

DIRECTOR'S REPORT

December 21, 2023

Strategic Plan

Our Mission:

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

Our Strategic Priorities:

1. Form communities of learning
2. Fight community deficits
3. Ready for the future: CPL 150
4. Cultivate a global perspective
5. Innovate for efficient and sustainable operations

PUBLIC SERVICES

MAIN LIBRARY

PROGRAMS AND EXHIBITS

Writers Unplugged

Popular Department Manager Jen Jumba hosted several online *Writers Unplugged* events in November:

- 10/26/2023 - Bestselling Writer, Hank Phillippi Ryan
- 10/30/2023 - International Bestselling Writer, Jean Kwok
- 11/1/2023 - Local Writer Nicole D. Miller, (live at Hough Campus)
- 11/8/2023 - Diversity Fiction Writer, Ausma Khan
- 11/15/2023 - Beloved rom-com Writer, Meredith Schorr.

Let's Have a Postcard Party!

Center for Local and Global History Subject Department Librarian Mark Tidrick held three "Let's Have a Postcard Party!" programs in November. There were five participants in the Youth Services event, 23 at the Rice Branch event, and 15 at the Rockport event.

Coffee and Comics

Literature/Ohio Center for the Book Manager Don Boozer hosted a Coffee & Comics with acclaimed comics creator (and Medina County resident) Tony Isabella at Rising Star Roastery as part of the *Superman's Cleveland: Lineage and Legacy* series. Mr. Isabella spoke about the significance of Superman and engaged in a lively conversation with attendees about his vast experience in the comics industry.

Genealogy Family Research Clinic

The Center for Local & Global History hosted a Genealogy & Family History Research Clinic on November 18 in partnership with the African American Genealogical Society of Cleveland. Thirteen patrons received assistance with their personal genealogy research projects.

Notes from Special Collections: Free Black!

The concert *Notes from Special Collections: Free Black!* was held in the Special Collections Reading Room on October 21. The concert, held at 2:00 p.m., was enjoyed by 21 patrons.

Get Graphic! Graphic Novel Discussion

Literature/Ohio Center for the Book Manager Don Boozer hosted the final *Get Graphic! Comics Discussion* for the year at Bookhouse Brewing with a lively conversation among two full tables of attendees about Sina Grace's *Superman: The Harvests of Youth*. This was the final event in the two-month-long *Superman's Cleveland* series!

Literature Department Book Discussions

Literature/Ohio Center for the Book Public Services Associate Michael Credico hosted an online reading and Q&A with Ohio writer Alison Stine, author of *Trashlands* and *Road Out of Winter* on November 3. Mr. Credico also hosted an online reading and Q&A with Pete Beatty, Ohio writer and author of the novel *Cuyahoga* on November 8.

International Languages Department Programming

International Languages Senior Subject Librarian Caroline Han, hosted two programs in November. Chinese Conversations attracted nine attendees and the Yoga session attracted four attendees.

Greater Cleveland Roll of Honor

The Greater Cleveland Roll of Honor: Men and Women in Service was on display from November 10 until November 15 in Special Collections. The Roll is a listing of greater Clevelanders who served in the armed services compiled from 1942 until 1945.

Music at Main

The Irish band Tween performed at the Main Library on Saturday, November 4.

Lunchtime Knitting at PAL

The Public Administration Library continued their lunchtime gathering for knitters and crochet fans on November 8th. Crafters of every skill level were welcome to attend.

PATRON SERVICES**Covid Test Distribution**

Lending Department staff continue to distribute a limited supply of free BiNaxNow at-home COVID tests to patrons via the Drive-Up window.

Passport Services

The Lending Department continues to serve as a Passport Acceptance facility. Lending staff review and process new Passport applications, including providing Passport photograph services.

Passports Processed in November	Photos Taken	Revenue Collected
17	20	\$811

Tours and Classroom Visits

Cleveland Digital Public Library hosted CWRU's Professor Gran and his class of social history graduate students to introduce the library, Digital Collections, and Special collections to the students on November 10.

Tour Groups	# of Groups	# of Participants
General Patron Tours	6	121
New Employee Tours	2	62

Patron Photo Shoots

Photo Shoot Groups	# of Participants	Donations Accepted
39	451	\$1,985

LibChat Main Library Online Reference

Time Period	Chats Answered
10/21/2023 - 11/21/2023	81

Books by Mail Programs:

- **Words on Wheels:** Shelf Department sent ten packages including twenty-four items to Cleveland Public Library patrons through Words on Wheels as of November 14.
- **Homebound:** From October 16 through November 16th, Homebound Services sent out 94 packages for 88 patron requests.

New Material Lists

Popular Library Assistant Ricardo Jackson composed and distributed the new DVD and Book Request lists for both patrons and staff throughout the system.

OUTREACH

Literature/Ohio Center for the Book Manager Don Boozer participated in the two *Superman's Cleveland: Lineage and Legacy* events at the Rock & Roll Hall of Fame, including introducing Laura Siegel Larson, the daughter of Superman co-creator Jerry Siegel. Well over a hundred people attended the events. Mr. Boozer also participated in the screening of *Superman II* at the Cleveland Cinematheque, once again introducing Laura Siegel Larson for her remarks on the making of the motion picture and her family's involvement.

International Languages Senior Subject Librarian Caroline Han conducted bilingual Story Time at partner school GALA (Global Ambassador Language Academy) on November 7 (23 students) and November 21 (20) students.

Popular Department Manager Jen Jumba, worked with the new Executive Director, Jenifer Forbes, of the Cleveland Rowing Foundation to order books for each branch and Main of Arshay Cooper's *A Most Beautiful Thing: The True Story of America's First All Black Rowing Team*. Ms. Forbes is looking to connect underrepresented communities to the sport of rowing and is in the process of bringing Arshay Cooper here to Cleveland.

Popular Department Manager Jen Jumba, is also working with Playhouse Square's Marketing Director for opportunities to collaborate. Jen is starting with creating a display of the Broadway Series and Cyndi is working to provide Jen with some brochures about the series as a start.

Literature/Ohio Center for the Book Manager Don Boozer accompanied Cleveland Public Library Foundation Trustee Joe

Compton and Senior Director of Development Shirley Leonard for a presentation to the Rowfant Club on the library and the Foundation on October 17. Members in attendance expressed appreciation for the talk and asked several presenters questions.

Social Sciences Subject Department Librarian Pete Elwell arranged to have a sports interview conducted of former Cleveland Browns player, Bobby Franklin, by local researcher, Allen Pfenninger. The interview, conducted out of state, will be added to the Sports Research Center digital gallery.

COLLECTION MANAGEMENT

Popular Subject Department Clerk, Daunte Bolden, processed and shipped 80 periodical titles to Lakeshore for the month of October.

Popular Library Assistant April Lancaster continued the CD weeding and shifting project by completing the Christian/Gospel section on October 30.

Shelf Department Pages Iara Goncalves, and Myra-Mae Bergeron shifted the Youth Services Library of Congress Stack collection on the 5th floor Main building.

Shelf Department Page Michelle Collins has put in order the quarto size Library of Congress collection that will be placed in the oversized Shelving unit.

Shelf Department staff, under guidance of Shelf Department Assistant Manager Cynthia Coccaro, started shifting the Bound Periodicals in Popular Department.

Popular Library Assistant Ricardo Jackson began an extensive reorganization, labeling and shifting project within the "Entertainment" DVD section of the Popular Department, whereby titles will be shelved and cataloged according to their genre, which will allow easier browsing, access and reference for both patrons and staff.

Social Sciences Sr. Subject Department Librarian Eric Hanshaw worked with department Pages Virginia Murphy, and Natasha Rash to start a shelf-reading project. The goal of the project is to complete a shelf-read of the circulating collection in Social Sciences, which includes finding incorrectly shelved items, items missing from the Catalog, and damaged items. The project

has already resulted in the discovery of dozens of books not in the catalog.

Cleveland Digital Public Library, working with CPL Legal, finalized the donation of the original plans and drawings of the Cleveland Arcade.

Between Wednesday, November 15 and Friday, November 17 Ray Rozman of Special Collections shelved a backlog of books on carts in the Special Collections Vault.

MAIN LIBRARY RESEARCH HIGHLIGHTS

- Popular Library Assistant April Lancaster, emailed article scans from the 1944 New Yorker for patron request on October 17.
- Popular Subject Department Clerk, Benjie C. Smith, sent an article via email to patron looking for information pertaining to the saying "Move Fast and Break things" on October 31.
- Social Sciences Subject Department Librarian Pete Elwell worked with baseball researchers to help locate information regarding Cleveland Indians teams from the 1940's-1960's. Material in the Sports Research Center, including the Murdoch file and clipping files, were used.
- Social Sciences Subject Department Librarian Forrest Kilb assisted several patrons and colleagues in locating historical yearbook items for research and programming displays.
- Social Sciences Sr. Subject Department Librarian Eric Hanshaw assisted a patron who was looking for information and photos of their brother, who was a 1955 Golden Gloves champion.
- Business Department Librarian Zachary Hay assisted a patron looking for information about a historical Cleveland brewery their grandfather worked at during the late 1800s-early 1900s. Mr. Hay provided scans from the department's reference-only title, *Classified Business and Directors'*

Directory of Cleveland (1907). CPL is the only library in the world with this title.

- Subject Department Librarian Mark Tidrick helped a patron find photos of the Elysium Arena and Cleveland Hockey teams that existed in the 1930s and 1940s. When it existed, the Elysium was the largest indoor skating rink in the world.
- Center for Local and Global History Public Service Associate Aimee LePelley digitized four maps of Brookmere Cemetery and one of Newburgh Heights for a patron.
- Center for Local and Global History Librarian Terry Metter used the Plain Dealer on microfilm to provide articles about Armistice Day events in 1927 to a university professor in Massachusetts who is writing a novel set in Cleveland in the 1920s.
- Fine Arts and Special Collections Public Service Associate Kailey Boshara provided an overview of Sabota books, and Honorine Guillbeau prints to a patron. Ms. Boshara also performed a WorldCat search for a printed music piece.
- Fine Arts and Special Collections Librarian Ray Rozman assisted a patron with a 17th -18th century bibliography project and transcribed a manuscript letter from one of the books. Mr. Rozman also pulled two boxes of USCF Chess Tournament Records for another patron.

STAFF DEVELOPMENT

Popular Department Manager, Jen Jumba, is part of the Fall 2023 Civic Leadership Institute class, which is part of the Cleveland Leadership Center.

Literature/Ohio Center for the Book Public Services Associate Alison Guerin participated in the Dublin Literary Award Committee on October 26.

Social Sciences Subject Department Librarian Pete Elwell attended the PLA webinar *Innovative Engagement for Libraries: Using Sport, Physical Literacy, & Wellness to Engage & Support Your Community*, sponsored by Hiveclass.

Social Sciences Subject Department Librarian Forrest Kilb attended the webinar, *Let's Talk Race: Community Healing through Conversation*, through WebJunction.

Social Sciences Sr. Subject Department Librarian Eric Hanshaw attended a meeting of the Rainbow Readers ERG, which was led by Social Sciences Manager Steve Capuozzo.

Social Sciences Public Services Associate Mike Deneen attended the NEO-RLS webinar, *Legal Reference Guidelines & Basic Legal Research Resources*.

Public Administration Library, Library Assistant David Furies participated in the Midwest NCSA Collaborative Collection Development virtual meeting discussing upcoming changes to the Federal Depository Library Program's transition to an all-digital library format.

Business, Economics, and Labor Librarian Susan Mullee attended a webinar from Cabot Wealth Network *Dividend Growth & Megatrends: 2 Ways to Win the Long Game in Uncertain Markets* and one from METRO New York Economics & Business Librarians *SEC Documents: A Financial Analyst's Best Friend*.

Science and Technology Department Clerk Lakitha Tolbert attended the NEO-RLS workshop *Back to the Book*.

Government Documents Library Assistant Alea Lytle attended the webinar *Revolutionizing the Library Experience: Unveiling the New EBSCOhost* from EBSCOhost.

Lending and Circulation Manager Reginald Rudolph attended the NEO-RLS Circulation Networking Meeting on November 2.

General Research Collections Manager Sarah Dobransky viewed two Federal Depository Library Program webinars, *Secrets of the Super Searchers IV - Old School Wisdom, New School Tools for Difficult Questions* and *Secrets of the Super Searchers III - Law*.

OTHER

General Research Collections Manager Sarah Dobransky visited the University of Mount Union along with Center for Local and Global History Manager Olivia Hoge, Senior Director of IT Anthony Long, Immersive Learning and Innovation Manager Jungu Guo, and Creative Technology Engineers Tristan Wheeler and Melissa

Cannan. The group met with College of Arts and Humanities Dean Dr. Heather Duda, E-Sports Director AJ Digby, several faculty, and library staff to discuss possible collaboration with Cleveland Public Library.

Business Department Librarians Zachary Hay and Susan Mullee, Science and Technology Department Librarian Jorge Arganza, and General Research Collections Manager Sarah Dobransky are serving on the Workforce Development Strategic Priority team.

Government Documents Library Assistant Alea Lytle was elected as the new co-chair of the Rainbow Readers ERG.

Cleveland Digital Public Library Senior Clerk Elaine Straka began serving on the ERP Process Improvement Team on November 17.

On November 13, Photograph Collection Librarian Brian Meggitt was interviewed by Cuyahoga Community College photography student Sarah Wilson. In the video-recorded interview Mr. Meggitt talked about the history and development of the Collection and the services it provides to patrons and researchers. The interview is part of a class project.

Lending and Circulation Manager Reginald Rudolph continued to serve on the Public Service Training Steering Committee and assisted in the facilitation of De-Escalation Training to all CPL staff.

Mr. Rudolph and Sr. Manager of Lending, Logistics, and Circulation Stephen Wohl continued serving on the BookEnds training team.

CLEVELAND DIGITAL PUBLIC LIBRARY

Programs & Exhibits

Staff participated in professional groups and Main Library meetings. Staff monitored environmental conditions in exhibits, showed off the specialized "Archive" display on the touch wall in our space, and prepared appropriate exhibit supports for displays in Main Library display cases. Working with Special Projects and Arts and Culture, staff assisted moving, preserving, storing, framing, and installing art works. Staff held a scan day out at Harvard-Lee branch on November 25.

Public Service Statistics

ClevDPL had 92 in-person visitors during November. Staff had 11 two-hour scanning appointments. From November 1 to November 30, Google Analytics (GA) reports 7235 sessions for 5112 users and 98,394 page-views. Search engines delivered 51% of sessions. Searching in CONTENTdm accounted for 28% of sessions. Referrals were 6% of sessions. 11% of sessions came through social media (an increase this month). About 11% of sessions were unassigned. 48% of users accessed our site using desktop computers, and 52% accessed CONTENTdm through mobile devices (4% tablets and 48% mobile).

Outreach

Community partners' work in November continued. ClevDPL collaborated with Playhouse Square staff and Main Library's Literature Department to enhance the project now up online in the Digital Gallery. The team corresponded with Shaker Area Development Corporation to scan their community newsletter *Connection*. The team scanned scores of original issues of *habitat*, a Cleveland real-estate newspaper and scanned two dozen posters with the Rock & Roll Hall of Fame. ClevDPL had items from family collections scanned. Several local artists scanned their works. Staff created a sample land use collection with Western Reserve Land Conservancy and also collaborated with representatives from the Classic Car Club of America to do a sample collection.

Collection Development

As of November 30, 1063 images were scanned, 287 were post-processed and QA'd, and 253 images were uploaded, many of which were included in multi-image pdfs. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning local newspapers, uploading urban planning documents, uploading Cleveland Orchestra scrapbooks, and scanning sheet music. Continued work scanning and uploading *Hi-Gear* Magazine, a local journal documenting unique, diverse communities in Cleveland. The team scanned and processed from microfilm images of the East India Company documents and uploaded documents sent by PAL (Public Administration Library).

ILL

Statistics from OCLC are one month behind and cover October. CDPL had 109 requests from CPL users for materials from other libraries. The response time averaged 14 days and 20 hours. Partner libraries made 718 requests through OCLC to borrow from CPL; 14 requests were through ALA forms. CPL staff managed a

response time for books of 4 days and 22 hours. Staff again had ILL requests from incarcerated persons and general researchers using ALA forms.

Staff Development

CDPL is reviewing digitization procedures with staff. Staff retrained on the i2s Quartz Scanners this month and learned about CONTENTdm. Staff also retrained on ILL procedures this month.

Preservation

As of November 31, Preservation/Conservation did 29 complex repairs and 24 simple repairs on codex books. Currently the Preservation/Conservation team is down to half strength due to a staff member's retirement. The team continued uploading materials for an inventory of artwork in the library system. Working with the new arts director, the team continued planning reinstalls and moves of artwork. Additionally, the team continued enhancing navigation for a staff only interface to a digital art management collection in CONTENTdm. There is added information from special collections files including artist nationality, artist names, accession information, and donor information.

Planning Activities

CDPL continues to plan for art moves and storage of art. Staff are developing and planning programming for next year.

OHIO LIBRARY FOR THE BLIND AND PRINT DISABLED

Activities

For November 2023, OLBPD circulated 54,851 books and magazines directly to patrons. OLBPD registered 117 new readers to the service. The BARD statistics were not available to include in this report when it was due.

A review and update to the OLBPD Reader's Handbook was completed. The handbook is sent to new patrons to help introduce them to the service, offer guidance and answer questions about this program. A new audio version will be prepared and made available to patrons on cartridge.

OLBPD is one of the first National Library Service (NLS) network libraries to move forward on a new routine to streamline the BARD (Braille and Audio Reading Download) application process. BARD is a service that allows OLBPD patrons to download their reading materials instead of receiving them on cartridge.

Previously, patrons interested in using BARD would have to submit a separate application. Now with this new routine, a BARD account can automatically be generated from patrons electronic records, eliminating the need for a separate application and review/approval process. Currently, 13% of OLBPD patrons are using BARD. By simplifying the BARD application process, perhaps the number of patrons using BARD will increase.

OLBPD staff participated in remote programming and provided information and talks about the service at the North Royalton Health Fair on November 4; Westlake Porter Public Library Health Fair on November 4; and Euclid Public Library Podcast on November 13.

The OLBPD adult book club met remotely on November 19 to discuss *Remarkably Bright Creatures* by Shelby Van Pelt.

Staff Development

Performance evaluations for Union employees were prepared and completed.

PUBLIC LIBRARY ADMINISTRATION

Programs/Exhibits

Many thanks to the Main Library departments for their assistance with our book displays.

Collections

Two titles were transferred, and three titles were withdrawn.

- *Blazes, Posts, & Stones a History of Ohio's Original Land Subdivisions* by James L. Williams (0009937721919) was sent to Preservation for mending on November 9.
- *Cleveland's Johnson* by Eugene C. Murdock (0009122259717) was loaned to the History Department.

A patron shared the title *Nomination of the Baldwin Water Treatment Plant and Reservoir in Cleveland, Ohio as an ASCE National Historic Civil Engineering Landmark*. A reference copy has been sent to Catalog.

A City Hall worker donated the title *The W. Bingham Building* to PAL.

On November 2, PAL received the donation of scan agreements signed by Rhonda Brown for the Cleveland Hall of Fame plaques and Sister Cities charters. Thanks to Social Sciences/Public Administration Library Manager Steve Capuozzo, and PAL Public Services Associate Denise Williams-Riseng for their assistance in bringing down the cart of Cleveland's Hall of Fame plaques and Sister Cities certificates. Thanks to Cleveland Digital Public Library, Library Assistant Computer Emphasis Curtis Flowers for scanning the oversized piece introducing the Hall of Fame collection. Rows B, C, and D of the Hall of Fame plaques have been scanned this month.

The Cleveland Public Digital Library has added to the Digital Gallery:

- Cleveland Landmark Binders year 2015, and year 2020.
- *The Fairfax Renaissance Plan / Prepared for the Fairfax Renaissance Development.* 0009132319212
- *West Side Neighborhood to Plan its Future / Cleveland City Planning Commission.* 0009947699717

PAL emailed to Cleveland Digital Public Library for future additions to the Digital Gallery:

- *The Charter of the city of Cleveland.* 0009131341431
- *Plat of Property, Showing Existing Buildings, City Farm Colony, Warrensville, Ohio. May 6, 1918; revised to October 1, 1919.* 0009204309760
- *River Park Development: The Forward Look for Cleveland / H. David Howe, architect.* 0009111718863

Reference Questions Unique to PAL

- PAL assisted a patron with learning about filing a petition for civil stalking protection order and provided other information on how to get free legal assistance through the library's partnership with LegalWorks among other sources.
- PAL provided resources for a patron dealing with neighbor boundary issues for fence and tree responsibilities pertaining to permission to enter adjoining premises.
- Staff assisted a patron with Census information.

- Staff assisted with copies of historical City Council rules.
- Staff assisted a patron researching city master plans through the lens of sustainability and demolition in east-side neighborhoods since the 1970's.
- Staff assisted a patron with ward 12 map information.
- Staff assisted patron in locating historical article concerning Eagle Avenue Bridge.
- Staff assisted a patron with Cuyahoga County Regional Planning Commission reports.
- Staff assisted a patron seeking legal forms with information about Cuyahoga County "Great Estates" program.

Outreach

A staff member from Vital Statistics visited PAL to use the microfiche machine to make copies.

Staff

PAL Library Assistant David Furies participated in the Midwest NCSA Collaborative Collection Development virtual meeting discussing upcoming changes to the Federal Depository Library Program's transition to an all-digital library format.

Thanks to Curtis Flowers from Cleveland Digital Library for visiting PAL to demonstrate to staff and patron how to scan negatives on the Epson and providing frame holders for the process.

Issues/Concerns

Plaster is falling from the ceiling in one location.

ARCHIVES

Conservation

On November 14, Jordan Mesavage, Conservation Preparator with ICA-Art Conservation, installed a new bronze letter "D" in Maya Lin's *Reading a Garden* installation in the Eastman Reading Garden. The letter was reported missing from the "Story of Reading" section of the installation on March 23, 2023, and Maya Lin's studio was contacted immediately; a replacement letter was cast by Walla Walla Foundry in Walla Walla, Washington. During treatment, Mr. Mesavage removed the two pins that had broken off and remained in the stone, installed the new letter, and used epoxy to secure it in place. He returned the following day to

remove the wooden jig that held the letter in place while the epoxy cured overnight. Once the letter was set, Andrea Chevalier, Head of Paintings Conservation with ICA-Art Conservation, gave it a patination treatment so that its tone matched the other letters in that section.

(Previously, in 2009, 64 of the 87 white bronze letters were found to have been broken off from their installation on the "Verses Oval," a black cast stone oval table in the Garden. New letters were created by Metallic Arts in Spokane, Washington (the original fabricator of the letters) and installed by ICA-Art Conservation.)

On November 15, Ms. Chevalier spent the day on the fourth floor of Main Library treating the mosaic *Children's Globe* made by Cleveland artists Anna Arnold, George Bowes, and Lyneise Williams in 1998, along with 200 children at 10 Library branches who made the colorful ceramic and glass tiles that cover the globe. The *Children's Globe* has been on view in the public elevator lobby of the fourth floor since 1999, when it was introduced to the public at the reopening of Main Library, following the building's renovation. The *Globe* was among the artworks that were commissioned by the Library's Board of Trustees during the Main Library Project, demonstrating the Library's continuing support for the visual arts.

The *Children's Globe* was very dusty, particularly on its top surface, and during treatment, Ms. Chevalier removed the surface dust, loosened the dust on the rough grout, and conducted an aqueous cleaning. She also found that several mosaic pieces were missing, and she reattached one piece found atop the *Globe*. Following treatment, the piece looks significantly brighter and cleaner. Ms. Chevalier's full treatment report is available in the Archives.

ARTS & CULTURE

The Archive by Rebecca Louise Law continues to be a draw, with well over 40,000 visitors to the exhibition thus far. Director Tiffany Graham Charkosky conducted a tour of Main Library with Executive Director Felton Thomas and Craig Hassell, President & CEO of Playhouse Square on November 6.

Ms. Graham Charkosky, Chief of External Relations & Development Shenise Johnson Thomas, and Director Thomas met with Rhonda Brown, Senior Strategist for the Arts for the City of Cleveland

on November 15 to discuss opportunities for City Hall and CPL to collaborate.

Coco's Selfie Spaces developed two winter-themed "selfie stations" for patrons at Main. These were installed in the LSW Lobby on November 21 and will be in place throughout the winter.

Arts and Cultural offerings that were part of the WinterLand event on Saturday, November 25 included a cello performance by Ida Mercer of the Cleveland Cello Society, classical guitar performance by Thomas Walsh, and a performance of The Nutcracker by The City Ballet of Cleveland.

CPL leadership met with CEO of Holden Forest and Gardens, Ed Moydell, and Caroline Tait, Chief of Horticulture for Holden Forest and Gardens on November 28 to discuss potential collaboration.

Ms. Graham Charkosky has continued efforts to build partnerships with area institutions and arts groups and has met with Case Western Reserve University, Lutheran Metropolitan Ministries, and local artists as planning for 2024 is underway.

YOUTH & FAMILY ENGAGEMENT

Youth Services Department

On November 15, 2023, Youth Services Manager Annisha, and Director of Youth and Family Engagement Jacqueline Lamb facilitated a capacity building workshop for CPL's Youth Services Team. The theme of the meeting was centered around effective after-school programming for children and teens. There were special guest presenters from Ginn Academy High School, Say Yes, Ideastream, and CPL's very own Director of Diversity, Equity & Inclusion, Ashely Boyd.

Throughout November, Senior Librarian Lan Gao made significant contributions to the library's operations and community services. At the CMSD ILL Committee meeting on November 10, she displayed her expertise, presenting a well-prepared "YRead?" book title list. Her insightful presentation on the "YRead?" Class Sets bolstered the library's educational outreach, making it an invaluable resource for CMSD students and educators.

Lan's support for the "Celebrate Kindness Take n' Make" program, a creative initiative envisioned by Maria Lopez and supported by

Lan and Tech Central's Technology Associate, Mike McGee, was a highlight. Distributing 11 kits to patrons symbolized the library's active role in community engagement and educational support.

On November 13, Lan, along with Children's Librarian Maria Lopez, Youth Services' Public Services Associate Emily Bollin, and Social Science's Sr. Subject Department Librarian Eric Hanshaw, led an informative and engaging library tour for 60 second-third grade students from Hawken School. This tour underlined the library's commitment to educational outreach, highlighting the library's role in the community's educational framework. On November 14, Lan hosted a captivating Story Time session for families, providing entertainment and reinforcing the library's status as a welcoming space for family learning and enjoyment.

Hispanic Heritage Month and Flags

In November, Maria Lopez led the "¡Buscar la Bandera! Find the Flag!" initiative, which takes place from September 15 to December 15. The scavenger hunt aimed to celebrate Hispanic Heritage and involved 45 participants who embarked on a cultural quest within the library's walls. The participants identified various Hispanic countries' flags, culminating in a rewarding prize and a deeper appreciation of Hispanic heritage.

Mystery Lab

On November 12, Ms. Lopez collaborated with the Tech Central staff to facilitate the "Mystery Lab" program. The program attracted a group of 4 patrons, who solved intricate puzzles and fostered a sense of community and collective problem-solving.

Zine Making Workshop

On November 14, Ms. Lopez played a pivotal role in the Zine Making Workshop, primarily facilitated by staff from Lake Erie Ink. Around six attendees explored their creative expressions through zine making.

Outreach - CMSD Administration Building

On November 15, Ms. Lopez extended the library's reach beyond its walls by visiting the CMSD Administration Building. Here, she conducted a fall-themed Story Time, enrapturing 20 students and a teacher. She also distributed ten foam pumpkins to additional students, further broadening the library's impact within the educational sector.

Throughout November, Ms. Lopez displayed an unwavering commitment to cultural, educational, and creative initiatives. Her diverse activities enriched the library's offerings and strengthened its connection with the community, affirming her vital contribution to its mission.

Family Engagement:

0-3 Read to Me

0 to 3 Read to Me Playdates were conducted at the Carnegie West Branch on Friday, November 17 and on Saturday, November 18. A session was also conducted at the Rice Branch on Saturday, November 18. The goal of the program is modeling Every Child Ready to Read practices for the caring adults of children ages birth to 36 months, which are proven to improve early literacy skills in young children. This is accomplished through engaging books, lively songs and of course, play! The time for free play is also a chance for staff to get to know families on a deeper level, families to get to know each other and for young children to engage with other children. Each family receives a book to keep, encouraging early literacy practices at home.

Plans are underway to expand the 0 to 3 Read to Me Grant programs and services such as early literacy programming and play spaces at additional branches, bringing the total to four east and four west side branches. As stated earlier, programs and services for families with very young children are crucial for developing early literacy skills which are essential for children being ready to become a reader and having the skills necessary for kindergarten readiness. The 0 to 3 Read to Me programs and services are made possible by a generous donation from the Bruening Foundation.

FamilySpace

FamilySpace continues to see new and returning families at Carnegie West and Hough branches And, with new connections being made with Bright Beginnings, The Cleveland Hearing and Speech Center, Lexington Bell, and other agencies, we only expect visitation to FamilySpace to grow. A FamilySpace "Saturday Special" program was held on November 4 with crafts, Bright Beginnings staff and refreshments was held and there were 46 adults and children in attendance, including three Family Advisory Committee members and their children. We are finalizing plans for a "Saturday Special" program at Hough Branch in December.

The Family Advisory Committees at both locations remain strong and are continuing the process of Participatory Evaluation. The goal of the Family Advisory Committee and the Participatory Evaluation Process are to ensure FamilySpace is meeting the needs of families in our communities. FamilySpace is made possible by a generous grant from Invest in Children and United Way.

BRANCH NARRATIVES

D1 Eastman - Librarian Cassandra Feliciano participated in the Dia de Muertos Parade with the ERG Latinos Juntos. The group made life sized dragon and owl puppets inspired by Roger Titley's Creatures, and handed out free books to promote Cleveland READS as well as candy for the kids and parade attendees. Ms. Feliciano presented the Mindfulness Coping Bowls program teaching participants ways to cope with anxiety and promote calmness. She also presented the MakerLab-Friendship Bracelets.

D1 Lorain - Library Assistant Todd Fagan and Librarian Andrea Csia provided weekly preschool Story Times in the branch and outreach to Stockyard Elementary, Willard Head Start, Cleverbee Daycare, Halle school, and Marion Seltzer. Youth programs included painting mini pumpkins, DIY mugs, and upcycling books into art and tie dye shirts. Young Scholars Academy continued to provide kindergarten readiness activities. Branch Manager Tamara Steward attended the 2nd district policing committee meeting.

D1 Rockport - Library Assistant Bill Petrucz provided a variety of youth programs such as Game Night with Nintendo Switch, Simple STEM building kit, and Chess Club. Librarian Kendra Proctor hosted a Graphic Novel discussion club at John Marshall High School and at the branch. Manager Luigi Russo attended the three-day annual conference for The Clubhouse Network in Boston, Massachusetts.

D1 Best Buy Teen Tech Center (BBTTC) - Members enjoyed a multi-day 3D printing program to learn about the basics. Pathways Facilitator Emily Szymanski hosted an Etsy scavenger hunt to teach e-commerce. Members learned the basics of Photoshop to create movie posters to commemorate last year's blockbuster movies and attended a pizza and paint party to finish the community mural project in the garden. Kelcey Saunders began as the new Assistant Coordinator.

D1 Walz - closed for FMP

D1 West Park - West Park continued to emphasize early literacy programming with A Very Bluey Morning, Sleepy-Time Story Time, take-home Story Time Kits, and 0-3 Read to Me Playdates. We also received our new kitchen playset and other toys and learning kits provided by the Bruening Foundation grant. Children's Librarian Tracie Forfia performed outreach Story Times and activities to Al Ihsan, Discovery World, Riverside, Newton D. Baker, Holy Cross Lutheran, Clara Westropp, Valley View, and Our Lady of Angels schools. Manager Forrest Lykins completed Cleveland Leadership Institute through the Cleveland Leadership Center.

D2 Carnegie West - Children's Librarian Helen Zaluckyj attended Orchard S.T.E.M. School's Literacy Day and shared four of her favorite Fall reads with 53 students. A special Saturday session of Family Space presented by Bright Beginnings had 18 families visit for a total attendance of 46. Manager Angela Guinther attended the monthly Ohio City Inc. meeting.

D2 Fulton - We hosted two Animal Dance Parties featuring Dr. Raquel Ortiz's music and puppets, to film a Music video with a kindergarten class from Denison Elementary. Librarian Beverly Austin and Public Services Associate Rosa Simone attended the YALSA conference in St. Louis. Branch Manager Leslie Barrett attended the 2nd District Meeting.

D2 Jefferson - Public Services Generalist Grafton Lee led an Acrylic Painting for Beginners class focused on Vincent Van Gogh. Public Service Associate Danielle Konkoly led the Robotics: Building and Coding for the Win program. Cleveland based Nigerian artist CHIMI hosted a creative musical program. Branch Manager Nick Durda led a discussion of *We Gather Together: A Nation Divided, a President in Turmoil, and a Historic Campaign to Embrace Gratitude and Grace* by Denise Kiernan for the monthly Think & Drink book club. Librarian Karen Kelly Grasso taught a friendship bracelet making class to students.

D2 South Brooklyn - Librarian Adela Torres in partnership with Tech Central, held a Mystery Lab program that was an "Escape Room" for teens with seven participants. Manager Joanna Rivera held an adult book club and an adult Crafty and Cozy program to engage the Old Brooklyn adult community. CMSD held a "Coffee Chat with CEO Dr. Morgan" with around 25 participants to meet and learn about CMSD's new CEO Warren Morgan.

D2 South - Librarian Jennifer Moncayo guided 38 children in painting mini pumpkins. Manager Jaime Declet and Moncayo transformed 40 pounds of sugar into 60 blank sugar skulls that children then decorated with eight pounds of brightly colored icing which were then placed on the Día de Muertos Ofrenda. Over 50 people came to take free family portraits at a program by Library Assistant Joel Lefkowitz. While the families waited for their turn, they had the opportunity to make buttons and color at our family coloring station. The Refresh Collective, who teach teens to make beats and rap, will move from CMSD to South.

D3 Garden Valley - Public Services Associate Eren Crebs led STEM Robotics, Winter Crossword, and Chess programs, and engaged in the Rainbow Readers ERG outreach to John Adams High School. Library Assistant Leonard Burks hosted a Puppet Party. Burks and Crebs conducted a preschool Story Time at Rainbow Daycare. Garden Valley gained three new Public Services Generalists: Jyrah Graves, Nell Simmons, and Emma Pavlik. November also welcomed Assistant Manager Tammy Houghton.

D3 Hough - The Hough Campus partnered with Famicos to bring Coffee with Cops to the community, where residents voiced concerns. Author and blogger Nicole Miller was interviewed by Jen Jumba for a podcast. The Hough Campus welcomed two new team members, Jovaughn Gaines and Ryan Clark.

D3 MLK - Branch staff welcomed Public Services Generalist Kassia Osset, and celebrated the promotion of Clerk Bessie Coleman to Public Services Associate. Staff hosted a hard hat tour and luncheon with Director Thomas, the CPL Board of Directors, Executive Board, and other VIP members. Librarian Angela Pope Margerum and Library Assistant Eric Eubanks provided weekly Story Times for Head Start Quincey Place, and Sweet Kiddles Childcare Center. Manager Kimberly Hunter discussed three books with her Fenway Manor Senior Living Book Club. Margerum and Eubanks provided teens with Groovy Tuesdays to learn the history of hip-hop lyrics in celebration of National Hip-Hop Month and the 50th Anniversary of Hip-Hop. Eubanks and Coleman provided a weekly line dancing program.

D3 Sterling - Sterling welcomed new staff members Charles Bailey and Jaysin Kolarik. Public Services Associate Valerie Gee presented a paracord MakerLab. Librarian Sonja McCord presented Story Times at Family First, YWCA, and Where Futures Begin daycares. Manager Monica Rudzinski attended the Central

Collaborative and Third District Police Community meetings. Rudzinski met with residents of Joseph's and Mary's Home to promote the new deposit collections at the facilities.

D3 Woodland - Woodland hosted LegalWorks, Young Scholars Academy, and Fall Family Story Time with Councilman Richard Starr. Librarian Lanecia Smith organized a Cricut Sticker program, Tape Art program, Friendship Bracelet MakerLab, Slime Extravaganza, and a UKIT Robotics program. Smith conducted a Story Time at All-Around Daycare and for first graders at St. Adelbert Catholic School. Manager Maria Estrella facilitated the Día de los Muertos: Celebrating Life and Remembrance series. We welcomed Public Services Generalists Brent Fosbrink and Cailyn Jones.

D4 East 131st Street - Manager Tim Greenwood held a fireside chat for community members to share concerns and express ideas. Children's Librarian Kelli Minter conducted an acrylic keychain making program using the Cricut. We bid farewell to Public Services Generalist Sebastian Fickel who transferred to the West Park Branch. Y.O.U Student DaeJonna Dyer rejoined our team for the holiday season, and she is joined for the first time at E.131st with her twin brother Johnny Dyer.

D4 Fleet - Public Services Associate Giovonni Braden Dorsey hosted an open house for the Book Nook pilot project, with local children's author Michael G. Williams. We welcomed new team members Public Services Associate Kathy Bowers, Public Services Generalist Stefanie Helgert, and Public Services Generalist Antonio Musso.

D4 Harvard-Lee - We hosted musician CHIMI for a song-writing workshop with 12 patrons. In partnership with CDPL, Manager Kristen Schmidt and Manager Chatham Ewing held a scanning day with community member Charesha Barrett to digitize neighborhood and family history. Librarian Alycia Woodman and Library Assistant Kevin Moore engaged in outreach Story Times at Louis Stokes Day Care, and Woodman held her first preschool Story Time inside the branch. Public Services Generalist Lily Draheim hosted the Paracord MakerLab. We welcomed new Public Services Associate Keith McNeal and Public Services Generalist BriYanna Graham. Public Services Generalist Chris Kulcsar transferred to Memorial-Nottingham Branch.

D4 Mt. Pleasant - Librarian Dianna Trent hosted a rhinestone shirt program with 10 youth. Staff hosted a Report Card

celebration for 30 youth to celebrate the scholars' scholastic achievements. Manager Shayla Boyce worked with Andrew J Rickoff teacher Anita Guisto to resume the Robotics Program outreach to a second-grade class. Staff welcomed new employees Paige Richardson, Jesse Amesquita, Erin Hayward, and Shawn Wolford.

D4 Rice - In partnership with the Center for Local and Global History, Librarian Whitney Johnson hosted a Post Card Party with Mark Tidrick, teaching scholars the history of and how to send a postcard. Staff welcomed new team members Lily Morris-Mathis and Dwight Flemings. Rice said farewell to long-time Page Claudette Fowler.

D4 Union - Young Scholars Academy welcomed 20 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. An Interactive Story Workshop series with FeltSmart Story Alive LLC welcomed 20 scholars and ended with children demonstrating what they have learned about culture through character, dance, and music for neighborhood partners, family, and friends. Our Spelling Bee engaged 20 scholars.

D5 Addison - Library Assistant Ronald Clark welcomed five patrons for the Great Pumpkin Carving event. Librarian Heidi Malinoski hosted 32 Early STEAM Academy students to learn about library resources. We welcomed new Public Services Generalists Adeline Wallo, Reuben Jolley, and Shakita Miles. Manager Tamara Means met with League of Women Voters to plan a Women's History Month program. We hosted UMADOAP bi-weekly for harm reduction information. Public Services Associate Ashley Martinez connected with community partners at Glenville and Hough MyCom meetings.

D5 Collinwood - Manager Caroline Peak tabled at the ribbon cutting of Langston Senior Apartments and at the Senior Resource Fair at Collinwood Rec and provided free books. Library Assistant Kiaira Jefferson conducted weekly Story Times with Key 4 Kids and Scholars of Tomorrow. Public Services Associate Isabelle Del Turco was accepted as a Tru2U coach for East Clark Elementary and provided Halloween bags to youth at the library. Peak developed a partnership with CWRU and others to continue Healthy Eating for Healthy Living programs in 2024. We welcomed Public Services Generalists Marlon Merritt and Ne'Chelle Moore.

D5 Glenville - We welcomed new staff Sarah DeRosa, Christopher Graves, and Robert Galo. Shelf Page Corwin Kates was promoted to part-time Public Services Generalist. Librarian Maggie Lawrence

conducted a large-format paper arts program for youth. Public Services Associate Shawnte Baldwin presented a Shibori Tie Dye program to make tea towels. Manager Peter J Roth did a Stained-Glass Lantern program. Lawrence continued weekly outreach to Wade Early Learning Center and Murtis Taylor Daycare and monthly visits to Stephanie Tubbs Jones and FDR Schools. She maintained weekly visits to the WIC office and Immunization Clinic at the J. Glen Smith Health Center, where she read with families waiting for their appointments.

D5 Langston Hughes - Librarian Christopher Busta-Peck presented nine Story Times each week at Stonebrook Montessori and Wilson Elementary School. Library Assistant Ron English presented Story Time at Early Stem Academy. Manager Bill Bradford attended the Harassment workshop, the Legal Aid Society annual meeting, and continued his Lunch with Mr. B. initiative with individual staff members. The branch welcomed new staff Evan Kern and Holly Vincett.

D5 Memorial-Nottingham - Manager Moncrief Robinson attended Crisis Intervention Training presented by the ADAMHS Board of Cuyahoga County. Public Services Generalist Michael Fillinger hosted a Paint and Sip program. Librarian Adam Tully attended the Little Free Library Installation at East Clark Elementary School with Cleveland Reads ambassador Ebony Donnelly. Tully held a first annual Native American Heritage Month program of crafts and facts about tribes in Ohio. Library Assistant Marvin Benton ended the Teen Fall Film Series with the movie Smoke Signals in honor of Native American Heritage Month. Kanesha Fisher and Christopher Kulcsar joined the staff as Public Services Generalists.

DIVERSITY, EQUITY AND INCLUSION

During the month of November, the Director of Diversity, Equity and Inclusion (DEI) Ashley Boyd has engaged in and/or championed the following, as CPL strives toward operating with excellence:

- Completed and submitted recommendations stemming from employee complaint.
- Conducted formal meeting with Dr. Akeyi (dermatologist) and members of BERG (Black ERG) to extend formal invite to participate in the February 2024 Natural Hair Summit
- Attended Tri-C Women's Summit meeting as their community representative.

- Provided oversight and planning for the Monday, November 20, 2023, Lunch and Learn presentation from TransOhio in recognition of National Transgender Day of Remembrance.
- Provided HR support and recommendations - Public Service Associate (PSA) discussion.
- Identified and notified CPL's 2023 Unsung Hero recipients. Recipients will be acknowledged in the 2024 Martin Luther King, Jr. televised event.
- Attended Westpark Performing Arts event - Cleveland Association of Black Storytellers.
- Completed Library Journal Professional Development Equity-Centered Library Leadership Course.
- Facilitated formal planning with HR and the Cleveland Sight Center to initiate Blind and Low vision training for staff 2024 (potential collaboration with Ohio Library for the Blind and Print Disabled).
- Participated in the Freeze Reading Flash Mob.
- Began preliminary planning with CPL's Workforce Development Committee as part of CPL's Strategic plan. Followed by a subcommittee meeting - "Keep a Job" workgroup with colleagues Will Reed and Matthew Sucre.
- Planning with members of BERG (Black ERG) in preparation for CPL's Kwanzaa celebration in December. Items discussed included (but not limited to): marketing - signage and program content/distribution.
- Investigation/fact finding - employee email inquiry.
- Planning meeting with AmMoore Consulting for 2024
 - Primary focus:
 - Hispanic Leadership (development from within).
 - Hispanic programming (internally, externally, and community-based).
- Meeting with Erica Marks to discuss and confirm 2024 Black History Month programming.
- Power Point presentation to Youth Services department - My Role as Director of DEI (diversity, equity and inclusion) and how I can support their department.
- Discussion with Cedric Johns regarding employee relations.
- Follow up Property Management -accessibility Eric Herman (inquiry made 11/7/23). Provided recommendations to the team - John Lang, John Skrtic, Robin Wood, Eric Herman and Tana Peckham.

- Attended CLC Way Forward Leader Lunch Break: Felton Thomas, Cleveland Public Library.
- Sulski assessment follow up, refocus and preliminary planning. The team (John Lang, John Skrtic, Robin Wood and Oliver Reyes) will now meet monthly in 2024 to assess progress.

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 DEVELOPMENT UPDATES:

- *Goal: Align fundraising to support CPL strategic plan*
 - Fundraising
 - Submitted application for early literacy programming.
 - Hosted design review for new Glenville Branch with funder.
 - Made offer to candidate for new Annual Fund Manager position.

CPL FOUNDATION UPDATES:

- *Goal: Reach Financial Targets*
 - Continued to advance the Foundation's 2023 financial targets.
 - Met with prospective funders around social and criminal justice program opportunities.
 - Met with local corporations.
 - Began FY24 budgeting.
 - Created End of Year Appeal.
 - Began FY2024 Planning
 - Fundraising Calendar
 - FY24 budget
 - Event planning
- Cleveland READS Program Year

- Evaluated event and created recommendations for next year.
- Preparations for Victory Bash.

ADDITIONAL DEPARTMENT EFFORTS

- Staff attended *Seeking Corporate Grants in Fundraising*

COLLECTION & TECHNICAL SERVICES

Jessica Williams was selected for a Technical Services Librarian position in the Catalog Department and began working in the Department on November 13. Ms. Williams previously held a Technical Services Librarian position at Tiffin-Seneca Public Library.

Director of Collection and Technical Services Sandy Jelar Elwell worked with EBSCO Customer Service Representative April Harrison to process the 2024 periodical subscription renewals and coordinate changing the mailing address for Technical Services. Ms. Jelar Elwell met again with representatives from the Government Finance Officers Association (GFOA) along with staff from CPL's Financial Services Department and CLEVNET as part of the Library's ongoing project to evaluate and procure a new financial/HR system. Ms. Jelar Elwell met with OverDrive Account Manager Todd Warhola to learn about Kanopy PLUS subscriptions and review the Library's Pay Per Use (PPU) budget for Kanopy.

Ms. Jelar Elwell met with Chief of Special Projects and Collections John Skrtic, Chief of Public Services Harriette Parks, and Senior Director of Public Services Amiya Hutson to discuss shelving standards for branch collections in the Facilities Master Plan (FMP) and clarify shelving needs for each location. Ms. Jelar Elwell attended the Urban Libraries Council (ULC) Collections Leaders Monthly Call and the ULC webinar on "Socioeconomic Mixing: Creating Welcoming and Inclusive Public Libraries."

Collection and Technical Services staff attended the monthly CPL All-Staff Town Hall meeting. Ms. Jelar Elwell, Ms. Williams, Technical Services Librarians Heather Gohring, Libby McCuan, and Erin Valentine, and Materials Processing Technician Douglas Houston attended the "Trans 101" Lunch & Learn on November 20. Collection and Acquisitions Manager Olivia Morales and Technical Services Librarian Libby McCuan attended the Northeast Ohio

Regional Library System (NEO-RLS) webinar "Library Bootcamp: Intro to Cataloging."

Acquisitions: The Acquisitions Department ordered 5,637 titles and 118,148 items (including periodical subscriptions and serial standing orders); received 9,565 items, 784 periodicals, and 48 serials; added 178 periodical items, 19 serial items, 536 comics, and 21 paperbacks; and processed 1,457 invoices.

Acquisitions Coordinator Alicia Naab worked closely with the Main Library selectors who have OverDrive ordering responsibilities to ensure that the available balance for each department's budget was communicated and expended before the ordering deadline. Ms. Naab also communicated with several Main Library selectors to confirm the available balance for physical book and non-book budgets. New vendors were added en masse to allow selectors to spend the available balances before the end of the year.

Ms. Naab facilitated communication between Acquisitions staff, several vendors, and Director of Collection and Technical Services Sandy Jelar Elwell to clarify when Technical Services deliveries to the Lake Shore facility will cease when a letter was sent to vendors indicating that Technical Services would be moving and the new address for deliveries.

Catalog: Staff cataloged 4,698 titles, including 104 original records and 61 upgrades, added 4,094 items, created 197 Library of Congress call numbers, completed 304 bibliographic quality control transactions, and transferred 197 titles or call numbers for Cleveland Public Library. The Department also added 3,701 titles, made 85 corrections, and performed 78 transfers for CLEVNET member libraries. Librarians handled 80 email and phone requests from Library staff and 261 requests from CLEVNET.

Catalog Manager Andrea Johnson attended a meeting with OCLC representative Kate Howe on November 7 and assisted with providing tours of the Lake Shore facility to four groups of new library employees during their orientation on November 10. Technical Services Librarian Michael Gabe attended the second session of the Northeast Ohio Regional Library System (NEO-RLS) 2023-2024 Leadership Academy on November 16. On the same date, Ms. Williams attended the Ohio Library Council (OLC) 2024 Planning & Leadership Kickoff event.

Technical Services Associate Marquetta Brown began to assist with the cataloging responsibilities for the High Demand

Department. Technical Services Librarians Michael Gabe, Heather Gohring, and Erin Valentine continued to catalog High Demand material as well. Ms. Valentine assisted Ms. Johnson with monitoring and correcting several titles with holds which were limited to one copy because of an incorrect volume analytic.

Technical Services Librarian Barbara Satow made her first records for a video game and for a VHS tape for CLEVNET libraries. Ms. Satow upgraded some of CPL's records for folio-sized periodicals as part of the Embedded Cataloger Project. Ms. Satow also began reviewing book trucks.

Collection Management: Collection Management selected 629 titles and 3,097 items and spent \$70,494 on physical materials.

Collection and Acquisitions Manager Olivia Morales attended the following webinars: HarperCollins's Library Love Fest "Galley Gab Fest" for November; Simon & Schuster's "Spring 2024 Adult Librarian Preview"; and Booklist's "Adult Faves for Winter and Beyond."

High Demand: The High Demand Department ordered 451 titles and 3,349 items; received and added 17,361 items; and processed 384 invoices.

Materials Processing: The Materials Processing staff processed 14,513 items.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 10 items to the Main Library for requests and 82 items to fill holds. The Main Library received 129 telescopes, the Branches received 232 telescopes, CLEVNET received 41 telescopes, CASE and CSU each received 3 telescopes, and Tri-C received 1 telescope. A total of 409 telescopes were shipped out. The Technicians unpacked a total of 11,107 new items for the Acquisitions and High Demand Departments.

OUTREACH & PROGRAMMING SERVICES

OUTREACH

On Wednesday, November 1st, Outreach and Programming Services (OPS) staff kicked off the month by joining the Fairhill Book Club, drawing an engaged group of 20 attendees. The primary focus of the discussion revolved around Tina Turner's "Happiness Becomes You." Participants delved into key themes and takeaways

from the book, particularly emphasizing concepts related to transforming adversity into personal growth and maintaining an attitude of gratitude. On Thursday, November 2nd, 2023, the Abington Arms Book Club gathered for their meeting, with 15 attendees. The central theme of the discussion once again revolved around Tina Turner's book, "Happiness Becomes You." Participants engaged in conversations that centered on Turner's insights into clearing away negative thoughts to create space for positivity in one's life. Like the Fairhill meeting, the Abington Arms session prompted a meaningful exchange of ideas and reflections among the participants, fostering a sense of shared understanding and appreciation for the book's message.

The Cleveland READS Freeze Reading Flash Mob called all readers to the Eastman Reading Garden on November 4th. Assisting TPU (The People's University), OPS staff along with Phi Eta Sigma organized the Freeze and Read Flash Mob to promote and support the Cleveland READS initiative by bringing the community together in a unique and engaging literary event that lasted about fifteen minutes. During the Flash Mob, participants received a free book to read for the event while videographers recorded them actively reading. The three hundred participants collectively logged three thousand minutes for the Cleveland READS challenge in Beanstack. This event served as an example of the CPL's commitment to fostering community engagement by supporting literacy initiatives in the Cleveland area.

The Barbershop Books program has been actively promoting a love for reading among Black boys in grades K-3. The initiative has involved stocking selected barbershops with books, bookshelves, flyers, window decals, incentive prizes and unique Barbershop Books capes. The CPL has been the only library to have completed surveys from each participating location, including Champion Barbershop, Cyclebreakers, Diamond Cut Barbershop, First Draft Picks 1 and 2, Jamel's Barbershop, Just Glaze Barbershop, Legoheadz Barbershop, Pendelton Barbershop, Polished Professional, and Solar Mobile Studio.

ARTIST IN RESIDENCE

On November 16th, the Cleveland Public Library's Fulton Branch had the honor of hosting Artist in Residence, Dr. Raquel Ortiz. With the help of branch manager, Leslie Barrett and a group of

students, Dr. Ortiz successfully completed the filming of "Animal Dance Party" and Kids' Bomba Tutorial.

TPU

The People's University Manager, Marina Marquez, a member of the Latinos Juntos ERG, participated in the Dia de Muertos Parade at the Cleveland Public Theater on November 4th, 2023.

Additionally, on November 29th, TPU co-hosted the Cleveland Climate Action Community Event at the Cleveland Public Library in collaboration with the City of Cleveland Sustainability Office. This event marked the beginning of a series of public engagement sessions aimed at gathering community perspectives on climate change impacts and updating the Climate Action Plan, focusing on hazards such as extreme heat, precipitation, flooding, and severe storms in Cleveland. The sessions seek input on groups, assets, and systems most at risk in the city.

TPU has actively promoted Cleveland READS by engaging with communities in various neighborhoods, resulting in the enrollment of thousands of participants in the reading challenge. The focus shifted from sign-ups to tracking books read, leading to a significant increase in the number of books read by Clevelanders, surpassing one million. TPU conducted successful Cleveland READS stands at the West Side Market every Friday and Saturday in November, distributing over 2,000 books and registering 1,550 families for Cleveland READS. The initiative involved collaboration with Carnegie West Page Diane Dillon, Outreach Manager Isabelle Rew, Cleveland READS Reading Ambassadors, and community partners Seeds of Literacy and the Kids Book Bank, contributing to the success of the program.

Cleveland READS November 2023 Metrics:

Books Read: 1,478,824

Minutes Read: 7,120,713

Readers: 28,157

Books Distributed: 374,985

ENGAGEMENT

On November 25th, OPS staff held its Winterland festivities in conjunction with the Public Square Tree Lighting. Festivities included live music, ballet excerpts performed by the City Ballet of Cleveland, story time reading with Bill Cotter, hot chocolate, cupcakes, and more. Over 2,000 patrons attended.

SERVICES

LegalWorks is being held at Mt. Pleasant, Fulton, Glenville, and Woodland branches, with Mt. Pleasant being the most popular site location.

In November, the Rice Branch Legal Aid event had 19 attorneys, involving four Legal Aid employees and 15 volunteers, ten intake volunteers, and took on 39 cases.

AFTER-SCHOOL SERVICES

The Express Yourself Art Workshops for grades 3-5, have been continuously held at the Hough branch, allowing beginners to tell their stories through art. The East 121 and Sterling branches held seven workshops, while Hough and Westpark held six, with 125 students attending. In November, College Now saw an average of 15 students per class, holding 16 classes total. In the month of November, America Reads Tutoring has been assisting scholars by creating their own colored story books, reading "popcorn" style in groups, using popular songs to make multiplication problems, sound out words as a group, and using Think-Pair-Share techniques to assist scholars with learning.

RESERVATIONS

In November, various spaces in the library were reserved for events and activities, with 172 reservations. CPL hosted the Cleveland Mayor's Office of Sustainability on November 10th, the BoarderLight Festival on November 15th, and Young Astronaut Day on November 18th, to name a few. The total meeting room income came to \$2,812.50.

PROFESSIONAL DEVELOPMENT

Community Outreach Manager, Isabelle Rew, attended session 2 of the NEO-RLS 2023-24 Leadership Academy series, held at the Bainbridge Branch of the Geauga County Public Library on November 16th. This meeting covered the topics of Emotional

Intelligence and Culture by Design. The month of November was a slightly quiet month for community outreach, as the primary focus and efforts were concentrated on the Cleveland READS Victory Bash in December.

MARKETING & COMMUNICATIONS

EXECUTIVE SUMMARY

As we near the end of the year, the finish line for Cleveland READS is well within sight and we're all eager to cross and celebrate! Kicking off the month of November was the Cleveland READS Freeze Reading Flash Mob. The flash mob was on Saturday, November 4 in the Eastman Reading Garden. Volunteers, patrons, and staff participated in a 10-minute silent read in the Eastman Reading Garden and we logged approximately 2,000 minutes for the challenge. Shortly after, we unveiled a brand new Little Free Library at CMSD's East Clark Elementary. The LFL was wrapped with Cleveland READS graphics and is the first of twenty that will replace broken down boxes across Cleveland.

All our programming continues to push Cleveland READS and reaching our 10-million-minute goal. Three authors appeared on Writers Unplugged, a series of author discussion events that is also recorded as a podcast. Erica Marks and Cleveland READS co-chair, Connie Hill Johnson, were guests on New Day Cleveland to discuss and promote the Victory Bash.

Capping off the month was Winterland CLE. Each year, Downtown Cleveland Alliance (now Downtown Cleveland), hosts Winterland and invites the Library to participate with our own activities. This year, we had a packed house with a CPL Play tournament, Nutcracker performances, crafts, face painting, balloon animals, and a special reading of Don't Shake The Present, by local children's author Bill Cotter. Out in the Eastman Reading Garden, you could visit with reindeer, grab a hot drink from the Odd Dog Coffee Truck, or a tasty cupcake. It was a great way to get in the holiday spirit and tell attendees about what was in store the very next weekend for the Victory Bash.

Our marketing efforts included media releases, social media and digital (cpl.org, Off the Shelf, community calendars), and printed materials.

Library Programs & Services

Objective: *Remain relevant by promoting programs and services to help Greater Clevelanders thrive.*

FACILITIES MASTER PLAN: Work on reimagined branches continues. Patrons enjoy being back at Eastman Campus. Additional coverage on the Walz Campus Karam Senior Living project.

MEDIA COVERAGE:

WKYC:

<https://app.criticalmention.com/app/#/clip/public/10136417-c13d-4411-9b93-33f78bcca712>

<https://plainpress.blog/2023/11/01/cleveland-city-council-authorizes-use-of-american-rescue-plan-act-funds-for-three-west-side-projects/>

CLEVELAND READS EVENTS

Freeze Flash Mob: On November 4, volunteers, patrons, and staff gathered downtown for a unique kind of flash mob. Attendees picked out a free book, then headed to the Eastman Reading Garden for a 10-minute silent read. We logged approximately 2,000 minutes for the challenge.

<https://app.criticalmention.com/app/#/clip/public/58b26331-dc56-47b4-9354-c37c9bc93c0e>

East Clark Elementary Little Free Library: Cleveland READS started an initiative to replace Little Free Libraries across the city. The first of twenty LFLs was installed at East Clark Elementary School on November 8, replacing one that was vandalized over summer. We partnered with the Cleveland Chapter of the National Council for Jewish Women, Ohio Carpenters Apprenticeship & Training Center, the Painters & Allied Trades District Council #6, CMSD, Rhonda Crowder & Associates, and the Kids Book Bank.

<https://www.news5cleveland.com/news/local-news/cleveland-schools-little-free-library-is-replaced-after-vandalism>

New Day Cleveland: November 15, Erica Marks and Connie Hill-Johnson were guests on New Day Cleveland where they shared details about the upcoming December 2nd Victory Bash celebration.

<https://fox8.com/video/new-day-cleveland-cleveland-public-library/9175442/>

Writers Unplugged: Three Writers Unplugged conversations were held in October. Author Nicole D. Miller visited the Hough Campus on November 1, while Ausma Khan and Meredith Schorr did online discussions on the 8th and 15th. Listen to previous conversations here: <https://clevelandreads.com/events/writers-unplugged/> or <https://www.youtube.com/@ClevelandPublicLib>

WINTERLAND CLE: On Saturday, November 25 the Library joined in the Downtown Cleveland Winterland festivities with many activities of our own. Visitors were able to meet reindeer, get cocoa, coffee, and cupcakes in the Eastman Reading Garden. Inside, CPL Play hosted a gaming tournament in LSW and City Ballet performed excerpts of the Nutcracker outside of the Auditorium. Over in Main Library, there was balloon twisting, face painting, crafts, musical performances in The Archive exhibit, and a special reading of Don't Shake The Present, by local author Bill Cotter. His book was also featured at the StoryWalkk in Public Square.

MEDIA COVERAGE:

<https://app.criticalmention.com/app/#/clip/public/48263388-7d29-4bf7-8126-ab3e66f1c015>

<https://www.ideastream.org/arts-culture/2023-11-22/5-things-to-do-in-neo-winterland-in-cleveland-ferrari-exhibit-and-more>

<https://www.cleveland.com/entertainment/2023/11/christmas-in-cleveland-70-festive-and-fun-things-to-do-this-holiday-season.html>

SEE ALSO - THE ARCHIVE: The extremely popular "Archive Exhibit" is drawing people from near and far into the Main Library Campus. Ideastream did a feature on the exhibit with interviews from Director Thomas, Tiffany Graham Charkosky, and Erin Guido of LAND Studio that aired near the beginning of November.

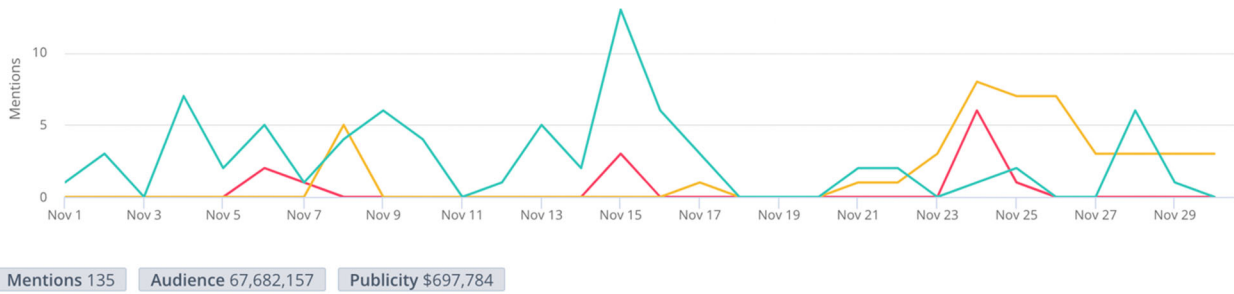
MEDIA COVERAGE:

<https://www.wvxu.org/2023-10-06/cleveland-public-library-dazzles-visitors-with-500-000-floating-flowers>

<https://coolcleveland.com/2023/10/can-journal-celebrates-its-archival-partnership-with-area-libraries/>

PUBLIC RELATIONS OVERVIEW

Cleveland Public Library garnered 135 mentions for the month of November reaching more than 67 million via national and local TV news, radio, and online and print.



SOCIAL MEDIA SUMMARY

Broadcasts, production, multimedia support: Marketing continues to explore streaming opportunities, conversations, and content that promote learning and timely topics.

- **Events:** Writers Unplugged: Authors in conversation; Winterland CLE; Music at Main; Little Free Library Launch; Flash Mob
- **Projects:** Cleveland READS Victory Bash spots; Timelapse of Mass Storage; Director Thanksgiving Message; MLK Commemorative Celebration
- **Podcasts:** Writers Unplugged & Page Count

Most Popular Posts by Platform



clevelandpubliclibrary
Thu 11/2/2023 11:00 am EDT

#TBT November 2nd is National Ohio Day, so we decided to leave Cleveland for the day and visit a 1971 scene of a...



clevelandpubliclibrary
Mon 11/6/2023 8:26 am EST

Everybody on mute! 🤫 We rocked that challenge! 🎉 A huge shoutout to all the incredible readers who made the...



clevelandpubliclibrary
Thu 11/9/2023 4:16 pm EST

In honor of Veterans Day, Our Special Collections Department has set out the Greater Cleveland Roll of Honor,...



@Cleveland_PL
Thu 11/30/2023 12:36 pm EST

Getting ready for the [@ClevelandReads](#) Parade and Victory Bash! 🎉 Don't miss Free books, Trackless Train rides, Free...



@Cleveland_PL
Sat 11/4/2023 11:15 am EDT

Stop, freeze, and READ! Today we're having a flash mob like no other. 200 people reading in the Eastman Readin...



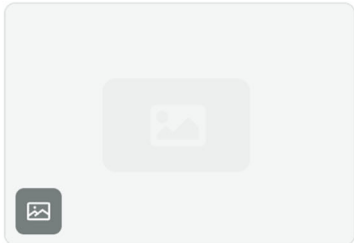
@Cleveland_PL
Tue 11/28/2023 7:04 am EST

All Cleveland Public Library locations are closed on Tuesday, November 28, due to inclement weather.



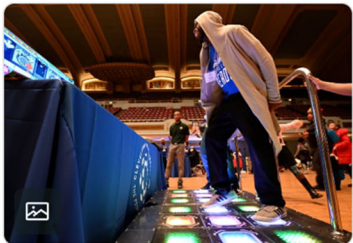
Cleveland Public Library
Thu 11/2/2023 11:00 am EDT

#TBT November 2nd is National Ohio Day, so we decided to leave Cleveland for the day and visit a 1971 scene of a...



Cleveland Public Library
Mon 11/20/2023 11:15 am EST

Get ready for some arcade fun! 🎮 Meet us at CPL Play this Saturday at Main Library! Bring the family to play games...



Cleveland Public Library
Wed 11/1/2023 7:53 am EDT

Halloween's over, but you can still get some sweet treats at the West Side Market! Visit the Cleveland Reads stan...



PROPERTY MANAGEMENT

Carpenters/Painters

- CDF- installed new surveillance monitors.
- Delivered snow blowers and rock salt to begin the winter season.
- On-going A.D.A compliance on door pressure gauge issues.
- Moved new book shelves that were in storage at Lakeshore to the Brooklyn campus.
- Removed graffiti from E.6TH street side of LSW.

Maintenance Mechanics

- Working on installing panic button on third floor Main Digital Library.
- Working with FMP to bring buildings into operation.
- Boiler repairs for stacks area on-going at Lakeshore.
- LED lighting upgrade to lighting in old gift shop along with added receptacles.
- Started outdoor lighting upgrades at Fulton branch.
- Started heating circulation pump replacement at Fleet branch.
- Continuing to install lighting occupancy sensors in employee restrooms, Main and LSW.
- Yearly boiler P.M's continuing.
- LED lighting conversion continuing in Main and Rice branch.
- Pulled data cable to new Marketing offices in Main and future employee lunch room.
- Ionization installation on-going at Memorial-Nottingham.

SAFETY & PROTECTIVE SERVICES

Safety Services

- 11-2-23: Fulton staff report finding a full gas can beside the building. A review of CCTV reveals a person unknown left a full gas can beside the building. Unknown motive, but abundance of caution because of previous incidents.
- 11-4-23 Downtown Campus-Reading Flash Mob (couple hundred attendees)

- 11-4-23-LSW EMS called for patron with medical emergency. Additionally, police were called for a patron who was assaulted off CPL property.
- 11-4-23-Mt Pleasant-CPD called for unruly patron.
- 11-7-23: Woodland-EMS notified and responded due to a patron on the exterior with medical condition. Patron refused medical services.
- 11-7-23: Addison-unrelated to branch operations-CPD to respond regarding patrons in parking lot arguing.
- 11-8-23: Eastman-EMS for a patron in rear parking lot with med emergency.
- 11-10-23: Sterling-patron possible OD; EMS called, and patron refused further care.
- 11-13-23: Main EMS called for a patron with apparent medical issue. After evaluation, the patron was transported to Lutheran Hospital.
- 11-14-23: LSW EMS notified and responded for a staff member who fell on the premises (refused EMS services).
- 11-16-23: CPD to C. West regarding threats to staff; male was placed in custody after CPD assessment.
- 11-17-23: Tech Central-CPD/EMS called when unprovoked one patron either punches or slaps another in computer area. Subject arrested next day after coming to Library premises.
- 11-21-23: Assist CPD with follow up of individual involved in several assaults in the area. 2023-348693
- 11-22-23: LSW EMS contacted for patron medical emergency. Transported to Lutheran SIR 23-1121
- 11-22-23: Addison-patron contacted emergency services on personal cell for unknown reason. Branch operations not impacted.
- 11-25-23 Winterland at Main
- 11-30-23: Fleet-EMS & CPD notified re patron experiencing a mental health crisis.

PROTECTIVE SERVICES

Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incident s	Incident Reports Gen.	CPL access activities
Nov 2023	1338	31	32	12	115	119
Oct 2023	1912	42	76	51	152	67
September 2023	1418	27	87	12	152	83

August 2023	1355	28	101	30	156	103
July 2023	1458	14	76	21	110	161
June 2023	1335	24	72	19	100	47
May 2023	1433	30	38	40	142	Sys upgrade*1396
April 2023	1359	18	73	15	91	79
March 2023	1613	27	72	31	152	47
Feb 2023	1908	26	89	12	107	65
Jan 2023	1485	23	27	15	114	63
December 2022	1393	18	20	20	76	39
November 2022	1332	19	65	10	96	42

Special Attention, Special Events, and Significant Incidents

- 11-2-23 LSW- Allen Dengler from CPL Foundation
- 11-3-23-Main photo shoots
- 11-4-23-Main photo shoots (153 people)
- 11-8-23 LSW Donna Flynt from CPL Foundation
- 11-10-23: LSW Office of Sustainability (40 guest)
- 11-19-23: Sustainability at LSW

Protective and Fire Systems

- 10-4-23 MLK alarm monitoring panel being evaluated by ATT & Guardian & SA Communale.

Contract Security

- 11-20-23: Solicited proposals from three private security companies to provide security for Cleveland Reads Parade. CPL went with service from Cleveland Public Safety.

Administration

- 11-1-23: Participate in Cleveland Reads Internal Steering and Foundation Black White and Read planning committee.
- 11-6-23: through 11-17-23 participated in Fit Sock challenge.
- 11-11-23: Veteran's Day
- 11-16-23: SPS donated 725 pairs of socks to the FIT challenge.
- 11-28-23: Library special close due to weather

INFORMATION TECHNOLOGY & CLEVNET

- The CLEVNET staff would like to thank the Board of Trustees of Cleveland Public Library for the generous year-end bonus that we all received. Thank you!
- Jamie Mason, Andy Busch, Jesse Scaggs, and Chris Strnad attended virtual planning meetings with Logicalis weekly on Tuesdays and Wednesdays throughout November to plan the Microsoft Office365 Tenant Migration. We are upgrading libraries on Mondays and Thursdays each week. In November, we completed: Mentor, Lorain, McKinley, Orrville, Peninsula, Perry, Rock Creek, and Ritter (Vermilion).
- Jamie Mason gave a brief presentation about CLEVNET to new staff at the CPL Staff Orientation on November 8.
- Jamie Mason and John Malcolm met to discuss 2024 goals for the CPL IT department on November 16.

Team Activities:

SOFTWARE

- Jamie Mason, Jim Benson, Megan Trifiletti, and John Pas met with representatives from SirsiDynix on November 14, 16, and 29.

SOLUTIONS

- Office 365 Tenant migrations performed for: Mentor, Lorain, McKinley, Orrville, Peninsula, Perry, Rock Creek, and Ritter (Vermilion).

HARDWARE

- New hire Clevnet Senior Computer and Networking Technician onboarding- in progress.
- Assistance in the Tenant migrations of: Mentor, Lorain, McKinley, Orrville, Peninsula, Perry, Rock Creek, and Ritter (Vermilion).
- PC Equipment setup for Milan-Berlin.

NETWORK

- Installed new Voice over IP (VoIP) router for Clevnet VoIP.
- Upgraded and refreshed the network at Wickliffe.
- Upgraded Wireless Access Points (AP's) at Medina: Buckeye, Brunswick, Highland, Seville and Lodi.
- Upgraded AP's at Lorain: South
- Ported Perry Library phone numbers to Clevnet VoIP and installed an Analog Telephone Adapter (ATA) for faxing.
- Installed two new security switches at Medina Main.

Executive Panel Updates:

- Panel met November 20. There are two panel positions up for election for a three-year term beginning January of 2024. One eastside representative and one westside representative. Members will vote in December.
- Panel has appointed a search committee to find a Senior Director of CLEVNET. Members of the search committee are: Katie Ringenbach (Burton), Jamie Mason, Jennifer Starkey (Elyria), Joe Zappitello (Harbor-Topky), and Gale Koritansky (Stow-Munroe Falls).
- Search Committee met November 6, 20, and 27. The Senior Director of CLEVNET position was posted in various online locations in November. So far there are 33 applicants for the position. The consultants have performed first and second interviews and narrowed the field to 6 candidates that will be presented to the search committee for their review and interviews.