

## **DIRECTOR'S REPORT**

November 19, 2015

### **FORMING COMMUNITIES OF LEARNING**

K-3 reading instruction provided by Braxton Educational and Technology Consulting (BETC) continued at 4 locations: Addison, Memorial-Nottingham, Walz and Woodland. In the month of October BETC tutors provided 192 hours of after-school tutoring in the neighborhood branches. In early October Starting Point notified the library that funding for BETC tutoring in 2015-16 would be reduced by 40% due to declining participation in the program. BETC has submitted a revised proposal based on the current level of funding that will ensure that services will continue through May of 2016.

America Reads tutoring has begun at 11 library locations. In the month of October America Reads tutors provided 480 hours of after-school tutoring in neighborhood branches. The America Reads tutoring service will continue through November of 2016.

The teen financial literacy workshops, facilitated by Sharron Murphy Williams of the Phe'be Foundation, began in October and are being held on Tuesdays and Thursdays and will continue for 6 weeks. From the first sessions on 10/6 and 10/8, participation at the two locations: MLK Jr., and East 131 branches, has averaged 20 students per site.

#### ***Cultivating a Global Perspective***

As a part of the library's commitment to cultivating a global perspective the Outreach & Programming Services department offered a series of programs in honor of Hispanic Heritage Month. On October 8<sup>th</sup>, Dr. Pablo Mitchell, Professor of History and Comparative American Studies at Oberlin College and author of *History of Latinos: Exploring Diverse Roots*, led community conversation and discussed his book at the Jefferson Branch.

On October 10<sup>th</sup>, Cristina Henríquez, author of *The Book of Unknown Americans*, was the featured guest speaker as a part of the *Writers & Readers Series of Hope*. The Library provided a set of Ms. Henríquez's books for students participating in the College Now program at Lincoln West High School. On October 17<sup>th</sup>, in partnership with the Julia De Burgos Cultural Arts Center, the library held its culminating event at the Center's new facility at 3800 Bridge Avenue.

An audience of over 250 people enjoyed performances by young people from the Julia de Burgos Cultural Arts Center, sampled delicious Latin foods and explored Hispanic identity through poetry, music and more. Featured guests included Jesus Papoleto Melendez, award-winning poet, playwright, teacher, activist, and co-founder of the Nuyorican Poetry Club & Pulitzer Prize-winning photographer José Galvez.

CPL also partnered with the Cleveland School of the Arts (CMSD) for this year's Hispanic Heritage Month. On Friday, October 16th, photojournalist Jose Galvez presented to 10th and 11th grade students in the photography department and discussed his career, the history of Hispanic Americans in the U.S. and his process of photo documenting the people and their experiences. Mr. Galvez showed the students images via his slide presentation and also set up a small gallery-like display of some of his framed, black & white images.

The Express Yourself Poetry workshops facilitated by representatives of the Basheer Jones group began on October 19th. There were four workshops (Monday-Thursday) conducted at the five following branches: MLK, Hough, Rice, Rockport and Glenville. On Friday, October 22nd, a district competition was held at each branch to identify a winner who would emerge to compete against the other district winners at the city-wide poetry slam on Friday, October 30th. The city-wide poetry slam was held in the Louis Stokes Wing auditorium on October 30<sup>th</sup>.

The Hank Willis Thomas Lockwood-Thompson Dialogues event on October 31<sup>st</sup> was the conclusion of a 5-part series of African American male visual artists. The event took place in the LSW auditorium at the Main Library. Thomas discussed his work and the context in which he creates and also gave a brief overview of the *Question Bridge: Black Males exhibit*. His talk focused meaningfully on many of the issues or race faced in the city of Cleveland and he referenced both Tamir Rice and another young male he met when he visited Cleveland in 2014 through an event sponsored by the Cleveland Museum of Art. After this talk, attendees asked many questions and Thomas signed the new *Question Bridge: Black Males* book. He mentioned his interest in returning to CPL during the 4-month exhibit period.

### **Exhibits**

The Cleveland Treatment Center and the Art Therapy Studio, through the generous funding of the Cuyahoga County ADAMHS board

presented "The Art of Recovery," an art show featuring therapeutic art created by artists in recovery from addiction.

The art show, now on view at Main Library, highlights the work of artists involved in art therapy groups provided to local agencies by the Cleveland Treatment Center and Art Therapy Studio. Art therapy sessions were provided in a total of (6) 12 week sessions at the Cleveland Treatment Center, Oriana House, The Men's Shelter at 2100 Lakeside and Harbor Light at Salvation Army.

Additionally the Art Therapy Studio will exhibit artwork by clients and local artists at the Martin Luther King, Jr. Branch November 6 - December 12. The exhibit, *Healing Through Art*, will be accompanied by two art workshops, one for adults and one for children and teens. Both workshops will take place at MLK, Jr. Branch.

### **Staff Development**

CLGH Manager Olivia Hoge attended the Ohio Local History Alliance 2015 Annual Meeting & Conference Oct 2<sup>nd</sup> and 3<sup>rd</sup>. In addition, Ms. Hoge attended the Human Library event at Rice branch on October 23<sup>rd</sup>.

Literature Department and Ohio Center for the Book Manager Amy Dawson represented the OCFB with a booth at the Ohio Library Council Expo and Convention and at the Ohioana Book Awards at the Columbus State House on October 9<sup>th</sup>.

Literature Department and Ohio Center for the Book Manager Amy Dawson presented at the OGS 12th Annual Genealogy Librarians' Seminar: *Educating the Librarian to Better Help Others*. In addition, Ms. Dawson's presentation on *It's Electric: Publicizing Your Archival Collections* about using the EAD FACTORY.

General Research Collections Manager Don Boozer participated in the three-day Ohio Library Council Convention and Expo in Cincinnati. In addition to being a conference attendee, Mr. Boozer also coordinated and moderated a 2-hour program discussion forum on the future of reference and hosted the Buckeye Battle Decks evening program.

Government Documents Library Assistant Mona Brown attended a Federal Depository Library Program Academy webinar: *Government*

*Documents and National History Day Projects: Pursuing Primary Sources.*

Government Documents Supervisor Sarah Dobransky attended the 2015 Federal Depository Library Program Annual Conference and Depository Library Council Meeting in Washington D.C. in mid October.

Government Documents Library Assistant Mona Brown virtually attended two of the Federal Depository Library Program Annual Conference programs broadcast online: *Maps from the Federal Government* and *Regional Library Discard Policy*.

Fine Arts & Special Collections Manager attended the ICA workshop about *Insuring Collections* with staff from the Preservation Dept. on October 27<sup>th</sup>.

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

- CLGH staff members have assisted editors of a magazine go through photographs for a "Then and Now" cover story.
- A senior vice-president of a local real estate company visited the Map Collection on October 19<sup>th</sup> to research boundaries, historical buildings and a possible railroad spur on his property.
- An artist from Chile used CLGH newspaper microfilm to research the disputed provenance of a statue at the Cleveland Museum of Art.
- A local newspaper staff person used *Plain Dealer* microfilm to research stories about the 1995 Cleveland Browns and the 1997 Cleveland Indians.
- CLGH staff were able to help a man from Hungary find out how his great-great grandfather died in Cleveland.
- An out-of-state patron phoned asking about standards published by the National Fertilizer Solutions Association. Cleveland Public Library is the *only* library in WorldCat showing holdings for this material.
- A patron phoned for information on a utility's right-of-way as related to trees. Cleveland Public Library is one of only five libraries showing holdings for the related standards on this topic (ANSI A300 series).

- Staff located the full text of "98 S. 1559 A Bill to Amend the National Stolen Property Act to provide that no archaeological or ethnological material taken from a foreign government or country claiming ownership shall be considered stolen if such claim of ownership is based only upon an act or declaration by the foreign government meant to establish national ownership of the material" within the Government Documents Department's CIS Congressional Bill microfiche. The Senate Bill was emailed to the patron.
- A Harvard PhD candidate requested scans from the East India collections. Staff had to use a bibliography published in 1945 that indexes these East India manuscripts.
- Researcher from Athens University requested items on the topic of the Destruction of Jerusalem from the Orientalia collection.
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- Chess researcher requested scans from an 1883 publication called *Chess Blossoms: a selection from the compositions of Frideswide F. Beechey*.
- Special Collections Library Assistant Bill Chase and the Cleveland Public Library Special Collections Department received acknowledgement for his research assistance for an upcoming exhibition catalog from the Carnegie Museum of Art called *Silver to Steel: The Modern Designs of Peter Muller-Munk* (exhibit opens November 21, 2015).
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- Chess writer from the Ukraine requested 14 scans of photographs of Victorian era chess players for his next book.
- A chess club requested some chess photographs of 16 world champions to hang in the club.
- A medical Librarian from the University of California came to Cleveland to examine the binding of a 19<sup>th</sup> century Koran.

## **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

### **Meetings and Activities**

- CPL and FOCPL hosted a meeting at Carnegie West for the New York Community Bank Foundation.
- I hosted Writers and Readers author Cristina Rodriguez and guests in my office.
- President Rodriguez and I provided remarks at the Special Evening of Latin Poetry, Art, and Food.
- I attended a meeting of the American Library Association's President-Elects in Chicago.
- I presented to the Phoenix Scholars program of the Andrews Osborne Academy.

### **CLEVNET**

CPL has nearly 11,000 followers on Twitter and the Facebook page currently has 7,500 fans.

### **GRANTS & DEVELOPMENT**

#### The Role of Policy in Digital Fabrication and Making

On Thursday, October 29, CPL hosted a breakfast roundtable on the role of policy in digital fabrication and making, featuring guest speakers Stephanie Santoso, Senior Policy Advisor, White House Office of Science and Technology and Stephanie Howse, State of Ohio Representative, District 11. Nearly 30 guests gathered to learn more about the state and national landscape around the growing STEAM movement including plans for raising awareness and opportunities in Northeast Ohio.

## Friends of the Cleveland Public Library

- Submitted 2016 Budget Request
- Submitted Third Quarter Spending Update
- Giving Tuesday

CPL was challenged by the Enoch Pratt Public Library (Baltimore) to see who can raise the most money for their Library on Giving Tuesday this year (12/1) using the spirit of competition and the rivalry between the two cities. The Friends of the Cleveland Public Library are officially in charge of this event, I am assisting with leveraging CPL contacts (involving the Cleveland Browns, setting up connections with the Foodbank (who has experience with these types of events)) and staff, gathering impact stats for the Friends to use to help incentivize giving.

## PNC

Began work on an application to expand Kindergarten Clubs.

## Letter of Support

- Written to MyCom on behalf of the Collinwood Branch for South Collinwood / Nottingham Village to become a new MyCom neighborhood.
- Written to Council of the Great City Schools detailing the partnership(s) CPL has with CMSD.

## Association for Library Service to Children (ALSC)

Submitted request in September to their Curiosity Creates program (in partnership with ALA) for \$7,500 to support the Man Up, Cleveland! workshop at CPL in February 2016. Request Declined.

## **PUBLIC SERVICES**

### **Programs, Services & Exhibits**

In the month of October the Library hosted approximately 233 programs ranging from tutoring services to arts instruction and author visits.

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one for children and teens. Both workshops will take place at MLK, Jr. Branch.

### **MEETING ROOMS**

The total number of requests for Main Library in the month of October was 107 with an estimated total attendance of 3,663. The Lake Shore Facility meeting rooms were reserved 21 times. There were 281 requests for branch meeting rooms during the month with an estimated total attendance of 5,990.

In the month of October Phase II construction began on the 2<sup>nd</sup> floor of the Louis Stokes Wing. The computer lab, and rooms 218 East and West will not be available for public use during construction.

### **Literary Frolic Fridays**

Literature Department and Ohio Center for the Book Subject Librarian Timothy Philips continued his book and film adaptation discussion series with Oscar Wilde's short story, *The Canterville Ghost*, which featured a discussion of the short story followed by a viewing of Paul Bogart's 1986 made-for-TV film adaptation on October 2<sup>nd</sup>. Richard Matheson's novel, *I am Legend* and a viewing of Boris Sagal's 1971 film, *The Omega Man* were discussed on October 16<sup>th</sup> and Ray Bradbury's novel, *Something Wicked This Way Comes* and a viewing of Jack Clayton's 1983 Walt Disney film adaptation were discussed on October 30<sup>th</sup>.

### **Octavofest**

Literature Department and Ohio Center for the Book Library Assistant Evone Jeffries conducted a Little Free Library Paper Arts Party to make bookmarks, mini-books, thank-you notes and book-sharing note cards to leave in the OCFB sponsored Little Free Libraries on October 5<sup>th</sup> at the CPL Hough Branch, Manager Amy Dawson held nine Octavofest bookmaking workshops in the branches, and Fine Arts Librarian Bruce Biddle also held a bookmaking and creative doodling and zentangle program at the Addison branch on October 16<sup>th</sup>.

### **Fine Arts & Special Collections Workshops**

Fine Arts & Special Collections Manager Pam Eyerdam hosted a workshop for the Natural History Museum on October 3<sup>rd</sup>. The workshop taught teachers about stone construction of Cleveland buildings, especially in the downtown area. In addition, Ms.

Eyerdam hosted a presentation for the docents from the Cleveland Museum of Art's *Art to Go* program on October 16<sup>th</sup>, and Special Collections staff members Kelly Brown and Bill Chase hosted a program for the Guild of Bookworkers on October 15<sup>th</sup>.

### **Special Collections Road show at Langston Hughes**

Special Collections Librarian Stacie Brisker worked with Branch Librarian Christopher Busta-Peck to present the joint program *Special Collections Road Show at Langston Hughes* on October 22<sup>nd</sup>. The program featured rare and unique items produced about Langston Hughes.

### **Main Library Book Clubs**

Social Sciences Library Assistant Lakeisha Winstead and Social Sciences Librarian Helena Travka started the Social Sciences Non-Fiction Book Club season with a lively discussion of psychopaths and sociopaths in *Blood Will Out* by Walter Kirn. The Literary Book Club in the Popular Department read *Sweetland* by Michael Crummey. April Lancaster Popular Library Assistant, and Benjie Smith, Popular Library Clerk hosted a discussion of the book *'Til the Well Runs Dry* by Lauren Francis-Sharma and CLGH Librarian Terry Metter held a Brown Bag Book Club on October 19<sup>th</sup> and discussed "A Chosen Exile: A History of Racial Passing in American Life" by Allyson Hobbs.

### **Get Graphic Book Clubs and Speaker Series**

*Get Graphic with the Ohio Center for the Book: A Graphic Novel Book Club: Cosmopolitan Comics* series continued this month on October 6<sup>th</sup> with *We Are On Our Own*, by Miriam Katin, on October 20<sup>th</sup> with Amir & Khalil's work *Zahra's Paradise* and also on October 24<sup>th</sup> with Dr. Charles Coletta, American Studies Scholar, Bowling Green State University discussing Archie Comics, 75 years in the making, to an involved audience of 16 people.

### **Youth Service Programming**

Youth Services staff members conducted multiple preschool and toddler story times throughout the month of October. Special programs and visitors included: a Hispanic Heritage Month story time at the Hough Branch on October 19<sup>th</sup>, a small tour of the Youth Services Department for Wade Park School on October 27<sup>th</sup>, a tour for James Ford Rhodes High School and Open Door Christian School students.

## **Library Blogs**

The October blog featured the 15<sup>th</sup> century medieval manuscript of *Brut's Chronicle of England* that describes how the legend of Brut was first traced to the 9<sup>th</sup> century. The legend of Brut identifies him as the founder and first king of England.

## **Music at Main**

Two groups of students from the Cleveland Institute of Music performed on October 3<sup>rd</sup> performing pieces composed by Antonin Dvorak and Bedrich Smetana (violin and string quartet).

## **Foreign Literature Programs**

During the month of October, Foreign Literature staff members planned and conducted a total of 37 programs serving Russian, Chinese, Spanish and native English speaking patrons. Partnerships with the CSU Confucius Institute and the Goodrich-Gannett Community center continued, along with bilingual story times, Tai Chi, Martial Arts for Children and Chinese courses for Children were also offered. Foreign Literature Librarian Victoria Kabo offered five programs aimed at teaching Russian language skills in addition to her regular bi-monthly meeting of the Russian Book Club at Memorial-Nottingham Branch and Librarian Mary Torres, continued her bilingual story time efforts with two programs this past month and a partnership with the Lorain Branch to offer a "Literacy: Every Child Ready to Read" program.

## **Main Library Tours**

Main Library staff members provided tours throughout the month of October. Groups visiting Main Library included: a graduate music class from Case Western Reserve University, a group of Boy Scouts, the Bay Village Senior Club and the Cleveland Writing Club.

## **Main Library Outreach**

Senior Subject Librarian Jean Collins created the Bibliocommons book list for the second Broadway production on stage at Playhouse Square this season: *A Gentleman's Guide to Love and Murder*, playing November 3<sup>rd</sup> to 15<sup>th</sup>.

Science and Technology Senior Librarian Jim Bettinger held 15 sessions on patent and trademark databases with members from the

Cleveland Intellectual Property Law Association during the month of October..

Social Sciences Librarian Helena Travka attended a reception and tour of the Louis Penfield House on Oct. 1st. This event was designed to encourage collaborations and promote awareness between museums, cultural institutions, fashion schools, and FashionWeekCleveland.

Social Sciences Librarian Helena Travka met with the Program Coordinator from the Cleveland Council of World Affairs to tour the United Nations Depository Collection at the library. Ms. Travka will be going to a meeting at the Cleveland Council of World Affairs and she has been invited to attend a November United Nations Model Conference Meeting in Cleveland.

During October staff collected and processed a total of 2,789 long loan items for eight branches and CLEVNET agencies.

Youth Services Manager Annisha Jeffries and Popular Manager Sarah Flinn continue to partner and promote the library and services through weekly story times for 1 to 9 month old children at Rainbow Babies and Children's Hospital's Centering Pregnancy program.

### **Collection Development Highlights**

The Popular Department moved from Brett Hall to the Microform Center and added the AV collection this month.

PAL acquired new book display furniture to better showcase circulating material. One such item is an upright, rotating paperback book rack.

Special Collections Librarian Kelly Brown is updating the *Chess Portrait Collection* finding aid with the assistance of the Department Pages Nina Rivera and Alex Gauding.

Subject Department Senior Clerk Nick Durda completed digitizing photographs of homes from "Millionaire's Row" from the Cleveland Picture Collection. It is 105 photographs that show various interior and exterior views of the most prominent of homes on Euclid Avenue.

## Research that's Possible Only at Main Library

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- A senior vice-president of a local real estate company visited the Map Collection on October 19<sup>th</sup> to research boundaries, historical buildings and a possible railroad spur on his property.
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## **BRANCHES**

The Collinwood Branch is buzzing with activities, programs, story times, community gatherings and partnership meetings. This reflects a comment a visiting patron made at a community gathering to me about the branch—she stated that the branch reminded her of a community center because it serves so many needs and she like the atmosphere because everyone was engaged either in programs, using the computer, reading, meeting at tables and kids all around.

Eastman Branch held a Star Wars Reads Day which was well attended. Both adults and children were treated to refreshments of star cookies, pretzel light sabers and punch while photos



with Star Wars enactors from the 501st Legion were offered. Four costumed characters including Princess Leia, Boba Fett, a Biker Scout and Chewbacca greeted children and encouraged reading. Children also participated in a piñata and there were 9 bags of Star Wars books and goodies raffled off. There were 120 patrons in attendance.

The E131st branch held numerous long standing workshops free to the community including Chess Club, Book Club, Knitting and Yoga. In addition we offered game nights, Spanish learning, fall crafts, and a financial literacy program for our youth.

Manager Ginaya Willoughby met with a representative from the Cleveland Urban Design Collaborative to outline ideas for improving the facility for the community. She also attended a community forum discussion on violence led by council man Zack Reed at John Adams High School. MyCom has been actively bringing new partners within the Mount Pleasant area and increased opportunities for the branch; including a credit repair workshop for adults, college visits, Make a Difference Volunteerism Day and communication for partner events.

Garden Valley Branch Clerk, Jasrielle Blade and Librarian, Pasha Moncrief researched and constructed a very informative display for Breast Cancer Awareness month. Not only were very relevant books displayed, but she printed a very useful report which detailed symptoms and other useful information for our patrons. Pasha Moncrief is diligently working to promote United Way/Community Shares to CPL employees. On October 14<sup>th</sup>, UW/CS Committee hosted a Lunch and Learn where Director Thomas, Ashley Davis- United Way, Cynthia Ries-Community Shares, and others discussed how donations help their organizations in the Greater Cleveland area.

Glenville Branch hosted the Inter-City Republican Movement at the branch on 10/10/15 to encourage voting and registration in our community with 58 people in attendance. Glenville is also host to a week-long "Express Yourself" poetry contest.

South Brooklyn: October continues to serve South Brooklyn well with the continuous flow of students into the branch and the ongoing impACT the 216!, which is a program to prepare juniors & seniors for the ACT. Various staff put up displays: the adult side had displays for Halloween themed books, Halloween craft books, scary movies, and big & tall books; the children side had displays for ABC, 123, YA books with eyes on the covers, Halloween picture books, Zombie books & books that make you

jump. Tammy Houghton attended the Youth Service Meeting, National Safe Place committee meeting & the Back to the Book, Jr. workshop, as well as conducted an on-going paper pumpkin craft. Adult Library Assistant, Anna Kaufman Ford enjoyed another monthly book club, which read *Benediction* by Kent Haruf. Branch Manager, Luigi Russo has completed his quest to promote to 300 organizations throughout the community.

Union: Friends of the Cleveland Public Library hosted a Pop-Up Book sale at the Union Branch on Oct 21-22. TechCentral offered Computers 101-102 and Internet Basics classes. Union Branch harvested watermelon, kale, tomatoes and pumpkins from the garden this season.

### **Cleveland Digital Public Library**

#### Learning Commons

Cleveland Digital Public Library is currently regularly hosting Foreign Literature's Business Chinese, Chinese Immersion class, and Tech Central's computer classes and served as a meeting place for the Cleveland Heights Library tour and meeting.

#### Programs

The Cleveland Digital Public Library held 4 different programs over October. The Makings of a Book series took place on October 3 (papermaking), 17 (letterpress) and 24 (bookbinding), and had 14 people total attend. Latin @ the Library's last two classes were cancelled and the focus will be shifted to provide digital resources to be used in Latin classrooms. The Women in Cleveland program had two students interested in participating and a teacher who would like to adapt the program for her class.

#### Magic Box

Cleveland Digital Public Library has placed a Magic Box exhibit case, loaned to use by Content Conversion Specialists (CCS), on display in the Digital Library. The case contains both physical and digital materials relating to Louis Stokes and the library.

#### Videography and Photography

Library Assistant Catherine Young produced 4 videos, some of which were uploaded to the touch wall and vimeo account. These videos include the Director's Honoree Message, Lining with Japanese Paper, and two Lunch and Learn events. Ms. Young also photographed a multitude of library events including Hank Willis Thomas, Russian Children's Club, Children's Chinese, and CDPL Langston Hughes Book event.

### Scanning Assistance

Cleveland Digital Public Library staff assisted over 6 reservations and drop in sessions in scanning both large personal and library collections in the Digital Hub. Patrons used the Epson 10000XL flatbed and I2S oversized flatbed scanner to accomplish their projects for personal and publication use.

### Public Services Statistics

Between October 1 and October 26 the Cleveland Digital Public Library had 282 visitors and 101 KIC Scanner sessions resulting in 2550 images/6217 MB. The Digital Gallery had 5,397 sessions by 4,177 users resulting in 22,091 page views.

### Outreach

#### Saint Joseph Academy

Cleveland Digital Public Library Coordinator Rachel Senese, Digital Strategist Dr. Chatham Ewing, and Center for Local and Global History Manager Olivia Hoge met with two teachers from Saint Joseph Academy during the Women in Cleveland orientation on October 17. They discussed how to adapt the Women in Cleveland program to work with the class Women Leaders in the 21st Century second semester at Saint Joseph Academy and the first steps towards implementation.

#### Lisbon Historical Society

Volunteers from the Lisbon Historical Society came and learned how to scan a small portion of their collections and talked with Ms. Senese and Dr. Ewing about possible partnerships between the two institutions.

#### Dr. Regennia Williams

Ms. Senese, Dr. Ewing and Special Collections Manager Pamela Eyerdam met with Dr. Regennia Williams about hosting a teacher workshop titled "From Jubilees to Jazz: Black Sacred Music at Home and Abroad" in January. This discussion fits in with the Cleveland Digital Public Library goal of providing teachers continuing education opportunities.

### Collection Development

#### Library Staff Does Digitization

Cleveland Digital Public Library staff has completed scanning: East Side Daily News microfilm, *Sanborn Insurance Maps 1896-1910* v. 1 a-d, Cleveland City Hall and Cleveland Court House plans, and a selection of WPA prints. Digitization continues on the Tucker School of Expression School annuals and pamphlets,

*Cleveland City Directories, Lutheran Prayer Book, County Wide Aerial Maps set, John G. White Diary and Views of Fishing v. 21, and Ai Scacchisti Americani* 69 items containing 263 pdfs have been uploaded to the Digital Gallery.

#### Preservation

The preservation staff has completed 45 (42 complex, 3 simple) book treatments, 30 enclosures, printed 42 labels, and performed complex treatments to 228 sheets of paper and simple treatments to 61 sheets of paper.

#### Shakespeare Folio

Planning has begun on activities related to the Shakespeare Folio exhibit at Cleveland Public Library in summer 2016. Dr. Ewing has met with English Speaking Union about collaboration for events to take place next summer. Dr. Ewing has also spoken with the Folger Library about possible workshops to take place during this time as well.

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

For October 2015, the OLBDP readership and circulation statistics, and the BARD statistics were not available at the time the report was submitted.

OLBDP completed purchases and reports as part of the five discretionary grants awarded from the State Library of Ohio. These LSTA funds were used to purchase equipment and supplies to migrate OLBDP to a new digital talking book cartridge and container labeling system, upgrade and update computer hardware and software as part of our adaptive technology computer workstations throughout the system, purchase a free-form feed braille embosser to create customized braille documents in print-braille formats, purchase a refreshable braille display that can be used to read electronic braille downloaded from NLS-BARD.

The Ohio Braille and Talking Book Program Consumer Advisory Committee (CAC) meeting was held at the State Library of Ohio on October 21<sup>st</sup>. Consumers were provided updates about the service, including information on updates to the BARD Mobile app for Amazon Fire, Android, and iOS devices, and a review of the end of the year federal service statistics. A volunteer appreciation luncheon was also held for CAC members and NLS certificates were distributed to members for their participation this year.

OLBPD will be participating in its annual Holiday Book Chat with classes of the Ohio State School for the Blind. On Friday, December 11<sup>th</sup>, OLBPD will discuss "Horrible Harry and the Christmas Surprise" by Suzy Kline with the K-3 students, and "The Christmas Revolution" by Barbara Cohen with the 3-6 grade students.

OLBPD Librarian Michelle Makkos and OLBPD Library Assistant Ken Redd provided information and talks about the service at the Crystal Waters Senior Living in Strongsville on September 4<sup>th</sup>; Western Reserve Area Agency on Aging Collinwood on September 16<sup>th</sup>; Western Reserve Area Agency on Aging Zelma George on September 17<sup>th</sup>; Orange Community Fair on September 25<sup>th</sup>; and the Solon Health Fair on September 30<sup>th</sup>.

The OLBPD adult book club met on October 11th to discuss "The Winter People" by Jennifer McMahon.

### **TechCentral**

Library Assistant, Jorge Arganza, has been working on 3D scanning a chess set lent to TechCentral by Special Collections. The purpose of the project is two-fold; to help determine ideal settings for the 3D scanner, as well as to act as a pilot project for 3D scanning, storing, and potentially 3D printing chess sets in the collection.

Due to the upcoming renovation project at Main Library, TechCentral lost access to the TechCentral Learning Lab, LSW room 217, as of October 13, 2015. During the renovations, TechCentral will be teaching computer classes in the Cleveland Digital Public Library Classroom, as well as the Special Collections Treasure Room.

TechCentral was scheduled to attend the 2015 Ingenuity Festival on October 2-4, however, due to weather at the festival site, a safe and sheltered area for staff and equipment could not be guaranteed. TechCentral was unable to attend the event, but hopes to be able to do so next year.

Several TechCentral staff members helped to inventory and catalog a large number of spare and repurposed devices for use with the TechToolBox service, which allows CPL staff members an opportunity to check out devices to learn more about them, or accomplish work-related tasks using the equipment. Soon, TechCentral hopes to be able to launch the expanded collection of TechToolBox devices to CPL staff.

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

TechCentral Manager, CJ Lynce, provided a tour of the TechCentral MakerSpace to a group of staff from Mentor Public Schools on October 23.

Mr. Lynce provided tours of the TechCentral MakerSpace to attendees of the October 29 event featuring the Senior Advisor from the White House Office of Science and Technology.

Mr. Lynce provided a brief tour of the MakerSpace to the Cleveland Print Club on October 30.

## **TECHNICAL SERVICES**

October proved to be a busy month in Technical Services. Main Library Department Manager Don Boozer brought new Government Documents Supervisor Sarah Dobransky to the Lake Shore Facility for a tour on October 15. The next day, Congresswoman Marcia Fudge held a program for about 400 high school students in the Auditorium. On October 19, Daniel Barden Director of Technical Services for Cuyahoga County Public Library brought the Technical Services managers for a meeting with their counterparts and a tour.

Wellness screenings and bargaining unit performance evaluations rounded out the month. Director of Technical Services Patricia Lowrey prepared and submitted 2016 budget requests. Ms. Lowrey attended the Christina Henriquez program in the "Writers & Readers" series and a webinar on "Linked Data" presented by Sirsi/Dynix.

Catalog: On October 2, the entire department visited Main Library. After a presentation by Senior Cataloger Dawn Grattino on cataloging rare books, Assistant Director of Public Services Robin Wood gave the catalogers a tour. Catalog Manager Andrea Johnson met with General Research Collections Manager Don Boozer and Governments Documents Supervisor Sarah Dobransky. Staff added 4,122 titles and 3,315 items, including 128 titles in 11 different languages

Ms. Johnson, Ms. Grattino, and Librarians Yeshe Dugarova-Montgomery, Regina Houseman, Amei Hu, and Barbara Satow attended the NOTSL Fall Meeting. The program topic was the Bibliographic Framework Initiative (BIBFRAME) and linked data. Librarian Celia Halkovich attended the first two sessions of a three

webinar series on serials cataloging provided through OHIONET. Ms. Houseman attended the ALA webinar Cartographic Resources Cataloging with RDA: An Introduction. Ms. Grattino attended the ALA webinar Introduction to LC's Music Medium of Performance and Genre Vocabularies.

Senior Librarian Michael Monaco attended a meeting of the CPL150 Team to help plan the Human Library event. At the event, Mr. Monaco participated as a "human book," in addition to leading the wrap-up discussion to gather ideas for moving forward with the Human Library and its role in the "The People's University" program. Ms. Satow acted as a "human book" as well, and participated in the discussion too. Mr. Monaco and Ms. Satow also attended the Ohio Library Council's Convention and Expo. Both were part of a panel program on local and self-published authors and their works in libraries. Mr. Monaco spoke on the cataloging issues raised by self-publishing and how technical services can support patrons' authorship and self-publishing. Ms. Satow participated as the author representative, since she has self-published four books.

Collection Management: Collection Management selected 2,019 titles, 16,912 copies, and spent \$254,518 in October. Fifty telescopes of materials were relocated. Pam Matthews attended the quarterly Main and Branch Managers' Meeting. Ms. Matthews and Eric Hanshaw helped judge the system wide United Way/Community Shares costume contest.

Shelf Shipping: On October 29, Supervisor Stephen Wohl attended the CPL-FIT Wellness Ambassadors meeting. The staff of the Lake Shore Shelf/Shipping Department sent 59 items to the Main Library for requests and 111 items to fill holds. Main Library received 381 telescopes, the Branches received 1,034 telescopes, CLEVNET received 138 telescopes, CASE received 8 telescopes CSU received 10 telescopes and Tri-C received 5 telescopes. A total of 1,566 telescopes were shipped out. The Technicians sent out 212 items of foreign language material and a total 25,198 new items were sent out to the Acquisitions and High Demand Department.

Materials Processing: The Associates cataloged 1,611 new titles for the Cleveland Public Library and added 1,434 records for the CLEVNET libraries. The Associates and Sr. Clerks added 6,678 items. The Technicians worked on 23,901 items. YoLanda Lawler took over responsibility for the organization and management of the packets of record requests from the CLEVNET libraries. Christon Hicks began reviewing the CLEVNET webforms

prior to them being sent to Catalog. Shawn Wolford submitted his resignation from the Cleveland Public Library. Ms. Hegstrom completed and gave fourteen performance appraisals.

High Demand: The High Demand staff had a very productive month, ordering 1,744 titles and 16,917 items. They added 1,136 titles and 16,712 items. In addition, they processed 83 items for the Acquisitions Department and 161 items for Materials Processing.

High Demand staff coped with many problems associated with automated invoicing and interruptions in service. High Demand Manager Carole Brachna spent much time contacting the vendors and IT/Software to work on the problems.

Mrs. Brachna gave a presentation about 9xx and EDI at the NEO-RLS Day for Technical Services, October 15. As a result of hearing about these processes, the Elyria Public Library has expressed interest in implementing them and will visit Technical Services in November. Staff evaluations were completed, as were Bravo Wellness screenings. Dale Dickerson, High Demand Librarian, attended the CPL FIT Wellness Ambassadors meeting.

Acquisitions: Sandy Jelar Elwell, Acquisitions Manager, met individually with staff in the Acquisitions Department to discuss their annual performance evaluations. Alicia Naab, Acquisitions Coordinator, assisted Dave Swinerton, Accounting/Purchasing Manager, and the USA Inventory Services team during the inventory of items in the Acquisitions Department for the Library's Fixed Asset Audit.

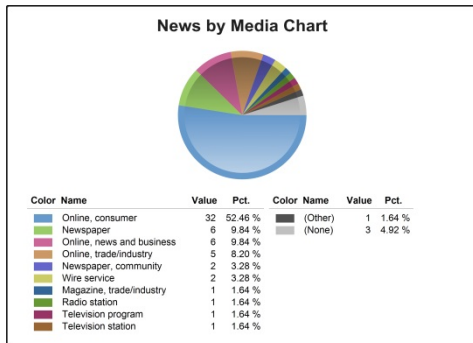
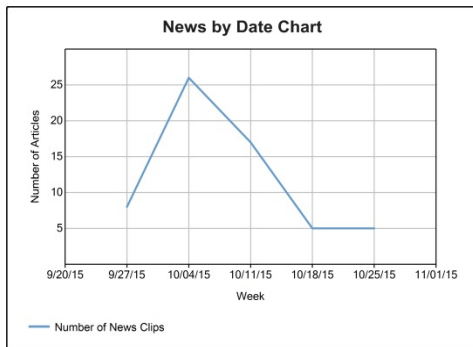
Ms. Jelar Elwell worked with the vendor Baker & Taylor (B&T) to create a new EDI account for placing orders for MLO Holds titles. These orders are now being submitted to B&T instead of the vendor Brodart in order to further streamline and expedite the handling of these materials. Ms. Naab continued to work through the process of setting up EDI ordering and invoicing with the vendor Recorded Books. She completed the final step which consisted of setting up the automatic invoice retrieval and processing reports in Sirsi.

Lisa Kowalczyk, Technical Services Librarian, attended a CPL-FIT meeting for all Wellness Ambassadors at the Lake Shore facility. Ms. Naab, who is currently a NOTSL Board member, helped to plan and attended the NOTSL Fall Meeting, "Don't Be Afraid of the Big, Bad BIBFRAME (Or Linked Data!)".



The Acquisitions Department ordered a total of 6,898 titles and 11,675 items (including periodical subscriptions and serial standing orders); received 14,623 items, 1,706 periodicals, and 311 serials; added 658 periodical items, 175 serial items, 216 MLO Holds items, 268 paperbacks, and 1,402 comics; and processed a total of 2,578 invoices.

**MARKETING & COMMUNICATIONS**



Media coverage for the month of October included 61 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$47,450.85. In October, the online media outlets that featured CPL events and programs received 20,653,910 unique visitors. Most viewed were numerous articles reporting on the possibility of the Library receiving the Superman collection of Mike Curtis. CPL was mentioned the most in online consumer news.

Ads to promote the The Writers & Readers series and the Hispanic Heritage programs were placed in *La Prensa*, *Profile News*, *Campus Observer*, *Call & Post*, and *Real Deal*. Online advertising to promote Talk Talk Talk, the Lockwood Thompson event, and the Writers & Readers series ran on cleveland.com, Eventful and *Campus District*. Radio ads for Hispanic Heritage programs and the Writers & Readers series were run on La Mega and NPR.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 5,679 times on average per week, with an average of 690 clicks to the website resulting in an .08% click-through rate for the month. *Public library* was the most clicked-through phrase. Online promotion with Eventful for Cristina Henriquez realized a 9.05% open rate.

## October-SOCIAL MEDIA

### **The top 5 most clicked on links from BOTH Facebook & Twitter:**

1. Oct 20<sup>th</sup>: Exciting changes starting to take place at Main Library as part of phase 3 of our Downtown Destination Plan: <http://ow.ly/Tuqpf>
2. Oct 27<sup>th</sup>: You might just want to put this in your calendar now <http://ow.ly/TMiHD> (Talk Talk Talk promotion)
3. Oct 7<sup>th</sup>: "Comic strip writer's huge Superman collection could be coming to Cleveland Public Library" (Link to Cleveland.com article)
4. Oct 3<sup>rd</sup>: Whether you are learning something new or brushing up on computer skills-we have FREE classes for you! (Link to classes page)
5. Oct 21<sup>st</sup>: There are programs & fun happening at all of our branches (link to Kids' page)

### **Top 5 most engaging posts on Facebook (includes likes, comments, etc.):**

1. October 20<sup>th</sup>: Downtown Destination updates
2. October 18<sup>th</sup>: Promotion of Buried Cleveland author visit
3. October 15<sup>th</sup>: Throwback Thursday photo
4. October 27<sup>th</sup>: Talk Talk Talk promotion
5. October 22<sup>nd</sup>: Throwback Thursday photo

## GRAPHICS

Graphics staff designed, printed, and distributed 114 items in October in addition to graphics for ads, the library website, social media, 4 staff newsletters, CPL Fit newsletter, Friends brochure, UpNext monthly program guide and MyBranch branch activity fliers. Graphics produced temporary signage for the Main Library move, 6 new notecards for the Friends Gift Shop and a new library card based on the art of Amy Casey.

## WEBWARE [www.cpl.org](http://www.cpl.org)

Twitter followers are up from 9,441 in 2014 to 11,300 currently. Facebook fans are up from 6,986 in 2014 to 7,655 currently.

New featured news items and promotions on the CPL website were: Mitchell S. Jackson-Writers & Readers; Christina Henriquez; Lockwood Thompson Dialogue; Friends Book Sale; Robert Denton Bryant-Author Visit; and Exhibits.

News stories were built for: Christina Henriquez; Hispanic Heritage Month; Friends Executive Series (November 12); Exhibits; Genealogy at CPL.

The 49th "Off the Shelf" (October 2015 edition) was sent out on 10/6/2015 at 1:50 pm. Of the 10,817 emails sent, an estimated 1,416 were read, we had 25 click-throughs. This gives us a 13% open rate. The October 6 edition featured: Hispanic Heritage Month Writers & Readers Series of Hope with Cristina Henríquez; Celebration! A Special Evening of Latin Poetry, Art, Music and Food; Lockwood Thompson Dialogues Welcomes Photo Conceptual Artist Hank Willis Thomas.

### **PROPERTY MANAGEMENT**

The Property Management office completed numerous branch inspections and continues to monitor utility bills. We are meeting weekly with the architect on the design of Phase II for Main and LSW.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. Exterior light fixtures were repaired at Hough and Lakeshore. Preventive maintenance was completed on the boilers at Addison, Collinwood, Eastman, Jefferson, Glenville, Lakeshore, Lorain, Rockport, Walz and West Park. The ductwork for air handling unit #10 at Lakeshore was cleaned and the filters were changed. The water line and the faucet in the custodial sink were repaired at Mt. Pleasant. The filters for the air handling unit were changed at Rice. The indoor condenser and evaporator coils were cleaned at Union. The pneumatic controls were upgraded on the HVAC system and a new air conditioning condensing unit was installed at Walz. A new rooftop HVAC unit was ordered for Woodland due to vandalism.

The Carpenters and Painters worked to repair doors at Eastman, Harvard- Lee, Glenville and MLK. Damaged corner guards were replace at the entrance to the elevators in LSW. Fire cabinets were installed at Rockport, South Brooklyn, and West Park. The parking lot fence was repaired at Lorain. The Translogic system was removed from the lending stations in Main and the floor was repaired and new shelving was installed. Work stations, shelving and furniture were removed from the several floors in LSW in preparation for the construction work that needs to be done. A

number of large file cabinets were relocated to other departments.

The Garage is servicing snow removal equipment as needed at the branches. New tires were installed on #9.

**SAFETY & PROTECTIVE SERVICES**

**SAFETY SERVICES**

- Human Resources have posted two SPS officer positions; one supervisor position.
- Lt. Gearhart has applied for an opening with RTA Police and may have a pending offer of employment.
- Multiple book shelves and children’s books (from lost and found) have been donated to the Greater Cleveland Boys and Girls Club on Broadway.
- No further issues with wedding parties.

**PROTECTIVE SERVICES**

Activity

Month	Total Dispatch Activities	Ave per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Generated	CPL access activities
<b>Oct 2015</b>	5810	215	167	51	682	167	67	47
<b>Sept 2015</b>	5520	221	101	40	675	157	56	56
<b>Aug 2015</b>	6132	236	112	46	850	146	76	68
<b>July 2015</b>	7336	282	122	55	1006	144	87	73
<b>June 2015</b>	6992	280	140	42	592	170	55	58
<b>May 2015</b>	6010	240	140	37	390	250	52	55
<b>April 2015</b>	5818	223	154	39	219	294	50	64
<b>Mar 2015</b>	5363	206	169	32	195	278	65	73
<b>Feb 2015</b>	4538	206	183	18	209	178	43	45
<b>Jan 2015</b>	5123	205	190	35	179	220	78	45
<b>Dec 2014</b>	4747	190	192	31	194	254	53	38
<b>Nov 2014</b>	4442	198	196	17	237	189	40	48

Special Attention, Special Events, and Significant Incidents

- SPS staffing changes have put a minimum of three branch patrol vehicles out Monday through Friday. Downtown campus will still have (1) Main desk officer; (1) LSW desk officer; (1) Tech Central officer; (1) Communication officer; (2) Floating/Relief Officers.
- Multiple officers assigned to work the Bye Bye Man filming.

- On 10/23/2015, SPS officer assigned to work White House office of Science and Technology.
- 10/30/2015, Officers assigned to work the Poetry Slam in LSW auditorium.
- Columbus Day move in LSW 10/9/2015.
- Officer posted at Jefferson Branch 10/6/2015 form 6pm to 8pm.
- Officers posted at Hough branch due to increased gang violence per Mrs. Tyus 10/6/2015.
- Branch patrol responded to assist SPS officer at Harvard Lee branch 10/30/2015; group forced off property.
- CPD, RTA PD, and CMSD police responded to Rice branch for calls of a male with a gun in the parking lot.
- Male patron made a physically threatening gesture toward a staff member at MLK branch 10/26/2015.
- Two male patrons fought in the LSW LL lobby briefly before Officer Lodge and I intervened. The aggressive patron was expelled from the library.
- SPS responded to an aggressive male on Main 3 in Digital Public Library. The male was harassing a female staff member (Rachael Senese) and made threats of physical violence to Chatham Ewing thru her. The male was advised that SPS knew of his lengthy criminal history dating back to 1982 and we would have zero tolerance policy him. The male said he will stay away for 8 months to a year. SPS has offered to escort Ms. Senese to her vehicle daily.

#### Protective and Fire Systems

- Fourth quarter fire drills started, East side branches completed.
- Fire extinguisher company contacted and scheduled to service all extinguishers.

#### Contract Security

- Carnegie West guard resigned, an SPS officer is still posted daily.
- I had their Road Captain removed from the account after inappropriate contact with underage females and juveniles on multiple occasions.
- All other branches are staffed.

#### Administration

- Safety & Protective Services evaluation meetings are near completion.

## INFORMATION TECHNOLOGY & CLEVNET

The CLEVNET Directors held their regular quarterly meeting—the final one of the year—on October 30, 2015, at the Lake Shore Facility. A special welcome was extended to DeeAnna Culbertson, the new director of Henderson Memorial Public Library in Ashtabula County.

Timothy Diamond, Chief Knowledge Officer for Cleveland Public Library, provided an update on CLEVNET's Strategic Plan and its five areas of focus: Governance, Technology, Change Management, Marketing, and Training. Since August 2014, the focus has been on Governance, specifically the priorities of Vision, Fiscal Transparency, Staffing, and Voice. At the September 2014 Strategic Planning Retreat, seven action steps were defined; the first four have been accomplished: create a new staffing model for IT/CLEVNET; hold a meeting between the CLEVNET Directors' Panel Chair and Felton Thomas to discuss the future of CLEVNET; create a Special Revenue Fund; and formalize CPL's commitment to CLEVNET through a CPL Board resolution. Two action steps are underway: review the pricing model and rewrite job descriptions. The final action step—conduct a salary study of IT/CLEVNET department—is more difficult as IT/CLEVNET staff are still CPL staff although now paid from a separate fund.

Mr. Diamond also shared the decision of the Directors' Panel not to fill the Virtual Services Manager position vacated by Beth Hatch who is now the Special Projects Manager at Cleveland Heights-University Heights Public Library. The Panel was concerned that Ms. Hatch's time had been increasingly spent on CPL-centric projects and what time she was able to give to CLEVNET was spent working with the CLEVNET Special Interest Groups (SIGs) and the CLEVNET Online Resources Committee (CORC). The Panel would like the SIGs and CORC to be self-directed, under the supervision of a Panel member, without the need for leadership from paid CLEVNET staff. Therefore, the Panel decided to reallocate the money to fund positions that would have a greater benefit to all the CLEVNET member libraries: a Productivity Software Specialist responsible for Office365, and a second Network Specialist to assist with the growing list of CLEVNET libraries waiting to implement VoIP telephone systems.

Hilary Prisbylla, Director of CLEVNET, addressed the Strategic Plan's second area of focus: Technology. On October 18, 2015, the SirsiDynix Symphony server was migrated from its existing HP-UX server platform to a new virtualized environment running Red Hat Linux. The new environment reduces the amount of server

hardware required to operate the integrated library system and allows for easier provisioning of test systems. This will allow staff to upgrade to the latest versions of the software in a more agile manner. Ms. Prisbylla also spoke about the preparations for launching Enterprise, the new public catalog coming in the summer of 2016.

Carrie Krenicky, Chief Financial Officer for CPL, updated the Directors on the work of the Pricing Model Review Group. The group is looking for a vendor to work with them on creating a new pricing model. Eight vendors have been contacted but, to date, only one has expressed interest in the project. The group is going to continue to work to get a second quote for comparison.

Ms. Krenicky provided an overview of the CLEVNET Special Revenue Fund and a year-to-date budget report. Each director received a packet with the 2016 costs for her/his library system. As a whole, the budget for 2016 is 3.94% higher than 2015; however, 18 library systems are slated for a decrease.

Julianne Bedel, Director of Barberton Public Library, followed with an update on the work of the CLEVNET Bylaws Ad Hoc Committee. Rick Werner, Director of Willoughby-Eastlake Public Library is drafting new language for the System Agreement to address five areas of concern: financial reporting, governance, personnel/staffing, membership, and the ILS. Operating procedures are being drafted by Director Bedel.

Ms. Prisbylla discussed the following Software news: 3.5 cash management; mobile circulation; analytics station; Bluecloud visibility; and changes to OverDrive. Ms. Prisbylla also spoke about her recent attendance, along with fellow staff member Marlene Pelyhes, at the COSUGI (Customers of SirsiDynix Users Group, Inc) Consortia SIG meeting in Braintree, MA. The meeting was an opportunity for staff from consortia across the country to discuss issues related to operations and the use of SirsiDynix products. It also represented an opportunity for staff to meet directly with SirsiDynix staff and voice their concerns. As in years past, several SirsiDynix executives attended the meeting, including CEO Bill Davison. In 2016, Ms. Prisbylla will serve as chair of the SIG and plans to bring the fall meeting to Cleveland.

In his Hardware Update, Larry Finnegan, Director of IT, spoke about the dramatic increases in bandwidth created across CLEVNET and what planning and preparation made the increases possible.

Mr. Finnegan also spoke about the UPS replacement, after-hours notification, open DNS, hold notification by phone savings, OPLIN text messages, and the increase in OPLIN traffic.

Under Member Topics, the directors discussed cyber liability insurance, the lost/paid process, bed bugs, and the end of KnowItNow. The meeting ended with SIG reports and a chance for the directors to share news of events and special programs taking place at their local libraries.