

## **DIRECTOR'S REPORT**

April 18, 2024

### **Strategic Plan**

#### **Our Mission:**

We are "The People's University," the center of learning for a diverse and inclusive community.

#### **Our Strategic Priorities:**

1. Closing the Gaps
2. Activate The People's University
3. Create Campuses
4. Operating with Excellence

## **PUBLIC SERVICES**

### **MAIN LIBRARY MONTHLY REPORT**

#### **PROGRAMS AND EXHIBITS**

##### **Writers Unplugged**

On March 8, Popular Department Manager Jen Jumba hosted Writers Unplugged with bestselling writer, Lisa Unger on March 8. Cleveland Public Library is a stop on her national tour to launch her new book, *The New Couple in 5B* (which was published on March 5). Over 60 patrons attended the program!

##### **Eclipse Programming**

Public Services Associate Aimee LePelley digitized 6 large maps of the world, North America, and the Solar System for Outreach and Programming Services to use for the upcoming Solar Eclipse event in April.

Fine Arts and Special Collections Librarians Stacie Brisker and Ray Rozman hosted the program The Folklore of Eclipses on Saturday, March 23. The presenter, Mr. Steven Winterkill, Chief Curator of the Buckland Museum, spoke to over 45 attendees.

##### **Chinese Calligraphy & Ink Painting**

International Sr. Librarian Caroline Han hosted Chinese Calligraphy & Ink Painting Program on March 16. Eleven patrons participated in the program which was conducted by artist Mr. Zhang.

### **Foundation Center Candid Database Training**

Social Sciences Subject Department Librarian Pete Elwell hosted the program Foundation Center Candid Database Training with presenter David Holmes, from Candid on March 23.

### **Lunchtime Knitting Circle at the Public Administration Library**

The Public Administration Library staff hosted a Lunchtime Knitting Circle on March 13.

### **Get Graphic! Comics Discussion**

Literature and Ohio Center for the Book Manager Don Boozer hosted the first Get Graphic! Comics Discussion of the year at Bookhouse Brewing on March 7. A lively conversation - which ran overtime - was had among attendees with a discussion of Scott McCloud's *Understanding Comics*.

### **Arts and Culture Department Tours**

Popular Department Librarian Grace French and Library Assistant April Lancaster conducted a deep dive tour of the Popular Department on February 27 as part of the Arts and Culture Department Tour program.

### **Photography Club at Main Library**

Sr. Director of Public Services Robin Wood in partnership with Director of Arts & Culture Tiffany Graham Charkosky hosted several more Photography Club Meetings in April. During the meetings patrons are invited to visit and take photographs "behind the scenes" at the library.

### **Zygote Press Printmaking Workshop**

Director of Arts & Culture Tiffany Graham Charkosky and Public Services Associate Kalie Boshara hosted Zygote Press for a printmaking workshop on March 2. One hundred and fifteen participants used a mobile printing press to print limited edition original designs by Zygote Press artists and inspired by The Archive on tote bags.

### **Genealogy Clinic**

Center for Local and Global History Department Librarian Terry Metter hosted a Genealogy Clinic in partnership with volunteers from the African American Genealogical Society of Cleveland (AAGS) on March 9.

### **Music at Main**

Fine Arts and Special Collections Music Librarian Andy Kaplan hosted guitarist Andrew McManus and Harpist Tiffany Scheafer who

performed Celtic music for an early St. Patrick's Day celebration on March 9. Eighty people were in attendance.

### **Main Library Displays**

Fine Arts and Special Collections Public Services Associate Kalie Boshara curated a book display of Printmaking books for a program with Zygote Press, participants engaged with the books while participating in the program.

### **COLLABORATIONS**

A social services pilot Program began at Main Library in March where Social Support Services Specialists from the City of Cleveland are stationed in the Social Sciences Department four days per week to support patrons in need.

The Science and Technology Department, in partnership with the U.S. Environmental Protection Agency (EPA), Cleveland Metropolitan School District (CMSD), the City of Cleveland Department of Public Health, and Case Western Reserve University (CWRU) welcomed 175 high school students over two days in March to learn about air pollution, air Sensors, and air quality monitoring. CMSD students were able to use AirBeam3 Portable Air Quality Monitors (from the EPA and CWRU) to connect to the AirCasting mobile application to see measurements in real time. The students also built sensors from Lego Kits provided by the City. Coordinated by General Research Collections Manager Sarah Dobransky, staff across Main Library assisted with the program. Cleveland Public Library will be the caretakers of the sensors and check them out to teachers with an educator card.

In collaboration with the Cleveland Law Library, Social Sciences/Public Administration Library Manager Steve Capuzzo and Social Sciences Public Services Associate Mike Deneen co-hosted an online book discussion for Angela Baldree's historical novel *Your Brother*. Public Administration Library Public Services Associate Denise Williams-Riseng attended the webinar.

### **PATRON SERVICES**

#### **Lending**

- From March 1 - March 14, 2024. LSW Lending processed 1,494 holds.
- From March 1 - March 15, 2024, the Lending Department reviewed and processed over 500 eCard registrations.

- From March 1 - March 18, 2024, The Lending Department received 107 Overdrive/LIBBY Online Virtual Instant Card account records for processing.

<b>Passports Processed 3/1/2024 - 03/15/2023</b>	<b>Photos Taken</b>	<b>Revenue Collected</b>
<b>30</b>	<b>37</b>	<b>\$1,420</b>

### **School/Class Visits**

Science and Technology Public Services Associate Karen Cerney assisted the Youth Services Department by giving a tour to Horizon Academy kindergarteners and their teacher.

The Lending Department hosted Cleveland State University students on March 11, March 13, and March 16 for two-hour shifts facilitating a public transportation survey in LSW Lending Lobby to patrons.

Center for Local and Global History Manager Olivia Hoge hosted a tour to 20 school librarians from Connect who had their meeting in the Digital Public Library on March 14. Ms. Hoge led them on a tour of Main Library.

Six students and a teacher from St. Brendan's Elementary School stopped in Fine Arts. Library Assistant Bill Chase gave them a brief introduction to the music books.

Literature and Ohio Center for the Book Manager Don Boozer hosted a tour on March 4 for a Kent State University School of Information student. Mr. Boozer also welcomed three senior students from Ursuline College, providing them with a presentation on the resources - both in print and online - available through Cleveland Public Library.

Special Collections Librarian Stacie Brisker hosted a tour for 60 students from Horizon School.

	# of Groups	# of Participants
Main Library Scheduled Patron Tours (non-school groups)	5	35
New Employee Tours	2	10
Main Library non-scheduled Group Tours (non-Youth Services)	2	21

**Patron Photo Shoots:**

Photo Shoot Sessions	# of Participants	Donations Accepted
40	152	\$2,180

**LibChat Main Library On-Line Reference**

Time Period	Chats Answered by Main Library Staff
03/22/2024 - 03/22/2024	183

**Book by Mail Programs**

**Words on Wheels:** The Shelf Department sent 9 packages including 15 items to Cleveland Public library patrons through Words on Wheels, totaling \$52.78 in postage as of March 15.

**Homebound:** Homebound Services, staffed by the Literature Department, sent out 100 packages in February to fulfill requests from 91 patrons.

**OUTREACH**

Sr. Director of Public Services Robin Wood, and Social Science and Public Administration Manager Steve Capuzzo, hosted a table at the Reduce, Reuse, Repair Fair event sponsored by the Cuyahoga County Solid Waste District on Saturday March 23. Over 80 attendees attended the event looking for ways to reduce waste.

Senior Librarian Caroline Han planned Chinese Language Story Time at the GALA School on March 5 (22 students participated), Bilingual Story Time at Jubilee Academy on March 6 (8 students participated), and at St. Clair Place (20 seniors participated).

Center for Local & Global History Librarian Terry Metter hosted two outreach events in March. He presented about CPL's collection of maps and genealogy resources to members of the Greater Cleveland Genealogical Society on March 18 via Zoom, and presented about Sanborn Maps, Cleveland City Directories, and

how to use a finding aid for research to members of the Genealogy Tracers group on March 23.

Center for Local and Global History Manager Olivia Hoge and Librarian Mark Tidrick served as judges at the Region 3 Ohio History Day at the Cleveland History Center. Mr. Tidrick judged junior exhibits and Ms. Hoge judged junior documentaries on March 2.

Popular Department Librarian Grace French visited Case Western Reserve Kelvin-Smith Library to restock the Cleveland Public Library Collection on March 5.

Popular Department Library Assistant Ricardo Jackson composed the monthly new DVD request list to be distributed system wide for staff and patron use.

General Research Collections Manager Sarah Dobransky gave an online presentation on intellectual property resources at CPL to the US Small Business Association's Cleveland Office for their webinar *SBA Supports Black History Month Rhythm with Resilience: Scaling Black Brilliance in the Arts in 2024*.

Fine Arts and Special Collections librarian Ray Rozman has arranged for a visit from chess Grandmaster Maurice Ashley on March 25. This is the culmination of a year's long effort to attract current chess VIPs to the department and boost engagement with the chess community.

### **COLLECTION MANAGEMENT**

The Main Library Shelf and Shipping Department staff received and processed 541 telescopes of library materials from the Central Distribution Facility and in return, sent 402 telescopes of library materials to be sent to various branches and Clevnet locations as of mid-March. In addition, Shelf and Shipping staff processed 49 ILL packages totaling \$852.80 in postage.

Shelf Department pages have been shelving and shifting in Youth Services, Fine Arts, Science, and Social Sciences stack collections.

Under the guidance of Shelf Department Manager Demba Diawara, Shelf Page Khalil Rush started relocating the Chess Columns and the overflow Folio collection located on the Northwest corner of the 8th floor LSW to the new shelving unit located at the Northeast Corner of the floor in on March 13.

Shelf Page Michelle Collins started shifting the CLGH Dewey collection located on the 8th floor LSW on March 11.

Center for Local & Global History's Public Services Associate Kristin Galewood inventoried 300 photos in the Cleveland City Hall Collection large format photographs. She confirmed and updated 718 records in the Park Plans Excel document for the Map Collection. In addition, Ms. Galewood interfiled 109 photos from the East Side Daily News collection.

Map Collection Librarian Lisa Sanchez rehoused park plans that were returned from Preservation during the summer of 2023. The items were assigned a subject and placed on the Louis Stokes Wing 7th floor. Ms. Sanchez worked with Catalog Department to add 30 items to the catalog.

Center for Local & Global History's Public Service Associate Aimee LePelley interfiled and shifted 525 photos in the Portrait and Biography Collection and East Side Daily News. Ms. LePelley added 3 items to the Map Collection Gems Spreadsheet. She added 26 entries to the Deaccession Map Collections spreadsheet.

Center for Local & Global History's Library Assistant Subject Department Adam Jaenke digitized 71 items from the Cleveland Picture Collection.

Photograph Collection Librarian Brian Meggitt created 321 records in CONTENTdm for the Cleveland 20/20 Project Collection. In addition, Mr. Meggitt continued to work on the East Side Daily News acquisition. He also pre-processed 260 photographs, weeding 103 items, and set aside 13 items for the History Department. Mr. Meggitt processed and interfiled 31 photographs for the Portrait & Biography Collection and processed, inventoried, and digitized 14 unprocessed street views of Cleveland from 1937 into the Subject Cleveland Collection.

Social Sciences staff continued the shelf-reading project on the 5th floor adding 60 items back to the catalog. Social Sciences staff continued various weeding and stacking projects.

Public Administration Library staff continued reviewing titles found in the City Council subbasement room. Three double-sided trucks full of books were located and the staff is working with the Law Department to identify important works that might be added to the collection.

Popular Department Manager Jen Jumba has been working with Sandy Jelar Elwell to gain selection privileges for new books and new DVDs. Next month, all new books and DVDs will be labeled Lucky Day for 30 days to drive traffic to the department. After 30 days, they can trap holds. Once a book is on the shelves in Popular, it is no longer "popular."

Popular Department Clerk Benjie C. Smith assisted Librarian Assistant Ricardo Jackson with the DVD project finishing SCI-FI & Westerns.

Popular Department Clerk Benjie C. Smith transferred 3 trucks of books to the History, Social Science and Science Departments. Ms. Smith also started using Prenax, a system that keeps track of the magazines that the Cleveland Public Library receives.

Popular Department Librarian Grace French finished weeding the television collection on March 14.

Popular Department Library Assistant Ricardo Jackson has completed letters "A" through "H" within the "Entertainment" DVD section. Since implementing this new classification system, a gradual rise in the department's circulation has been noted and recorded via the library's monthly statistics.

Lending and Circulation Manager Reginald Rudolph assisted General Research Collections Manager Sarah Dobransky by creating a brief record and adding six EPA sensors that will only be checked out to a handful of CMSD teachers on March 11 for a partnership program with CMHA, CSU, and the EPA.

From March 1 to March 14, the Lending Department staff have added 16 library materials back into the collection (previously marked as lost). These items are now available for patrons to check out!

With all stack materials now consolidated on LSW7, General Research Collections staff have begun labeling special collections (directories, auto manuals, etc.) and organizing books with new bookends.

Fine Arts and Special Collections Librarian Andy Kaplan added 20 books to the collection and weeded 20 books out of it.

Fine Arts and Special Collections Librarian Mark Fox-Morgan ordered 80 books for the collection, updated 15 books from standard shelf to folio shelf status, updated 10 book records in



Sirs with records missing from the catalog. In addition, he is continuing to shift materials on the fifth floor to add shelf space.

Fine Arts and Special Collections Librarian Stacie Brisker worked with Technical Services Librarian Erin Valentine on an ongoing project of cataloging two Islamic texts per month.

### **MAIN LIBRARY RESEARCH HIGHLIGHTS**

- Subject Department Librarian Mark Tidrick assisted a documentarian find articles written by former Plain Dealer reporter and Hollywood screenwriter Joe Eszterhas.
- Public Services Associate Kristin Galewood found street maps of Cleveland from 1925 and 1915 for a patron researching the distance bodies traveled from the hospital to the morgue.
- Center for Local & Global History's Librarian Terry Metter received a call from a researcher at the Equal Justice Initiative regarding a Cleveland.com article about the lynching of John Jordan in Cleveland's West Boulevard neighborhood in 1911. Mr. Metter provided the patron with clippings about the incident from the Cleveland News, Press, Plain Dealer, Gazette, and Leader. Mr. Metter also provided Hopkins Plat Maps from 1912 that showed the area where the lynching occurred.
- Center for Local & Global History's Map Collection Librarian Lisa Sanchez found interurban routes, bus routes, and transit maps for a patron. The patron lives in Lakewood and is advocating for more public transit from Lakewood to downtown Cleveland.
- Center for Local & Global History's Public Services Associate Aimee LePelley assisted two patrons on a tour from Archivist Melissa Carr to research their property, as well as Luna Park, using Hopkins Plat Maps, Sanborn Fire Insurance Maps, Cleveland City Directories and Haines Cross-Cross Directories.

- Center for Local & Global History's Library Assistant Adam Jaenke found an article for a patron in the Cleveland Press in which her mother found an abandoned baby on her back porch. The patron recently re-connected with the abandoned child as an adult, and the patron wanted to share the article with her.
- Center for Local & Global History's Photograph Collection Librarian Brian Meggitt assisted a patron with finding and obtaining images of the Ohio & Erie Canal and paper mills located near the canal in northeast Ohio.
- Social Sciences Sr. Subject Librarian Eric Hanshaw worked with a patron who was researching the "Ohio Peace Officer Basic Training Curriculum: Suggested Lesson Plans."
- Social Sciences Department Librarian Forrest Kilb assisted patrons and colleagues in locating historical yearbook items for research and programming displays.
- Social Sciences Subject Department Librarian Pete Elwell assisted a patron in identifying baseball photographs from the 1930's to the 1950's.
- Public Administration Library staff assisted a patron with finding resources for Cleveland City Council's *Rules of Council, Rules of Order Public Comment Rules and Procedures*, and the Cleveland Charter chapter pertaining to Council ordinances.
- Popular Department Manager Jen Jumba helped a patron locate a National Geographic article from 1976 about the origin of the Monarch butterfly in Mexico on February 29.
- Library Assistant April Lancaster assisted Branch Clerk Linda Veres, from the Jefferson Campus, locating an article from the *Economist* for a patron request on March 8.
- Library Assistant Bill Chase scanned the cover, and pages 48-49 of *Rising Stars* (Southsea, 1950 tournament book), for Check and Checkmate an article in Edward Winter's online chess history *Chess Notes* on March 11.

- A patron contacted Special Collections seeking any available information on her 1909 house, located on Woodland Avenue near Woodhill on March 6.
- Fine Arts and Special Collections Librarian Stacie Brisker assisted a patron in finding illustrated fairy tale books from the Golden Age of Illustration. She provided the patron with multiple resources.
- Fine Arts and Special Collections Librarian Mark Fox-Morgan assisted patrons in locating many fine arts requests including:
  - Art Deco & Art Nouveau Posters & Graphics
  - Encyclopedia of Weller Pottery
  - Celtic Art - Knotwork Art
  - Charlie Parker "Ornithology" Sheet Music
  - Green Architecture
  - Tadelakt, Moroccan Plaster, Waterproof plaster
  - Paul Signac (painter)
  - The Shingle Style and the Stick Style: Architectural Theory and Design from Richardson to the Origins of Wright.
- On February 22, Public Services Associate Kalie Boshara performed a reference search on the topic of Zoroastrianism for an interested patron.

### **STAFF DEVELOPMENT**

Center for Local & Global History's Librarian Terry Metter attended the second day of the annual RootsTech Online Conference on March 1. Mr. Metter viewed webinars about United States Synagogue Records, DNA and Ethnicity, Using the Census to Find Missing Ancestors, the 1911 Canadian Census, and Irish Military Records.

CLGH Manager Olivia Hoge attended the naloxone training pilot at Woodland Branch on March 28.

Senior CDPL Preservation Technician Renee Pride attended an online workshop on box making on March 13.

Cleveland Digital Public Library staff members attended the quarterly meeting of the Ohio Preservation Council on March 14.

Shelf Assistant Manager Cynthia Coccaro attended a NEO-RLS webinar titled *Reasonable Suspicion Training* on March 20.

Shelf Assistant Manager Antoinette Allen finished the first six week of Excel Course through Gale Course titled *Introduction to Excel*.

Social Sciences/Public Administration Library Manager Steve Capuozzo and Social Sciences Sr. Subject Department Librarian Eric Hanshaw attended a meeting of the Rainbow Readers ERG.

Social Sciences PSA Mike Deneen attended the webinar *Have Wagon, Will Travel* along with Manager Steve Capuozzo, and Librarians Eric Hanshaw and Forrest Kilb. They learned about outreach to the homeless community. They look forward to working with Cleveland Social Workers here in the department beginning March 18.

Popular Department Librarian Grace French attended the NEO-RLS online training *If I hear the letters AI one more time* in March.

Social Sciences Subject Department Librarian Pete Elwell attended the webinar *Save Time (and Sanity) with Your Digital Content Librarian* offered by OverDrive.

Social Sciences Sr. Librarian Eric Hanshaw and Librarian Forrest Kilb attended the webinar *Creating a Person-Centered Library: Supporting Patrons While Avoiding Burnout* offered by WebJunction.

Mr. Hanshaw also attended a meeting of the United Way fundraising committee.

Public Administration Library Librarian Elaine Herroon, Public Administration Library Public Services Associate Denise Williams-Riseng, and Social Sciences Public Services Associate

Mike Deneen attended the webinar *Substance Abuse 101*, which was hosted by Ryan Dowd's Homeless Training platform.

Popular Subject Department Clerk Benjie C. Smith attended a SEIU webinar *Investing for a Solid Financial Future* March 5.

Literature Department Public Services Associate Alison Guerin participated in Cleveland Public Library's Dublin Literary Award Committee which recommends titles for the international award on February 29.

Lending Department Clerk Brianna Allen attended the NEO-RLS online training *Creating an Inclusive Workplace* on March 14.

Business, Economics, and Labor Public Services Associate Tarra McSears attended the Data Axle webinar *A Librarian's Introduction to Reference Solutions*.

Business, Economics, and Labor Librarian Susan Mullee attended the Center for Financial Research and Analysis webinar *U.S. Banking State of Affairs-What a Difference a Year Makes!* And the EBSCO and Library Journal's webinar *From Curiosity to Career: Library Services for the Skilled Trades*. Ms. Mullee also attended Ryan Dowd/Empathy Studios' webinar *Substance Abuse: An Overview of Effects and Risks of Common Drugs* and the Cabot Wealth Network webinar *3 Ways to Profit from Declining Interest Rates*.

Fine Arts and Special Collections Music Librarian Andy Kaplan attended the 2024 Music Library Association Conference in Cincinnati, Ohio on February 29. He attended many educational, interesting, and engaging sessions.

## **OTHER**

Special Collections Librarian Stacie Brisker facilitated a visit with local Architect Mr. William McCullum, one of the architectural engineers of the Lind Eastman Garden. Mr. McCullum met with Special Collections Librarians Ray Rozman and Stacie Brisker along with Library Assistant Bill Chase to talk about working with CPL on some future projects.

Literature and Ohio Center for the Book Manager Don Boozer welcomed staff members from the Library of Congress in Washington, DC, for a visit to the Ohio Center for the Book and its home institution on March 6. Library of Congress staff Lee Ann Potter Director of Professional Learning and Outreach

Initiatives (Educational Outreach), Cheryl Lederle-Ensign Educational Resources Specialist, and Guy Lamolinara Director of the Center for the Book were in Cleveland for the national Teaching with Primary Sources (TPS) Consortium meeting. Held in conjunction with 2024 National Council for History Education conference, Mr. Boozer presented the lunchtime keynote address where he spoke on the history of the affiliate Centers for the Book network, gave information about the primary sources available at Cleveland Public Library, and finished with the importance of preserving and promoting primary sources and the various partners available in this endeavor.

Literature and Ohio Center for the Book Manager Don Boozer met with staff from Ideastream Public Media working on a NewsDepth segment on Superman's origins in Cleveland on March 14.

Sr. Director of Public Services Robin Wood, along with Lending and Circulation Manager Reggie Rudolph facilitated De-Escalation Training for new staff members on March 21.

Science and Technology Librarian Jorge Arganza, Business, Economics, and Labor Librarians Susan Mullee and Zachary Hay, and General Research Collections Manager Sarah Dobransky serve on the Workforce Development Committee. Ms. Dobransky is also on the planning committee for the 2024 Solar Eclipse.

## **CLEVELAND DIGITAL PUBLIC LIBRARY**

### **Programs & Exhibits**

Staff participated in professional groups and Main Library meetings. Staff monitored environmental conditions in exhibits and facilities, showed off the specialized "Archive" display on the touch wall in CDPL, and prepared appropriate exhibit supports for displays in Main Library display cases. Working with Special Projects and Arts and Culture, CDPL staff assisted moving, preserving, storing, framing, and installing art works. CDPL met with the new staff from Arts and Culture to provide an overview of the current state of art management at CPL, and to hand off responsibility for this function.

### **Public Service Statistics**

CDPL had 248 in-person visitors during March. The department had 12 two-hour scanning appointments. From March 1 to March 29, for traffic acquisition, Google Analytics (GA) reports 9810 sessions for 6,513 users. There were 148,368 page-views. Search engines delivered 50% of sessions. Searching in CONTENTdm accounted for

20% of sessions. Referrals were 6% of sessions. Only 1% of sessions came through social media (less than last month). About 16% of sessions were unassigned. 49% of CDPL's users accessed our site using desktop computers, and 51% accessed CONTENTdm through mobile devices (3% tablets and 48% mobile). Phone continues to increase. Google Cultural Institutes, where stats are a month behind and cover February, and where CPL has curated online collections of WPA prints, photographs, portraits, and other cultural heritage materials, had 293 page views for 147 viewers.

### **Outreach**

Community partners' work in March continued. In collaboration with volunteers coordinated by Homer Taft, the Cleveland Digital Public Library staff have scanned half a dozen cemetery registers borrowed from the City of Cleveland, these items may be added to the digital gallery. This ongoing project involves the Early Settlers Association, the City of Cleveland, and citizen archivists. The team reviewed and prepped scores of original issues of *habitat*, a Cleveland real-estate newspaper. The team took on a special project for the collection's office, digitizing, proofing, and putting online the *Outside Info Newsletter* documenting Cleveland's Liggett Stashower Ad Agency from 1971-2006. CDPL also scanned items from family collections. Several local artists scanned their works.

Staff from Cleveland Digital Public Library assisted Kris Seerengan from the Guam Public library system by advising on equipment and potential vendors the Guam Library System might use in their digitization projects.

### **Collection Development**

As of March, there were 1373 images scanned, 1399 were post-processed and QA'd, and 720 images were uploaded, many of which were included in multi-image pdfs. Metadata was pulled from the catalog or enhanced for all uploaded records. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning local newspapers, uploading Cleveland Orchestra scrapbooks, and scanning sheet music. Met with History Dept. regarding *Hi-Gear Magazine* and *habitat*, both local journals documenting unique, diverse communities in Cleveland. Staff prioritized scanning and uploading *Outside Info* for collections. The team processed microfilm images of the East India Company documents and uploaded documents sent by PAL.

## **ILL**

Statistics from OCLC are one month behind and cover February. Staff had 40 requests from CPL users for materials from other libraries. The response time averaged 8 days and 23 hours. Partner libraries made 699 total requests. There were 16 requests done through ALA forms, and 683 requests through OCLC to borrow from CPL. Staff managed a response time for books of 2 days and 19 hours (a big improvement over last month). CDPL again had ILL requests from incarcerated persons and general researchers using ALA forms.

## **Staff Development**

On March 27, CDPL trained staff from literature, history, and Arts & Culture on the use of the CONTENTdm client.

## **Preservation**

As of March 29, preservation/conservation accepted 56 items, returned 32 items, printed 8 labels, and made 8 phase boxes. The team did 34 complex repairs and 6 simple repairs on codex books. Currently the pres-con team is down to half strength due to a staff member's retirement. The CDPL team has handed off much of the management of the fine arts collection to the Arts & Culture team. The CDPL team uploaded more digital images for the inventory of artwork in the library system. The team continued enhancing navigation for a staff only interface to a digital art management collection in CONTENTdm and has added members from Arts & Culture.

## **Planning Activities**

Staff are developing and planning programming for fall of next year.

## **OHIO LIBRARY FOR THE BLIND AND PRINT DISABLED**

### **Activities**

For March 2024, OLBPD circulated 60,552 books and magazines directly to patrons. OLBPD registered 122 new readers to the service. Approximately 716 BARD patrons among 1,212 active users downloaded 12,557 items.

OLBPD and Human Resources conducted interviews to hire a recording studio coordinator to oversee the production of audio reading materials of local interest.

On March 14, the Ohio Braille and Talking Book Program Consumer Advisory Committee (CAC) meeting was held via Zoom. CAC members were provided updates on the next generation talking book player



(DA2) and "My Talking Books" Alexa skill for smart speakers, changes to BARD download limits, and changes to magazines on cartridge.

OLBPD began receiving promotional items ordered for outreach events and new patron kits. Items ordered include magnifier bookmarks, large print magnets, and jar openers that feature OLBPD's newly updated logo.

The National Library Service (NLS) during its March open forum meeting with network libraries provided an updated timeline on the DA2 and "My Talking Books" Alexa skill. If network previews starting in April of "My Talking Books" prove to be successful, NLS hopes to have it ready in the fall for patrons. With the DA2, NLS expects to receive shipment of 20 beta prototype machines in May. They expect to test these new prototypes through July. If tests prove successful, NLS anticipates delivery of mass production units to begin between January and March 2025.

The OLBPD adult book club met remotely on March 14 to discuss *The One Hundred Years of Lenni and Margot* by Marianne Cronin.

## **ARCHIVES**

### **Visits to the Library**

On Thursday, March 28, nine college students enrolled in an Advanced Senior Seminar at Cleveland State University visited the Library with their professor, Nisha J. Mistry, JD. The students are all seniors enrolled in the Urban & Regional Studies program of CSU's Levin College of Public Affairs & Education; this is the second semester of a yearlong partnership with the Library. Each student chose a Cleveland Public Library neighborhood branch for their project, and they have been assigned to incorporate data collection and analysis - as well as visits to the branch and interviews with Library staff - in their investigation of its history, service, neighborhood, and service population. Materials on each student's chosen branch and on the history and development of the branches and the Library in general were pulled from the Archives for them to review during their visit. None of the students reported having prior experience with archival materials. Institutional Archivist Melissa Carr introduced the group to the joys and challenges of archival research, procedures for safe handling of materials, and the differences between library and archival research.

## **Physical Space**

Approximately 500 linear feet of archival material has been relocated to the high-density mobile shelving in the southeast corner of the eighth floor of the Louis Stokes Wing.

Installation of the 10 aisles of shelving devoted to storage for the Archives was completed in late February. Five heavy duty industrial shelving units that were used as temporary storage in the Archives have been cleared of materials and will be relocated to the Outreach & Programming Services (OPS) storage room in the basement of Main Library by Property Management, yielding more space for researchers in the Archives and providing much-needed shelving for OPS.

## **ARTS & CULTURE**

The Archive by Rebecca Louise Law continues to be a draw, with over 73,000 visitors to the exhibit through March 31, 2024. The exhibit will remain on display through August 1, 2024.

Friends With You has shared designs for an exhibition in Brett Hall that will open in September 2024.

On Wednesday, March 6 and Wednesday, March 20, CPL hosted a total of over 30 photographers to Main Library and Louis Stokes Wing for "CPL Photo Club." Senior Director of Public Services Robin Wood assisted in the planning and staffing for these well-received programs.

Led by the Fine Arts Department, CPL hosted two printmaking workshops with Zygot Press on March 2 (Main Library) and March 23 (Hough Campus). Over 150 participants learned how to print their own tote bags using custom-designed prints made by Tahm Lytle and Xani Dean. These blocks will be accessioned into CPL's Special Collections.

Cleveland Public Library partnered with an artist collective comprising Leila Khoury, Amber N. Ford, and Shelli Reeves on a proposal to the City of Cleveland's Transformative Arts Fund of \$500,000.

Director of Arts and Culture Tiffany Graham Charkosky and CPL staff are working on exhibits at Main Library curated by Lutheran Metropolitan Ministry, Project White Butterfly, and students from the Cleveland Institute of Art.

Director Graham Charkosky, Senior Director of OPS Erica Marks, and Manager of Arts and Culture Marissa Tiroly have met with author Paterson Joseph and staff from BorderLight Festival to discuss a potential artist in residence program in July 2024.

## **YOUTH & FAMILY ENGAGEMENT**

### **Young Scholars Academy**

The Transitional YSA parent partner shared tools around school choice, bedtime routine, and managing time. Scholars were exposed to literature comparison (fiction/nonfiction), Earth Science, and Life Science topics using books, poems, movement, and pen-to-paper activities. Families received several National Geographic books and two quality picture books for their home library. A culmination event will be held during the last class, with bookbags stuffed with school supplies and a Qwirkle game as a gift.

During the lesson on shapes, the scholars were to match photographs to the shape posted on a board and try to name that shape. One scholar had a picture of a kite, she matched it to the diamond shape and called it a rhombus-which it is!

Beginner scholars spent time practicing many skills, like waiting turns, sharing, letter sounds, and counting. In one session the scholars practiced turn-taking by each lifting the flap of a book during the reading of *Where's Spot?* It was a challenge for the 3-year-olds, but they were able to slow down and wait.

A Mom and dad commented on how their child goes home and "reads" books like Ms. Trish. The family sings the songs learned in class.

Consistently, the dads at Beginner YSA have taken time out of their busy day to bring their scholars to YSA. They participate in the session and the activity provided at the end of Story Time. They interact with their child side-by-side. Playing with the Play Doh or Kinetic Sand. One dad commented on how his child is more interested in books!

### **0-3 Read to Me**

Through the 0 to 3: Read to Me Initiative, the following branches are now offering Playdate Story Times and have early childhood play spaces: Carnegie West, Harvard Lee, Jefferson, Lorain, Rice, Sterling, Union, West Park and Woodland. Special summer programs such as animal and puppet shows and more.

Additionally, all branches and Youth Services Main received ten early literacy bags to prompt conversation with families about early literacy programming and early childhood services in the community. Each bag included literature to promote programs and services, a set of play keys with the CPL logo and two board books. Bilingual English/Spanish books were also included. 3 Read to Me! Initiative is made possible by a grant from the Bruening Foundation. The goal of the grant is to provide programs and services for families with children birth to 36 months. The knowledge gained from these programs and services is crucial for brain development which is 80% by age three. This is essential for children to be ready to become a reader and have the skills necessary for kindergarten readiness.

### **FamilySpace**

FamilySpace continues to have new visitors and steady attendance at both locations; Carnegie West and Hough. Both Family Advisory Committees (FAC) met and reflected on the Participatory Evaluation process reviewing and reflecting on the evaluation itself and how implementation will move forward. FAC also discussed the Evaluation Showcase being planned for April. Families will have an opportunity to evaluate the tools they created, meet other FAC families, and be there as a local company makes a donation to FamilySpace.

There was a great turnout for the FamilySpace Saturday special at the Carnegie West Branch. FamilySpace was open from 10-2, and two sessions of Young Yogis was offered at 10:30 and 11:00 a.m. These sessions were led by an instructor from ZENworks Yoga, the area's leading non-profit committed to the mental and physical wellness for all in underserved communities. This session was geared to children ages five and under and a caring adult, with siblings welcome!

### **Youth Services Department**

The Youth Services Department, led by Youth Services Manager Annisha Jeffries and Jacqueline Lamb, the Director of Youth and Family Engagement, has been at the forefront of innovation and community engagement. The team, comprised of the enthusiastic Senior Librarian Lan Gao, the creative Children's Librarian Maria Lopez, the committed Public Service Associate Te'ier Langford, and the new Children's Librarian Katherine Jackson, is a team creating a community space that celebrates literacy, creativity, and engagement.

Lan Gao's deep commitment to professional development and community service has been invaluable. Her participation in the

Beanstack EDU: Library Front Line Staff Essentials training session and her valuable input during the Youth Services and Cleveland Reads Committee meetings have significantly enhanced our youth programming and services. Lan's promotion of a positive and inclusive work environment through her involvement in the Employee Engagement Committee and the Cultural Diversity ERG meetings is appreciated.

Her community outreach was highlighted by her assistance with Annisha Jeffries, Jacqueline Lamb, and the Marketing Team filming the Sugarman Award announcement at Charles Dickens Elementary School, reinforcing the library's commitment to literary excellence. Lan's translation of the ECF Hotspot Agreement into Chinese and her assistance with Annisha Jeffries and the rest of the YS (Youth Services) staff welcoming Katherine Jackson to conduct Story Time underscore her dedication to accessibility and team development.

Maria Lopez has brought dynamic energy to the department with engaging programs for young patrons. Her strategies for engaging teens, developed at the NEO Teen Summer Reading Workshop, have strengthened the library's connection with this demographic. Maria has entertained and imparted essential values through the Acts of Kindness program and preschool Story Time, fostering a strong sense of community. Her outreach work, including the academic enrichment visit from Beaumont High School and the creative session with the Oxford Hub After School Program, has been pivotal in enhancing student's learning experiences and encouraging their creative expression.

Te'ier Langford's innovative programming, such as the Valentine's Day Scavenger Hunt and the Countdown to the Eclipse: Phases of the Moon program, has significantly contributed to the community's engagement with the Art Lab. Her participation in Youth Services meetings alongside Katherine Jackson and her efforts in Outreach Story Time and the Oxford Hub After School Library Program highlight her commitment to literacy and community service.

Katherine Jackson has significantly impacted the Sticker Making Program in the Art Lab, drawing 31 participants. This initiative allowed children to explore their creativity and express themselves through sticker making, enhancing the Art Lab's offerings, and fostering deeper community engagement with the library.

A significant development in the Youth Services monthly meetings was that this was the first in-person meeting in 3 ½ years. Instead of the Lakeshore facility, the meeting was held at the MAGNET: Manufacturing Advocacy and Growth Network. Lisa Baskin Naylor, Director of Development and Partnerships, attended the Youth Services meeting as a special guest. Her presence was integral to discussions about community engagement and how public service staff can bring in community partners like Ms. Baskin-Naylor to enhance library services and outreach efforts.

In addition to their dynamic programming and community engagement initiatives, the Youth Services Department staff have embraced a new venture by taking shifts in the newly opened Studio 525 for teens. This state-of-the-art space, designed to foster creativity and digital literacy among the library's patrons, represents an exciting expansion of the library's services. The staff's involvement in Studio 525 allows them to directly support our teen patrons in exploring various creative tools and technologies, from digital fabrication to multimedia production. By actively participating in the day-to-day operations of Studio 525, the team enhances their technological proficiency and teen experience. The hands-on approach in Studio 525 further exemplifies the department's commitment to innovation and adaptability, ensuring that library services remain relevant and responsive to the community's evolving needs.

Under the leadership of Annisha Jeffries and Jacqueline Lamb, the team has enhanced community engagement and explored innovative ways to connect with and serve the community more effectively. The comprehensive activities and initiatives have exemplified the library's commitment to service, education, and community engagement. The substantial contributions to the library's mission and the communities it serve are a testament to our collective success, a fact that the team can all take pride in.

### **BRANCH NARRATIVES**

**D1 Eastman** - The Westown Community Development Corporation held their annual meeting at the branch with 31 neighbors in attendance. Attendees were given a tour of the reimagined branch by Manager Lauver. Legal Aid held an advice clinic at the branch. The My Digital Life series of computer training classes continued through March. Youth Librarian Cassandra Feliciano visited Watch Me Grow daycare for Story Time featuring silly books and songs. Ms. Feliciano also facilitated a four-week STEM series - Make a

Robot Car. In addition, Ms. Feliciano's Comfort and Calm session is gaining popularity. Public Services Associate Katy Flores hosted the Cozy with Christie monthly book club.

**D1 Lorain** - Several programs occurred such as Maker Lab's Paracord Survival Bands, Artbar, Under the Sea mermaid blankets, preschool Story Times, Building Blocks Club, 0-3 Read to Me Playdates and the Young Scholars Academy. The City of Cleveland's Public Health Department hosted a Lego Air Sensor workshop. Cuyahoga Reads hosted Coding4Kids and Youthbiz Academy programs. Librarian Andrea Csia and Library Assistant Youth Emphasis Todd Fagan provided outreach Story Times to Cleverbee Academy, Stockyard Elementary, Halle School, Willard and Marion Seltzer. Fagan attended the Read Across America outreach event at Clark Elementary. Csia attended the Spring Fling event at Michael Zone Rec Center. Manager Steward attended the Community Advisory Council member meeting for Cleveland Clinic, the Second District Policing Committee Meeting, and hosted the Westside Community House collab meeting.

**D1 Rockport** - Library Assistant William Petrucz hosted chess during the monthly Chess Club. Manager Luigi Russo met with Lanice McKinney, MYCOM West Park Regional Coordinator to promote Best Buy Teen Tech Center and learn about network opportunities. OPS, along with Cleveland State University and Hathaway Brown, provided an educational solar eclipse program Excited About the Eclipse. In partnership with MYCOM, the branch has become a Resource Closet site and handed out over 20 hygiene kits.

**D1 Best Buy Teen Tech Center (BBTTC)** - Staff hosted a community day, in which youth were encouraged to participate in cooperative games and activities. Members participated in a Show & Tell program where they created presentations to share with each other. Staff also hosted numerous programs, such as, studio workshops with Kringer & Co, college workshops with Best Buy, 3D printing, and tech tear down.

**D1 Walz** (Closed for FMP) -

**D1 West Park** - The campus held its first book sale in years. Staff continued hosting AARP Tax Aide weekly, providing free federal tax preparation for dozens of patrons. Art Therapy, tutoring, AR/VR, and Chill Comic Convos engaged our scholars. Librarian Tracie Forfia performed 22 outreach programs at Discovery Point, Newton D. Maker, Discovery World, Riverside, Clara Westropp, Valley View Boys, and West Park Community Schools. She also held two 0-3 Story Times, hosted groups from Care-A-Lot, Riverside, and the YMCA, and created March take-home

Story Time kits and the first monthly beginning reader kits. To date, 81 children have signed up for the 1,000 Books Before Kindergarten initiative. The branch also kicked off the Seed Library!

**D2 Brooklyn** - The campus reopened its doors to the community with a ribbon cutting ceremony which drew over 150 community members. The celebration included balloon art by Twister Girl, a caricature artist, button-making, tacos from Bario, and a bilingual Story Time by the Julia de Burgos Center. Students from Denison School visited the branch to sign up for library cards, enjoyed a Story Time, and checked out books from the library. The campus hosted Julia de Burgos Center's "Storytelling with Puppets" program and their "Dancing with Bamba Drums."

**D2 Carnegie West** - Librarian Helen Zaluckyj and Library Assistant Angelina Rosario visited City of Cleveland's McCafferty Health Center to conduct bilingual outreach. Zaluckyj represented the library at CMSD's Joseph M. Gallagher's Academic Night for parents. Manager Angela Guinther gave a tour of the library to Cleveland Public Library Foundation board members.

**D2 Fulton** - The campus hosted a Lego Air Sensors program in collaboration with the Clark-Fulton Community Forward Learning Center and the City of Cleveland Division of Air Quality where families were able to build air sensors out of Legos with 40 in attendance. USCRI continued to host ESOL classes and acclimation classes at the branch with 12 students and seven children attending. LegalWorks has gained many new clients in the past month, averaging six people each Tuesday.

**D2 Jefferson** - Dance Arts by Regina led a four-week dance class on Mondays. Fish Cleveland led a presentation on plastic waste in Northeast Ohio and shared the various types of waste found in the waterways. Public Services Generalist Grafton Lee led a Beginners Art class showcasing the work of Henri Matisse. Public Services Associate Danielle Konkoly led the Think and Drink Book Club at Lincoln Park Pub and the Cookbook Club. Librarian Karen Kelly Grasso led a weeklong Dig into Dinosaur program where kids acted as paleontologists using resources provided by COSI. Jefferson ran a weeklong used book sale. Therapeutic Art continued their workshops on Tuesdays.

**D2 South Brooklyn** - Manager Joanna Rivera held a "Spill the Tea" program for adults to discuss and share tips on the topic of gardening to get ready for the Spring months ahead. Youth



Service staff conducted outreach to their schools and daycares and had Teen Art Appreciation, Gamer's Guild, after school chess, and the World in Watercolor art program. Staff added Therapeutic Art with a therapeutic art instructor every Monday. Manager Rivera met with The Senior Citizens Resource Inc. and Recovery Resources to discuss partnership programming.

**D2 South** - Staff received training for the Food Bank's new service at the South Campus, including the distribution program and the tracking software used to collect stats. Librarian Jennifer Moncayo hosted a slime party with the assistance of Le'asia Lease-Hoyle, the Saint Martin the Porres student working at the South Campus. Two new families have joined Bilingual Story Time. Also, this month the South Campus offered a new program, Streaming With OBS, a free open-source platform that allows users to screencast and stream.

**D3 Garden Valley** - Clerk Cristyle Frye hosted the Walz Book/Movie Club. Public Services Generalist Daniel DeFreitas attended the *If I Hear the Letters "AI" One More Time* webinar by NEO-RLS. Library Assistant Leonard Burks and Public Services Associate Eren Crebs conducted Story Times at Rainbow Terrace Daycare and Anton Grdina Elementary. Burks and Assistant Manager Donald Smith presented an Intro to Music Appreciation program. Crebs facilitated four sessions of Building Engineers with Robotics Challenges. Public Services Generalist Emma Pavlik and Crebs ran Anime Club every other Saturday.

**D3 Hough** - Therapeutic Art for Kids is back with a new teacher, Jaime. Wave Space Art Class with Julie encourages the students to be creative during their screen-printing activity. Zygote Press guided participants in creating their own limited edition tote bag. Educators from the Cleveland Museum of Natural History hosted two Solar Sleuths and DIY Eclipse programs. Participants were given a pair of eclipse glasses and vouchers to visit the museum.

**D3 MLK** - Manager Kimberly Hunter staffed a crafts table at the Cleveland Orchestra's Around the World pre-concert at Severance Hall. Snake craft supplies and take-home kits were produced by Librarian Angela Margerum. Margerum and Library Assistant Eugene Callier conducted four outreach Story Time sessions with PNC Connections, Euclid Park, Sweet Kiddles, and Quincy Place. Public Services Associate Bessie Coleman posted Club MLK Line Dancing videos each Friday. Public Services Generalist Andrea Bennett assisted Hunter with the Fenway Manor book club.

Margerum hosted the Beats & Lyrics: Women's History Month Edition. Staff hosted College Now with a FAFSA help session.

**D3 Sterling** - Librarian Sonja McCord presented Story Time at Clever Bee Academy, Marion-Sterling Elementary, Where Futures Begin, and YWCA preschools. Public Services Assistant Charles Bailey provided outreach to William Bingham Early Learning Center. Public Services Assistant Valerie Gee surprised the children with a special St. Patrick's Day Kids Cafe followed by a Green Button Making program. Public Services Generalist Nabil Abad taught the first in a series of Bucket Drumming group lessons. Public Services Generalist Jamen Turner led a Friday Video Game program. Manager Monica Rudzinski attended the Central MyCom, M-S Partnership, Central Collaborative, and Third District Police community meetings.

**D3 Woodland** - Buttons Galore and Tye Die programs were hosted by Librarian Lanecia Smith and Public Services Associates Shawnte Baldwin and Courtney Furcron. Smith hosted Story Time outreach at All-Around Day Care and St. Adelbert Catholic School. Public Services Associate Shawnte Baldwin and Furcron presented the Intergenerational Board Game program. Manager Maria Estrella attended the MyCom Central, Goodrich-Kirtland and Central Collaborative meetings.

**D4 East 131<sup>st</sup> Street** - Librarian Kelli Minter led a caterpillar to butterfly craft for young scholars to welcome spring. Public Services Associate Ericka Smith held a pinata-making craft. Public Services Generalist Shirley DeYampert worked with young scholars to create collages with leaves. Public Services Generalist Joseph Bruno held a letter-writing course. Staff held five sessions of Therapeutic Art for kids and teens.

**D4 Fleet** - Tristram CP Mizak, from the United States Department of Agriculture Farm Services Agency provided a walk-in opportunity for patrons with questions about urban gardening, beekeeping, and homesteading. With the recent resignation of Public Services Associate Giovonni Braden-Dorsey, Public Services Generalist Kathy Bowers began shadowing Librarian Natalie Flamik during Story Times and outreach activities at area schools and daycares; Fester Brown, Laver, All Around Children, Clever Bee, Mound and Harvard Enrichment Learning Center.

**D4 Harvard-Lee** - The Crafty Ladies Society donated 79 crocheted items to Warm Up Cleveland. The branch hosted six patrons for three weeks of Tech Central's My Digital Life Microsoft Word class. Manager Kristen Schmidt coordinated a donation of 50

chess sets for programming at four branches. Schmidt hosted Literacy Cleveland for the Fiction Writing workshop, Fix-It CLE for a repair workshop, College Now for FAFSA help, and the adult book club. Librarian Alycia Woodman and Library Assistant Kevin Moore presented a preschool Story Time for a special education class of eight at Whitney Young School, and our first 0-to-3 Play Date. The team presented Plant a Flower, Poetry Club, Painting Palooza, Let's Make Music, and Patron Appreciation Day. The carpenters relocated two walls of shelving for ADA compliance.

**D4 Mt. Pleasant** - Legal Aid hosted a session about Estate Planning with 20 attendees. Librarian Dianna Trent hosted the Youth Art Month Art Gallery where 20 youth created paintings, sculptures, and collages. The student's artwork will be on display until early April. The branch welcomed a new Public Services Generalist, Clay Pilkenton, who was promoted from a custodial position at Carnegie West.

**D4 Rice** - The Rice Branch has formed a partnership with the Cuyahoga EITC Coalition to provide free tax services three times a week. There have been 95 returns filed and 64 EITC returns, equaling a total refund amount for patrons of \$138,076! This has been a highly used service since January.

**D4 Union** - Young Scholars Academy welcomed 25 participants. Library Assistant Valerie Johnson's outreach included Nathan Hale, Miles Park, Miles, and Prep Woodland Hills schools. Johnson's True2U mentoring commenced at Stonebrook-White Montessori. Twenty scholars celebrated Dr. Seuss's birthday with crafts, Story Time, cupcakes, and the movie Horton Hears a Who. Art Therapy welcomed families while Tech Central taught Digital Navigator, Digital Keyboard and Mouse, Digital Computer Basics, and Windows Basics. Cricut Creation classes welcomed five patrons. The 0 to 3 Read to Me programs prepared five children for kindergarten readiness. CPL Play helped 30 teens explore game design.

**D5 Addison** - Staff welcomed a new partnership with Promise Academy. Librarian Heidi Malinoski and Public Services Generalist Shakita Miles engaged with Superior Academy for Story Times. Public Services Associate Ashley Martinez attended the MyCom meeting. Manager Tamara Means participated in outreach with EJ Kovacic Recreation, Thurgood Marshall Recreation, Upcycle, and Diamond Cut Barbershop. Big Hearted Blooms donated 30 flower bouquets.

**D5 Collinwood** - Art Therapy programming was added to the branch on Mondays. Library Assistant Kiaira Jefferson provided Story Times to Key 4 Kids and Scholars of Tomorrow. Librarian Emily Szymanski and Public Services Generalist Marlon Merritt provided Story Time to the Boys Academy and East Clark School. Other programs included Excited About the Eclipse, St. Patrick's Day, and Money Game. Szymanski tabled at the Student Resource Fair with Famicos Foundation and provided support to True2U at East Clark. Manager Caroline Peak attended a Collaboration Meeting at Cleveland Clinic Euclid General Hospital.

**D5 Glenville** - Public Services Associate Sarah DeRosa visited Murtis Taylor Daycare weekly to play the ukulele, sing, and read picture books. DeRosa and Public Services Associate Shawnte Baldwin visited Glenville High during lunch hour for a Zine-making program. Manager Peter Roth and Baldwin visited Morningstar Tower to make origami shamrocks with residents. Librarian Maggie Lawrence conducted Story Times at the WIC office at J Glenn Smith Health Center, Wade Early Learning Center, and Stephanie Tubbs Jones School's kindergarten class.

**D5 Langston Hughes** - Librarian Christopher Busta-Peck presented Story Times at Stonebrook Montessori and Wilson Elementary schools. Library Assistant Ron English conducted Progress with Chess and visited Early Steam Academy. PNC Bank featured the Financial Wellness workshop. Manager Bill Bradford developed a new partnership with the Cleveland Museum of Natural History, who presented a Solar Sleuths program.

**D5 Memorial-Nottingham** - Public Services Associate Cassandra Dunn-Childress conducted a vision board program for Women's History Month. Pound Pro Erin Williams offered Pound Fitness class. Collinwood resident Becky Mitchell conducted the knitting program. University Hospitals Seidman Cancer Center taught patrons the health benefits of quitting smoking. Manager Pasha Moncrief Robinson attended the CPD 5<sup>th</sup> District meeting. Public Services Generalists Christopher Kulcsar and Michael Fillinger attended the Waterloo Merchants meeting. The branch coordinated with OPS to provide a Jazz Concert and lunch to senior citizens from Benjamin Rose and Senior Connection Centers. Librarian Adam Tully and Library Assistant Marvin Benton conducted Story Times for nine schools and daycare centers.

## **DIVERSITY, EQUITY AND INCLUSION**

During the month of March, the Diversity, Equity and Inclusion Department engaged in and/or championed the following, as CPL strives toward operating with excellence:

- Partnered with Tri-C to support Women's Day Summit *Catch the Fire Women as Agents of Change in the Workplace* on Friday, March 1, 2024. This was a sold-out event. Approximately 160 women participates. Cleveland Public Library Donated over 200 books.
- Partnered with Marketing to initiate Talk on Tuesday ERG menstrual equity initiative press release.
- In celebration of Women's History Month, CPL's Talk on Tuesday (TOT) ERG hosted a Lunch and Learn for staff entitled: Using Your Power to Make Herstory, with guest presenter Ms. Clotea Mack.
- In recognition of Developmental Disability Awareness Month, Curb Cut ERG hosted a Lunch & Learn for staff with guest presenter Cuyahoga DD Good Life Ambassador Grace Blatt entitled: Graced by Grace.
- Participated in ongoing planning as part of the Employee Engagement and Appreciation Day committee. The day is tentatively scheduled for August 9, 2024.
- Planned with the Cultural ERG for the team's Eid celebration at the Eastman Branch and Asian American Heritage Month (Asian Festival).
- Met with leadership from Lutheran Metropolitan Ministries to explore Workforce Development opportunities.
- Conducted monthly Skulski team meeting with CPL leadership.
- Met and engaged with Ohio Metropolitan Library DEI and HR professionals.
- Attended Brooklyn's Grand Re-opening. Greeted and met with patrons and staff.
- Conducted a team meeting with Cleveland Heights/University Heights Library professionals to discuss DEI and what steps CPL is taking to ensure DEIAB is embedded in our principles and work culture.
- Toured the new Martin Luther King, Jr. construction site with Chief of Operations John Lang and met with current MLK Library

staff, along with Jean McFarren to discuss future logistics, gather feedback and answer questions.

- Met with John Malcom and IT team to explore Wayfinding alternatives as it relates to Main and LSW (high-tech and low-tech alternatives).
- Visited Rockport Branch to further get acquainted with staff, patrons and SPS officer.
- Met with HR Generalist Dawntae Jackson to discuss employee relations and provide recommendations.
- Planned with CMSD Integrated Health Department and Director of Youth and Family Engagement Ms. Jacquelynn Lamb. CPL will participate in CMSD's Health Expo on April 26<sup>th</sup> and 27<sup>th</sup>.
- Program Planning and Partnered with Village of Healing and Neighborhood Family Practice in honor of Black Maternal Health Week in April. CPL's Talk on Tuesdays (TOT) ERG will support the Movie Screening event entitled: Black Motherhood Through the Lens, at Cleveland Public Library's Auditorium, Louis Stokes Wing, Monday, April 15, 2024, 6:00-8:30pm.
- Planned with Stephanie Jansky to provide on-demand interpreting services for CPL patrons (as needed). Met with Cleveland Hearing and Speech to discuss their new translation services and conducted a follow up meeting with CPL leadership team to discuss logistics and explore potential opportunities through partnering with Cleveland Hearing and Speech.
- Conducted new DEI segment of New Employee Orientation, introducing new staff to DEI initiatives at CPL, to included: ERGs, Supplier Diversity policy, and an introduction to unconscious bias and the ways in which it can influence workplace culture and employee customer service.
- Attended Mayor Bibbs State of the City.

## **EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION**

### **EXTERNAL RELATIONS & ADVOCACY UPDATES:**

- *Goal: Increase Elected Officials and Key External Stakeholders' Awareness and Understanding of CPL's Community Impact*
  - *CPL update meeting conducted with Councilman Kevin Conwell*
  - *Ohio Library Council Legislative Day planning*

### **CPL DEVELOPMENT UPDATES:**

- *Goal: Align fundraising to support CPL strategic plan*
  - Fundraising
    - Received additional funding for the Urban Libraries Council's Barbershop Books Initiative
    - Submitted grant request to the City of Cleveland Transformative Arts Fund.
    - Submitted new request to Starting Point for 2024 Out of School Time programming.
    - Submitted progress report to Ohio Department of Education for Libraries Accelerating Learning grant

### **CPL FOUNDATION UPDATES:**

- *Goal: Reach Financial Targets*
  - Advance the Foundation's 2024 financial targets.
    - Hosted various meetings with potential new funders/sponsors
    - Conducted various CPLF board committee/chair meetings
    - Coordinated sponsor attendance at Girl Power on April 2.
    - Continued to develop plans for Library Giving Day (LGD) on April 3
      - Acquired new social media influencers to post about LGD

### **ADDITIONAL DEPARTMENT EFFORTS**

- Submitted letter of support to Cleveland Print Room.
- Submitted letter of support to Holden Forests and Gardens.
- Submitted letter of support for continued participation in Be My Neighbor Day.

- Submitted letter in support of nomination for Anita Ruf Young as the CSU Distinguished Staff Award (for America Reads partnership).

## **COLLECTION & TECHNICAL SERVICES**

Director of Collection and Technical Services Sandy Jelar Elwell, Collection and Acquisitions Manager Olivia Morales, and Collection Management Librarian Laura Mommers met with Popular Department Manager Jen Jumba to discuss the selection of materials and implementation of a Lucky Day collection for the Popular Library.

Ms. Jelar Elwell attended two meetings of the Hotspot Committee and the Northeast Ohio Regional Library System (NEO-RLS) Technical Services/Collection Development Networking Meeting.

Collection and Technical Services staff attended the monthly CPL All-Staff Town Hall meeting. Ms. Morales and Technical Services Librarian Michael Gabe attended the sixth session of the NEO-RLS 2023-2024 Leadership Academy on March 21, which consisted of the workshops "Good Leaders, Bad Decisions" and "Success through Accountability."

**Acquisitions:** The Acquisitions Department received 9,436 items, 42 periodicals, and 1 serial; added 3 periodical items and 136 comics; and processed 1,042 invoices.

Acquisitions Coordinator Alicia Naab assisted Social Sciences Department Manager Steve Capuozzo in locating materials for a patron request by adjusting reference holding codes for on order items. Ms. Naab also advised Mr. Capuozzo to submit reserve requests with selection lists to expedite desired materials for patrons.

Technical Services Librarian Tonya Jenkins attended the Booklist webinar "Spring Book Club Picks" on March 12 and the Midwest Tape webinar "Advancing Your Digital Library: A Sneak Peak into the hoopla Digital Roadmap" on March 21.

Technical Services Serials Clerk Paula Stout began a leave of absence on March 4.

**Catalog:** Staff cataloged 4,641 titles, including 245 original records and 59 upgrades, added 4,902 items, created 244 Library



of Congress call numbers, completed 351 bibliographic quality control transactions, and transferred 137 titles or call numbers for Cleveland Public Library. The Department also added 3,779 titles, made 52 corrections, and performed 71 transfers for CLEVNET member libraries. Librarians handled 121 email and phone requests from Library staff and 242 requests from CLEVNET.

Technical Services Librarians Michael Gabe, Celia Halkovich, Heather Gohring, Barbara Satow, Erin Valentine, Jessica Williams, and Technical Services Associate Marquette Brown continued to catalog High Demand material. Ms. Satow also began reviewing High Demand nonbook material. Mr. Gabe re-added 74 items for Social Sciences and began working on the backlog of Slavic gifts and books returned by Public Services.

Ms. Valentine worked in the Special Collections Department on March 20, as part of the Embedded Catalog Librarian Project. As part of the project, she created eight original records, including three for Arabic language manuscripts and one for an original print by Jordan Wong. She also created the collection level record, Cleveland posters collection, for Cleveland-area posters advertising local events.

Ms. Valentine attended the Northeast Ohio Regional Library System (NEO-RLS) webinar "If I Hear the Letters "AI" One More Time..." on March 7. Ms. Halkovich volunteered for and was interviewed on March 12 for the OhioNet Anti-Racism, Diversity, and Inclusion Assessment. The assessment findings will be presented by OhioNet at a later date. Mrs. Halkovich attended the Disabilities ERG webinar "Graced by Grace: Experience and Accomplishment Stories from a Self-Advocate." Ms. Satow monitored the Women's ERG presentation "Using your P.O.W.E.R. to make history/her story."

**Collection Management:** Collection Management selected 1,799 titles, 7,217 items, and spent \$139,744 on physical materials and \$13,787 on eMedia.

Collection and Acquisitions Manager Olivia Morales attended the Library Journal webinar "Spring Graphic Novels for Patrons of All Ages - Part One" and the Northeast Ohio Regional Library System (NEO-RLS) webinar "The Science of Reading: You Don't Have to be a Scientist to Understand It" on March 13. She attended the Booklist webinar "Summer Scares Adult" on March 25.

**High Demand:** The High Demand Department received and added 6,724 items and processed 279 invoices.

Technical Services Librarian Libby McCuan attended the Brooklyn Campus grand opening on March 2 and the webinar "Researching Women's, Gender, and LGBTQIA+ Perspectives at the Library of Congress" hosted by the Library of Congress and the U.S. Government Publishing Office on March 26.

**Logistics:** The Technicians unpacked and sent 4,632 new items to the Acquisitions Department and 6,008 new items to the High Demand Department.

**Materials Processing:** The Materials Processing staff processed 13,807 items.

### **OUTREACH & PROGRAMMING SERVICES**

Legal Aid and LegalWorks: The Eastman branch of the Cleveland Public Library hosted Legal Aid on March 9<sup>th</sup>, where 46 patrons were able to receive free legal counsel from 24 volunteers. LegalWorks is still providing its services at Fulton, Mt. Pleasant, Woodland and Memorial Nottingham branches. Patrons can seek assistance with a wide array of legal matters, underscoring the library's dedication to providing vital legal support for all members of the community.

Barbershop Books: Barbershop Books and CPL have joined forces to curate a collection of engaging books at select barbershops and salons, specifically tailored for young Black readers in grades K-7. Through Barbershop Books, barbers receive training in early literacy, fostering a nurturing environment for young readers. Currently, CPL has established ten locations across Cleveland, strategically placed to promote literacy among African American boys. With an average of three to four students visiting each shop daily, which are open six days a week, the initiative is making steady progress.

The People's University - Eclipse: In March, Outreach and Programming (OPS) staff maintained the excitement of the eclipse by continuing "Excited About the Eclipse, in collaboration with the Cleveland State University Soc Society of Physics Students and students from Hathaway Brown School. The first March session took place on March 1<sup>st</sup> at the Rice Branch, drawing in 56 participants. Another session followed suit on March 22<sup>nd</sup> at the Rockport branch. These programs were designed to engage visitors on their terms, providing insightful answers to their inquiries about the upcoming solar eclipse while learning about

the science behind this celestial spectacle set to take place in Cleveland on April 8<sup>th</sup>.

**Seed Library:** On March 12<sup>th</sup>, the Cleveland Seed Bank held a Meet and Greet event, initiating the distribution of the 2024 Seed Libraries. On March 19<sup>th</sup>, the Seed Libraries were officially launched at the Cleveland Public Library, boasting eight locations across various branches. Notably, the introduction of the "One Seed, One Community" initiative, featuring the Provider Bush Bean, enhances community engagement by encouraging patrons to share their cultivation experiences. These Seed Libraries can be found at Carnegie West, Harvard Lee, Lorain, Main, Memorial Nottingham, Westpark, Woodland, and various OPS locations, including the Wade Oval Book Box, AsiaTown Artbox, Edgewater Book Box, and other outreach efforts.

**Afterschool Services:** The Art Therapy Studio, now expanded to encompass eight branches, offers innovative art-based interventions tailored for social and emotional growth. Notably, this season marks a substantial expansion with two branches introducing an enhanced Art Therapy program requiring parental consent for participation. These branches include South Brooklyn, Collinwood, Jefferson, Sterling, Hough, and East 131, while Art Therapy sessions persist at the Union and West Park branches. America Reads Tutoring services persist in providing invaluable support to scholars navigating academic challenges. The Greater Cleveland Food Bank's Kids Cafe program remains unwavering in its mission, ensuring that scholars can receive nourishing meals at all Cleveland Public Library locations throughout the school year.

**Women's History Month Reading Challenge:** Throughout March, the Cleveland Public Library encouraged readers to participate in the Women's History Month Reading Challenge, aimed at acquainting patrons with influential women from history. Incentives such as tickets to Annie the Musical, a Cedar Point Gold Pass, a \$50 Target Gift Card, and a lively classroom bowling and pizza party awaited those who took part.

## OUTREACH

**Outreach Efforts:** On March 15<sup>th</sup>, Outreach Manager, Isabelle Rew, set up a resource and activities booth at the Third Fridays Art Walk at 78<sup>th</sup> Street Studios, a monthly event showcasing arts and crafts in Cleveland's West Side. During the event, OPS staff interacted with 116 visitors, distributed 137 books, and enrolled over a dozen individuals in the Women's History Month

Reading Challenge. Additionally, patrons were able to create their own unique buttons using recycled magazines from the library's collection. On March 26<sup>th</sup>, Ms. Rew alongside The People's University (TPU) Manager, Marina Marquez, and Special Projects Coordinator, Hope Wondowsky, orchestrated a lunch-and-learn session for first-year Bonner Scholars from Oberlin College. The session delved into an array of library initiatives, spanning from Cleveland READS to The Hope Collection, Barbershop Books, CPL's early literacy services, and The People's University. ON March 28<sup>th</sup>, OPS staff hosted a resource table at the City Club of Cleveland's 2024 State of the City with Mayor Justin M. Bibb. Approximately 150 books and 300 pairs of Solar Eclipse Glasses were distributed to over 300 visitors, all while sharing information about the upcoming OPS events and other Library programs and services.

#### SATELLITE ACTIVATION

West Side Market Book Stand: Throughout March, the Cleveland Public Library's stand at the West Side Market welcomed over 4,450, distributed 11,716 books, 35 COSI STEM kids, 900 pairs of Eclipse glasses, and 78 Warm Up Cleveland hand-knitted goods to patrons who visited the stand. On March 9<sup>th</sup>, to help kick off the Women's History Month Reading Challenge, TPU organized a reading flash mob at the West Side Market where over 100 readers collectively read for 10 minutes.

Fix-It CLE Workshops: On March 16<sup>th</sup>, Ms. Rew spearheaded the opening of the Fix-It, CLE workshops for 2024 at the Harvard Lee branch. From noon until 4 pm, the event welcomed patrons to drop in with broken or damaged items, where they could learn repair techniques alongside experienced coaches. The initiative aims to diminish waste and empower communities by using practical skills for fixing everyday items. The event flourished through partnerships with the Cuyahoga County Solid Waste District, Circular Cleveland, and the Sears Think[box]. A total of 18 patrons, alongside two coaches and three staff members participated, totaling 23 attendees. Notably, five items were successfully repaired during the session, including a purse, grabber, vacuum, plant stand, and a hat.

#### **MARKETING & COMMUNICATIONS**

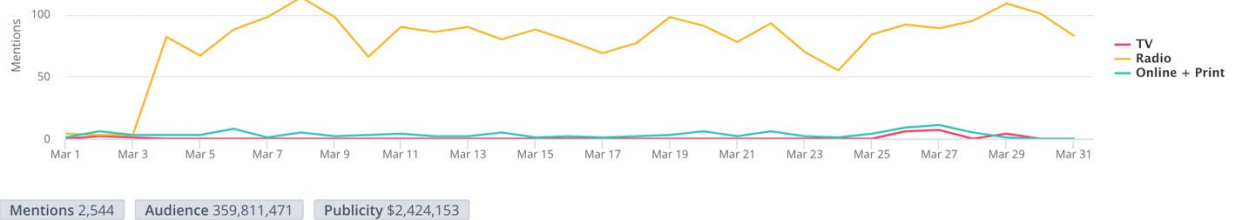
Department Vision: Use all methods of marketing to inspire Greater Clevelanders to love their library over and over again.

- Women's History Month
- Mar 2: Brooklyn Campus Reopening
- Mar 8: Writers Unplugged: Lisa Unger
- Mar 9: Women's History Month Flash Mob at West Side Market & Music at Main
- Mar 16: Two Great Women in History: Jane Edna Hunter and Ruth Bader Ginsburg

### Other Key Initiatives

- Studio 525
- Solar Eclipse


### Media Mentions by Type




### Social Media


(Chg v. last month)	Facebook	Instagram	X (Twitter)
Followers	↑ 61	↑ 170	↑ 60
Engagement Rate	↑ 27.3%	↑ 48.7%	↓ 13.3%

### Top Posts by Platform

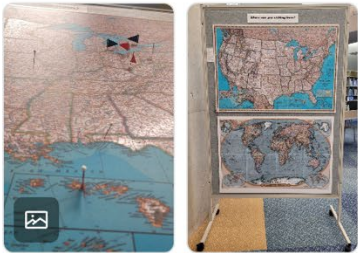
 [@Cleveland\\_PL](#)  
Sun 3/17/2024 2:47 pm EDT


You always have luck with the library!




 [@Cleveland\\_PL](#)  
Fri 3/15/2024 11:01 am EDT

The new pushpin map in Map Collection is a hit! Exciting to see visitors joining from near and far. Although the map ha...



 [@Cleveland\\_PL](#)  
Sat 3/2/2024 12:34 pm EST

Today, we're celebrating the Grand Opening of the newly reimagined Brooklyn Campus 🎉 Thank you to our...





Cleveland Public Library  
Mon 3/11/2024 9:55 am EDT

Thank you to everyone who joined us for the for the Reading Flash Mob at West Side Market on Saturday! We had nearly...



Cleveland Public Library  
Thu 3/7/2024 11:00 am EST

#TBT Today's 1940 photo takes us to a very crowded slide on the grounds of the Lincoln Park playground located in the...



Cleveland Public Library  
Fri 3/1/2024 11:00 am EST

Our future is building in the historic Brooklyn Centre neighborhood! Come join the celebration at the reimagined...



clevelandpubliclibrary  
Fri 3/1/2024 11:00 am EST

Our future is building in the historic Brooklyn Centre neighborhood! Come join the celebration at the reimagined...



clevelandpubliclibrary  
Thu 3/7/2024 11:00 am EST

#TBT Today's 1940 photo takes us to a very crowded slide on the grounds of the Lincoln Park playground located in the...



clevelandpubliclibrary  
Thu 3/14/2024 11:00 am EDT

#TBT Today's undated photo gives a glimpse of a Cleveland St. Patrick's Day Parade of yesterday. The West Side Iris...



### Website

Unique Visits	Avg Time on Site	Top 3 Traffic Sources	Top 3 Page Views	Bounce Rate
259,151 ↓ 3.2%	1m 08s ↓ 9.2%	1. Direct 2. Google 3. Bing	1. Home Page 2. Results Necrology File Index 3. Show Record News Index	43.8% ↑ 0.8%

## E-Newsletter & E-Blasts

compared to previous 30 days



## Print Material Overview



## SAFETY & PROTECTIVE SERVICES

### Safety Services

- 3-1-24: Carnegie West (temporary lockdown for 6 minutes)- domestic dispute on exterior of branch. 911 called. Parties dispersed on their own.

- 3-2-24: Langston Hughes-911 called for patron with medical emergency. Branch patrol assisted.
- 3-2-24: LSW-911 called for patron with medical emergency. Transported to Lutheran Hospital.
- 3-12-24: CMSD 120 students for STEM.
- 3-12-24: C. West-CPD notified due to patrons fighting.
- 3-13-24: South evacuated due to gas smell; normal operations resumed after CFD safety check.
- 3-14-24: Brooklyn branch evacuated after staff reported strong smell of gas; CFD called for safety check. Building checked okay and normal operations resumed. Staff member home sick. CFD is attributed smell to carpet odor. Capital Projects to investigate.
- 3-14-24: Mt. Pleasant 911 called for patron who was unresponsive. EMS arrived on scene, but patron refused treatment (SIR 24-0307).
- 3-14-24: C. WEST patron with medical emergency; EMS transport the patron to Lutheran (24-0308).
- 3-15-24: S. Brooklyn-patron threatened staff and 911 was called.
- 3-17-24: St. Patrick's Day (library closed to public)
- 3-20-24: Mt. Pleasant went on temporary lockdown after being advised by police that someone was shooting in the area.
- 3-21-24: Union-Patron disturbing-making threats. CPD notified. Mental health crisis (SIR 24:0355).
- 3-21-24: LSW-911 called for patron with mental health crisis (SIR 24-0354)
- 3-22-24: CMSD 120 students for STEM
- 3-25-24: LSW-EMS notified due to patron with mental health crisis. Patron transported to Metro.
- 3-28-24: C. West-CPD called to assist serving an expulsion to guest who has exhibited violent tendencies previously. CPD arrived and patron was served the expulsion without further incident.
- 3-28-24: C West-a patron accused another patron of sexual assault (off library property). First responders were notified and responded. A preliminary investigation was done, and officers deferred further action pending on-going investigation.



**PROTECTIVE SERVICES**

## Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
<b>Mar 2024</b>	<b>1471</b>	<b>28</b>	<b>24</b>	<b>29</b>	<b>184</b>	<b>53</b>
<b>Feb 2024</b>	<b>1407</b>	<b>12</b>	<b>44</b>	<b>18</b>	<b>163</b>	<b>168</b>
<b>Jan 2024</b>	<b>1566</b>	<b>37</b>	<b>28</b>	<b>15</b>	<b>156</b>	<b>104</b>
<b>Dec 2023</b>	<b>1350</b>	<b>29</b>	<b>28</b>	<b>25</b>	<b>153</b>	<b>53</b>
<b>Nov 2023</b>	<b>1338</b>	<b>31</b>	<b>32</b>	<b>12</b>	<b>115</b>	<b>119</b>
<b>Oct 2023</b>	<b>1912</b>	<b>42</b>	<b>76</b>	<b>51</b>	<b>152</b>	<b>67</b>
<b>Sept 2023</b>	<b>1418</b>	<b>27</b>	<b>87</b>	<b>12</b>	<b>152</b>	<b>83</b>
<b>August 2023</b>	<b>1355</b>	<b>28</b>	<b>101</b>	<b>30</b>	<b>156</b>	<b>103</b>
<b>July 2023</b>	<b>1458</b>	<b>14</b>	<b>76</b>	<b>21</b>	<b>110</b>	<b>161</b>
<b>June 2023</b>	<b>1335</b>	<b>24</b>	<b>72</b>	<b>19</b>	<b>100</b>	<b>47</b>
<b>May 2023</b>	<b>1433</b>	<b>30</b>	<b>38</b>	<b>40</b>	<b>142</b>	<b>Sys upgrade*1396</b>
<b>April 2023</b>	<b>1359</b>	<b>18</b>	<b>73</b>	<b>15</b>	<b>91</b>	<b>79</b>
<b>March 2023</b>	<b>1613</b>	<b>27</b>	<b>72</b>	<b>31</b>	<b>152</b>	<b>47</b>
<b>Feb 2023</b>	<b>1908</b>	<b>26</b>	<b>89</b>	<b>12</b>	<b>107</b>	<b>65</b>

## Special Attention, Special Events, and Significant Incidents

- 3-2-24: Wedding in Brett Hall-Mr. Spencer/OPS coordinating.
  - Bride needed access to staff locker rooms (okayed by OPS)
- 3-2-24: Main-Print your own tote bag (Archive)
- 3-8-24: Global Cleveland early arrival 08:00
- 3-14-24: Main-Ideastream film crew on scene
- 3-16-24: MTV film crew on scene
- 3-17-24: St. Patrick's Day special attention (plan submitted)
- 3-20-24: Social media influencer-Alex Farmer (Melanie Townsend) photography downtown.
- 3-21-24 & 3-22-24: Financial Auditors at site 08:30
- 3-21-24 Costume actor Ryan Kinney at the Archive for Photos (Charkosky).
- 3-22-24; Kaitie and Kyle Nickel of Cleveland Vibes will be at LSW this Friday, March 22 at 10:30 to film with Suzi Perez in TechCentral for our Library Giving Day collaboration.
- 3-26-24: Main-911 called for male feeling suicidal. Being transported to Charity.

- 3-27-24: Homeschool co-op will be at Main/LSW for field trip.
- 3-30-24: CMSD staff retreat (LSW 2).

#### Protective and Fire Systems

- 3-13-24: SA Communale on site for annual sprinkler inspection
- 3-5-24: Homeland Security-active shooter workshop
- 3-6-24: Met with Capitol Projects and Woodland Campus regarding enhancing lock down capabilities.

#### Contract Security

- Securitas declined to provide a proposal for security guard services.
- 3-11-24: Met with IPS and CPL IT regarding Tiger technology (suspended). To begin pilot at West Park for Vestibule communications. AI alert adjustments enacted. Additional cameras to be affixed at Lakeshore (Cerney).

#### Administration

- 3-1-24: Social workers in the library
- 3-6-24: Met with Orangeboy representatives regarding CPL incident reporting.
- 3-7-24: Met with ARMS incident reporting representatives.
- 3-7-24: Conferred with Columbus library regarding Royce contractor.
- 3-10-24-Patron alleges injury on S. Brooklyn library property 11-8-23. Archived video forwarded to legal 3-10-24.
- 3-11-24: Meeting with IPS regarding difficulty with Tiger Technology.
- 3-13-24: Met with PS senior director and Foundation about changes to book sale pick up.
- 3-14-24: Met with Ohio Library Security Coalition
- 3-15-24: Local 860 filed Grievance at step 2 for one of their members.
- 3-15-24: CPL Health and Safety meeting
- 3-18-24: Met with Flock Safety reps re license plate readers.
- 3-20-24: Attended insider threat assessment discussion sponsored by the NYC Shield Unit.  
<https://www.nypdshield.org/>.

- 3-18-24: 5 new hires began OPOTA training with Action Defense
- 3-27-24: Collin wood staff safety briefing

## **PROPERTY MANAGEMENT**

### Carpenters/Painters

- On Saturday, March 2<sup>nd</sup> completed all last minute details for Brooklyn branch grand re-opening.
- LSW- hang banners on LSW exterior and placed more cinder blocks on rooftop to secure weather station camera base.
- Harvard-Lee- removed some shelving from walls and installed shelving in the meeting room. Replaced carpeting and painted walls as needed.
- Main- assisted custodial staff with dock clean-up to make room for new vehicles. Prepped and painted Brett Hall office space, assembled new desk, cleaned and waxed floor.
- Continuing working on the A.D.A deficiency list by doing more door closer pressure tests.
- Worked with OPS to find blueprint and dimensions of the Auditorium floor to discuss leasing space.
- Measured old shipping room in Main building to draw out footprint of the room to scale and discuss creating office space for staff and still include the mailroom in the layout.

### Maintenance Mechanics

- Ionization installation on going at Memorial Nottingham.
- LED lighting conversion continuing in Main Rice branch.
- Working with FMP to bring buildings into operation.
- Continuing to install lighting occupancy sensors in staff restrooms in Main/LSW.
- Continuing with branch air handler preventative maintenance.
- Replacing T-12 fluorescent lighting at Fulton, Fleet, E.131, and Sterling, Memorial Nottingham, Lakeshore, Mt. Pleasant, and Union branches.

- Working with camera repairs with SPS and in planning stage to do camera upgrades at Lakeshore.
- Working on restroom issues at FMP branches.
- Replaced freeze stats on air handler unit 1 at Harvard-Lee branch.
- Preparing cooling system at Lakeshore facility for cooling season.
- Contractor started replacing HVAC system at Union branch.

### **INFORMATION TECHNOLOGY & CLEVNET**

- App Updates:
  - We have entered into an agreement with ByWater Solutions for a new online catalog (Aspen) and mobile app (LiDA). This will bring a much-needed enhancement to our public catalog and app. This also prevents us from having further issues in the future with company legal disagreements. We are scheduled to go-live on October 28, 2024.
  - The Software Team met with representatives from ByWater Solutions on March 4 to discuss initial implementation.
- Jamie Mason, Jim Benson, and Megan Trifiletti attended the SirsiDynix Users Group conference (COSUGI) in Provo Utah on March 5-8, 2024.
- Mohamed Ragheb joined the CLEVNET team as Sr. Director of CLEVNET on March 13.
- Jamie Mason gave a brief presentation about CLEVNET to new staff at the CPL Staff Orientation on March 13.
- Jamie Mason, Andy Busch, Bill Hood, Darren Novak, John Malcolm and Anthony Long met on February 20 to discuss combined topics between CPL-IT and CLEVNET. We will continue to meet every other month.
- We have signed an agreement with Unique to use their MessageBee email marketing service. This is a replacement

for PatronPoint. This will automate and personalize all email notices from SirsiDynix (holds, overdues, item due, etc...). Notices will look like they are coming from the individual member library vs. a generic CLEVNET message. It also provides an email and SMS marketing component similar to constant contact for all members. Each member will have their own instance of the interface.

- Jamie Mason attended the Ohio Resource Sharing Summit on behalf of CPL and CLEVNET to discuss state-wide resource sharing with members of the State Library, OPLIN, OhioLink, and SearchOhio.

The activities for Mohamed Ragheb, Senior Director:

- Mohamed Ragheb participated in a series of activities aimed at orienting him to his new role and responsibilities within the organization:
- Attended a three-day orientation session at CPL, followed by two days of in-person training at Lakeshore focused on De-escalation and Operations.
- Took a tour of the Main Library and various divisions to gain familiarity with the organization's infrastructure.
- Engaged in multiple meetings with Jamie to understand various systems used by the organization and to grasp roles and regulations pertaining to CLEVNET.
- Was introduced to the Erate consultant to facilitate future collaboration.
- Began reviewing various reports and meeting notes from previous sessions to familiarize himself with critical business topics.
- Successfully transitioned his SOCC access from CCPL to CLEVNET.
- Initiated discussions regarding the utilization of SharePoint to enhance day-to-day operations.

- Participated in an all-staff meeting at CDF, meeting the entire staff in person.
- Engaged in learning sessions to understand the setup of various systems such as the ticketing system and Munis.
- Attended the City Club Forum event titled "Can Libraries be Everything to Everyone?" and was introduced to various stakeholders, including Director Thomas.
- Started attending various staff meetings, including those focused on Software, Hardware, Solutions, and Software. During these meetings, Mohamed had the opportunity to meet each team member and learn about their roles and responsibilities.
- Scheduled a meeting with a new vendor to explore licensing options and evaluate their services for CLEVNET.

#### Team Activities:

##### SOFTWARE

- Jamie Mason, Jim Benson, and Megan Trifiletti attended the SirsiDynix Users Group conference (COSUGI) in Provo Utah on March 5-8, 2024.

##### SOLUTIONS

- Implement Rubrik Security Cloud for Microsoft 365 data disaster recovery for all CLEVNET tenants.
- PaperCut server software upgrade
- Automate server software upgrade
- Wildcard certificate refresh for assorted servers
- Usual escalations and maintenance

## HARDWARE

In addition to help desk tickets:

- Assisted Jim Lack at Rocky River with their accounting server and the email relay account changes.
- Upgraded Deepfreeze on Fairport Harbor's app server.
- Configured a new SMTP relay account for Fairport Harbor and updated their 2 MFDs.
- Performed the in-place upgrade on CHUH-APPS, to Server 2022 at Cleveland Heights.
- Assisted Jesse in making sure the in-place upgrades were good for Madison and Wickliffe
- Replaced Email Relays for MFDs at Hubbard.
- Setup 3 new PCs at Milan-Berlin.

## NETWORK

- Lorain Public Domonkas and South branch's network upgrades.
- Installed additional WiFi AP at Lorain North Ridgeville.
- Ported Morley to the Clevnet VoIP solution.

## Executive Panel Updates:

- Panel met February 19.
- **Specialist job description change:** Jamie shared that the MLIS requirement for the Specialist position was dropped. The MLIS requirement will be retained for the Analyst position with ILS experience strongly preferred. The updated job description was posted. The current CLEVNET staff person in the Specialist role with an MLIS, Caitlin Ryan was promoted to Analyst.
- **LinkedIn Learning:** With the news that OPLIN will be dropping LinkedIn Learning, there is interest in investigating the cost for CLEVNET to pick it up for members. The initial quote from LinkedIn Learning is \$220,000 a year. This includes a 20% discount; however, this is the same discount that any member library would receive subscribing to LinkedIn Learning on their own. Panel suggested looking at usage to determine if it makes sense to pick up the database, as there may be widely varying usage stats across CLEVNET members. Jamie will talk with LinkedIn again to see if they could do better on price if CLEVNET wants to move forward.
- **Catalog and App:** CLEVNET and CPL staff have reached an agreement with Bywater to provide Aspen (new discovery layer) and LiDA (app). There will be training for techs and library staff in the fall. There is a target for the end of October for a go-live date but that is not set in stone at this point. The old app should be ready "any day now," according to Sirsi. CLEVNET/CPL will work on our messaging to the public about the temporary reappearance of the old app and transition to the new app.
- **Totes:** This conversation is being tabled for the time being. Priority Dispatch is not amenable to using the larger totes, due to space concerns from their drivers.
- **Strategic planning:** Jamie is working on an RFP to be released this year for strategic planning services. He has contacted Amy Pawlowski from OhioLINK and Wendy Knapp from the State Library for referrals.