

Executive Director's Report

ADMINISTRATION

By David Slivken

Funding Increase for State Library Grants

I am very pleased to share the news that the Colorado Association of Libraries (CAL) was successful in getting a \$500,000 increase in state grants for libraries into the budget. While it is a bit short of the \$2 million we were aiming for, it is a very significant increase – the first we've seen since 2013.

Additionally, CAL was successful in removing the footnote that restricted the funds to be used for early literacy materials. CAL will be working with our partners at the State Library to determine how to adjust our grant process to reflect both the change in the amount available and the request and reporting on the funds in the next few months.

Master Plan—Potential Opportunities

We have been sharing our Master Plan with many potential partners. In the past month, we have reached out to the following:

Poudre School District Futures Lab: Met with Scott Elias, PDS's Director of Innovative Learning and Futures Lab project lead. The Futures Lab is designed to give students the tools, space, and support they need to take their ideas from concept to reality. The Futures Lab will open in the 2019-2020 school year at a temporary location in Fort Collins High School, then move to their permanent location at 4862 Innovation Drive. The dedicated space on Innovation Drive will give opportunities to develop hard and soft career skills and earn industry-recognized credentials, critical to our community's future workforce. We shared with Mr. Elias our interest in partnering with the Futures Lab, offering to contribute staff if the lab can be open to the community after school and weekends.

Larimer County Commissioners: Ken and I are scheduling an April meeting to share the Master Plan with the three county commissioners and county manager Linda Hoffman. In a March 17, 2019 opinion piece in *The Coloradoan*, Commissioner Steve Johnson communicated the need for additional county facilities for veteran services, courts, human services, and public health clients. We are interested in seeing if there are potential opportunities for collaboration.

Proposed Timberline farm housing development: We have reached out to developer JD Padilla to see if there are opportunities at this location (across from Bacon Elementary). We hope to meet with him soon to see the proposed development. Additionally, Mr. Padilla indicated to us he may have other properties available in the next few years in the same area of SE Fort Collins.

Every Library Webinar of Before the Ballot: How to Prepare for an Election

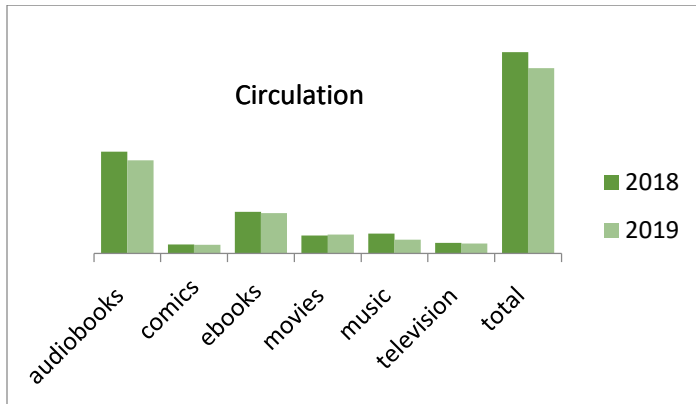
Before we bring any issue before voters, it's essential to go through assessment and planning. While it is important to articulate how much funding is necessary to support our programs or facility needs, it is critical to root the reasons for asking for new funding in our library's mission and values. Our Master Plan/Strategic Plan is an expression of our values. Voters, constituents, and donors are driven by their attitudes of the library as an institution as well as the perceptions of the librarians and staff. Every Library's John Chrastka explored key considerations that are necessary to determine how to go to the ballot and what our library is asking for. The webinar offered us insights on how to convene and empower inside stakeholders around your message, build a local coalition about the library and its funding future, and explore ways to get past political and emotional blocks on your path to the ballot.

<http://www.cde.state.co.us/cdelib/before-the-ballot>.

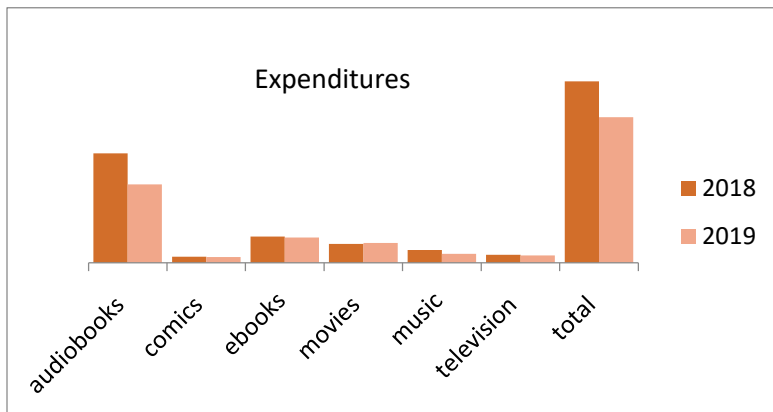
COLLECTION DEVELOPMENT

By Tova Aragon

Hoopla Update



Hoopla Circulation	2018	2019	% change
audiobooks	23,234	21,275	-8.4%
comics	2,068	2,023	-2.2%
ebooks	9,542	9,264	-2.9%
movies	4,102	4,321	5.3%
music	4,544	3,139	-30.9%
television	2,471	2,264	-8.4%
Total	45,961	42,286	-8.0%



Hoopla Expenditures	2018	2019	% change
audiobooks	\$58,245	\$41,757	-28.3%
comics	\$3,258	\$3,066	-5.9%
ebooks	\$13,887	\$13,445	-3.2%
movies	\$10,096	\$10,504	4.0%
music	\$6,861	\$4,736	-31.0%
television	\$4,197	\$3,975	-5.3%
Total	\$96,544	\$77,484	-19.7%

Circulation for eMedia has gone up 16% overall January through March compared to the same period in 2018. The biggest growth is for audiobooks in Overdrive and RBDigital.

Collection Changes

Because circulation and demand for music CDs has dropped on an average of 20% over the last few years; major stores are no longer selling music CDs; CD players are not standard equipment in many cars, and there are many free music streaming services, the music CDs will be consolidated into one collection at Old Town Library.

The collection space will be reallocated to display different collections. At Council Tree, the space will be used to feature the new VOX books and make more room for DVD and audiobooks. At Harmony Library, a new Neighborhood Collection similar to the one at Old Town will be launching April 12th in the Children's area. In the adult area at Harmony Library, the DVDs will be spread out to get the collection off the bottom shelves to facilitate browsing and in response to customer requests.

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 to send out new campaign to “Occasional” users
- Worked on new social media promotions and platforms including “The River’s Mouth” blog
- Continued work on new Captain Cache pod cast
- Worked with local and regional media on various stories
- Continued work on Strategic Plan Marketing strategies
- Planning 2019 Summer Reading Challenge – A Universe of Stories
- Project manager for new Strategic Planning process
- Working on May 4th Kessel Run, Comic Con, and Book Fest

HUMAN RESOURCES

HR Manager:

By Sabrina Stromnes

- Recruitment
 - ❖ Hires:
 - None
 - ❖ New Postings:
 - Library Aide - Computer Lab Monitor (closed March 25)
- Ongoing:
 - ❖ Employee relations issues
 - ❖ Performance management
 - ❖ Employee questions and support
 - ❖ On/offboarding
 - ❖ Manager/Supervisor questions and support
- ❖ Manage Workers’ Compensation
- ❖ Assist employees with FML, STD, LTD, Non-FML medical leave
- ❖ Manage/support Volunteer Program Manager
- ❖ Liaison between City of Fort Collins HR, Payroll, Benefits, and Learning

Volunteer Program Manager:

By Audrey Glasebrook

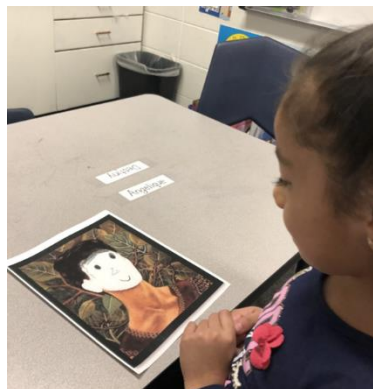
- Interviewed 14 volunteer candidates and placed them in volunteer roles.
- Scheduled/organized volunteer appreciation event for April 17th.
- Posted staff volunteer requests in Volgistics and sent out opportunity emails to all volunteers, finding help for special projects and events, including Spring Break programs for kids and teens.
- Tentatively finished volunteer handbook, including anti-harassment and anti-retaliation clauses, pending edits from the HR Manager.
- Collected hours from 215 library and Friends of the Library volunteers who served in February.
- Met with Learning Org team to plan for Staff Day 2019. Created Booking Agreements for six speakers.
- Attended webinar on training staff and volunteers.

OUTREACH SERVICES

By Johanna Ulloa Girón

The outreach team celebrated International Women’s Month by highlighting the work and contributions of many women in the world during our programs and services.

This report highlights the incredible work that women in the outreach department do every day in the community representing our great library.



Throughout our community, Ludy de Rueda reached out 160 kids this month! She presented the work of women highlighting Yuyi Morales and her book “Frida.”

As part of our Health Equity Series, we hosted a pre-recorded talk by Taté Walker (they, them) and facilitated community conversation about sexism and health equity around Indigenous womxn* facing extreme marginalization at the crossroads of sex, gender, and race.

Johanna Ulloa Girón received a scholarship from ALA to become a facilitator for Race Healing Circles. She traveled to Chicago to get trained on this form of racial healing.

In partnership with La Cocina, we welcomed a group of 25 Spanish speakers to the Old Town branch, where participants learned how to access information and support their civic engagement through research. All their investigation centered on best parenting practices and obtaining resources for their families.



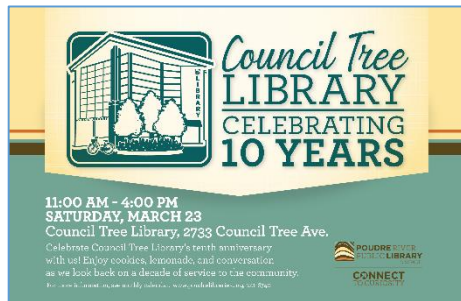
This month’s highlight for Leah Weatherman was finishing a Beginner’s Computer Class and starting an Intermediate Computer Class at University Village for spouses of international students. The classes, taught in English with Arabic interpretation provided by University Village, covered various topics from basic computer skills to how to use the internet in everyday life.

Karol de Rueda continues to provide computer classes at the Correctional Facilities in Larimer County. She is also offering a Read out-loud program for inmates that can’t see their children. This program is an incredible way to promote attachment and literacy skills.



COUNCIL TREE LIBRARY HIGHLIGHTS

By Currie Meyer



Council Tree Celebrates Ten Years!

To recognize and celebrate Council Tree Library's ten years since opening in March 2009, a committee of original CTL staff and the Library Communications Department and I planned activities and messaging from March 14-23. We coordinated a community reception at CTL on Saturday, March 23, featuring appearances by mascot Fisher, custom



Fisher-faced cookies, free commemorative book bags, as well as a timeline of photos and memories. About 80 people attended including former Library Board members and a City Council member. The Communications Department assembled ten fun facts about CTL, such as "Did you know? Over three million people have visited Council Tree Library since it opened in 2009" for social media and display in the libraries. CTL staff were given special buttons to wear alongside their nametags; original CTL staff also wore gold ribbons with their buttons.

Highlights from Children's Librarian Amy Holzworth

Discovery Zone drop-in, STEM activities for families, March 5 and 9:

Families enjoyed Math and Magic Trick fun at DZ in March. We made flowers (Polar Curves), picture frames (equilateral triangle and a square), dinosaurs (geometric shapes), and did card and money tricks.



A family enjoys paper crafts at the March Discovery Zone, a drop-in STEM program

Paper Crafts and Printmaking for families, March 18: Library Assistant Cindy Burkhart designed and implemented a program for families to explore and discover paper crafts and printmaking. Over 40 people attended. This program provided daytime fun to families during PSD spring break week.

Webinar: "Feminist Reads, a Penguin Reading List for Readers Grades K-12" Learning: March 29, presented by *Booklist*.

Highlights from Teen Services Librarian Jenny Thurman



Teen Nerf Battle, March 17: Jenny created, planned and coordinated this unique library program for teens to burn off some energy during PSD spring break week. The registration-only program allowed teens exclusive access to CTL after the library had closed for the day, which made the program especially alluring. Jenny presented teens with rules for fun and safety, including wearing safety glasses, no climbing on furniture, no headshots, and adhere to game rules. The teens loved using the library in this unconventional way!

Highlights from Circulation Supervisor Angela James

- To make room for a new study table and two chairs, I moved the Classics collection from a boulder display to shelves previously occupied by parts of the Romance and Fiction Paperback collection, which were relocated to Harmony Library. Matt and Rob moved the boulder display unit to Harmony Library also.

- Due to low circulation, all children's music CDs were removed from CTL and relocated to OTL. Amy and I then moved the VOX collection to where the CDs had been and shifted the DVD and audiobook collection to fill in the empty shelves.
- I worked with Holly B, Mark, and Rachel to upgrade our credit card payment system. We will be upgrading to Comprise, a new program, in April. The new system will go live to the public in May.

HARMONY LIBRARY HIGHLIGHTS

By Ken Draves

FRCC-Larimer Campus Librarian Annie Fox Retiring

After 16 years at Harmony Library as the FRCC-Larimer Campus Librarian, Annie Fox is retiring this June. The College is currently recruiting to fill the vacancy.

Annie has worked diligently, creatively and respectfully with the Library District and with Harmony staff and staff throughout the District to make Harmony Library the successful partnership it is today, 21 years after opening its doors. Annie will be sorely missed by all. We wish her all the best moving forward. Before she leaves, we are working to complete important projects and plan for supporting her successor.

OLD TOWN LIBRARY HIGHLIGHTS

By Eileen McCluskey

The **Seed Library** at Old Town launched on March 18th with coverage in both the *Coloradoan* and *USA Today*. As of March 26th, 125 people have checked out more than 200 seed packets. We have also received some donations that were processed by a knowledgeable volunteer. We are so grateful to the Communication team, the community, and our partners for such a successful launch.

Ian H. attended the Research Institute for Public Libraries conference in Salt Lake City in March. He spent two days learning about evaluation and data collection techniques with librarians from all over the country.

The Bring Your Own Device Tech Helpdesk program has been getting good reviews and helping between 3 and 11 customers per session learn the skills required to troubleshoot tech problems.

Monique will begin facilitating the U.S. Naturalization Study Group at Old Town Library on Monday, April 1st. The group will meet on the first Monday of every month from 6-8pm. Monique gave two Spanish tours to Irish Elementary parents. The evening tour had five families in attendance, and they were able to create library cards at the end of the tour. She also gave a library tour to 20 Poudre High School Spanish class students. With the help of circulation staff, all students went home with a library card!

Bilingual storytime attendance continues to connect with the community, with 70+ attendees for the past three weeks. Because DBA uses the large meeting room one Thursday a month, bilingual storytime moves into the story time room on those Thursdays. Eileen is working with DBA to see if they can either move to Monday mornings or find a different meeting space. The story time room is too small to handle crowds over 40 people, especially during the warmer months.

Karla and Monique have been working on the book bike innovation grant project. They have events lined up for the summer and are excited to get out in the community starting in May.

STREAM programs were in full swing for March. Spring break featured the **Out of this World Tech** program at Old Town Library. The art event featured the library district's new 3D pens, allowing children

to 3D-draw comets and planets. Families also created galaxy bottles, explored constellation and eclipse art, and designed three-dimensional planets.

At the tech event, the Oculus Go VR sets provided students an immersive experience on the space station and the lunar surface. Students also engineered rockets, put on rocket propulsion races, learned about eclipses using the ozobots, drove LEGO Mindstorm rover robots, and created rockets with the 3D pens.

On the first Friday of each month, OTL hosts a free, drop-in legal clinic as part of the Virtual *Pro Se* Clinic (VPC) Program; Attorney Ric N. Morgan signs onto computer conference software on a library computer in Study Room A. A library volunteer manages the sign-up sheet and answers any logistical questions. In 2018, OTL hosted ten clinics and served 55 patrons. The benefit of this program is that the courts saved as much as one hearing per case; continuances are reduced by as much as 75% per case; saved 1.0 to 1.5 hours of court staff time per case; saved 5 to 15 minutes of hearing time for every hearing held per case. The types of legal issues addressed in these clinics are:

13 - DOMESTIC RELATIONS 26 - GENERAL CIVIC 18 – PROPERTY 8 - PROBATE

Feedback from attorney Ric Morgan: *Thank you so much for your library's continuing support of our small program, and for so generously allowing access to your facilities and equipment, and for the untiring help of your staff, which make this monthly free legal clinic possible.*

March 2019 Outreach Fort Collins Library Report

Statistics

Total Contacts - 70

Staff Contacts – 57

Homeless/At-risk Client Contacts – 5; 5 individuals

Police – 1

Other – 7

De-escalated behavior – 1

Agency Referrals – 4

Offered Resources- 5

Narrative Description

Outreach Fort Collins collaborated with Fort Collins Police Services, the Downtown Business Authority, and Old Town Library to inform DBA members of services provided by Outreach Fort Collins, and when to contact Outreach Fort Collins vs. FCPS based on the situation and behaviors of individuals involved. The presentation had an audience of 33 guests.

After a quick debrief of the presentation, Outreach Fort Collins staff and Fort Collins Police Services are going to brainstorm scenarios and frequently asked questions to have a more targeted presentation for quarter 2 2019. The first of these will include information on panhandling, right of way ordinances, and trespassing processes for property owners with recurring issues on their property. This presentation will be open to the public.

Client interactions included communicating with trespassed individuals at the library on different resources they can receive while serving their suspensions and the processes involved to regain entry to the library. Outreach Staff also engaged one individual with housing paperwork through the Coordinated Access Housing Placement Systems (CAHPS). The CAHPS system has housed over 100 chronically homeless individuals in the past two years.

Outreach Staff continue to coordinate with Library Staff and Security daily to identify individuals who may need assistance in accessing social service programs.