

DIRECTOR'S REPORT

April 19, 2022

Strategic Plan

Our Mission:

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

Our Strategic Priorities:

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

PUBLIC SERVICES

MAIN LIBRARY SERVICES DURING COVID-19

The Library remained at Phase 3 of its COVID-19 Reopening plan. However, as of March 7th, 2022 masks (while encouraged) were no longer required for staff or patrons. In addition, quarantining of library materials was discontinued on this date.

PROGRAMS, SERVICES AND EXHIBITS

Music at Main

The Ben Gage Band performed in the 3rd floor Main Lobby to 25 delighted patrons on March 12th.

Book Discussions

- Social Sciences Librarian Helena Travka co-hosted the Cleveland Law Library/Cleveland Public Library Book Discussion. Attendees discussed David Lynch's *Snowball's Chance*.

Ohio Means Jobs Partnership

Senior Director of Public Services - Main Library Robin Wood, and General Research Collections Manager Sarah Dobransky presented to the OhioMeansJobs (OMJ) staff the final process for the partnership using LibChat tickets. The partnership program went live on March 22nd.

Main Library Tours and Class Visits

Center for Local and Global History Department Manager Olivia Hoge led a tour for Cleveland State University's Natural History of Cleveland class on March 12th. Ten students and one teacher toured Special Collections, TechCentral, the Cleveland Digital Public Library, and the Photograph and Maps Collection. The Students were required to complete a project using items from the Library's collections. Ms. Hoge also led a tour of Main Library to a researcher who works for a local architectural firm on March 7th. The researcher was interested in resources for conducting property research in the area.

Students from College Now toured the MakerSpace on March 2nd. The students made buttons and laser engraved dog tags.

Book Displays

Center for Local and Global History Department Library Assistant Danilo Milich created a book display based upon The Ides of March including books from the beginning of the Roman Republic, through the Roman Empire, and the Fall of Rome. Emphasis was placed on Caesar and Latin quotes translated into English.

Fine Arts Librarian Andy Kaplan and Library Assistant Mark Fox-Morgan created a book display for Women's History Month consisting of books on women in music and art.

Youth Services Programming

The Youth Services Department (in coordination with TechCentral and Outreach and Programming Services) conducted a St. Patrick's Day event on March 17th. One hundred eighty families attended the event.

Book Drops

Popular Manager Sarah Flinn and Brooklyn Branch Manager Ron Roberts shared their favorite mysteries during Book Drops on Facebook and YouTube. They also added in some zombie and television show recommendations.

COVID-19 Test Distribution

Main Library Lending staff continue to distribute free BiNaxNow at-home COVID tests to patrons via the Drive-Up window when available.

Books by Mail Programs

Words on Wheels: During the month of February 2022, 101 items were mailed in 45 packages to 13 patrons using the service.

Homebound: From February 15th through March 17th, Homebound Services sent 177 packages to 141 patrons (shipments).

OUTREACH

Sr. Director of Public Services Robin Wood presented a program about Cleveland Public Library to the Strongsville Rotary Club on March 11th.

- General Research Collections Manager Sarah Dobransky provided a short lecture on using patent searching in competitive intelligence reporting for Cleveland State Law Professor Lauren Collins.

Interlibrary Loan staff responded to several hundred inquiries by CPL patrons and researchers at partner institutions.

At the request of the Public Administration Library, Literature supplied a number of books to them for their upcoming National Poetry Month lobby display on exhibit through April.

Youth Services Children's Librarian Eric Hanshaw represented Cleveland Public Library in the Rock and Roll Hall of Fame Live Fam Jam on Saturday, March 12th.

Youth Services Manager Annisha Jeffries and Public Services Assistant Maria Lopez conducted a Story Time at the Village Prep Eastern Cliffs School to three classes of kindergarten children on March 14th.

COLLECTION MANAGEMENT

Fine Arts Librarian Andy Kaplan scanned 25 items from the Eyman Dance Collection and added to them to the digital gallery. In addition, he finished arranging several boxes of the Anvil Music Review Collection and began arranging several more.

Fine Arts Library Assistant Mark Fox-Morgan ordered new material, shifted and spaced the Quick Ref FA collection, weeded the NX's, tidied up the collection, processed and moved books to STACKS.

Special Collections Library Assistant Bill Chase cataloged new materials, sent items to preservation and other departments, worked on shifting materials and provided photoduplication for patrons as requested. Items requested include:

- 02/23 - Professor Karl Vilhelm Zetterstéens...:
Bibliografisk förteckning / Döbeln, Ernst Jakob Vilhelm von, 1877- (a scientific bibliography)
- 03/21 - The life of Takla Hâymânôt ... / Budge, E. A. Wallis (Ernest Alfred Wallis), Sir, 1857-1934
- 03/22 - A patron requested a scan of the Center Counter (gambit) Defense from the archive of controversial chess player, Claude Bloodgood

Fine Arts and Special Collections Public Services Associate Kalie Boshara received training on how to process books in Special Collections.

International Languages staff withdrew 108 items from the collection, sent 6 items to Preservation, and 19 to Book Prep. Eighty-four items were moved to stack collections and 372 new items were received into the department from Tech Services. Cleveland Digital Public Library staff calibrated the grant funded high-speed microfilm scanner and i2s book scanner. In addition, staff scanned microfilm of the East India Manuscripts and other Fine Arts materials (sheet music, architecture, journal articles, other and Special Collection materials).

The Art inventory of the Main is nearly complete. The inventory of Branch holding continues. The Lakeshore project is in process but will require additional resources due to the project size and scope.

Photograph Collection Librarian Brian Meggitt continued work on the item-level inventory of the Cleveland 20/20 Project. He has assigned unique identifiers and created descriptive metadata for 448 unique images.

The Photograph Collection purchased the East Side Daily News photograph archive. The archive spans over four decades and represent personages, places, and events in Cleveland and northeast Ohio. The total number of photographs is not known, but is estimated to be around 40,000 items. Items were packed by Photograph Librarian Brian Meggitt and Library Assistant Adam

Jaenke on March 17th and transported by Driver Denis Walker, Custodian Jonathan Tatum, and Center for Local and Global History Manager Olivia Hoge.

Center for Local and Global History Library Assistant Library Assistant Lisa Sanchez completed a metadata collection for the Mt. Pleasant neighborhood. The items will be submitted for approval and uploaded to ContentDM with a corresponding *Mt. Pleasant Neighborhood* finding pathway.

Center for Local and Global History Library Assistant Adam Jaenke photographed the Collinwood Branch for the Neighborhood Photographic Survey on March 1st and on March 26th he photographed the Addison Branch. He has edited, processed, and added metadata to 78 items for this collection.

Center for Local and Global History Photograph Librarian Brian Meggitt created metadata for the Neighborhood Photographic Survey (NPS) records in CONTENTdm for approval to the Digital Gallery.

Mr. Jaenke scanned 107 photographs from the Cleveland Picture Collection.

Youth Services staff continue to shelve and maintain the collection by organizing and distributing advanced reader copies located in the stack area. Staff weeded damaged YRead? Booklets that were damaged or have been replaced.

RESEARCH THAT'S ONLY POSSIBLE AT MAIN LIBRARY

- Social Science Librarian Helena Travka assisted a patron from the Cuyahoga County Archives with access to rare records from the 1923 *Official Proceedings of the Board of Education of the Cleveland City School District*. Cleveland Public Library is the only library with this specific volume.
- A Japanese professor from Rissho University in Tokyo, Japan visited the Library to research craft beer in several cities in the United States, including Cleveland, Ohio. Research interests also included historical information about downtown and Ohio City, as well as economic/industry changes within the city from the 1930s-1980s. Several Main Library departments worked together to assist this patron.

- A patron calling from Columbus spoke with Center for Local and Global History Librarian Terry Metter about borrowing a copy of *The Annals of Jan Długosz* by Jan Długosz. The patron was planning on driving to Cleveland from Columbus to review the material. However, Mr. Metter used CLGH's KIC Scanner to scan and email the pages the patron needed, saving the patron the time and expense of a long drive. According to WorldCat, CPL is the only library in Ohio and the only public library in the country that owns this title.
- Center for Local and Global History Library Assistant Dan Milich researched election results for a patron who served as Judge for Cuyahoga County Juvenile Court and elected to East Cleveland Municipal Court.
- Center for Local and Global History Photograph Librarian Brian Meggitt assisted a patron with finding and locating historic images of his home on West 77th Street.
- Center for Local and Global History Library Assistant Lisa Sanchez conducted property research for a land use and zoning law lawyer. Ms. Sanchez used the Cleveland City Directories, Plain Dealer Historical database, and Cuyahoga County Fiscal Officer's information portal to find previous owners for mixed-use building in Mayfield Heights. Ms. Sanchez also researched a local actress, Edith Owen, for Ms. Owen's relative. Ms. Owen was a prominent Cleveland Playhouse performer, wrote her own plays, and performed in her own one woman show in 1975.
- Center for Local and Global History Manager Olivia Hoge assisted a patron locate articles about accident in 1965 involving three children from the Boulevard Elementary School. One of the victims was a friend of his. She also found articles for a patron who was interested in the theft of a stamp collection in 1981. The stamp collection was worth an estimated \$15 million.

STAFF DEVELOPMENT

On March 3rd, Literature/Ohio Center for the Book Senior Librarian Nick Durda participated in a meeting of the CPL Dublin Award Committee.

TechCentral Manager Suzi Perez attended Northstar Digital Literacy training on March 14th.

Social Science Senior Librarian Mark Moore listened to the Conversations Podcast *The History of Libraries from before Stone Tablets to Printed Books*.

Social Sciences Librarian Forrest Kilb attended the webinar *Taking Care of Self, Staff, and Community* from Webjunction.

Business, Economics and Labor Public Services Associate Alycia Woodman viewed the Public Library Association webinar *150 Million New Technology-Oriented Jobs and the Skills Needed to Get Them*.

Business, Economics, and Labor Librarian Susan Mullee attended a webinar from S&P NetAdvantage, *Explore Argus Research Reportson NetAdvantage*.

Fine Arts Librarian Andy Kaplan attended the 2022 Music Library Association virtual conference.

Sr. Director of Public Services Robin Wood attended the Public Library Association conference in Portland, Oregon from March 23rd to March 25th.

OTHER

Lending and Circulation Manager Steve Wohl and Supervisor Reggie Rudolph attended the CLEVNET Circulation SIG Meeting on March 16th. The purpose of this meeting is to discuss circulation related recommended best practices throughout CLEVNET.

Literature/Ohio Center for the Book Manager Don Boozer participated in a panel discussion on WCPN Ideastream's radio show *The Sound of Ideas* on March 7th.

<https://www.ideastream.org/programs/sound-of-ideas/book-bannings-in-american-arent-new-but-they-are-getting-renewed-attention>

Literature/Ohio Center for the Book Manager Don Boozer continues to plan and promote the Ohio Women on Wikipedia virtual edit-a-thon taking place March 26th through April 2nd in honor of Women's History Month in collaboration with the State Library of Ohio.

TECHCENTRAL

Outreach

Inside Programs

Name of Program	Date of Program	Total # of Attendees	# of Adults	# of YA	# of Juveniles
Microsoft Excel I - zoom	Mar 1	4			
Microsoft Word I - zoom	Mar 3	4			
Resume Workshop – zoom	Mar 7	1			
Microsoft Excel II - zoom	Mar 8	8			
My Digital Life Basics: Computer Basics	Mar 9	0			
Microsoft Word II - zoom	Mar 10	3			
Job Searching Online - zoom	Mar 11	0			
My Digital Life Foundations: Using a Smart Phone	Mar 12	2			
Microsoft Excel III - zoom	Mar 15	7			
My Digital Life Basics: Windows Basics	Mar 16	2			
Microsoft Word III - zoom	Mar 17	2			
My Digital Life Foundations: Mouse & Keyboard	Mar 19	0			
Resume Workshop	Mar 21	0			
Microsoft Excel IV	Mar 22	6			
My Digital Life Basics: File Management	Mar 23	1			
Microsoft Word IV	Mar 24	2			
Job Searching Online	Mar 25	0			
My Digital Life Foundations: Email Essentials	Mar 25	0			
My Digital Life Basics: Internet Basics	Mar 30	3			
Microsoft Mail Merge	Mar 31	3			
1-on-1s	March	15			

All in-person classes were postponed until March 7th due to COVID.

TechCentral staff laser engraved 400 dog tags for National Library Week. Each branch will receive 20 to pass out to their community, April 4th - 9th.

College Now received a demo/tour of the MakerSpace. Participants made buttons and engraved dog tags.

Professional Development and Meetings

TechCentral staff attended Virtual Service Awards on March 11th.
TechCentral staff meeting held March 11th.

Date	Topic	Location
3/22-3/25	National Technology Conference 2022	Online
3/29-3/31	Computers in Libraries	Online
3/15	Curb Collective meeting	Teams
3/21	Digital Navigators Training Updates	Zoom

TechCentral Assistant Manager, Melissa Canan

Date	Topic	Location
3/2/22	Public Services Managers Mtg	Virtual- Teams
3/9/22	Main Managers Mtg	Virtual- Teams
3/11/22	Staff Appreciation Day	Virtual- Teams
3/11/22	TechCentral Staff mtg	TechCentral
3/21/22	OLC Legislative Day Preparation Webinar	Virtual- Zoom
3/29/22	Computers in Libraries 2022: Leveraging Existing Data Sources to Create a Customized Patron Dashboard	Virtual
3/29/22	CIL22: Building on the Skill Development Toolbox	Virtual
3/29/22	CIL22: Library Technology Industry Update	Virtual
3/29/22	CIL22: Online Checkout of Software Licenses for Patrons' Devices	Virtual
3/29/22	CIL22: Understanding Library Visitors: Counting/Analyzing Tool	Virtual

Library Assistant-Computer Emphasis, Allison Collins

Date	Topic	Location
03/02/22	Reopening Task Force meeting	Teams
03/05/22	My Digital Life training	
03/10/22	Rainbow Readers ERG bi-monthly meeting	Teams
03/11/22	Staff appreciation day, service awards presentation	Teams
03/11/22	Department Staff meeting, updates, reopening	TechCentral
03/11/22	My Digital Life training	
03/16/22	Reopening Task Force meeting	Teams
03/16/22	SEIU-CPL Chapter leadership monthly meeting	Union hall
03/22/22	Talk on Tuesday ERG: our bodies through the ages	Zoom
03/23/22	Hotspot team meeting, updates, new devices	
03/28/22	Talk on Tuesday ERG: imposter syndrome	Zoom
03/29/22	SharePoint ERG website management training	Teams

03/30/22	Reopening Task Force meeting	Teams
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Library Assistant-Computer Emphasis, Alison Guerin

Date	Topic	Location
3/3	Harvest for Hunger Virtual Kickoff	Facebook Live
3/10	FIT Meeting	Main
3/10	Harvest for Hunger Meeting	Teams
3/11	Virtual Service Awards	Teams
3/31	CPL Town Hall	Teams

TechCentral Manager, Suzi Perez

Date	Topic	
3/2	Public Services Managers Meeting Reopening Committee Meeting	
3/7	FMP 1B Walz Walkthrough	
3/8	Digital Ambassadors Meeting Transition Planning/Move Management	
3/9	Main Managers Meeting	
3/11	CMSD and Cleveland Public Library Introduction Meeting	
3/14	Kent State Grant Opportunity Meeting	
3/15	CPL/CMSD: Prezi Demo Presentation Regular Board Meeting	
3/16	Reopening Committee Meeting	
3/17	TechCentral Meeting with new Director of Safety St. Patrick's Day Parade: Drill Cart team	
3/22	Digital Navigators follow-up Transition Planning/Move Management	
3/25	CMSD Smart Card Meeting	

Computer Usage and Hotspots

There were 2282 computer sessions at Main Library for March.
There were 228 hotspots circulated through the system in March.

PST Monthly Report: March 1st 2022 - March 29th 2022

Service Calls and Tickets Summary
Service Calls and Tickets Received: 199
- CPL Help Desk Tickets: 168
- CPL TechCentral Tickets: 15

Service Calls and Tickets Resolved: 138
Tickets currently in Progress: 99

-Working on organizing and cleaning Automation storage.
-Continuing to image and deploy PC's to update branches.

- Assisting CLEVNET with testing of Windows 11 images.
- Removed IT Equipment from Walz.
- Sorting and recording old equipment to give to PC's for People.

CLEVELAND DIGITAL PUBLIC LIBRARY

Public Service Statistics

ClevDPL had 32 in-person visitors during March. We had 8 two-hour scanning appointments. From March 1st to the morning of March 26th, Google Analytics (GA) reports 5075 sessions for 3560 users and 95,634 page-views. Search engines delivered 55.9% of our accesses. Searching in CONTENTdm accounted for 29% of our accesses. Referrals were 10.2% of our accesses (including 25% from Wikipedia, 12% from CPL, and 9% from dp.la. Only 4.9% of our sessions came through social media (54% Facebook, 45% Twitter, and a bit from others). 58.2% of our users accessed our site using desktop computers, and 41.8% accessed CONTENTdm through mobile devices (4.5% tablets and 37.3% mobile).

Outreach

Community partners' work in March included creating three exhibits for Google Arts and Culture (image sharing and description) and establishing a Cleveland Public Library exhibits page and meeting with a team interested in scanning records for Cleveland City cemeteries. We did project planning with Playhouse Square. ClevDPL's new book scanner was installed in March using ARPA/LSTA funds. ClevDPL is participating in the new exhibits project at Main Library related to Langston Hughes. We worked with the Rock & Roll Hall of Fame to scan items from their collection. More copies of the CONTENTdm client are being installed on more machines throughout the library.

Collection Development

As of March 29th, 1209 images were scanned, 833 were post-processed and QA'd, and 833 images were uploaded, many of which were included in multi-image pdfs. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning sheet music, scanning urban renewal and public works plans, crowdsourced transcription of Civil War manuscripts and continuing the Cleveland Orchestra scrapbook project. ClevDPL is nearly finished with scanning of volumes listing of electors in Cleveland for the Social Science Department and the project has slowed to a crawl with oversized volumes that are delicate and need to be dis-bound for scanning and reassembled afterwards.

ILL

Statistics from OCLC are one month behind and cover February. We had 47 requests from CPL users for materials from other libraries. Response time by other libraries, likely due to the pandemic, averaged a 14 day and 12-hour turnaround on our patron's requests for books and materials, and no data for our patron's requests for copies. Partner libraries made 741 requests through OCLC to borrow from CPL and made requests through ALA forms. CPL staff managed a response time for books of 5 days and 17 hours and an 8-day 4-hour turnaround for copies. We again had many ILL requests from incarcerated persons and general researchers using ALA forms. There were 5 copy requests.

Staff Development

Staff were trained to use the new i2s CopiBook scanner after it was installed this month. Staff also reviewed training on the new high speed microfilm scanner.

Preservation

As of March 29th, preservation received 67 items and returned 39 items. Twelve 4 flaps and 30 labels were prepared. The team did 36 complex and 28 simple repairs on codex books. We completed 15 complex and 4 simple flat paper repairs on difficult oversized maps and plans, including washing, and mending. We continued working on an inventory of artwork in the library system, focusing on branches in phase 1b of the master plan. The artwork in Walz has been stored at the Lakeshore facility. Brooklyn and MLK are in progress. The rest of 1b is still being planned.

Media

The video explicating our Ora Coltman mural, *Dominance of the City*, was included in a Google Cultural Institutes display online.

Planning Activities

We continue to plan for art moves and storage of art. Brooklyn is next on our list. Patrons and staff have expressed interest in an in-person chess club. We have been involved in planning an exhibit related to Langston Hughes. We are working with IT to put more of our digitization tracking and applications in the cloud.

OHIO LIBRARY FOR THE BLIND AND PRINT DISABLED

Activities

For March 2022, OLBPD circulated 88,363 books and magazines directly to patrons. The substantial increase in monthly circulation is a direct result of migrating patrons over to duplication-on-demand (DoD) and is only temporary through the conversion. OLBPD also circulated an additional 7,578 Dimensions newsletters to readers, along with 2,616 e-newsletter notifications. OLBPD registered 112 new readers to the service. Approximately 680 BARD patrons among 1,352 active users downloaded 12,611 items.

OLBPD completed its DoD patron conversions this month. All patrons receiving talking books are now receiving DoD cartridges. The conversion lasted approximately 11 weeks. Next, OLBPD is arranging to return its collection of single copy digital books and waiting on the arrival of mass shipping containers and boxes from the National Library Service (NLS).

OLBPD is scanning patron applications to transition them from the paper vertical files to digital copies stored in Microsoft's SharePoint Document Center. NLS requires network libraries to keep electronic or paper copies of certified applications on file for all registered patrons.

On March 7th, Cleveland Public Library's (CPL) Marketing Team met to discuss progress on OLBPD's logo re-design to include its newly revised name; activities to commemorate the 125th anniversary of OLBPD; and creating digital marketing boards promoting OLBPD throughout CPL.

OLBPD staff participated in remote programming and provided information and talks about the service during the Cleveland National Federation of the Blind (NFB) meeting on March 18th; Springfield NFB meeting on March 19th; and an NFB at Large Meeting on March 27th.

In March, OLBPD Librarian Michelle Makkos arranged an adult book club virtual visit with author Haben Girma on March 10th, as they met to discuss her book *Haben*. On February 10th, the OLBPD school chat students met remotely for a Story Time discussion of *The Great Indoors* by Julie Falatko.

PUBLIC ADMINISTRATION LIBRARY

Programs/Exhibits

Popular continues to share titles and a display for Women's History Month was created.

Collections

PAL provided History with several dates of *Index to Cleveland Newspapers/Cleveland News Index* for digitization.

History will inform us if PAL's titles will be needed for the project.

Staff finished scanning the 1999 Cleveland Landmarks Minutes and Proceedings Binder. All scans of the Cleveland Landmarks Minutes and Proceedings are forwarded to the CPL Digital Library for future additions to the CPL Digital Gallery.

Transferred

PAL transferred 18 titles and withdrew 8 titles.

A Cleveland City flag provided by Mr. Bradley was delivered to John Skrtic at Main Library.

Reference Questions Unique to PAL

- Assisted apatron with email questions concerning Cleveland air quality.
- Assisted patron with ASCE 7-05 information.
- Assisted law department with ordinances.
- Assisted patrons with Cleveland codified ordinances concerning dog leashes and parking.
- Assisted patron with City of Cleveland budget information.
- Assisted patron with bridge information.
- Patron researched *Cleveland's Residential Tax Abatement Study: Its Impact, Effects, and Value*.
- Assisted patron with information concerning capping of oil and gas wells.
- PAL assisted the Cleveland Documenters organization with researching the origins of the Cleveland Boxing and Wrestling commission which was founded in 1916.
- A patron visited PAL to find resources on Statistical Planning Areas in Cleveland.
- PAL assisted the Brooklyn Branch for a patron researching Cleveland noise ordinances.

- PAL assisted a patron with understanding the contract bidding process for doing business with the City of Cleveland.

Outreach

The first Lunchtime Knitting Circle for 2022 on March 9th was attended by 5 who appreciated the gathering. Deborah Hajzak dropped off a donation of beautiful yarn.

Staff

The mask mandate for City Hall has been lifted this month. City Hall had a fire drill March 25th.

ARCHIVES

Visits to the Library

A researcher from the Cleveland Landmarks Commission and the Ohio History Service Corps visited Main Library to view material on the East 131st Street Branch building, which was designed by Cleveland architectural firm Walker and Weeks and constructed in 1929, in preparation for submitting a preliminary questionnaire to the State Historic Preservation Office (the first step in nominating a property for the National Register of Historic Places). The art deco building features bas-relief terra cotta tiles in the recessed entrance arch and pale blue glazed tiles across the front façade. A finding aid for branch material was created, and items pulled from the Archives on the branch included architectural drawings, photographs, buildings records, and annual reports.

Research

Research on the history of institutional/strategic planning at the Library was conducted, and a report was produced. In 1939, shortly after the retirement of longtime director Linda A. Eastman, library surveying expert Leon Carnovsky and his team studied the professional operation of the Library, and one of their recommendations was that a department devoted to institutional self-analysis and planning be created. The Planning and Research Department was finally created in 1977, under the direction of Director Ervin J. Gaines and Deputy Director Marian A. Huttner. The scope of the department was focused on the design and execution of special projects; the planning for change in Library operations; and the assumption of routine administrative responsibilities. In 2012, the Planning and Research Department was renamed the Knowledge Office, and in 2021, the department's name was changed to the Strategy Office.

Research on former staff member Louis S. Rubin, who was formerly known as Leonid S. Rubinchek, was compiled and shared with Mr. Rubin's son, Joseph L. Rubin. The elder Mr. Rubin, who was born in Lithuania in 1911, was a checkers prodigy as a young man; he immigrated to the U.S. at age 18 and joined the Library in 1942, where he worked in the History Department with Gordon W. Thayer, curator of the John G. White Collection, until 1950. While at the Library, Mr. Rubin translated the first 30 volumes of the *Krasnyi Arkhiv* (the Red Archives), a digest of the Central Archive Department of the U.S.S.R. that documented the social, scientific, political, economic, and cultural development of Russia by publishing documents in their original form. The *Krasnyi Arkhiv* was published from 1922 to 1941; Mr. Rubin's translation was published by Cleveland Public Library in 1947.

BRANCH NARRATIVES

D1 EASTMAN (closed for FMP) - Children's Librarian Feliciano presented virtual Story Times to pre-kindergarten students. Library Assistant Youth Emphasis Sommer assisted with the Fulton Derby reading contest. Manager Lauver participated in virtual meetings, including the Westown CDC annual meeting. He also participated in NEO-RLS professional development webinars, including *The Silver Tsunami and Your Library*.

D1 LORAIN (closed for FMP) - Manager Tancak received the Sustainability Award from Northwest Neighborhoods during the annual meeting for her work with the Lorain Branch community garden and the implementation of gardening programs at the branch. Tancak also attended the NEO-RLS webinar *Transforming your Library and Community through Relationship-Focused Service*. Library Assistant Computer Emphasis Hooper co-taught the inaugural course My Digital Life. Adela Santana presented Dr. Seuss and community helper-themed Story Times.

D1 ROCKPORT - Rockport hosted two more AARP tax sessions, a recruiting event for TSA, and ProjectArt. Library Assistant Computer Emphasis Emily Crompton and Manager Lykins participated in the Employee Engagement Taskforce. Ms. Crompton attended the Dublin Committee meeting. Mr. Lykins attended the Greater Cleveland Food Bank's Harvest for Hunger Kickoff, co-chaired a Harvest for Hunger Committee meeting, and created CPL's Virtual Food Drive.

D1 BBTTC @ Rockport - The BBTTC featured an Engineer for the Week showcase that included scratch challenges, door prizes, swag, snacks, and robot coding. Jill Pappenhagen started in-

person outreach to Artemus Ward. Ms. Pappenhagen also attended an iRobot Root Workshop.

D1 WALZ (closed for FMP) - March was the last month Walz was open to patrons. The week of March 2nd served as a goodbye for past Walz staff and VIPs. The commemoration included refreshments, historical displays, and an opportunity to walk through the old building.

D1 WEST PARK (closed for FMP) - Regional Director and Manager Dalby visited West Region branches with SPS Director Monroe Goins.

D2 BROOKLYN - Manager Roberts led Story Times with a spring theme for Denison second graders. Mr. Roberts also delivered three boxes of book resources to HSA-Denison. Library Assistant Computer Emphasis Kolonick created crafts that included Spring-y Flowers and Paper Turtles for Denison students.

D2 CARNEGIE WEST - The TSA held a recruitment event that drew over 60 applicants for security officer positions at area airports. An employment recruitment and resource table was hosted by the Cleveland Clinic. Manager Guinther hosted a library information table at the Cleveland Seed Bank's annual Seed Swap. Children's Librarian Zaluckyj completed the PLA's 6 month Advancing Family Engagement in Libraries workshop series.

D2 FULTON - Fulton hosted Legal Aid, which assisted 59 patrons with civil legal matters. LegalWorks continued, assisting patrons with criminal legal matters and expungement of criminal records. Storyteller Carolina Borja hosted a Story Time in Spanish which included puppets to two local daycares. A weeklong Coding Camp for 3rd-8th graders was run by children's Librarian Karen Kelly-Grasso. Branch Manager Barrett assisted with the Staff Appreciation Day and assisted in working on the Marketing guide for the National Library Week Branch Conference.

D2 JEFFERSON (closed for FMP) - Children's Librarian Grasso and Manager Capuozzo met with the new Youth Director of Merrick House to plan activities in April using MyCom grant funds. Ms. Grasso and Mr. Story returned to Tremont Montessori School to present weekly Story Times to two Pre-K classes and three 1st-3rd grade classes. Ms. Grasso and Ms. French worked with the Women's ERG on programs for Women's History Month. Mr. Capuozzo partnered with the Literature Department and Plexus to

coordinate programs to support the Rainbow Readers ERG's Cleveland International Film Festival community partner film.

D2 SOUTH - Staff contacted all the CMSD school teachers and daycare providers in the service area informing them that the library is open for branch visits as well as promoting in-person programming. This month the branch received the first-class visit, a classroom of preschoolers from Buhrer Elementary School visited the branch for a Story Time.

D2 SOUTH BROOKLYN - The branch kicked off National Women's History Month with a display of silhouettes created from the images of female leaders. Library Assistant Youth Emphasis Cruz read *Monkey with a Tool Belt* and *Someone Builds the Dream* during Story Time programs. Mr. Cruz also created Dr. Seuss-inspired window art which was posted on Facebook and reached 1,500 people. Assistant Manager Houghton worked with the Technology sub-committee of the National Library Week Branch Conference Committee to help streamline the presentation of digital programs. Ms. Houghton also led the monthly book discussion for *Chatter: The Voice in Our Head, Why It Matters, and How to Harness It*.

D3 GARDEN VALLEY - Public Services Manager Maria Estrella met with Ward 5 Councilman Richard Starr to discuss the Central Digital C/Central Surge initiative of registering 500 Central neighborhood residents to receive internet access. Staff welcomed Walz Branch Clerk Cristyle Frye. Clerk Marla Peterson resigned.

D3 HOUGH - Staff welcomed a new Page, Nicole Smith. Children's Librarian Manisha Spivey conducted virtual Story Time at Lexington-Bell Daycare. She read *Macca the Alpaca* by Matt Cosgrove and *I'm the Best* by Lucy Cousins and sang *Hello, hello,* and *If You're Happy and You Know It*. Public Services Manager Lexy Kniecik attended OLC's Programming Committee for the 2022 Convention and Expo.

D3 MARTIN LUTHER KING - The Black Women Coping in Community series started at the branch. The series is a part of a Literary Cleveland Amplify Project and included a panel discussion about coping, poverty, medical racism, environmental racism, underemployment, unemployment, work and wage discrimination, and police abuse/brutality.

D3 STERLING - Manager Rudzinski attended the St. Vincent Charity Medical Center Community Advisory Board meeting. Ms. Rudzinski

and Woodland/Garden Valley dyad Manager Estrella, met with Richard Starr, Ward 5 councilman, Jeff Scott, CEO Boys & Girls Club of Northeast Ohio, and a representative from DigitalC regarding the Emergency Connectivity Fund grant. Ms. Rudzinski invited Councilman Starr to host a meet and greet at the Sterling Branch. Children's Librarian McCord resumed in-person outreach with Story Time at The Learning Adventure. The Yarn Craft Club, a new initiative at Sterling, met virtually. Ms. McCord, assisted by Antonio Williams, held two in-person programs celebrating Mardi Gras and St. Patrick's Day.

D3 WOODLAND (closed for FMP) - Public Services Manager Maria Estrella attended *Taking Care of Self, Staff, and Community*, and *2022 Northern Ohio Women in Leadership Symposium* webinars. Clerk Shannon Muhammad participated in the *We Are Not Okay* webinar, and Day in the Life of the ReImagined Branch.

D4 EAST 131 - The branch hosted the Middle School Hygiene Program in partnership with Mt. Pleasant MyCom and Case Western Reserve University. Staff welcomed West Park Branch's Library Assistant Computer Emphasis Katie Power. Children's Librarian Kelli Minter distributed Dr. Seuss Take n' Make crafts to Charles Dickens Elementary School. Clerk Pat McCoy offered the Cricut Making Craft Shamrocks program. Public Services Manager Marina Márquez attended the Books & Bikes for the final session of PLA's Advancing Family Engagement. In partnership with the Cuyahoga County Department of Health and Human Services Division of Senior and Adult Services, the branch hosted the Benefits Checkups/HEAP event to ensure all seniors were aware of the Home Energy Assistance Program.

D4 FLEET - Children's Librarian Forfia read books with spring and St. Patrick's Day themes at nine area schools including All Around Children and Loving Cup Kids Academy. Books included *How to Catch a Leprechaun* and *Fletcher and The Springtime Blossoms*. Library Assistant Youth Emphasis Fullmer attended the Marketing Committee Meeting helping with National Library Week at the branches. Manager Peters and Public Services Associate Konkoly met with University Settlement adult wellness Program Manager Allison Woods to discuss a partnership. Ms. Peters began planning a fall programming series with Executive Director Becca Britton of Neighborhood Pets Cleveland, a Slavic Village Community Partner.

D4 HARVARD LEE - Take n' Make craft 3D kites were shared with ten families. Oak Street Health conducted free blood-pressure checks. Manager Kristen Schmidt and Children's Librarian Olivia

Morales toured the newly-renovated Shaker Heights Main Library. Ms. Morales attended the Promoting the *Positive Racial Identity of Black Infants and Toddlers in Early Childhood* webinar. Staff welcomed a new Page, Leah Smith.

D4 MOUNT PLEASANT - The Branch added two new services, which were The Seed Library and the Library Foundation Book Sale Cart. Staff attended an outreach event with Murtis Taylor called Diversity-Dabbing into our Uniqueness a Celebration of Cultures, and provided information about upcoming youth programs and services. Children's Librarian Mark Tidrick attended training for a collaboration with Andrew J Rickoff School that will allow students to build robots using UKits. Cuyahoga County Division of Adult and Senior Services hosted HEAP/Benefits Check-Up sessions in the meeting room for seniors and adults with disabilities.

D4 RICE - Staff had a two-hour staff meeting based on customer service. Staff hosted Women's History Month Crown and Famous Figures Mask and Magnets crafts. Staff also created a Facebook post promoting the art gallery at Rice which showcased all the artwork handmade during Youth Art Month. Gardening 101 was held with OSU Extension teaching children how to make their own vinegar. Scholars learned about nature and animals, discussed butterfly and plant forms and function, lifecycles, during the Nature, Bugs and the Life Cycle with the Botanical Gardens. Ms. Perkins' pre-kindergarten class enjoyed Story Time with *The Spring Book* by Todd Parr and *I Am Thinking My Life* by Allysun Atwater. Library Assistant Computer Emphasis Ben Ford created Facebook posts promoting the checkout of "Academy Award Winners" and "Women's History Month" materials.

D4 UNION - Children's Librarian Tamara Steward visited Nathan Hale, Miles Park, and E Prep Woodland Hills to perform Story Times. Manager Marcie Williams attended the Mycom Southeast community meeting, in which business owners and stakeholders met to discuss the vision for each neighborhood. Ms. Williams attended the St. Martin De Porres partner appreciation Lunch of Champions Event.

D5 ADDISON - Children's Librarian Heidi Malinoski participated in a webinar entitled, *Early Childhood Investigations Engaging Presentations Everyone Will Love*. Library Assistant Computer Emphasis Shavonne Bolton participated in LinkedIn Learning webinars *Addition: A Community Issue*, and *Stepping up Your Webcam Video Presence*. The branch's book club was conducted at Eliza Bryant Village Adult Day Care Program where they discussed

A *Man called Ove*. Staff distributed Take n' Make crafts with KMPG books.

D5 COLLINWOOD – Staff welcomed a new Page, Jennifer Mason, Library Assistant Computer Emphasis Shelia Mudgett-Price from Walz Branch, and Page Jennifer Draeger from Walz Branch. Manager Caroline Peak provided branch programs and services in the African American History Program at Memorial School, Collinwood Block Clubs, and community events. NEORSO trained staff on ways to help patrons save on sewer charges and apply for special utilities saving programs.

D5 GLENVILLE – Library Assistant Youth Emphasis Difranc Barnes engaged seventh graders at Patrick Henry with in-the-classroom UKit robots twice a week. LegalWorks offered free walk-in legal help on Mondays. Walz Branch Manager Jeanmarie Gielly was welcomed at the Glenville Branch to provide staff leadership.

D5 LANGSTON HUGHES – The Shirley Graham DuBois traveling exhibit was on display for Women's History Month. In conjunction with Lake Erie Ink, the staff celebrated Comic-Con 2022 with Mary Bethune students. Front International continued its work at the branch with the project entitled Langston's Place. Manager William Bradford attended the *Mysteries of the Library* webinar. Staff welcomed a new page, Hafsah Abdullah.

D5 MEMORIAL NOTTINGHAM – Memorial Nottingham Branch hosted their monthly adult program entitled Conversations with Men in the Community, which was led by Library Assistant Computer Emphasis Giovonni Braden-Dorsey and Library Assistant Youth Emphasis Marvin Benton. Children's Librarian Joanna Rivera created St. Patrick's Day Take n' Make crafts for families. Patrons that attended the Spring Equinox STEM program sought signs of spring and noted different cloud changes.

OUTREACH & PROGRAMMING SERVICES

SUMMARY

During the month of March, the Library hosted a number of programs and events in celebration of Women's History Month. In addition, with the relaxation of COVID restrictions, the Library saw a considerable increase in community requests for the use of public meeting rooms.

YOUTH

Youth Art Workshops facilitated by the Art Therapy Studio were offered two days a week for school-age and high school students at the following branch locations: Hough, Sterling, South, and East 131st. To accommodate remote students, a virtual option was also made available. Also, monthly virtual adult workshops were offered for caregiver self-care. Branch sessions were held in person for the entire month of February.

Due to staffing shortages, the Library discontinued after-school tutoring at the Mt. Pleasant branch in late March. However, in-person after-school tutoring continued at ten locations and an additional virtual-only site coordinated by the staff at the Garden Valley Branch.

EDUCATION

Young Scholars Academy (YSA), a kindergarten readiness program designed for children, continued their virtual Beginners and Transitional sessions on Tuesdays, Wednesdays, and Thursdays throughout the month of March.

In partnership with the Cleveland Municipal School District, the Library sponsored the MyLense photography program at John Hay High School. Throughout the month 30 scholars participated in six sessions that report a high-level of engagement and student participation. Additionally, participant's photography is currently on display at the Museum of Contemporary Art (MOCA) through the end of the summer.

ENGAGEMENT

New York Times bestselling and award-winning author and American Ballet Theatre principal dancer Misty Copeland kicked off the 2022 season of Writers & Readers on Saturday, March 19. Tony Sias, president and CEO of Cleveland's Karamu Theater engaged Copeland in a conversation about her journey to becoming the first Black principal dancer at the American Ballet Theater. Her most recent book, *Black Ballerinas: My Journey to Our Legacy*, pays tribute to Black Ballerinas, who have influenced her on and off the stage.

DIVERSITY & INCLUSION

In recognition of Women's History Month on Tuesday, March 15, 2022, at 5:00 pm, the Cleveland Public Library hosted a candid conversation about life experiences and unique barriers for

women of color. Minda Harts, Speaker & New York Times best-selling author of the MEMO and Right Within, and the creators of Project Noir & Enlightened Solutions Chinenye ("ChiChi") Nkemere and Bethany Studenic facilitated this conversation in the Louis Stokes Wing Auditorium.

On Wednesday, March 23, at 6:00 pm, the library held its third conversation, *The Intersection: A Conversation On Gender, Class, And Victimization* of its 2022 DiverseCITY Cleveland program series. This conversation was led by the Cleveland Rape Crisis Center in recognition of Women's History Month.

ERG Events and Outreach

On Tuesdays, the Women's ERG Talk hosted four 60-minute education sessions for CPL staff to acknowledge Women's History Month.

Tuesday, March 8 at 11 am - Education Discussion on Racial Disparities in Maternal and Infant Health

Dana Langford, the co-founder of Village of Healing Women's Health Clinic, presented an educational discussion on racial disparities in maternal and infant health.

Tuesday March 15 at 11:30 am - Moderated Panel Discussion Featuring 5 Women Authors Who are Making Strides in Cleveland

Angela Flowers of Making a Difference Consulting / CFTS hosted and moderated a panel discussion featuring five women authors making strides in Cleveland, Micheale Eccleston, Ebony Hull, Tamara Barkley, and Dr. Donisha Bailey.

Tuesday March 22 at Noon - Our Bodies Through the Ages

The Neighborhood Family Practice conducted a Lunch-and-Learn program to discuss how female bodies age through the years.

Tuesday March 29 at 11 am - What is Imposter Syndrome and How to Overcome

For its final Women's History Month program, Talk on Tuesday, the Women's ERG secured Ms. Haja Tunkara, the owner at GeMir Project Consulting Corp. Ms. Tunkara is a certified Project Management Professional, who presented on

"Imposter Syndrome," what it is and how Women can work to overcome this syndrome.

LEADERSHIP EDUCATION

On March 25, CPL's inaugural Leadership Education Program held its fifth module, *Levels & Leading Strategic Conversations for Increased Accountability*. Module five was developed in a two-part structure. The first portion of the module was created to have the participants focus on the many interpersonal aspects of inspiring work through others and the skills needed to manage that work for greater efficiency and productivity. During this portion of the module, the participants learned strategies for inspiring and managing work through others at all levels of the organization and how to create an actionable plan to apply the tools to specific workplace scenarios.

The second half of the module was designed to provide tips and tools for the participants to create a workplace where all employees from all different cultural backgrounds are willing and empowered to engage at work fully.

STAFF

Melanie McCarter, Project Coordinator, Outreach & Programming Services, resigned from her position on March 31st, 2022.

EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION

EXTERNAL RELATIONS & ADVOCACY UPDATES:

- *Goal: Increase Elected Officials and Key External Stakeholders' Awareness and Understanding of CPL's Community Impact*
 - ***Elected Official Engagement***
 - Facilities Master Plan (FMP) Branch Updates
 - Virtually met with newly elected Councilmembers presenting an overview of the FMP
 - Deborah Gray, Cleveland City Council, Ward 4
 - Stephanie Howse, Cleveland City Council, Ward 7

- Continued to apprise local legislators of FMP updates for the branches in their jurisdiction
 - Virtually met with Councilwoman Rebecca Maurer, Cleveland City Council, Ward 12 to discuss public art initiatives with partners at LAND studio
- **External Stakeholder Engagement**
 - FMP Branch Updates
 - Continued to apprise community development corporations (CDC's) of FMP updates for the branches in their jurisdiction
- **Additional External Relations & Advocacy Efforts**
 - Coordinated efforts for staff to meet in-person at Sherwin-Williams to review STEM kits
 - Continued preparations for Ohio Library Council's Legislative Day taking place in downtown Columbus (April 6)

CPL DEVELOPMENT UPDATES:

- **Goal:** *Align fundraising to support CPL's new strategic plan*
 - Fundraising
 - Secured grant funding for Asiatown Artbox
 - Secured funding for Young Scholars Academy
 - Secured funding for survey of African American History of NE Ohio
- **Additional CPL Development Efforts**
 - Finalized preparations for Library Giving Day (April 6)
 - Integrated new giving platform (Just Giving) for Library Giving Day

CPL FOUNDATION UPDATES:

- **Goal:** *Reach Financial Targets*
 - Continued to advance the Foundation's 2022 financial targets
- **Additional CPL Foundation Efforts**
 - CPL Foundation Board

- Held monthly Executive Committee meeting
- Held Finance Committee meeting

ADDITIONAL DEPARTMENT EFFORTS:

- Staff attended conferences/virtual conferences/webinars including:
 - Google Analytics for NXT Donation Forms
 - Ohio Library Council's Legislative Day Preparation Webinar
 - Integrating Blackbaud Raiser's Edge NXT and Just Giving Webinar

COLLECTION & TECHNICAL SERVICES

Director of Collection and Technical Services Sandy Jelar Elwell, Collection and Acquisitions Manager Corrine Alldridge, and Collection Management Librarian Laura Mommers met virtually with Midwest Tape Account Executive James Gonzalez and ODC/Processing Coordinator Alishia Pratt to discuss creating new accounts to use for purchasing non-book materials for Opening Day Collections at the branches.

Ms. Jelar Elwell and Materials Handling Supervisor James Clardy participated in the "Day in the Life of the ReImagined Branch" presentation that was held at the Lake Shore facility for the managers and some of the staff from the branches in Phase 1A of the Facilities Master Plan (FMP). Ms. Jelar Elwell attended Kanopy's first quarter Public Library Town Hall meeting, and the Talk on Tuesday programs that were provided by CPL's Women's Employee Resource Group (ERG) for Women's History Month.

Collection and Technical Services staff attended the Staff Appreciation Day Service Awards Presentation, the Louis Stokes Wing (LSW) Storage Project Townhall, and the All-Staff Town Hall meeting.

Acquisitions: The Acquisitions Department ordered 6,312 titles and 7,210 items (including periodical subscriptions and serial standing orders); received 27,882 items, 1,217 periodicals, and 122 serials; added 283 periodical items, 34 serial items, 98 paperbacks, and 337 comics; and processed 1,269 invoices.

Acquisitions Coordinator Alicia Naab and Collection and Acquisitions Manager Corrine Alldridge worked together to align communications when vendor Mark Strok from Capstone Books contacted the Library several times regarding orders for the International Languages Department and possible branch orders. Ms. Naab and Technical Services Librarian Erin Valentine created a workflow for oversized materials being returned to the Special Collections Department.

Technical Services Librarian Tonya Jenkins returned from a leave of absence on March 21.

Catalog: Staff cataloged 3,287 titles and added 4,276 items for Cleveland Public Library. The Department also added 2,577 titles, merged 55 records, and made 141 corrections for CLEVNET member libraries. Due to Clerical position vacancies in Collection and Technical Services, the Librarians began including trucks of Branch books in their regular responsibilities.

Technical Services Librarian Yeshen Dugarova-Montgomery created original cataloging or upgraded records for eight books in Estonian, Latvian, and Lithuanian. She also created her first local bibliographical record for a mobile hotspot device for a CLEVNET Library. Technical Services Librarian Erin Valentine cataloged six games for CLEVNET members, the first time she did so for games submitted through the CLEVNET original cataloging template.

Technical Services Librarian Michael Gabe began working on some unusual Eastern European, German, and Slavic language gift books. Highlights include an 11-volume set on Ukrainian history and a 27-volume encyclopedia of Hungarian counties and cities. Mr. Gabe also completed a truck of Polish audiobooks, most of which required original cataloging, and assisted Cleveland Digital Public Library staff with a patron inquiry about how to archive and catalog a personal collection.

In cataloging some books on the occult for Special Collections, Technical Services Librarian Barbara Satow realized that the author identified on two special edition reprints cataloged by the Library of Congress was wrong. Ms. Satow contacted the Library of Congress through their website and received confirmation that she was correct as well as additional information about the books so she could update the WorldCat records.

Ms. Satow and Ms. Valentine continued to spend up to one day per month at Main Library as part of the Embedded Catalog Librarian Project. Ms. Satow created five original records for the Map Collection, including a road map for Cuyahoga County from 1915 and a road map for Lake County dated 1917. She also cataloged a chart of municipal government agencies in Cleveland from 1936 for the Center for Local and Global History. Ms. Valentine created original catalog records for five manuscripts from the East India Company collection and a related name authority record for a Company officer, as well as two original records for chess books. She also cataloged a 1913 book on art reproduction. "L'imprimerie d'art," published in Brussels.

Librarian Amei Hu attended the 2022 Council on East Asian Libraries Cataloging Workshop online on March 18. The workshop focused on next generation cataloging, linked data, BIBFRAME, and Chinese, Japanese, and Korean cataloging updates. It also included a discussion of pending Chinese rare book cataloging guidelines. Ms. Valentine and Catalog Manager Andrea Johnson attended CPL's Women's Employee Resource Group (ERG) program, "Our Bodies Through the Ages" on March 22. Technical Services Librarian Celia Halkovich attended the ERG's program about the Impostor Syndrome on March 29.

Collection Management: Collection Management selected 1,239 titles and 4,295 copies in March and spent slightly over \$72,000 on physical materials and \$30,000 on eMedia. In addition, over 200 titles and 1,400 items were selected for Opening Day Collections.

Collection and Acquisitions Manager Corrine Alldridge and Collection Management Librarian Laura Mommers met with Jefferson Branch Manager Steve Capuozzo to discuss the selecting of materials for the Opening Day Collection at the Jefferson Branch and assisted Mr. Capuozzo with sorting and evaluating branch materials stored at Lake Shore. Ms. Mommers attended the online seminar "HarperCollins Children's Books Summer 2022 Librarian Preview."

High Demand: The High Demand Department ordered 1,236 titles and 5,911 items; received and added 4,909 items; processed 390 invoices; and added 602 records for the CLEVNET libraries.

High Demand Librarian Dale Dickerson continued to work on the project of assigning categories for picture books purchased for Opening Day Collections.

Materials Processing: The Materials Processing Technicians processed 7,697 items for the month.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 38 items to the Main Library for requests and 83 items to fill holds. Main Library received 214 telescopes, the Branches received 146 telescopes, CLEVNET received 49 telescopes, and CSU, CWRU, and Tri-C each received 2 telescopes. A total of 415 telescopes were shipped out. The Technicians sent out 730 items of foreign material and a total of 10,291 new items were sent to the Acquisitions and High Demand Departments.

MARKETING & COMMUNICATIONS

EXECUTIVE SUMMARY

In March, Cleveland Public Library held its first Writers & Readers event of the year featuring Misty Copeland. Various branches held Women's History Month events and programs. The St. Patrick's Day parade made a triumphant return to downtown Cleveland and library staff marched on behalf of the library. Director Thomas moderated a City Club forum with author Luke Epplin discussing his book about baseball. We also became a community partner for a CIFF 46 documentary film.

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

Library Programs & Services

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

WRITERS & READERS: MISTY COPELAND: The library held its first Writers & Readers event of the year, welcoming renowned ballerina and New York Times bestselling author Misty Copeland. She discussed how she leapt over many barriers in adolescence to become a professional dancer and eventually the author of *Black Ballerinas My Journey to Our Legacy*. The event was held virtually. An Afro-Fusion and Step Dance Workshop was held at MLK Branch as an accompaniment to the program.

MEDIA COVERAGE:

<https://www.beaconjournal.com/story/lifestyle/2022/03/13/marc-crail-rites-out-school-w-dennis-keating-cleveland-and-the-civil-war/9438880002/>

<https://clevelandmagazine.com/things-to-do/articles/10-things-to-do-this-weekend-in-cleveland-march-17-21>

OUR TEAM: HOW CLEVELAND CHANGED BASEBALL...AND AMERICA: Director Thomas moderated a discussion with Luke Epplin, author of *Our Team: The Epic Story of Four Men and the World Series* at the City Club. The book digs into the story of the 1948 Cleveland MLB season and the way that it helped to bridge racial divides.

MEDIA COVERAGE:

<https://www.cityclub.org/forums/2022/03/30/our-team-how-cleveland-changed-baseballand-america>

<https://www.cleveland.com/entertainment/2022/03/our-team-author-luke-epplins-book-intertwines-4-narratives-behind-1948-world-champion-cleveland-indians.html>

OVERDUE: The Candid Conversation Women of Color Need to Have More Often:

As part of Women's History Month, we hosted a discussion about inequities women face in the workplace included panelists: Minda Harts, New York Times best-selling author, and the creators of Project Noir and Enlightened Solutions, Chinenye Nkemere and Bethany Studenic.

To honor Women's History Month, we hung banners featuring a quote from Ruth Bader Ginsburg on the Louis Stokes Wing and distributed to all branches as well.

MEDIA COVERAGE:

<https://www.news5cleveland.com/news/local-news/cleveland-metro/cleveland-public-library-hosting-events-to-celebrate-womens-history-month>

<https://allevents.in/cleveland/overdue-the-candid-conversation-women-of-color-need-to-have-more-often/10000274449334347>

ST. PATRICK'S DAY PARADE: Cleveland Public Library staff participated in the St. Patrick's Day Parade for the first time

since the 2 year hiatus due to COVID-19. Banners to celebrate were hung on the Louis Stokes Wing's exterior.

MEDIA COVERAGE:

<https://photos.clevescene.com/everything-we-saw-at-the-2022-st-patricks-day-parade-in-downtown-cleveland/?slide=68&enp-0752-4>

<https://photos.clevescene.com/everything-we-saw-at-the-2022-st-patricks-day-parade-in-downtown-cleveland/?slide=77&enp-4355-3>

<https://photos.clevescene.com/everything-we-saw-at-the-2022-st-patricks-day-parade-in-downtown-cleveland/?slide=142&enp-4356-6>

PARTNERSHIP WITH CIFF: The Rainbow Readers Employee Resource Committee (ERG) is a community partner of Cleveland International Film Festival documentary film *No Straight Lines: The Rise Of Queer Comics*. In association, Dr. Valentino Zullo, scholar in residence for Ohio Center For The Book, joins Don Booser for a discussion about must-read titles for queer comics.

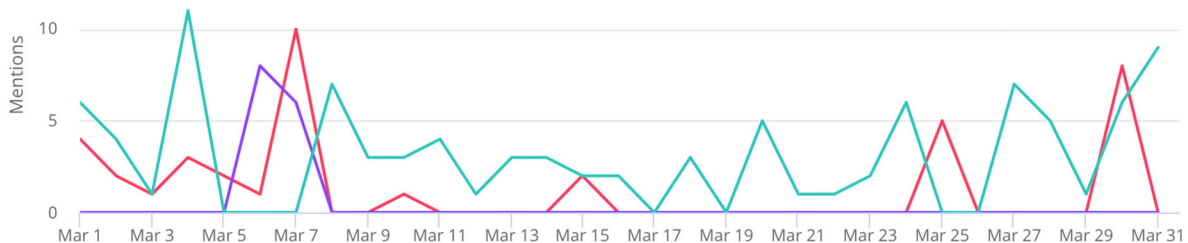
MEDIA COVERAGE:

<https://www.clevelandfilm.org/films/2022/no-straight-lines-the-rise-of-queer-comics>

<https://www.facebook.com/clevelandpubliclibrary/videos/5045513988845468>

PUBLIC RELATIONS OVERVIEW

Cleveland Public Library garnered 149 mentions for the month of March reaching more than 32 million people in national and local TV news, radio, and online and print.



Mentions 149 Audience 32,360,530 Publicity \$549,231

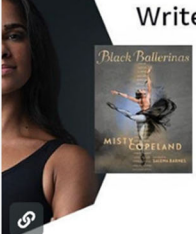


SOCIAL MEDIA SUMMARY

Broadcasts: Marketing continues to explore streaming opportunities, conversations, and content that promote learning and timely topics. Popular examples include:

- **The Next 400 Digital Round Table:** The Library hosted a discussion with WOIO 19 about mental health and coping with stress
- **Book Drops (recommended reading by CPL) themes:** Queer comics and current reads

Other digital content included photography and videography for World Puppetry Day, FMP projects, St. Patrick's Day, and book drops

Most Popular Posts by Platform:

Platform	Post Description	Total Engagements	Reactions	Comments	Shares
Cleveland Public Library	<p>New York Times bestselling and award-winning author and American Ballet Theatre principal dancer Misty Copeland will kick off the 2022 season of Writers & Readers with her new book <i>Black Ballerinas</i>.</p> <p>Writers & Readers: Misty Copeland</p>  <p>Writers & Readers MISTY COPELAND Changing Dance Culture</p> <p>Saturday, 3/4/2022 12:41 pm PST</p>	3,474	482	51	86
Cleveland Public Library	<p>It felt so good to march in the parade and celebrate #stpattricksdays with Cleveland again! 🍀</p>  <p>Thu 3/17/2022 12:11 pm PDT</p>	701	419	11	13
Cleveland Public Library	<p>The Library's Rainbow Readers donated a collection of LGBTQIA+ themed books to The Beyond Identities Community Center (BICC). BICC has served as a safe...</p>  <p>Tue 3/15/2022 10:36 am PDT</p>	439	231	9	10

 @Cleveland_PL
Thu 3/17/2022 8:46 pm UTC

What a perfect day to celebrate the return of the #Cleveland #StPatricksDay parade! 🍀
<https://t.co/vYEMZc6Vah>



Total Engagements	137
Likes	31
Comments	0
Shares	4

 @Cleveland_PL
Fri 3/18/2022 8:59 pm UTC

Furniture for sale! Bring a piece of #CPLWalz home. Auctions end soon, so don't wait too long. 🏠
#OurFuturesBuilding <https://t.co/CCYtOIR5nO...>



Total Engagements	99
Likes	4
Comments	0
Shares	5

 @Cleveland_PL
Wed 3/16/2022 8:24 pm UTC

It's almost that time! Can't wait to see you at the #StPatricksDay parade tomorrow! 🍀
<https://t.co/JtJyrafUqc>



Total Engagements	96
Likes	23
Comments	0
Shares	6

 clevelandpubliclibrary
Wed 3/9/2022 5:07 am PST

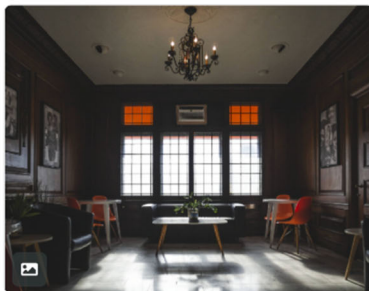
Rising Grill Korean BBQ, 3709 Payne Avenue (November 2021) This photo is part of the Neighborhood Photographic Survey Project. Find this photo and more...



Total Engagements	172
Likes	165
Comments	1

 clevelandpubliclibrary
Wed 3/16/2022 9:35 am PDT

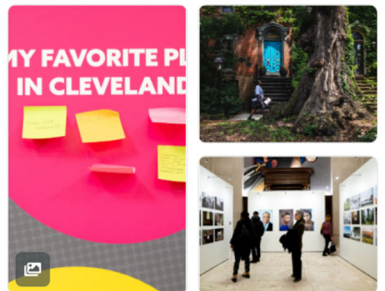
The Bake Shop and Cafe (November 2021). The photograph is an interior view of The Bake Shop & Cafe, home to the Roaming Biscuit. Located at 3615 Superior...



Total Engagements	148
Likes	140
Comments	6

 clevelandpubliclibrary
Fri 3/11/2022 8:00 am PST

Finish this sentence. My favorite place in #Cleveland is ____ Add your answer to the wall at Main Library in the #Cleveland2020 Exhibition before the doors close on...



Total Engagements	113
Likes	101
Comments	8

PROPERTY MANAGEMENT

Carpenters/Painters

- Garden Valley- patched and painted wall in children's area.
- Rockport- patched parking lot and repaired handrail at front entrance.

- Mt. Pleasant - painted ceilings and stall in men's and women's public restrooms.
- P.A.L- cleaned all chairs at Public Administration Library.

Maintenance Mechanics

- Cleaned and repaired LSW humidifiers.
- Re-lamped and re-ballasted lighting at Rice branch.
- Completed ionization installation on HVAC systems at South Brooklyn and M.L.K branch.
- Continued with faucet replacement at Union branch.
- Replaced urinal in lower-level men's public restroom.
- Re-lamped lighting in LSW auditorium.
- Installed cameras at E.131 branch.
- Continued with the Lakeshore chiller project refrigerant recovery.
- Repaired and replaced cabinet unit heaters at Rice branch.
- Repaired Addison branch boiler controls.
- Completed Lakeshore auditorium lighting repairs.

FMP UPDATE

Jefferson Branch (Renovation with Addition)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$1,900,000	\$2,351,967	\$2,483,967	5.61%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	4/6/2022	5/25/2022	49	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%	35%	9%	51%	

West Park Branch (Renovation)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$4,700,000	\$5,139,779	\$5,329,779	3.70%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	6/8/2022	6/30/2022	22	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%	35%	9%	33%	

Woodland Branch (New Building)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$2,600,000*	\$7,527,592	\$7,808,306	3.73%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	7/7/2022	9/1/2022	56	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%	20%	9%	26%	
* The FMP indicated a renovation project. The plan subsequently evolved to a new Branch Building.				

Central Distribution Facility (Renovation with Infill)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$6,300,000	\$6,937,066	\$6,937,066	0.00%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	8/3/2022	8/3/2022	0	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%	23%	9%	38%	

Walz Branch (New Joint Use Building)				
FMP Cost Estimate	Estimated Project Cost at Design Development	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$6,500,000	\$7,945,894			
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%		9%		
* Walz Branch budget reflects Design Development cost reconciliation; GMP is anticipated by June, 2022				

Lorain Branch (Renovation with Addition)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$3,100,000	\$3,799,593	\$3,799,593	0.00%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	10/21/2022	10/21/2022	0	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%	32%	9%	41%	

Eastman Branch (Renovation)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$2,500,000	\$3,041,107	\$3,041,107	0.00%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	12/6/2022	12/6/2022	0	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%	27%	9%	41%	

Brooklyn Branch (Renovation)				
FMP Cost Estimate	Estimated Project Cost at Design Development	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$1,800,000	\$2,415,417	*		
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%		9%		
* Brooklyn Branch budget reflects Design Development cost reconciliation; GMP is anticipated by May, 2022				

Rockport Branch (New Building)				
FMP Cost Estimate	Estimated Project Cost at Design Development	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$6,500,000	\$7,918,399	*		
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
20%		9%		
* Rockport Branch budget reflects Design Development cost reconciliation; GMP is anticipated by July, 2022				

MLK Branch (New Joint Use Building)				
FMP Cost Estimate	Project Budget at GMP (Board Approved)	Current Budget	Difference (from GMP to Current)	Cost Dashboard Status
\$10,000,000	\$14,701,486	\$14,701,486	0.00%	
	Substantial Completion Date at GMP	Current Substantial Completion Date	Difference (days)	Schedule Dashboard Status
	1/15/2024	1/15/2024	0	
Library MBE Participation Goal	MBE Contract Participation at GMP	Library FBE Participation Goal	FBE Contract Participation at GMP	Diversity & Inclusion Dashboard Status
18%	20%	9%	12%	
Budget indicated does not include \$5.2M proceeds of CPL sale of existing MLK property and new MLK air rights.				

SAFETY & PROTECTIVE SERVICES

Safety Services

- BADGE PRINTING SOFTWARE PURCHASED RE: UPGRADE AND MIGRATION
- IPS S2 server replacement purchased for Carnegie West.

- 3-23-22 (SIR22-0222) SOUTH BROOKLYN BRANCH: CLEVELAND POLICE WERE CONDUCTING SURVEILLANCE OF A PATRON ALLEGED TO BE USING DRUGS AT THE NEARBY WALMART PARKING LOT. WHILE UNDER SURVEILLANCE THAT PATRON ENTERED THE BRANCH TO USE THE BATHROOM. AFTER EXITING THE BRANCH, POLICE ARRESTED THE PATRON FOR VIOLATION OF THE STATE DRUG LAW.

PROTECTIVE SERVICES

Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Mar 2022	1782	25	31	12	134	67
Feb 2022	1665	28	50	16	123	60
Jan 2022	1945	61	19	8	101	30
Dec 2021	1731	28	69	32	121	47
Nov 2021	1900	36	32	19	126	46
Oct 2021	2438	19	83	27	239	59
Sept 2021	2199	24	27	34	197	28
Aug 2021	2339	38	69	15	188	28
July 2021	1999	38	30	18	86	30
June 2021	2088	24	63	27	125	26
May 2021	2374	36	25	22	155	32
April 2021	2145	61	37	26	95	36
March 2021	2326	54	12	5	119	28

Special Attention, Special Events, and Significant Incidents

- St. Patrick’s Day Special Event conducted. No major incidents. Partnered with Cuyahoga County Emergency Management who provided “eye in the sky” drone surveillance for parade route.
- Global Cleveland hosted “Conversation with Mayor Bibb” at CPL LSW auditorium (3-30-22). An international group of approximately one hundred citizens visited CPL and learned more about the mayor’s vision for the international community and Cleveland.

Protective and Fire Systems

- First quarter fire drills conducted at multiple branches and LSW.
- Communal Contractor conducted inspections on sprinkler systems at Lakeshore, Main, Hough, Sterling, Rice, Fleet.

- Met with CPL IT Chief J. Malcolm regarding upgrade recommendations to SPS dispatch office. Assessed dispatch office configuration. Juxtaposed those systems/processes with technology needs. Temporary solution provided.
- Met with IPS & Capital Projects re: FMP Phase 1a input. Discussed camera locations, camera requirements, intrusion alarms device layouts, motion sensors, after hour door release, access control.

Contract Security

- Continuing to monitor and assess Royce Security performance indicators.

Administration

- One on one meetings held with thirty-three officers.
- 20 Branch visits conducted & toured facilities with branch managers. Met with regional directors.
- Two new SPS officers on-boarded as of 3-30-22. They will be entering the first phase of one-on-one work with a field training officer FTO program (6 wks.) includes working at various locations, report writing, dispatch operations, library closing procedures, time keeping requirements, various other on-line training.
- Defensive Driving Course under review
- Participating in steering committee re: De-escalation training.

INFORMATION TECHNOLOGY & CLEVNET

The CLEVNET Directors Panel had its quarterly meeting on March 18, 2022. The panel accepted the resignation of Aurora Martinez, Director of Morley Public Library, as chair of the executive panel. The panel then nominated and accepted Jamie Mason, director of Rocky River Public Library, as her replacement.

Larry Finnegan, Director of IT-CLEVNET made his report. CLEVNET staff are in maintenance mode and need to move forward. Mr. Finnegan recommended postponing the planned upgrades at the SOCC in order to retain the funding cushion that CLEVNET might need during this transition. The panel agreed with this recommendation.

John Skrtic will announce from CPL that Larry has been appointed by the panel as interim. John will submit a letter to CPL-HR for Larry's appointment as interim with 5% interim bonus effective March 21, 2022.

Mr. Mason will meet with managers Bill Hood and Darren Nowak to convey support from the panel and report the plan of action.

Panel discussed recent communications between Felton Thomas and panel members in the emergency meeting following Hilary Prisybilla's (former Director of CLEVNET).

Mr. Finnegan further noted that he met with Sirsi-Dynix and they have offered full support and weekly meetings during this transition.

The panel then discussed next steps regarding the replacement of Hilary Prysbylla, who had resigned as Director of CLEVNET. Mr. Skrtic noted that the job description needed updating to clarify the line of reporting for the position before the position can be posted. The current job description reports to Chief Knowledge Officer which does not exist. Corrections to the current job description were noted.

A meeting was scheduled with Felton Thomas for determination chart of organization lines of reporting for Tuesday, March 26, at 10:30.

Procedures call for a selection committee of five directors. Julianne Bedel, Director of the Medina County District Library, volunteered to participate. Panel agreed committee selection would be representative of each region. Anastasia Diamond-Ortiz, Director of the Lorain County Public Library System, was recommended for the west region. Ms. Bedel would represent the south region. Katie Ringenbach, Director of the Burton Public Library would seek representation from the east region.

Mr. Mason reminded the group to keep the operating procedures accessible for reference as we move through this process.

Mr. Finnegan noted that a librarian must lead CLEVNET. His team can support what is needed but the direction must be library driven.

The Panel discussed the proposals presented from potential search firms Organizational Architecture (Contact: Mark Fiala) and Bradbury Miller Associates (Contact: Karen Miller) for

consideration. Panel members concurred interviewing the firms is an appropriate next step before making its selection.

Mr. Skrtic will send out a poll to find a meeting time within the next two weeks.

Mr. Mason reported that member libraries have inquired about suspension of holds during the transition from STAT to Priority Dispatch for daily delivery. Jamie and Molly identified the west side libraries in Sandusky County (Bellevue, Birchard, and Clyde) as the effected libraries who brought the topic to the westside directors meeting recently.

Lorena Williams, Director of the Hubbard Public Library, reported from the circulation SIG meeting that the slowdowns were limited to 3-4 libraries. Jim Benson, Library Systems and Applications Analyst, shared a graph with the group and he is setting up a holds group to reroute items among the effected libraries. Toledo hub has been the issue and not a systemic problem.

A message will be added to the catalog page about the transition. Larry will have Jim contact the Sandusky County group with an update of what is being done to address the problem.

CLEVNET-IT staff worked on a variety of projects during the month of March.

The Solutions Team completed a series of security related tasks for CLEVNET. They completed the Health and Security Audit of Andover Public Library, enabled additional mail and encryption settings, upgraded outdated servers to Windows Server 2022, and enabled AES encryption forest wide for CLEVNET, which the PC Techs for CLEVNET can enable on their domains. They also Created Linux SOAR server (security, orchestrate, automate and response) for analyzing the CLEVNET firewall and endpoint security, as well as other 3rd party systems for analyzing threats and responding.

Solutions also updated Automate, Control, and PaperCut and worked with Cleveland Public Library to create a server and install SimpleK, a facility and key management package.

The Software team worked out provisional operational procedures and priorities in Library Systems and Applications until a new Director of CLEVNET is hired. They also worked with Wendy Knapp,

Agency Director and State Librarian at the State Library of Ohio, regarding backlogs in transits between CLEVNET member libraries in the Statewide Delivery system. Ms. Knapp as part of the team overseeing and monitoring the transition from STAT Courier back to Priority Dispatch through March and April 2022.

The Software team setup, tested, announced, and implemented a solution for CLEVNET member libraries to lessen the impact of the halt in pickups by the Statewide Courier from April 2 through April 17. They also oversaw the upgrade of Enterprise (the brand name of the online public catalog) to version 5.1.1.1 and the added of CloudSource Open Access (open access journal articles) to the public catalog and consulted with SirsiDynix to review indexing procedures in place for the Symphony database.

Mr. Benson Mr. Finnegan, and Brian Leszcz, Lead Solutions Architect, along with staff from Cleveland Public Library, John Malcolm, Chief Innovation and Technology Officer, and Stephen Wohl, Lending and Circulation Manager, met with the Cleveland Metro School District (CMSD) to discuss whether it was feasible to have a unified card that CMSD students could use as their school ID and as a library card. It was determined that this was possible that the CLEVNET IT team and the CMSD IT teams would meet in April to determine next steps. To prepare for that Mr. Wohl, Mr. Benson, and Mr. Leszcz met and presented Mr. Malcolm with recommendation on how such a card would work with Cleveland Public Library and CLEVNET.