

## **DIRECTOR'S REPORT**

November 17, 2016

### **FIGHTING COMMUNITY DEFICITS**

The Student Loan Rescue program offered by College Now Greater Cleveland has seen an increase in usage in the month of October. With a renewed push to promote the program among CPL staff registrations and attendances has doubled, with an average of seven registrants per served per 7-hour session.

On October 15<sup>th</sup> the Fulton Branch hosted Legal Aid @ the Library. Twelve attorneys and 21 law students participated in the clinic serving 39 patrons. In honor of the National Pro Bono Week the library in partnership with the Cleveland Chapter of the Legal Aid Society hosted its first clinic in the Louis Stokes Wing Learning Commons on October 27<sup>th</sup>. This mid-week program served over 40 patrons from surrounding areas.

TechCentral is participating in the Library's partnership with Cuyahoga County in preparing for the opening the deposit collection at the new Workforce Opportunity Resource Center (WORC) at the Virgil E. Brown Neighborhood Center. An adhesive vinyl sign was prepared for the space in order to showcase the Library's space, and Forrest Lykins, TechCentral Coordinator, assisted with the setup of the space on October 28.

### **FORMING COMMUNITIES OF LEARNING**

Special Collections Librarian Stacie Brisker hosted the program Is Conservatism Dead in America? On October 22nd the Special Collections department hosted Dr. Justin Buchler, professor from Case Western Reserve who led the discussion on this timely topic. Ms. Brisker worked with the CPL Marketing team to deliver this talk for the first time streaming live, through CPL Facebook.

On October 28th "Jasper Wood's Cleveland" opened at the Canopy Gallery, where it will run through November 14th. The exhibit of items from the Photograph Collection's Jasper Wood Collection was planned and curated by Photograph Librarian Brian Meggitt and Library Assistant Adam Jaenke. The exhibition features twenty new prints of works by Wood, along with digital projections of selections of his other photographs and screenings of his short film Streetcar. The Library's Photograph Department Staff with the assistance of the Friends

of Cleveland Public Library hosted an opening night celebration at the Canopy Gallery on October 28th. Attendees enjoyed food, drink and a view of some of his finest works in the Photograph Collection.

Carnegie West: Carnegie West Scholars programming had a successful and unprecedented debut in October. In addition to fulfilling a community deficit by "wrapping around" over twenty Paul Laurence Dunbar students through Mean Green Math Machine, Carnegie West Scholars has increased participation in after school programming by neighborhood families. One family signed up the day after seeing children's librarian Helen Zaluckyj with the young scholars launching rockets in Novak Park. An unexpected reaction to the innovation grant programming was the request of the entire 2/3 grade split from Urban Community School to participate in Carnegie West Scholars. Zaluckyj served over 200 children the first week of the scholars program, some of whom were new patrons drawn to the library thanks to the STEM-based innovation grant programming. Branch manager Angela Guinther has begun the leadership certification series taught by ERC staff and implemented by Human Resources department.

### ***CELEBRATE DIVERSITY***

The Cleveland chapter of Creative Mornings, a monthly lecture series targeting local creatives, hosted its October event in the Indoor Reading Garden in the Louis Stokes wing of the Main library. Municipal Court Judge Michael Ryan was selected to speak on the topic of governmental transparency. Judge Ryan spoke on the evolution of transparency in western democracies and the role it played in his campaign for a seat in the municipal courts.

Library Assistant Mark Fox Morgan collaborated with the Youth Services Department staff on an Art Lab program for Hispanic Heritage month on October 12th. Mr. Fox Morgan taught 10 children how to make figurative sculptures based on the art work of Manuel Neri (1930- ). Neri is a Mexican-American artist who is recognized for creating life-size figures.

### **PARTNERSHIPS**

Family Passes to the Cleveland Museum of Natural History were available for check out by CPL cardholders at 28 library locations including the Public Administration Library at City Hall. Each Family Pass is good for one day's admission to the museum for a family of 6 (up to 2 adults and 4 children). Each

location receives 15 passes per month from Outreach & Programming Services.

### **Exhibits and Displays**

Main library staff members created a number of informative, educational and interesting displays during the month of October. Senior Literature Librarian Jean Collins created a theater table-top exhibit for the Cleveland Play House production of *Sex with Strangers*. In addition, she created a book list and theater table-top exhibit for the Playhouse Square production of *Finding Neverland*. Local and Global History Department Library Assistant Danilo Milich created a book display titled *This Month in History*. Fine Arts staff created a book display featuring Hispanic artists and musicians for *Hispanic Heritage Month*. Literature Department Library Assistant Nick Durda created two books displays in the Main Lending area. One display was a celebration for Banned Book

### **Research That's Possible Only at Main Library**

\* Staff assisted a university law professor with locating images of Union Trust Bank and banker (and convicted felon) Kenyon Painter for research into the history of financial and real estate transactions in the Cleveland area during the Great Depression.

\* Staff assisted a visual artist with finding and obtaining images of Cleveland businesses and personages associated with the African-American experience during the 1940s and 1950s to serve as inspiration for her January exhibit.

\* Patron from Washington D.C. requested copies of the December 2012 Chess Life article which featured the J.G. White Chess Collection.

\* A researcher from Sweden requested scans from three 19th century Dutch chess books: *Regelen voor het strategisch spel*, *Das Feldzugspiel* (1819), and *Le Je strategique* (1819).

\* Practicum student Andrea Mitchell found an uncatalogued broadside facsimile depicting the 1677 article about the citing of a comet.

\* A researcher from Cornell University requested a 1932 article about a Kerdiris inscription from a Sasanian Rock.

\* A chess & checkers researcher from Michigan requested to view over 50 items for his visit on October 12th, 13th and 14th. It took three staff and approximately 9 hours to pull the material.

\* A chess researcher requested an article from the journal, Schacchi e Scienze Applicate for the 1990 article, "Gli Schacchi in India". Cleveland Public Library is the only holding library in WorldCat for this journal.

\* A patron requested the music score "Put Your Trolley on the Sky" (1898) from the Eyman collection. This song was dedicated to former Cleveland Mayor, Tom L. Johnson.

\* A chess researcher from Virginia came to CPL to view the book, Vom ersten Zug an auf Matt (1957) for which there is only 3 copies available in the U.S.

\* A chess researcher requested to view chess scrapbooks once owned by J.G. White.

\* A patron requested a digital copy of the WPA painting in Special Collections by artist George Adomeit entitled Prospect Avenue, 1934.

\* A well-known chess author made a visit to Special Collections to research the famous American Chess player Henry Nelson Pillsbury (1872-1906). The chess author is updating a biography he wrote 20 years ago and requested some of the J.G. White chess scrapbooks. Over 75 volumes and boxes were pulled for his research.

\* A patron was pleased to find research material about famed 16th century German philosopher, Paracelsus (1493-1541). Paracelsus was a physician, botanist, astrologer and occultist who is credited as the founder of toxicology. The patron was able to scan the rare material in CDPL.

\* A patron requested occult material written by Aleister Crowley. Crowley was an English occultist, writer and magician of the early 20th century. Special Collections is known for its collection about the occult, witchcraft and magic.

\* A patron requested to view some of the Rubaiyats in the collection.

\* Two organists and researchers from Michigan came to CPL to view organ music from the Sheet Music collection and the Cleveland Chapter of the American Guild of Organists collection.

\* PAL staff assisted a patron with finding Cleveland City Charter site 115-1 Office of Professional Standards and 119 Suspension of Police and Firemen as it was written during the 1980's.

## **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

## **CLEVNET**

CPL has over 12,000 followers on Twitter and the Facebook page currently has over 8,000 fans.

## **GRANTS & DEVELOPMENT**

### State of Ohio Dep't of Education

- Awarded \$50,000 for the Family and Community Engagement pilot program, a kindergarten preparedness and parent engagement project.
- Planned forum with 30 local partners in early literacy to discuss four events for this grant.
- Organized week-long training at MLK Branch to be hosted by State in December.

### Cleveland Foundation

Awarded \$10,000 to sponsor the Sunlight Foundation's Transparency Camp to be held at the Cleveland Public Library October 14 & 15, 2016.

### CPL 2017 Programming Meeting

Assisted in the organization of and attended the CPL 2017 programming meeting (10/28).

Finalized America Reads agreement with Cleveland State University for after-school tutoring.

### **PUBLIC SERVICES**

In the month of October the Library hosted approximately 236 programs ranging student loan debt counseling to seminars on governmental transparency. Also during the month the Library offered 143 pre-school story times to children and parents as well as a special Legal Aid Clinic held Louis Stokes Wing of the Main library. Education services such as GED and ESOL classes, after-school tutoring, and ACT preparation classes we held at 14 branch locations. The after-school food program, Kid's Café, began service at all but one CPL location.

On October 8<sup>th</sup> K-8 after-school tutoring provided by the Cleveland State University America Reads program began services at eleven CPL locations. The new fixed-cost agreement in the amount of \$57,963 covers costs for the period of October 2016 - June, 2017.

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The Cleveland chapter of Creative Mornings, a monthly lecture series targeting local creatives, hosted its October event in the Indoor Reading Garden in the Louis Stokes wing of the Main library. Municipal Court Judge Michael Ryan was selected to speak on the topic of governmental transparency. Judge Ryan spoke on the evolution of transparency in western democracies

and the role it played in his campaign for a seat in the municipal courts.

The OPS department encumbered \$74,505.76 in support of Library programming in the month of October. The majority of this spending involved blanket agreements with outside organizations providing branch programming. Most notable of these agreements are two involving expanded services art therapy and computer coding classes to each of the 5 districts. The Art Therapy Studio will offer 35 sessions for children under the age of 18 and the non-profit Community ++ will offer 30 computer coding classes for teenagers and adults; both initiatives will begin in 2017.

### ***Friday Frolics***

Literature Department Librarian Timothy Phillips hosted several Literary Frolics programs during the month of October. On October 15<sup>th</sup> the program focused on Jules Verne's *Twenty Thousand Leagues Under the Sea*. The second program was a "birthday bash" for Rita Hayward on October 21st. The celebration included a showing of her films, *Gilda & Affair in Trinidad*. Pierre Boulle's *Planet of the Apes* was the focus of the final Friday October Frolic.

### ***Is Conservatism Dead in America?***

Special Collections Librarian Stacie Brisker hosted the program *Is Conservatism Dead in America?* on October 22<sup>nd</sup> in the Special Collections department. Dr. Justin Buchler, professor from Case Western Reserve led the discussion on this timely topic. Ms. Brisker worked with the CPL Marketing team to deliver this talk for the first time streaming live, through CPL Facebook.

### ***All the Books Are Stages***

Literature Department and OCFB Manager Amy Dawson and Librarian Evone Jeffries conducted Octavofest bookmaking workshops in eight CPL branches along with Art Books Cleveland Book Artist, Bonne' de Blas. The theme for the workshops was theater history and the book form was a tunnel book.

### ***Paper Arts Party***

Literature Librarian Evone Jeffries conducted an Octavofest program to promote literacy by creating small books, cards, and bookmarks at the Sterling and Jefferson Branches.

### **National Novel Writing Month**

Literature Librarian Evone Jeffries hosted a National Novel Writing Month Kick-off event on Saturday, October 21<sup>st</sup>. Future novelists were encouraged to create a writing plan for November.

### **Music at Main**

Trombone students from the Cleveland Institute of Music performed a variety of popular songs from films on October 1<sup>st</sup> to an audience of 45 enthusiastic patrons.

### **Youth Services Programming**

Library Assistant Crystal Huggins conducted Wee Read and Play Story times and the Super Sleuth Readers programs in October. Children's Librarian Lan Gao visited daycares and schools and delivered the I'm Ready to Read campaign cards promoting the Kindergarten Sign-Up Campaign. Youth Services Manager Annisha Jeffries and Lan Gao conducted a school tour with Community Villa View School every Tuesday.

### **Hispanic Heritage Month**

Library Assistant Mark Fox Morgan collaborated with the Youth Services Department staff on an Art Lab program for Hispanic Heritage month on October 12<sup>th</sup>. Mr. Fox Morgan taught 10 children how to make figurative sculptures based on the art work of Manuel Neri (1930- ). Neri is a Mexican-American artist who is recognized for creating life-size figures.

### **Genealogy @ CPL**

CLGH Librarian Terry Metter conducted Genealogy @CPL at the Union Branch on October 1<sup>st</sup> and CLGH Library Assistant Lisa Sanchez conducted the same program at the Union Branch on October 22<sup>nd</sup>.

### **Main Library Book Clubs**

On October 20<sup>th</sup> the *Get Graphic! A Graphic Novel Book Club* met to discuss *The Diary of a Teenage Gir* by Phoebe Gloeckner and Literature Department Library Assistant Nick Durda led a Brown Bag Book Club for the book *We Have Always Lived in the Castle* by Shirley Jackson on October, 26<sup>th</sup>.

### **International Languages Programming**

During the month of October, International Languages staff members hosted 30 programs. In addition the International Languages Department is currently hosting two local Latina artists, Maria Paz and Cosette Pineda. This show will run until November in the International Languages Gallery.



### **Main Library Tours and School Visits**

During the month of October Main Library Staff members conducted tours for a number of visiting groups including: Two members of the Carpatho-Rusyn Society of Cleveland, eleven ladies from the Mayfield Women's Club, six individuals from *See Cleveland*, eleven students from Eleanor Gerson School, twenty-nine students from Marion Seltzer Elementary School, Mr. Rickey Tax, Director of the Meermanno Museum at The Hague (Netherlands) on October 27<sup>th</sup>. and on October 6<sup>th</sup>.

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### **Main Library Outreach**

On October 28<sup>th</sup> "*Jasper Wood's Cleveland*" opened at the Canopy Gallery, where it will run through November 14<sup>th</sup>. The exhibit of items from the Photograph Collection's Jasper Wood Collection was planned and curated by Photograph Librarian Brian Meggitt and Library Assistant Adam Jaenke. The exhibition features twenty new prints of works by Wood, along with digital projections of selections of his other photographs and screenings of his short film *Streetcar*. The Library's Photograph Department Staff with the assistance of the Friends of Cleveland Public Library hosted an opening night celebration at the Canopy Gallery on October 28<sup>th</sup>. Attendees enjoyed food,

drink and a view of some of his finest works in the Photograph Collection.

Fine Arts Librarian Bruce Biddle conducted an art program at the Addison branch on October 21<sup>st</sup>. He showed program participants how to draw zentangles, which is easy and fun way to create images by drawing patterns.

Children's Librarian Rebecca Donahue presented at the second annual Back to the Book Jr. Event at the Hilton Garden Inn, Twinsburg. The subject of the day was story times for Baby, Toddler, Preschool or Community Outreach story times.

### **Collection Development Highlights**

Popular staff members have been working to organize the DVD collection. New dividers that split each letter of the alphabet will patrons to more quickly retrieve materials. In addition, the Popular Staff is working to complete the shifting of the microfilm from the 5<sup>th</sup> floor storage to the basement storage room. The titles on microfilm have now all been interfiled and the process of labeling the collection has begun.

Center for Local and Global History Library Assistant Adam Jaenke continues work on digitizing the entire Jasper Wood collection of negatives.

Fine Arts librarian Andy Kaplan began working with the CDPL staff to digitize public domain sheet music from the Eyman Collection (which contains over 2,000 pieces of music). The Eyman collection is orchestra pit sheet music of Tin Pan Alley songs from Cleveland theaters that date back to the early 20<sup>th</sup> century.

The following titles were digitized from the collection: *The Hazeltine Chess Columns* (from 111 rolls of microfilm) and a CPL exhibition catalog entitled *The Illustrated Book* (1991).

Digitized links were identified for the following titles and staff had Catalog create 856 links: *Het Strategisch spel (1819-chess)*, *Dissertation sur les malefices et les sorciers (1752-witchcraft)*, *Zauber-Bibliothek oder von Zauberei (1821-witchcraft)*, *Geschiedenis der heksenprocessen (1828-witchcraft)*, *A Contemporary narrative of the proceedings against Dame Alice Kyteler (1843-witchcraft)*, *Pott's Discovery of witches in the county of Lancaster (1845)*, *Catechism of the Drouzes (1832-ancient religious sect from Egypt)*, *Opera nuova nella quale se insegna by Jacobus de Cessolis (1594-chess)* and a rare edition

by illustrator Lynd Ward entitled *The Cloister and the Hearth* (1932) was transferred to Special Collections.

October donations included: a 2 volume set of Horace Greeley's *American Conflict* (1865-1867), a copy of the *Memorial Address on the Life and Character of Abraham Lincoln: Delivered, at the Request of Both Houses of the Congress of America, before them, in the House of Representatives at Washington, on the 12<sup>th</sup> of February, 1866*, 4 chess books donated from a German chess researcher he authored entitled: *Schach in Löberitz: Historische Untersuchung über die Schachtradition im Schachdorf Löberitz* (1996); *Das Schach-oder König-Spile des Gustavus Selenus* (2012-2013); *Die Schachgeschichten des Reinhold Schmidt* (2009); *Die Löberitzer Schachtage 1986-2015* (2015). A donor from Hagerstown, MD donated material related to former CPL employee, Francis Sommer. Mr. Sommer worked in Special Collections from 1926-1978 and was a well-known polyglot. The final Deed of Gift for the *Harold Dondis Chess Columns* was executed on October 3<sup>rd</sup>. The columns were shipped to Special Collections by mid-October.

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## **Staff Development**

Assistant Director of Public Services Robin Wood is representing CPL in the 26<sup>th</sup> Annual Cleveland State University Leadership Academy. The first session was held on October 27<sup>th</sup> at Main Library. Graduation is planned for May 19, 2017.

International Languages Manager Milos Markovic represented CPL at TRI-C Metro's annual ABLE workshop.

Center for Local and Global History Manager Olivia Hoge attended the Ohio Local History Alliance's 2016 Annual Meeting and Conference, Connecting Communities on October 7<sup>th</sup> - 8<sup>th</sup> in Dublin, Ohio.

Center for Local and Global History Librarian Terry Metter attended the Urban Library Council's 2016 Annual Forum in Kansas City on October 5<sup>th</sup> - 7<sup>th</sup>. The three day conference was attended by librarians and library executives from across the United States and Canada.

Fine Arts & Special Collections Manager Pam Eyerdam attended an *Octavofest* presentation given by Rickey Tax, Director of the Museum Meermanno, Netherlands on October 20<sup>th</sup> at Cleveland State University.

PAL Library Assistant David Furies participated in the webinar titled "*Federal Government Data Update.*" on October 5<sup>th</sup>.

PAL Library Assistant Monica Musser attended CPL Transparency Camp on October 14<sup>th</sup> and 15<sup>th</sup>.

## **EXHIBITS**

The Library in partnership with LAND Studio and MOCA installed a politically inspired mural on the eastern gate of the Eastman Reading Garden.

The creators of the piece, For Freedoms, are an artist-run super PAC founded by artists Hank Willis Thomas and Eric Gottesman. For Freedoms draws inspiration from Franklin Delano Roosevelt's articulation of the freedoms that underscore civil society: freedom of speech, freedom to worship, freedom from fear, and freedom from want. Nearly 50 contemporary artists are collaborating with For Freedoms to encourage political discourse and engagement around the 2016 presidential election.

The banner features two graphic elements. The first is an appropriated image taken by Spider Martin on March 15, 1965, in Selma, Alabama – a day now called "Bloody Sunday." In the image, John Lewis, a current United States Congressman, stands with the Student Nonviolent Coordinating Committee during a protest action.

For Freedoms added the text: "In order to form a more perfect union," a foundational quotation from the United States Constitution. For Freedoms' second graphic element "Us Is them," asserts a hopeful message about mutual understanding among American citizens. The project is emblematic of For Freedoms' method of merging text and imagery in the style of traditional political super PAC and partisan political campaign advertisements.

### **PARTNERSHIPS**

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### **MOBILE SERVICES**

The Mobile Services Department in the month of October began to pilot new programming for Senior Citizens in various neighborhoods of Cleveland.

The "Get Social: learn how to post, tweet, and connect" program was held at the Fairhill Center on October 18<sup>th</sup> and had 15 participants. The program addressed the technological knowledge gap possessed by seniors as it relates to the use of mobile devices. The same program was held at the Wingspringer Apartment Building in the Buckeye Neighborhood on Oct. 31<sup>st</sup> in the afternoon.

The Franciscan Senior Apartment book club is in its third month and the attendance has been consistent at around twenty participants. The group has embraced this program and participants, on their own initiative began preparing baked goods and small craft items (bookmarks) to share to share with each other during the program.

On the Road to Reading completed its second month of service to local childcare centers. The program has received good reviews

from the teachers who are enjoying the extra books in their daycares. The OTRR program has also been working hard to inspire teachers to think of new ways to use the books and several teachers have created extension activities as suggested by OTRR staff.

The work of increasing services to seniors has been of high importance in Mobile Services over the last couple of months, which resulted with adding over six programs held at various senior apartment buildings and centers this month. In addition to the Get Social programs on October 18<sup>th</sup> and 31<sup>st</sup>, the department hosted a Jazz Concert on October 27<sup>th</sup> for forty-seven individuals at Abington Arms Apartment. On October 19<sup>th</sup> at the Springhill Apartments a Haunted Cleveland program hosted twelve individuals, who were surprised by the amount of haunted places in the surrounded area. On the 25<sup>th</sup> of October a History of Hough program was presented by Kelli Newsom to 18 residents of the Kingsbury Apartment building located in the Hough neighborhood.

#### **MEETING ROOMS**

The total number of requests for Main Library in the month of October was 255 with an estimated total attendance of 4,113. The Library's newly renovated Learning Commons on the 2<sup>nd</sup> floor of the Louis Stokes Wing was reserved 97 times and accommodated over 1,400 guests during the month of October. Branch meeting rooms were reserved 470 times with an estimated total attendance of 1,320. Lakeshore auditorium and meeting rooms were reserved 31 times primarily for staff related activities.

#### **BRANCHES**

##### **District 1**

**Eastman** - On October 3rd, Branch Manager Ken Knappe attended a Stockroom Analysis Committee Meeting This is the third time the group has met to determine how to update the ordering of library supplies and materials and to eliminate old and obsolete items It was determined that the group needs to meet at least one more time. Children's Librarian Cassandra Feliciano visited Angels on Earth Day Care on 10/13/16 for pre-k storytime. LA Youth Nancy Smith went to the fitness ambassador's meeting on 10/12/16 in place of Branch Clerk Betsy Serrano. Cassandra created a Halloween book display in Eastman's main lobby.

**Lorain** - October 2016 was a month of youth engagement, community safety, and staff learning. Youth staff continued story times at 5 local schools and began distributing afternoon meals to

approximately 25 kids each weekday through Kids Café. Lorain Branch became the place for youth to hang out during non-school hours, with probably 40 kids spending time in the building each day. Lorain Branch organized and hosted a public discussion between Detroit-Shoreway Community Development Organization, Councilman Matt Zone, the Cleveland Police Department 2nd District, and residents on October 18 regarding a recent drive-by shooting; a Streetwise Self-Defense class with Cleveland Clinic and the North Coast Defense Academy on October 20; and a Domestic Violence Forum with Detroit-Shoreway,

**Rockport** - Rockport celebrated being number one in Summer Reading Club and ConnectED card sign ups with a pizza party courtesy of Director Thomas. Staff coordinated 6 in branch youth programs. 2 classes visited ROC for story time. Healthy meals, courtesy of the Cleveland Food Bank, were served for Kids Café. Read to the Beat ended a successful six weeks at ROC. America Reads Tutoring, courtesy of Cleveland State has begun with multiple youth daily taking advantage of the service. The Cleveland Fire Department visited with their Safety Truck and over 50 patrons went through and learned about Fire Safety.

**Walz** - Ms. Gielty's showcase highlights spooky books while a rounder has been devoted to Hispanic Heritage books. Produce giveaways, the lunch program, outreach and daily class visits have kept the library busy.

**West Park** - During the month of October Children's Librarian, Vicki Beggiani and Library Assistant-Youth Emphasis, Jeanna Sauls performed story times and tours of the West Park Branch for five classrooms from Newton D. Baker Elementary School, Valley View Boys Leadership Academy, and Watch Us Grow Family Daycare. Assistant Branch Manager, Crystal Tancak met with a group of teachers from Valley View Boys Leadership Academy to provide information about relevant programs and services offered by the library. Through a partnership with The Greater Cleveland Food Bank, Kids Café began on October 3rd providing free, nutritious meals to youth after school. Through another partnership with Bellaire-Puritas Development Corporation, Fashion Club resumed this month with youth meeting every other Tuesday to make something new and unique to take home. The Children's Museum of Cleveland's Museum without Walls visited the branch to present a mosaic art program to a group of children. Tech Central taught a Computer Basics series to adults and the Center for Local and Global History presented a Genealogy class.



## **District 2**

**Brooklyn:** On October 4, Tech Central staff presented a MiniMaker Lab and worked with kids to make cell phone speakers with Post-It Notes. School visits continued with visits to Denison and Little Bit of Loving Care Day Care.

**Carnegie West:** Carnegie West Scholars programming had a successful and unprecedented debut in October. In addition to fulfilling a community deficit by "wrapping around" over twenty Paul Laurence Dunbar students through Mean Green Math Machine, Carnegie West Scholars has increased participation in after school programming by neighborhood families. One family signed up the day after seeing children's librarian Helen Zaluckyj with the young scholars launching rockets in Novak Park. An unexpected reaction to the innovation grant programming was the request of the entire 2/3 grade split from Urban Community School to participate in Carnegie West Scholars. Zaluckyj served over 200 children the first week of the scholars program, some of whom were new patrons drawn to the library thanks to the STEM-based innovation grant programming. Branch manager Angela Guinther has begun the leadership certification series taught by ERC staff and implemented by Human Resources department.

**Fulton:** Green Machine Science Machine experiments continue to be exciting for the children. A blow up planetarium was brought in and the children learned about the night sky! The legal aid free advice clinic continues to bring in a large number of interested parties; it was very orderly and much appreciated by our patrons. The only complaint was the lack of parking. The Kids Cafe continues to be in demand with our patrons, we have a lot of hungry children, and staff is grateful the program is offered.

**Jefferson:** "Maker Mondays" continue to be a popular program with Jefferson's patrons. Throughout this month children have explored various technologies with the Maker Kit Mania Program, with the Snap Circuit Program being the most popular. Also children had the opportunity to create their own comic strips using the Pixton Program. Branch Staff continue to welcome scores of children from neighborhood schools, both after school and through class visits and story times. ConnectED cards have been issued to all students that visit the branch on a class visit. Children also learned new skills by experimenting with nail art and creating friendship bracelets. As part of the Library's Octavofest Celebration children learned to make 3D

tunnels books. The Tremont Think and Drink Book Club met at the Spotted Owl and discussed "The Sixth Extinction: An Unnatural History."

**South:** The South Branch children and teens rejoiced when the materials from the Shark Tank Grant arrived at the Branch. This is a collection of guitars both acoustic and electric for the children and teens to learn to play guitar. Branch Staff continues to service the neighborhood schools by presenting story times for Kindergarten at Walton Elementary, Pre-K at Buhner Dual Language Elementary and Toddler and Pre-K at Humble Hearts Day Care. For Discovery Day the participants hypothesized how many books three toilet paper rolls can hold up before they are crushed? Children learned what a hypothesis is and made their educated guess to how just three toilet paper rolls can hold up two telescopes full of books. The participants then counted as they loaded books into the telescopes to see if the rolls would hold. There were several programs for Hispanic Heritage Month, including Smart Art which involved learning about the life and works of Pablo Picasso. The participants had the opportunity to paint a guitar in the style of Cubism using only different shades of blue paint from Picasso's Blue Period.

**South Brooklyn:** For October South Brooklyn received a steady flow of activities involving partnerships: College Now, which offered the impACTthe216 (an ACT prep course); Kids' Café (free snack program in partnership with Food Bank) served food to impACTthe216; TechCentral engaged young patrons with the 3D Pet Monster Lab; the Gund Foundation provided a display promoting the Changing Minds Photo Exhibit at CPL Main. Various staff put up displays: the adult side had Halloween fiction/nonfiction, Horror Movies, Libros En Espanol, Fall into Romance; the children side had Halloween picture books/non-fiction, Star wars, Curious George and Batman. Both LACEs attended training.

### **District 3**

**Garden Valley** - Leonard Burks observed Hispanic Month celebration by sharing the Spanish language with the boys and girls. He talked about culture such as music, food, dance, and song. Mr. Burks read several Spanish stories to give the children a more in depth feel of the culture. The kids loved it. There were 15 children present from Harvest Day Care. Mr. Burks also shared stories about Halloween and Jack O Lanterns to the kids. They were so very attentive and engaged. The story time ended with a craft in which each child made their own picture pumpkin or Jack O lantern.

**Hough** - Amy Dawson and Evonne Jeffries of Literature Dept. conducted a "Shadow Box" book making workshop in honor of Octovafest. Manisha Spivey and Joanna Rivera attended the Wellness Ambassador's meeting held at Lakeshore. Computer Aides Romael Young and Dawneast Greene attended the quarterly computer Aide meeting conducted by CJ Lynce. Joanna Rivera attended a "Lunch and Learn" session held at Rockport. Donna Willingham attended two Leadership Trainings conducted by ERC: "The Role of the Supervisor" and "Communication".

**Martin Luther King Jr. Branch** - Toni Parker attended the All Districts meeting on the October 5<sup>th</sup>; the Quarterly Manager's meeting followed by a District Manager's meeting. Ms. Parker, Ms. Kmiecik and Mr. Roberts attended the Train-the-Trainer Workshop. The United Way held a Lunch and Learn at the branch on October 11<sup>th</sup>.

**Sterling** - Art Books Cleveland and the Promise Neighborhood celebrated Octavofest at Sterling with an exhibit featuring art work created by the children over the past eight months. The children also presented a puppet theater program of improvised skits. The weekly individual and team STEM challenges continue to be popular.

**Woodland** - Stacey Brown represented the Woodland Branch at the United Way and Community Shares Lunch-and-Learn on October 11, 2016. Whitney Johnson is the new Wellness Ambassador for the Woodland branch. For a Halloween activity, children created their own pumpkin rice crispy treats! Participants read aloud the ingredients and steps needed to create this Halloween treat.

#### **District 4**

**East 131:** Manager Marcie Williams participated in the Making Strides Against Breast Cancer 5k Walk at the Zoo as part of the CPL-Fit Team. On Saturday October 8th, LA Youth Emphasis Rosa Simone presented bilingual story time to children at the Convencion Hispana event held at Max Hayes H.S. in celebration of Hispanic Heritage Month.

**Fleet Branch:** The Fleet Branch hosted the Recipe Club, the Ladies Knitting Guild, and a Financial Awareness Event with Cleveland Public Library's valued partner Community Financial Center. Walter Morris and his team provided staff and patrons

with a variety of financial information along with free credit reports. The Board of Electrons held a registration and poll workers drive. Ms. Colleen from College Now assisted patrons with reducing student loan debut and financial aid. Pasha Moncrief and Tracie Forfia attended Broadway/Slavic Village/P-16 Community Meeting. Ms. Moncrief attended the Quarterly Manager Meeting and District Four Meeting. Tracie Forfia attended the Youth Services Meeting and CPL Board Meeting.

**Harvard-Lee:** Mrs. Parks and Ms. Kristen Schmidt attended the Train-the-Trainer workshop held on October 3. Ms. Schmidt additionally attended the first Module of the Leadership class provided by our L&D. Ms. Schmidt participated in conference calls concerning Lead Worker/Clerk Training. Team Harvard-Lee was given a pizza party from NOPEC staff wearing their MOPEC t-shirts on October 18. Also, Team Harvard-Lee was recognized for their efforts in being #1 for SRC completions. A pizza party was given on October 26, 2016 for the entire staff. Also on this date, in recognition of Breast Cancer awareness, our entire team embraced PINK OUT Day coordinated by Ms. Bianca Jackson.

**Mount Pleasant:** Mrs. Scurka attended a NEO-RLS seminar on Best Practices in Motivating Staff. The Mt. Pleasant Wellness check-up were all completed. Mrs. Scurka attended the Managers monthly meeting at the Lake shore facility. Mrs. Carter and Ms. Proctor attended the monthly Youth Services meeting at the Lake Shore facility. Mrs. Carter attended a NEO-RLS seminar on Back to the Book.

**Rice:** Youth Services staff conducted multiple weekly class visits and story times with November Center, Harvey Rice School, Intergenerational School, and Sunbeam. In a partnership with PBS IdeaStream the branch hosted an appearance of the famous character Daniel the Tiger and as a surprise was gifted a new play zone rug, a technology cart and four preloaded galaxy tablets with cases and headphones. In addition PNC donated two iPads with cases, gift cards, and giveaway bags for all the participants. The branch computer aides worked for the first time in collaboration with mobile services to pilot a technology class for seniors at the neighboring Fairhill Partners and the Wipinsinger Apartments.

**Union:** During the month of October, Union Branch serviced 397 students through outreach story times and school visits. Two fun and exciting programs were held at Union Branch in addition to candy give-a-way on Halloween Night, allowing branch staff to

interact with 75 students total. Union Branch staff and volunteers also interact with students during Kid's Café, where we have served over 500 after-school snacks for the first time. This month, we had two volunteers; Quinica Garrett who will remain with Union Branch for the entire school year, and Naiemma Williams from Vocational Services Unlimited.

## **District 5**

**Addison** - This month, Addison's Youth Service Staff is preparing for its annual Superhero Party. This event includes games, candy and an essay contest on "What make your superhero so special?" Essay contest forms are distributed to area schools to be retrieved and judged by staff prior to the party. Movie theater gift cards in denominations of \$20, \$15, and \$10 will be awarded for first, second, and third place. The branch will also host an afterhour's community engagement and maker's event in partnership with *Upcycle Parts Shop Art Studio*, for the creation of a new banner to hang in the branch. This event will feature a musical performance by students from *Rainey Institute*, guest speakers, refreshments, and goody bags for adults.

**Collinwood** - "*I just love it all.*" is a quote from an evaluation from one of the sessions at our pilot program "Collinwood Community Youth Academy" (CCYA) which will have its 4<sup>th</sup> session on October 29<sup>th</sup>. This has been a labor of love in partnership with OPS and the United Way. In addition, the Cleveland Museum of Art has scheduled programs at three of our branches, Collinwood, Langston Hughes and Glenville again this year marking the third year of our on-going partnership and expansion of programs since 2013.

**Glenville** - Recently, the Glenville branch was presented with the opportunity to have a rain garden added next to the branch with the installation beginning this November. The Senior book club met and discussed the title, "3, 2, 1," by Carol Smiles with several in attendance. Michelle Miller attended the Youth Services meeting on October 19th and LACE, Clay Cunningham, will attend the mandatory LACE meeting to be held on October 26<sup>th</sup>. Sharon Jefferson attended the manager's meeting on October 12<sup>th</sup> and the Ward 9 council meeting on October 13<sup>th</sup>.

**Langston Hughes** - Free tutoring was provided Monday through Thursday by Cleveland State University students from America Reads; the Kid's Café took place Monday - Friday at 3 p.m.; collage art illustrations of fall scenes with "Collaging the Fall Landscape"; create a drum machine with "Make a Drum from

Anything"; the branch celebrated Octavofest with "Octavofest Bookmaking Workshop"; Halloween was celebrated with "Books that go Boo"; examine the fall leaves with our program "'Leaves in the Wind"; pop-up books were created with Halloween in mind with "Books that go bump in the Night."

**Memorial Nottingham** - For the month of October the Memorial Nottingham Branch hosted classes from the Tech Central. Classes included Email Basics, Your Digital Footprint and CPL and Your device. We hosted the launch of the Operation Vegetables game in collaboration with Collinwood Ballot box Project winner Linda Zolten Woods. Storytime's have been delivered to several day cares and school classes including Jubilee Academy and Brilliant Beginnings Day Care. Class visits continue from St John Nottingham.

### **TechCentral**

#### **Library Assistant, Computer Emphasis Meeting**

The quarterly Library Assistant, Computer Emphasis meeting was held on October 26<sup>th</sup> at the Lakeshore Facility. Topics of the meeting included Xerox Servicing and Supplies, a presentation on the Digital Gallery, and an introduction to Mozilla Web Literacy.

#### **Workforce Opportunity Resource Center**

TechCentral is participating in the Library's partnership with Cuyahoga County in preparing for the opening the deposit collection at the new Workforce Opportunity Resource Center (WORC) at the Virgil E. Brown Neighborhood Center. An adhesive vinyl sign was prepared for the space in order to showcase the Library's space, and Forrest Lykins, TechCentral Coordinator, assisted with the setup of the space on October 28.

#### **Staffing Changes**

Tawana Campbell transferred to Library Assistant, Computer Emphasis, PTR, TechCentral, on October 2, coming from the Glenville Branch.

TechCentral Manager, CJ Lynce, held interviews for a Library Assistant, Computer Emphasis, PTR, in TechCentral on October 7.

Julie Gabb transferred to Library Assistant, Computer Emphasis, PTR, TechCentral, on October 23, coming from the Rockport Branch.

### **Professional Development and Meetings**

TechCentral Coordinator, Forrest Lykins, attended Process Improvement Committee Meetings on October 3, 18, 24, and 25.

Mr. Lykins attended CPL FIT Committee Meetings on October 4 and 11.

### **Community Engagement: Visits and Outreach**

TechCentral Coordinator, Forrest Lykins, and Library Assistant, Computer Emphasis, Yehia (Jon) Alhibshi Devore traveled to the Erie, PA to present a session on Maker Spaces for the Erie County Public Library staff development day on October 9.

TechCentral Manager, CJ Lynce, and Mr. Lykins transported the Mobile MakerSpace to Hubbard Public Library on October 14 to be part of the grand opening event for Hubbard Public Library's own maker space.

### **Computer Classes, MakerLabs, and One-on-One Sessions**

The following are the statistics for Computer Class and MakerLab programs for October 2016:

	Branches	Main	<b>Total</b>
Number of Computer Classes	34	20	<b>54</b>
Attendance in Computer Classes	98	63	<b>161</b>
Cancelled Computer Classes (in-advance, no registrations)	6	0	<b>6</b>
No-Show Computer Classes	6	1	<b>7</b>
Cancelled Computer Classes Due to Weather	0	0	<b>0</b>

	Branches	Main	<b>Total</b>
Number of MakerLabs	14	3	<b>17</b>
Attendance at MakerLabs	154	12	<b>166</b>
Cancelled MakerLabs (in-advance, no registrations)	0	0	<b>0</b>
No-Show MakerLabs	0	0	<b>0</b>
Cancelled MakerLabs Due to Weather	0	0	<b>0</b>

### **OLBPD**

For October 2016, OLBPD circulated 44,409 books and magazines directly to patrons. OLBPD registered 111 new readers to the

service. Approximately 660 BARD patrons among 1,550 active users downloaded 10,882 items.

On October 12<sup>th</sup>, OLBPD and the State Library of Ohio (SLO) Talking Book Program co-hosted a statewide, one day sub-lending machine agency conference. Sub-lending agencies act as local equipment distribution and patron services support, as well as host deposit library collections of OLBPD library materials. Sub-lending agencies include Ohio public libraries, along with blind and low vision rehab and social services centers. Information and updates about OLBPD's service were provided, as well as training on the use of BARD, as well as an orientation to adaptive technologies for people who are blind or have low vision from staff at the Cleveland Sight Center.

On October 18<sup>th</sup>, OLBPD hosted its annual Volunteer Appreciation Luncheon. The luncheon was held at OLBPD and Lake Shore Rooms 1A & 1B. Approximately twenty-four volunteers attended the luncheon, and National Library Service (NLS) certificates of appreciation were handed out to participants. OLBPD hosted thirty-three volunteers over the last year who contributed 2,370 hours of service.

The American Council of the Blind of Ohio hosted their annual conference in Sandusky October 20<sup>th</sup>-23<sup>rd</sup>. OLBPD Library Assistant Ken Redd spoke during their general session, and provided a report and updates on OLBPD library services.

The Ohio Braille and Talking Book Program Consumer Advisory Committee (CAC) meeting was held at the State Library of Ohio on October 27<sup>th</sup>. Consumers were provided updates about the service, including information regarding changes to Talking Book Topics, and BARD Express. A volunteer appreciation luncheon was also held for CAC members and NLS certificates were distributed to members for their participation this year.

OLBPD Librarian Michelle Makkos and OLBPD Library Assistant Ken Redd provided information and talks about the service at the North Royalton Health Expo on October 1<sup>st</sup>; Western Reserve Area Agency on Aging Fair at Collinwood Rec. Center on October 3<sup>rd</sup>; Children and Family Services Fair on October 4<sup>th</sup>; East-West Eye Conference October 6<sup>th</sup>-8<sup>th</sup>; WKYC Health Expo on October 8<sup>th</sup>; Cleveland Sight Center Group Visit to OLBPD on October 24<sup>th</sup>.

The OLBPD adult book club met through the summer. On October 28<sup>th</sup> the adult book club met to discuss "Ten" by Gretchen McNeil.



## **TECHNICAL SERVICES**

Technical Services staff members hosted a visit from their counterparts from the Cuyahoga County Public Library on October 13. Fifteen guests were given a tour of Technical Services and an opportunity to sit down and talk to Cleveland Public Library staff. Many individuals from both groups went to lunch together.

Patricia Lowrey, Director of Technical Services, attended the Stock Room Analysis Taskforce meeting on October 3. She attended the October Finance Committee and regular Board Meetings and the Leadership Team meetings on October 11 and 25. Ms. Lowrey, Collection Manager Pam Matthews, Acquisitions Manager Sandy Jelar Elwell, and Acquisitions Coordinator Alicia Naab met on October 4 and 17 to monitor and adjust spending for Library Materials. She attended two OverDrive webinars about changes to the library's public platform that will take place in November.

Wellness Screenings took place at the Lake Shore Facility October 4-7. Annual evaluations for Bargaining Unit staff were completed.

**Collection Management:** Collection Management selected 2,735 titles, 21,926 copies, and spent \$298,952 in October. Forty-nine telescopes of materials were relocated.

Longtime Children's and Young Adult selector Bonnie Bolton retired on October 31, and will be greatly missed. Eric Hanshaw continued his involvement on the United Way/Community Shares committee by helping its Bowling Fundraiser by gathering materials for a basket that was auctioned off. Laura Mommers participated in the biannual FIT Committee meeting and luncheon.

Pam Matthews attended the pilot Diversity and Inclusion Training as well as the first two sessions of Leadership Certification training.

**High Demand:** The High Demand Department had another busy month, as evidenced by the numbers of titles and items ordered and added. Staff ordered 1,964 titles and 15,653 items. They added 1,351 titles and 16,094 items, and paid 800 invoices. Staff worked very hard to get this amount of items, titles, orders and invoices through the department in a timely way.

High Demand Manager Carole Brachna attended a lunch and learn program about the Ohio Deferred Compensation program.

**Catalog:** Librarians cataloged 2,419 titles, including 272 books in 20 different languages, and added 2,846 items for Cleveland Public Library. Ms. Johnson updated the guidelines for cataloging material in the Local Author collection. Librarian Celia Halkovich started reviewing the Call Numbers with an incorrect subfield z report, which is one of the CPL.Cat duties. Librarian Yeshen Dugarova-Montgomery proposed omitting page numbers from notes about bibliographical references, and the rest of the staff agreed that the pagination is optional.

**Acquisitions:** Ms. Jelar Elwell, Acquisitions Manager, attended Process Improvement Committee meetings of the CPL Fleet Vehicles Analysis team. Anarie Lanton, Technical Services Associate, began a leave of absence on October 27<sup>th</sup>.

The Acquisitions Department ordered a total of 7,743 titles and 13,731 items (including periodical subscriptions and serial standing orders); received 15,728 items, 1,443 periodicals, and 360 serials; added 497 periodical items, 163 serial items, 388 paperbacks, and 2,370 comics; and processed a total of 2,314 invoices.

**Lake Shore Shelf/Shipping:** Supervisor James Clardy attended his first two classes of the Leadership Program provided by the Cleveland Public Library on October 6<sup>th</sup> and 20<sup>th</sup>. He attended the Page orientation for the new hired Pages at the Main Library on October 18<sup>th</sup>. On October 17<sup>th</sup> Amber Alexander attended the United Way/Community Shares "Lunch and Learn" at the Memorial-Nottingham Branch where she learned how to donate online and what she could do to help the committee. Ms. Alexander attended the mandatory Diversity training class on October 25.

Trisha Roberts resigned as a Page in the Shelf/Shipping Department; she began work as a Shipping Clerk at the Shipping Department in the Main library on October 24.

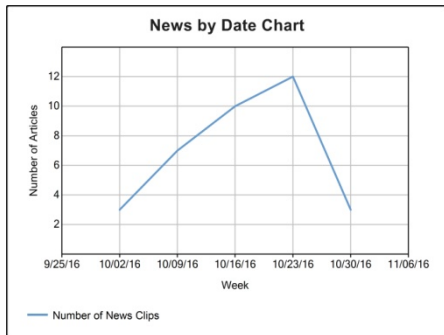
The staff of the Lake Shore Shelf/Shipping Department sent 84 items to the Main Library for requests and 91 items to fill holds. Main Library received 311 telescopes, the Branches received 968 telescopes, CLEVNET received 87 telescopes, CASE received 7 telescopes CSU received 5 telescopes and Tri-C received 5 telescopes. A total of 1,383 telescopes of new materials were shipped out. The Technicians sent out 927 items

of foreign material and a total 23,242 new items were sent to the Acquisitions and High Demand Departments.

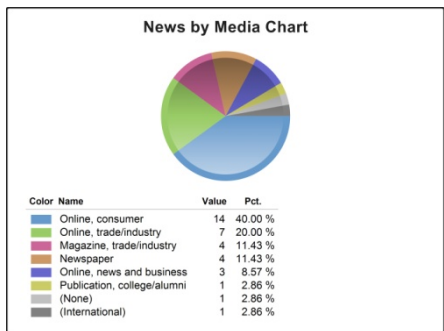
**Materials Processing:** The Associates cataloged 1,485 new titles for the Cleveland Public Library and added 1,290 records for the CLEVNET libraries. The Associates and Sr. Clerks added 5,343 items. The Technicians worked on 25,766 items.

Sabrina Rosario-Laureano, Douglas Huston, and Eric James attended the Diversity and Inclusion training. Mr. Huston, Marisol Adorno-Cruz, Maria Russell, YoLanda Lawler and Christon Hicks attended the Ohio Deferred Compensation "Lunch and Learn" at the Lake Shore Facility.

**MARKETING & COMMUNICATIONS**



Media coverage for the month of October included 38 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$48,603.44. In October, the online media outlets that featured CPL events and programs received 21,020,175 unique visitors. Most activity centered on the Sunlight Foundation's Transparency Camp held at the Main Library. Online Consumer accounted for most of the media articles.



Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 889 times on average per day, with an average of 129 clicks to the website per day resulting in a 14%

click-through rate for the month. *Library Cleveland OH* was the most clicked-through phrase. No special ads were run on cleveland.com.

**Social Media**

The exchange of "book spine poetry" between CPL and Toronto Public Library gave Marketing staff a chance to warm up before taking on the "other CPL" aka Chicago Public Library during the World Series. Both exchanges generated a great deal of activity on Twitter and Facebook.

## *Twitter*

Tweet impressions: 148K

Profile visits: 8,920

Mentions: 278

New followers: 99

Top media Tweet earned 4,984 impressions

@torontolibrary You expect us fear weather? #ThisisCLE. Good luck flying straight tonight. @Indians #ALCS #RallyTogether  
pic.twitter.com/fIR7VeWTN2

Top Tweet earned 9,949 impressions

CPL is hosting #TCamp16, an "unconference" focusing on open data & gov. transparency, Oct. 14 & 15! [transparencycamp.org](http://transparencycamp.org)

Top mention earned 3,253 engagements

TorontoPublicLibrary

@torontolibrary Oct 14

Hey @Cleveland\_PL, we heard about your World Series drought...  
#OurMoment #ALCS @BlueJays #BringerOfRain ☐  
pic.twitter.com/twErOGSv35

## *Facebook*

82 Net Likes (8,651 Total)

2,255 Avg Daily Post Reach (the number of people CPL posts were served to)

3,704 Avg Total Reach (the number of people who were served any activity from CPL's Page including CPL posts, posts to CPL's Page by other people, Page like ads, mentions and check-ins)

On October 22, the Department made its first foray into streaming an event live on Facebook. Dr. Justin Buchler's talk, "Is Conservatism Dead in America?" was enjoyed by those who heard him in person in the Treasure Room as well as those who joined the conversation on Facebook.

## Graphics

Graphics staff filled the regular requisitions for design, printing, and distribution, in addition to designing graphics for ads; the library website; digital signage; social media; staff newsletters; *Off the Shelf* e-newsletter; *UpNext* monthly program guide and MyBranch branch activity fliers; and weekly posting to website home page.

## Digital Signage Project

Digital signage is not new to the Main Library. Director Thomas introduced the use of monitors to the lobbies a number of years

ago; however, there were limits as to what could be done with the technology. With the renovation of the Stokes Wing completed this summer came an opportunity to acquire digital signage software that could be installed throughout the library system and controlled remotely. The Department is currently piloting a digital sign at Lorain Branch that features local programs as well as system-wide services and special programs at Main Library. The plan is to have a digital sign operating in every CPL facility by the end of Q3 in 2017.

## **PROPERTY MANAGEMENT**

### CARPENTERS

- Memorial Nottingham - Due to vandalism we had to board up and secure back doors at old Memorial Nott storage building.
- South Brooklyn needed hole cut in counter for the new self check out.
- Main - we removed all excess restroom signs on doors. We also replaced twelve ceiling tiles in youth services, fix staffroom door in the literature dept. Brought down banners from fifth floor and put them in Microfilm room
- LSF - hung posters.
- LSW - made keys for director's office, reattached file cabinet to wall also repaired file cabinet and made keys for cabinet for HR.
- Lorain - section of black iron fence that had fallen.
- Hough - reattached down spout.
- Rice - cut plexiglass for bump guard for walls
- Fleet - put together shelving units.
- Walz - patched holes in parking lot
- West Park - reinstall brick pavers in garden area

### PAINTERS

- Lorain - painted exterior door to basement.
- ALL branches - removed old no smoking signs, no weapons signs and installed new ones.
- Main Fine Arts - repaired walls, primed and painted walls.
- LSW HR office area, painted secretary area.
- Collinwood - repair ceiling and paint complete foyer also scrape skim coat and paint window area in children's area.

- Rice - paint backdoor entrance, skim coat, prime and paint wall in children's area also skim coat where needed paint and installed plexiglass wall guards in work area

#### AUTO MECHANIC

- Installed new battery in truck fifteen. Repaired left front tire on car number one.
- Repaired weed wackers, lawn mowers and snow blowers
- Got quotes for side mirrors for truck four and twenty one
- Frontend on truck number four needed aligned.
- Truck number twenty five put window track back in place so contractor could install new driver's side window glass.
- Changed the oil in car one and car number two.
- Serviced directors' car and detailed it inside and out.

#### MAINTENANCE MECHANICS

- Main- Changed belts and pre-filters on Brett Hall AHU (24, cleaned and checked chiller condenser coil.
- Main- Repaired 1<sup>st</sup> floor public restroom hand drier.
- Main- Repaired and re-installed 5<sup>th</sup> floor NW speaker.
- LSW- Continued replacing bad ballasts on the 4<sup>th</sup> floor.
- Hough- Completed compressor replacement project.
- Addison- Replaced bad metal halide bulbs and capacitors.
- Lakeshore- Serviced exhaust fans.
- Carnegie West- Installed replacement sink faucet in women's staff restroom.
- Brooklyn- Repaired drinking fountain.
- Glenville- Replaced broken roof drain covers.
- Walz - Replaced leaking domestic hot water tank.
- Main- Repaired leaking urinal on 1<sup>st</sup> floor men's public restroom.
- E.131- Replaced leaking domestic hot water tank.
- Brooklyn- Repaired staff restroom toilet.
- Union- Branch hot, AHU troubleshooting, diagnosed bad compressor.
- LSW- Worked with contractors on new UPS installation in Automation.
- Walz - Replaced bad switch, cleaned up wiring under circulation desk.
- Union- Repaired refrigerant leak, recharged w/#14 lbs. of R-22.
- Lakeshore- Installed replacement power supply for security p.a. system.
- Union- Installed new parking lot light.

- Jefferson- Replaced bad ballasts in branch.
- Carnegie West- Repaired drinking fountain, unclogged sink in men's public restroom.
- Sterling- Repaired lights over circulation desk.
- LSW- unclogged utility sink on 1<sup>st</sup> floor by security.
- Harvard Lee- Replaced bad bearing assembly on boiler circulation pump.
- LSW- PM on server room Liebert units in Automation.

**SAFETY & PROTECTIVE SERVICES**

**SAFETY SERVICES**

- SPS developed a plan for staff to handle apparent overdoses as a result of staff questions following the Fulton branch overdose.
- SPS Officer Santora was terminated during his probationary period for unprofessional conduct.

**PROTECTIVE SERVICES**

Activity

Month	Total Dispatch Activities	Ave per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Oct 2016	4127	165	73	118	707	148	81	49
Sept 2016	4074	163	76	136	604	119	69	63
Aug 2016	4866	175	98	170	784	132	70	117
July 2016	4141	155	87	77	697	105	75	46
June 2016	4307	163	82	50	652	120	70	76
May 2016	4694	196	59	143	713	124	90	68
April 2016	4822	161	125	143	845	162	117	68
March 2016	5424	200	129	76	893	156	104	82
Feb 2016	4856	202	89	101	776	184	116	115
Jan 2016	4613	177	133	54	637	152	126	63
Dec 2015	4351	189	113	39	627	154	60	37
Nov 2015	4252	185	136	127	754	129	78	58
Oct 2015	5810	215	167	51	682	167	67	47

Special Attention, Special Events, and Significant Incidents

- 10/4, Royce Security guard at Harvard Lee branch discovered a discarded jewelry box outside of the branch behind the brick landing. Using the name on the credit card found inside the box, the branch staff were able to locate the

owner of the box and contacted her. Warrensville police arrived and took possession of the box, stating the home was broken into.

- 10/11, a female patron entered Lorain branch and alerted staff of a woman outside soliciting people to smoke crack with her. The woman entered the branch looking disoriented and confused. SPS and CPD were contacted; SPS officers waited CPD to escort her outside. SPS retrieved a bag that the woman had in her possession; CPD officers checked the bag and found stolen items. CPD detailed and removed her from the branch.
- 10/14, SPS was approached at the LSW desk by a patron saying there was a female on Superior having a seizure. SPS responded and found a female leaning against the building and crying. SPS contacted EMS who took the female to Lutheran Hospital.
- 10/20, SPS was dispatched to South branch for an assault that occurred inside the branch. A male juvenile jumped over seats to assault an older unsuspecting male. The juvenile left before SPS or CPD could arrive. EMS responded to treat the victim's injury. SPS officers located the aggressor two weeks later at Jefferson branch and expelled him for 30 days.
- 10/25, a female patron ran up to SPS officers inside South Brooklyn branch stating a juvenile was struck by a vehicle. The girl was on the ground in pain with her mother nearby. EMS and CPD arrived a short time later. The juvenile was treated and transported to Metro Health and the suspect was questioned by CPD and released.
- 10/24, SPS officers assisted the Carnegie West Branch Manager with opening because of a homeless male patron sleeping outside the main doors the past few mornings. SPS advised the male he'd have to seek shelter elsewhere and the male complied.
- 10/28, SPS officers detained a male patron after he became aggressive with an SPS officer. The officer responded to Tech Central for a disorderly patron for using profane language and making excessive noise. The patron was being escorted out of TC when he turned and approached the officer aggressively, threatening, and cursing at the officer. The officer grabbed the patron's arms neutralizing the threat and walked the patron out of Tech Central. The patron was detained and CPD was contacted. CPD took custody of the male for assault.
- 10/29, branch patrol was dispatched to the Collinwood branch in response to a juvenile who threw a chair and was



causing a disturbance. The juvenile stated that his girlfriend's mother came to the branch and hit him with a belt and that is what caused him to act out. CPD was contacted but no response. The juvenile did not want his parents involved and no charges filed. The other juveniles were expelled for disorderly conduct for the day.

- 10/31, SPS officers retrieved a 12 inch long knife from the bushes outside of the Rice branch staff entrance. SPS dropped the knife off at the fourth district police department.

#### Protective and Fire Systems

- Fire extinguisher checks are scheduled to begin in early November.
- Sherry Parker and Lt. Babbitts completed fire drills for Districts one through three.

#### Contract Security

- A meeting was held with the owner of Royce Security, the CPL account manager for Royce Security, Bryan S. (CPL Asst. Legal), and I.
- Royce security management will roll out online tracking feature that will give SPS supervisors the ability to check guard's attendance, performance reviews, and scheduling. Background checks and drug screen results were turned over to CPL's legal department.

#### Administration

- I have reached out to Taylor Wiggins the Columbus Public Library Security Chief. I hope to meet with him soon to discuss topics from unionized environments to
- I participated in the Fairhill Partners Law Enforcement Breakfast
- SPS will be conducting interviews for full time officers November 9th.

#### **INFORMATION TECHNOLOGY & CLEVNET**

The CLEVNET Directors' held their final quarterly meeting of 2016 on October 28, 2016, in the Learning Commons at Cleveland Public Library's Main Library. The attendees were impressed by the newly renovated and refurbished floor. Many remarked how the Eastman Garden's tree canopy made the space all that much more beautiful. Nancy Levin, Director of Cleveland Heights-University Heights Public Library and an Eastern Communities Representative

on the Directors' Panel, ran the meeting in the absence of Virginia Sharp March, outgoing Chair of the Directors' Panel.

Best wishes were extended to: Darla Bates who will soon retire from Kinsman Free Public Library; Virginia Sharp March who is leaving Perry Public Library to become the Director of Onslow County Public Library in Jacksonville, NC; Amy Switzer, new Director of Shaker Heights Public Library; Anastasia Diamond-Ortiz, new Director of Lorain Public Library as of October 31; and Cheryl French, new Interim Director of Bristol Public Library.

Instead of the usual update on the strategic plan, Timothy Diamond, CPL's Chief Knowledge Officer, spoke of the need to think strategically about three priorities: new members, CLEVNET's data center, and the core services provided by CLEVNET staff.

Geauga County Public Library (GCPL) is on schedule to become a fully participating CLEVNET member in February 2017. It will be the third largest contributor to CLEVNET, a point not lost on the Directors present at the meeting who were seeing, for the most part, a drop in costs for 2017, thanks to the addition of GCPL. The Directors also heard, for the first time, that Rocky River Public Library (RRPL) will join CLEVNET in May 2017. The request to join was vetted by the members of the Directors' Panel, all of whom agreed that RRPL would be another fine addition to the network. The Board of Trustees of RRPL voted unanimously to join CLEVNET at their regular meeting on October 26, 2016. CPL's Board will take up the request at their November meeting.

Mr. Diamond presented detailed information about the State of Ohio Computer Center (SOCC) in Columbus, and explained the pro's and con's of moving CLEVNET's data center to the SOCC. (This same information was shared in Director Thomas' September 2016 report to CPL's Board of Library Trustees.) In the discussion that followed, everyone agreed that CPL could never match, not should be expected to match, the levels of redundancy and security available at the SOCC. The costs of new equipment, moving existing equipment, the lease of space, and the payment for power have all been figured into CLEVNET's 2017 budget. Again, because of the addition of GCPL to CLEVNET, the costs associated with moving the data center did not affect the bottom line for the member libraries.

Finally, Mr. Diamond spoke about the need for CLEVNET staff to focus their time and energy on CLEVNET's core services: the SirsiDynix ILS; the network (including VoIP); tech support; eMedia from OverDrive; and a short list of shared databases. He argued that whenever CLEVNET staff get involved in managing products or projects that are not on that list of core services, the core services suffer. Hoopla (streaming media) was given as an example of a service that was not designed for use by a consortium and offered no cost savings to the group, but it was purchased for CLEVNET and CLEVNET staff spent an inordinate amount of time trying to make it work. It was clearly not a good use of staff time and energy. Laura Leonard, Director of Twinsburg Public Library, remarked that she would never expect, nor would she want, CLEVNET to make collection decisions for her library. She stated that it is her job to manage her collection, including services such as Hoopla. After some discussion, the group agreed that CLEVNET was best served by having CLEVNET staff stick to providing the core services. To do otherwise, would require additional staff which would mean greater costs for all.

Carrie Krenicky, CPL's Chief Financial Officer, presented her annual detailed explanation of CLEVNET's special revenue fund, the year-to-date budget report, and next contract year's costs. Each Director received a packet of financial information containing 10 reports and a cataloging fee schedule for contract year 2017. As it is every October, Ms. Krenicky's presentation was well received. The CLEVNET Directors very much appreciate her transparency, integrity, professionalism, and the high standards she holds for herself and her department. The CLEVNET Directors know that the CLEVNET Special Revenue Fund could not be in better hands.

Hilary Prisbylla, Director of CLEVNET, gave an update on:

- Upcoming Symphony upgrade
- Enterprise
- New OverDrive site
- EBSCO Discovery Services
- Hoopla
- COSUGI Consortia SIG meeting held in Cleveland, September 29-30

Brian Leszcz, Database Administrator, briefed the Directors on the security challenges faced by CLEVNET and the measures the department is taking to deal with them.

Larry Finnegan, Director of IT, had the pleasure of informing the group that the replacement of the data center's UPS (uninterruptible power supply)—including the shutdown and startup of the entire contents of servers and equipment—was a success. Mr. Finnegan gave full credit to his team who worked together through a very long and pressure-filled night.

The last major item on the agenda dealt with representation on the Directors' Panel. Stephanie Buchanan, Director of Bellevue Public Library, will replace Beth Leibengood of Clyde Public Library whose term expired. Two Directors had interest in replacing Virginia Sharp March as an Eastern Communities representative so a ballot was required. Katie Ringenbach, Director of Burton Public Library, was elected.

The next quarterly meeting of the CLEVNET Directors will be held on Friday, January 27, 2017, at 9:30 AM at Euclid Public Library.