan

I participated in the Larimer County 2018-2023 Strategic Plan Community Leadership Summit on July 11. Each table was tasked with determining the five most important issues facing Larimer County (from approximately 75 choices). County staff are currently working on analyzing the information received from each of the tables. Once a report is finalized, it will be sent it out to all the participants. I derived from the summit the following issues to be of paramount concern:

- Affordable housing
- Mental health and substance abuse/mental health facility
- Road and bridge infrastructure, particularly expanding I-25
- Population growth
- Reliable/affordable broadband

The link below has the results of the Larimer County citizens survey:

https://www.larimer.org/sites/default/files/uploads/2018/18_larimer_report.pdf

Master Planning

Jill Eyres of Group 4 and Carson Block of Carson Block Consulting were here on July 26-27 meeting with the Library Leadership Team, the Plan Advisory Committee, touring each facility, and meeting with Max Moss of the Montava Development (near the Budweiser plant). David Schnee of Group 4 joined the Library Leadership Team meeting via the web. They will all be here on August 28th and 29th and will meet with the Leadership Team, conduct intercept training, and possibly meet with certain focus groups. The Strategic Visioning Workshop will be at the Fort Collins Senior Center on Thursday, September 13th from 9:00am-3:00pm. We have sent out a "save the date" email to approximately 425 community stakeholders with a formal invitation to be sent in mid-August.

FoCo Creates Arts and Culture Master Plan

The City of Fort Collins is currently working on a Master Plan for Arts and Culture. They have had a few bumps in the road, as the recently hired Head of Arts and Culture abruptly left in May. On July 19th I met with FoCo Creates (Arts & Culture Master Plan) Leadership Council for a conversation to include a more diverse cross-section of the creative industries/communities and the community at large and apply an equity lens to the plan. On July 23rd, our Arts and Culture colleagues from the City of Longmont, Carmen Ramirez and Adriana Perea, shared with the group how they started and have sustained their multicultural programming. I shared with the attendees that the Old Town Library is probably the epicenter of diversity in Fort Collins, and encouraged them to schedule follow-up meetings at the Old Town library, which they have already scheduled.

Community Review Board

I was recently appointed to the Larimer County Juvenile Community Review Board, which screens referrals for youth returning to Larimer County from the Division of Youth Corrections. It is an important service to the community, but not the most enjoyable one. I am also serving on the county Workforce Development Board, which is very enjoyable.

Rock-on—Summer Reading Challenge

As of July 30, 12,100 community members have signed up for the 2018 Summer Reading Challenge, an increase of over 1,500 from 2017. We still have three more weeks to go!

Staff Innovation Challenge

We have begun the staff innovation contest for 2018, with submissions due on September 14, 2018. By having this innovation challenge, I hope to move forward in creating a culture of change that empowers library staff to propose inventive solutions to organizational challenges, making good program ideas a reality, and promoting both staff engagement and the Library strategic plan.

3D Printing of Firearms

A federal judge in Seattle issued a temporary restraining order late Tuesday, July 31 to stop the release of downloadable blueprints and instructions on how to build an untraceable and undetectable plastic firearm using a 3D-printer. The nationwide order, sought by attorney generals for eight states and the District of Columbia, blocks Defense Distributors from publishing plans for a plastic gun online, which they could have done beginning Wednesday, August 1. Blueprints and designs on how to build a 3D-printed gun have already been readily available and posted online by anonymous sources on the "dark web." Kevin Duggan of the *Coloradoan* contacted the Library late Tuesday afternoon (7/31) inquiring if the Library had a policy which addressed 3D printing of firearms. I shared with Kevin our guidelines for using the 3D printer (<https://www.poudrelibraries.org/3dprinting/guidelines.php>). I also shared with Kevin the current 3D printer cannot build a firearm. On Wednesday, August 1, I shared this information with Seter Law and inquired if our guidelines were acceptable, or should the Library have a board-approved policy addressing the use of 3D printers. Seter Law will review our guidelines and will think through some new issues that will arise from the potential to access weapons created in the library.

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 the dashboard and Savannah messaging system to send out a new campaign to "Occasional" users
- 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 pod cast
- Worked with local and regional media on various stories
- 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
- Finalized work on 2018 Summer Reading Challenge - Rock On!
- Setting up opportunities for new Book Bike – took the bike to Open Streets and Lagoon Concerts.
- Beginning work with FoCo Book Fest
- Worked with the Library Trust to get information into Colorado Gives Campaign
- Helping with the organization of Fort Collins Comic Con – Aug 25 & 26

- Beginning work with Master Plan project

HUMAN RESOURCES

HR Manager:

By Sabrina Stromnes

- Harassment training has now been rolled out to all Library District staff. The final due date is August 10, 2018. All new hires will be required to complete training within two weeks of hire date.
- Attended Volunteer Appreciation Event on July 28th at AMC Classic Theater.
- Recruitment
 - ❖ Hires: No new hires in July
 - ❖ New Job Postings: Circulation Aide
- 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 the City of Fort Collins HR, Payroll, Benefits, and Learning

Volunteer Program Manager:

By Audrey Glasebrook

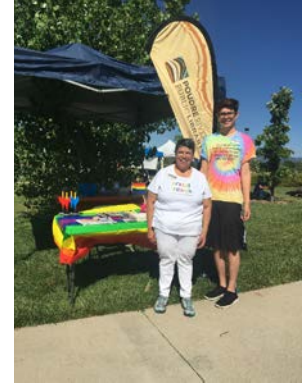
- Interviewed 9 volunteer candidates, and placed most of them in volunteer roles.
- Trained several volunteers one-on-one for the Summer Reading Challenge. Tracked completion of online training for returning SRC volunteers.
- Posted staff volunteer requests in Volgistics and sent out opportunity emails to all volunteers, finding help for special projects and events over the next several weeks, including Kid-, Tween-, and Teen-Zones, Comic-Con, Nerd Prom, and Virtual Legal Clinics at Old Town Library. Helped ramped up volunteer participation in Summer Reading Challenge desk shifts.
- Collected hours from 148 library and Friends of the Library volunteers who served in June.
- Started working on the Human Library event with Paula, came up with a general timeline and structure for planning the event in February 2019.
- Started planning for one-on-one volunteer computer/tech help at Old Town Library, with Kristen.
- Organized annual Volunteer Appreciation Event on July 28th, at AMC Classic theater. Approximately 40 volunteers and staff came out to see a movie and enjoy treats!

OUTREACH SERVICES

By Johanna Ulloa Girón

The Outreach Department collaborated with multiple partners to provide the following programs and services.

Northern Colorado Equality Pride 2018 event was a huge success this year. Families of all kinds stopped by the Library booth to play a game, win a prize, and learn about all the services available to them at their Library. Herman Chavez, summer intern, helped Sylvia staff the table this year. It was great to have Herman there---he seemed to be a magnet for all the teens walking by!



Leah Weatherman and Karol de Rueda have been doing an amazing job providing literacy enrichment to children in our District. This year more people that signed up with Outreach are finishing the Reading than in previous years! At the end of July, we had 657 customers registered for the Summer Reading Challenge and the prizes are flying. Up until today, we have been distributing almost 300 books for those who finished the program successfully and each patron also received their coupons. And we still have one more week of prize giveaways! I am glad to mention that about 50 of those books have been in Spanish. It's wonderful to see so many happy faces full of pride and enthusiasm for such great and beneficial achievement.

Harmony Village on Plum

Makerspace at Northside Aztlan

Makerspace (3D Designing)

Villages



Camp Sol Harmony Village



Camp Sol Bauder



BASE Camp



Lending library before



and after



COUNCIL TREE LIBRARY HIGHLIGHTS

By Currie Meyer

Webinar: “Beyond Surveys: Measuring Outcomes Using Alternative Data” July 18

I attended this one-hour, free webinar sponsored by the Public Library Association’s Project Outcome initiative.



Evacuation Drill

As recommended by the Disaster and Emergency Response Plan’s training committee, I coordinated an alarmed evacuation drill for all CTL staff before operating hours on July 24. Eight staff participated, and we exited the building and gathered in the safe area in **less than four minutes**.

From Teen Services Librarian Jenny Thurman:

Throughout June and July, young teens volunteered during several of our regular weekly programs. Working in groups of two to four, **VolunTweens** helped out during Music Lab on Mondays, Summer Storytime on Tuesdays, and



Family Night on Thursdays. The VolunTweens also set up for programs, assisted children and families during programs, cleaned up after programs, tidied up the library, and greeted children in the Fisher costume.



From Children’s Services Librarian Amy Holzworth:

- Council Tree Library staff have provided eight summer story times to children ages 5-9 at **BASE Camp’s** summer camp at Global Village Academy.



- Our **Pete the Cat** party on July 26 was the most popular **Family Night** event of the summer. We had nearly 80 people of all ages enjoy crafts, bean bag toss, pin the button, and listen to music. “Because it’s all good.”
- July KidZone: **Pet Rock Band** July 16 and **Sounds of Nature** (at Old Town Library) July 23. Children from age 6-9 enjoyed crafts and snacks and made instruments inspired by the sounds of grass, hail, rattlesnake rattles, and rain. Twenty-seven kids and four volunteers attended the program.
- Intern **Herman Chavez** played his cello during our Monday morning **Music Labs**, and it has been a wonderful addition.

From Circulation Supervisor Angela James:

- With counterparts Kim and Holly, attended **LEAN Basics training** at the City of Fort Collins, and applied it to the cumbersome Prospector and holds pick-up process. Presented process and suggestions for efficiency improvements to LLT July 26.
- Almost all classified circulation staff has completed the hour-long, online **Workplace Harassment training** assigned by HR. We will finish ahead of the August 10 deadline.

OLD TOWN LIBRARY HIGHLIGHTS (June and July)

By Eileen McCluskey

Programs

- The outdoor **Touch-a-Truck** event drew over 400 participants. This event encouraged families to make full use of Old Town Library's outdoor library spaces, including the picnic tables and stage area. The event included story time with Firefighter Kelly, bilingual activities, and the popular new library book bike. City trucks included the Forestry logger and bucket trucks, a Parks Toro truck, Water camera truck, and a Martin Marietta concrete mixer truck. The SWAT Bearcat, Colorado State Patrol squad car, and UCH ambulance were also on site, and of course, the PFA tower engine was a crowd favorite.
- The all-ages story time program featured a **STREAM to Music** focus. The session was bursting with 84 people and continued with a musical focus on pianos. The Makey Makey returned with a piano circuit (we used playdoh as the electrical conductor), plus more musical app fun on the iPads. Children designed their own drums and castanets to take home.
- Nicole had 90 kids, teens and adults at the Cats Rock program!
- OTL provided wall exhibit space for the Fort Collins Rotary's 100th-year celebration of serving Fort Collins. We had Rotarians coming in throughout the month to view the exhibit.
- In July, Old Town Library held 31 Summer Reading programs for babies to adults, and we have topped last year's overall system-wide registrations with over 12000 people signing up. It has been an amazing year, and we are not done yet.
- Media Mentors continue to teach eBooks, iPad, and computer classes throughout the district. Kristen's coding class ends Aug 1, with 72% of attendees remarking on the last class that "It was the best club ever!" and "I loved it!"

Outreach

OTL promoted Summer Reading and presented story times at Tavelli's new MAC (Mobile Academic Classroom) bus throughout June and July, engaging with kids through literacy fun and the book bike.

Continuous Improvement

Eileen, Holly, and Brenda attended the Lean Basics program through the City and Eileen also attended the Lean Managers class. The team is implementing lessons learned through several cross-department projects including holds notifications and meeting room reservations.

Eileen attended the Front Range Security Managers meeting in July to share best practices with other libraries managing security issues.

Statistics are in on OTL's new Neighborhood Collection. Titles placed in this collection circulated an average of 42% more than the same title shelved in the main Children's collection.

Professional Development

OTL partnered with Outreach Fort Collins to bring Compassionate Communication training to downtown retailers, city employees, non-profits and anyone with a need for this training. Over 100 people attended two sessions, and we received positive feedback from attendees via a survey.