DIRECTOR’S REPORT
June 15, 2023

Strategic Plan

Our Mission:
We are “The People’s University,” the center of learning for a diverse and inclusive community.

Our Strategic Priorities:

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

PUBLIC SERVICES

MAIN LIBRARY

PROGRAMS, SERVICES, AND EXHIBITS

Cleveland READS
Several Main Library staff members assisted at the Cleveland READS Super Celebration at Public Square on May 12 including General Research Collections Manager Sarah Dobransky, Shelf Supervisor Bianca Jackson, and Popular Manager Jen Jumba.

Main Library departments continued to promote Cleveland READS with displays and community outreach.

Writer’s Unplugged
Popular Department Manager Jen Jumba hosted three Writers Unplugged events on April 18, May 3, and May 18. At these events Ms. Jumba led conversations with librarian extraordinaire, Nancy Pearl, bestselling writer, Mary Kubica, and bestselling writer, Kimberly Belle respectfully.

MC Stories
Business, Economics, and Labor Subject Librarian Zachary Hay brought back his popular music program at the Harvard Lee Branch with “MC Stories”. This program highlighted 34 Cleveland/N.E. Ohio hip-hop artists from 1980-2000. The program was a great success with 25 people attending.
Get Graphic! Graphic Novel Discussion
Sr. Literature Department Librarian Nick Durda hosted the Get Graphic! Book Discussion on Time Zone J by Julie Doucet at Bookhouse Brewing.

Chinese Language and Yoga Instruction
International Department Sr. Subject Librarian Caroline Han hosted Chinese Language Learning and Yoga instruction programs during the month of May. A total of 41 patrons attended the events.

Music at Main
The Fine Arts Department hosted Music at Main on May 6 featuring blues musician Austin ‘Walkin’ Cane. Forty-eight music lovers were in attendance.

Genealogy Programs and Services
Twenty patrons attended the Center for Local and Global History’s monthly Genealogy Clinic on May 13.

Author Talk
Literature Department Manager Don Boozer hosted an online conversation with Ohio Poet Laureate Kari Gunter-Seymour held on April 29 which has been viewed 31 times since it was posted on Facebook.

Youth Services Programs
The Youth Services Department continued hosting engaging Story Times and programs throughout the month, offering children diverse opportunities for educational entertainment. Their ongoing partnership with St. Augustine Child Enrichment Center continued and regular Story Times for infant, toddler, and preschool classes were held. Each visit to St. Augustine sees an average attendance of 35 children and educators.

Exhibits and Displays
Youth Services staff created several new library displays including "Elephant & Piggie", "May the 4th be with You", and "Scan, Watch, Read."

Lending Department Services
The Lending Department staff continue to distribute a limited supply of free BiNaxNow at-home COVID tests to patrons via the Drive-Up Window. In addition they continue to serve as a Passport Acceptance Facility, reviewing and processing new Passport applications, including providing Passport photograph services.
CPL Tours

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<th># of Groups</th>
<th># of Participants</th>
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</thead>
<tbody>
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<tr>
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<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
<td><strong>314</strong></td>
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Visitors receiving unscheduled tours

- A visitor from Toulouse, France on her first day in Cleveland received a general tour of the CPL Main Campus by Mr. Spencer.

- Visitors from Charlotte, New York City, and Los Angeles were given information about what sites to visit while touring the CPL Main Campus.

- Literature Department Manager Don Boozer extended a tour to the Director of the Bixby Library in New Hampshire who just recently graduated from Kent State University with her MLIS degree.

Classroom and Student Visits

Literature Department Manager Don Boozer presented to a 7th grade Honors English class from Revere Middle School on library research and Cleveland Public Library resources on April 27.

Twenty-three students from Pinerock Home Schooling visited Main Library on May 9. CLGH Librarian Mark Tidrick and Youth Services Associate Emily Bollin led a tour of Main Library with stops in the Map and Photograph Collection. CLGH Public Services Associate Kristen Galewood showed the Cleveland Cultural Gardens maps to the students and Library Assistant Adam Jaenke gave an overview of the photograph collection.

Youth Services Librarians Lan Gao and Eric Hanshaw led a tailored library tour for 13 8th grade students and two adults from Shaker Heights Middle School on May 10. The visit concluded with an interactive "Vision Board" activity led by our Youth Services Department.

The Emerson Elementary School with 56 5th graders and 14 adults toured the Literature Department, Special Collections, LSW (Louis Stokes Wing) 10th Floor City View, International Languages Department, and Youth Services Department on May 15. This visit was uniquely tied to a concurrent tour at the Federal Reserve Bank, enriching the students' learning experience.
Photo Shoot Groups

<table>
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<tr>
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Books by Mail Programs

Words on Wheels: The Shelf Department sent six packages including eight items to Cleveland Public Library patrons through the Words on Wheels program as of May 14. Three patrons have used the service as of the same date.

Homebound: In April 2023, Homebound Services sent 126 packages to 110 patrons. Year-to-date, Literature staff has sent out 549 packages to homebound patrons.

OUTREACH

Sr. Director of Public Services Robin Wood represented CPL at Congresswoman Shontel Brown’s Small Business Expo at the Jerry Sue Thornton Center on Saturday, May 20. Ms. Wood provided attendees with information about resources available at the Library for entrepreneurs and those operating a small business. Fine Arts and Special Collections staff members Kalie Boshara, Stacie Brisker, and Heather Shannon went to Lincoln West High School on April 26 and taught a camera less photography class to art students. Prior to the event, Ms. Boshara researched mobile UV light units and manufactured light-sensitive papers, and Mark Fox-Morgan made the units.

Popular Department Manager Jen Jumba and General Research Collections Manager Sarah Dobransky attended Legislative Day in Columbus on April 26. They met with local representative and talked about the Library and Library programs and services.

Youth Services Sr. Senior Librarian Lan Gao engaged with the community at the Asia Town Gathering event held at the Asian Town Center on April 22. Ms. Gao distributed free books courtesy of Kids Book Bank, library program guides, Cleveland READS information, and other library resources to around 120 attendees. This initiative highlighted CPL’s commitment to fostering a city-wide culture of reading.

Sr. Director of Public Service Robin Wood, Fine Arts and Special Collections Manager Heather Shannon, and Popular Department Manager Jen Jumba represented CPL at the Homeless Stand-down at Public Auditorium on April 22. Ms. Wood, Ms. Shannon, and Ms. Jumba provided attendees with miscellaneous giveaways as well as books, and reminded attendees about the great free services available at the Library.
Popular Manager Jen Jumba participated in the roundtable discussion, known as the Literacy Avengers for the Survive Everyday podcast. This roundtable included Jessica Walsh-Frazier from the Kids Book Bank, Joshua Edmonds from Digital C, Ken Glanc from Operation Comic Book, Laureen Atkins-Holiday from The Literacy Cooperative and host of the podcast Adam Gerchak. This podcast dropped on April 18.

Youth Services Manager Annisha Jeffries, along with Public Services Branch Manager, Leslie Barrett, and Lending Supervisor, Reginald Rudolph, presented to educators at the OHConnect event. The presentation covered Educator cards, programs, databases, and resources available at Main and Branches. This interaction reinforced our commitment to supporting educators and the valuable work they do in our community.

Popular Manager Jen Jumba connected writers, Lori Rader-Day and Ann Cleeves to WKYC to record a We the People segment with Leon Bibb that aired on Sunday, April 30. Ms. Jumba also connected local comic book writer, Ryan Drost for his interview with Leon Bibb. This episode aired on Sunday, May 7 to increase awareness of the upcoming comic book themed Midpoint event on May 12.

Popular Manager Jen Jumba along with Sr. Director of Outreach and Programming Services Erica Marks appeared on WOIO’s Cribbs in the CLE on April 27. Ms. Marks talked about the upcoming Midpoint Event and Ms. Jumba talked about Writers Unplugged and was able to say that Writers Unplugged is now a podcast. In addition Ms. Jumba recorded an interview with WCLV 90.3FM to talk about Cleveland READS with the Morning Show host, Jacqueline Gerber. This interview aired on April 25. Ms. Jumba also recorded a commercial with Sara Carnes/WEWS about readers hitting a wall to promote books to movies on May 16. This commercial should begin airing next week.

Literature Department Sr. Librarian Nick Durda staffed a table at the Ohioana Book Festival in Columbus, Ohio, on April 22. Mr. Durda shared information about the Ohio Center for the Book initiatives and Cleveland Public Library activities. Ohio Center for the Book Fellow Laura Maylene Walter also participated in the Festival, hosting a live recording of a future episode for the Center’s podcast, Page Count, featuring a panel of Ohio writers talking about “Turning Points in a Writing Career.”

Page Count, the Ohio Center for the Book (OCFTB) podcast hosted by OCFTB Fellow Laura Maylene Walter, posted a “bonus episode” with an Ohioana Book Festival Preview with Ms. Walter’s author
panel for the Festival recording. The other full episode this month was “Writing Collaboratively with Huda Al-Marashi.” Page Count is available at the Ohio Center for the Book website or wherever you subscribe to podcasts.

International Department Staff responded to four agency Long Loan requests and selected, boxed and shipped a total of 395 items: CPL-MEMNOT (160); CPL-WESTP (45); HU-MAIN (160) & TW-MAIN (30).

**COLLECTION MANAGEMENT**

Fine Arts and Special Collections staff have been working on several projects including: The transfer of art from Special Collections to Literature which was planned, overseen, and coordinated by Fine Arts and Special Collections Manager Dr. Heather Shannon. Music Librarian Andrew Kaplan has finished arranging the Anvil Revue collection. Music Librarian Andrew Kaplan and Fine Arts Librarian Mark-Fox Morgan shifted LC folios on LSW 8 in anticipation of the transfer of materials from Lake Shore. Special Collections Librarian Stacie Brisker worked with the CDPL on the digitization of the Library’s East India Company records.

Social Sciences Library Assistant Pete Elwell added new photographs and metadata descriptions to the Cleveland Public Library Digital Gallery and ultimately sent them to the Photograph Collection to be physically stored.

Shelf Manager Demba Diawara is monitoring the move of the library collection to the 7th floor, to make way for the conversion of Main Library 7th floor to a high-density mobile storage, through a coordination with Corrigan Moving System. In addition, Shelf Department Pages have been shelving and shifting in Youth Services, Fine Arts, Science, and Social Sciences stack collection.

Center for Local and Global and History Department (CLGH) Public Service Associate, Aimee LePelley integrated photographs from Personalities of Cleveland Portraits into the Portrait & Biography Collection and Map Collection Librarian Lisa Sanchez created a list of Hopkins Plat Books in the Map Collection, including items that are uncatalogued.

Photograph Collection Librarian Brian Meggitt processed a donation of 19th and early 20th century photographs, paper ephemera, and postcards. After processing, each item was
described and entered into inventories for the Subject Cleveland Collection and the Postcard Collection. Mr. Jaenke continued working on digitizing the Cleveland Picture Collection and scanned 43 items and History Librarian Mark Tidrick inventoried over 200 photos in the Cleveland City Hall collection.

The Youth Services team continued the crucial task of weeding the Board Book and LC sections, ensuring fresh and relevant material is available to our patrons while enhancing the space for families and visitors.

International Staff withdrew 96 items from collection, sent 20 items to Preservation and 19 items to book prep. In addition, 110 items were moved to the stack collections and 251 new items were received into department from Tech Services. Librarian Victoria Kabo completed 15 Linear Feet of Polish language Bibliographic Review and Public Services Associate Lisa Held completed 21 Linear Feet of Arabic language Bibliographic Review.

Popular Department staff have been weeding audiobooks and magazines, working on annual periodical binding, repairing CDs, processing donations and maintaining the Mystery and Urban genres within the Popular Collection.

**MAIN LIBRARY RESEARCH HIGHLIGHTS**

- Fine Arts and Special Collections Library Assistant William Chase provided patron access to the Musicarnival collection and Librarian Raymond Rozman collaborated with researchers interested in using the tobacco collection in their teaching.

- Popular Department staff assisted patrons with the following: A request from an out of state patron looking for information about the 1964 Championship basketball team from Rhodes High School, a request for an article in the 1964 issue of Society for Human Resource Management about Berea Ohio becoming a new location for company headquarters, and a request from the Cleveland Museum of Art looking for Hi-Res scans from a 1931 issue of National Geographic.
Business, Economics, and Labor Department staff assisted patrons with the following: A request from the Federal Reserve Bank for an article in the 1972 issue of Bank Administration, a request for an article in Jet Magazine in 1963 that featured a local bowler, Don Scott (Mr. Scott was one of the first black professional bowlers), a request from a patron looking for information on Moses William Harvey, a request from a patron regarding the Woodland Job Training Center's curriculum on citizenship Studies in Public Affairs published by the National Industrial Conference Board, (Cleveland Public Library is one of two libraries in the nation to have this title), and a request from a patron looking for information about the historical Cleveland office supply business, F.W. Roberts Co.

Center for Local and Global and History Department (CLGH) Public Services Associate Kristin Galewood found photographs of League Park/Dunn Field, the Cleveland Rams, and the Western Reserve football team for a patron. In addition Ms. Galewood pulled photos from the Margaret Bourke White collection for two gentlemen visiting from New York.

CLGH Librarian Terry Metter assisted a staff member from Lakeview Cemetery with research about an abolitionist and Underground Railroad conductor who is buried at Lakeview.

CLGH Librarian Mark Tidrick helped a patron find information about his great-grandfather who was a state senator from Cleveland in the late early 1920s. In addition, Mr. Tidrick helped a local artist find and scan photos of Coventry Road in the 1970s and numerous Cleveland public figures of the day including George Forbes and Rueben Sturman.

CLGH Public Service Associate Aimee LePelly scanned 7.5’ topographic maps of several Ohio locations for a patron planning a hunting/fishing expedition, researched articles and photographs of the Shaker Barricades for a patron writing a college dissertation, pulled and scanned photographs for a patron in preparation to be used for historical land markers along the RTA/rapid routes, and
researched Lincoln Park Baths/Recreation for a case of assault for a patron.

- CLGH Photograph Librarian Brian Meggitt assisted a researcher with finding and obtaining an image of Cleveland artist Glenn Shaw creating a mural for the Greyhound station on Chester Avenue in 1948. The mural was painted over in the 1970s.

- Librarian Brian Meggitt also assisted a researcher with locating and obtaining images of St. Patrick’s Church on Bridge Avenue in Ohio City for an upcoming web article.

- Sr. Map Librarian Lisa Sanchez helped Archivist Melissa Carr research the “Clark Block” and “Clark Building” in Cleveland during the late 19th century. Using items from the collection, Mx. Sanchez found the building. In addition Mx. Sanchez helped a genealogy researcher use plat books to locate businesses in the flats. The researcher’s ancestor owned several lumber yards and shipping businesses in the late 19th century. Mx. Sanchez also curated a collection of maps showing Erie Street Cemetery. An architectural preservationist is working on the history of the cemetery. Mx. Sanchez found the oldest maps of downtown Cleveland in the collection and architectural renderings from the Park Plans Collection.

- A Spanish speaking patron contacted the library for assistance with a passport application. Because they could not speak English, Science and Technology Librarian Jorge Arganza stepped in to help. Mr. Arganza started a conference call with Lending Supervisor Reggie Rudolph to act as translator. After fully understanding the complicating aspects of the question, Mr. Rudolph was able to guide the patron to a Spanish speaking passport phone number who could further aid him.

**STAFF DEVELOPMENT**

Special Collections Librarian Raymond Rozman attended the annual NY Antiquarian Book Fair. He made important connections with
dealers & brought back catalogs that illuminated important items in the Library’s Special Collections.

Also in late April, Fine Arts Librarian Mark Fox-Morgan virtually attended the annual ARLIS/NA conference.

Fine Arts and Special Collections Public Services Associate Kalie Boshara Attended the NEORLS webinar Change Course without Rocking the Boat.

Staff across Main Library including Literature Public Services Associate Alison Guerin participated in a FIT and other staff committee meetings.

The International Department’s volunteer, Peg Whalen continues to volunteer on Mondays from 10:00-1:00 and Public Services Associate Lisa Held attended NEO-RLS webinar titled Responding Effectively Takes Practice on April 12.

Shelf Manger Demba Diawara attended NEO-RLS presentation titled Supervising Specialty Staff: How to Work with Employees with Different Skills Sets on May 11.


General Research Collections Manager Sarah Dobransky participated in the two-day online Government Publishing Office Depository Library Council 2023 Spring Meeting.

Social Sciences Librarian Forrest Kilb attended the WebJunction webinar, Creating a Restorative Library Culture.
Social Sciences Librarian Helena Travka participated in three webinars: Simon & Schuster’s Summer 2023 Adult Librarian Preview, Library Journal Day of Dialog, and Reading Group Guides’ Book Club Speed Dating in May.

As Chair of the IFLA Library Services to Multicultural Populations Standing Committee, Sr. Youth Services Librarian Lan Gao was proud to host a Joint Committee Welcome Meeting on May 17, further emphasizing our library's active engagement in diverse cultural contexts.

Several Main Library staff members attended the NEO-RLS webinar Understanding the Power of ChatGPT on May 2 including: Lending Department Clerk Michael Earley, Lending Department Supervisor Reggie Rudolph, SCI Tech Senior Librarian Jim Bettinger, Librarian Jorge Arganza, and Shelf Department Manager Demba Diawara.

Lending Department Clerk Michael Early attended the NEO-RLS webinar titled Understanding Race and Racism. This webinar discussed how racism is upheld through policy and practice, and stressed the importance to develop strategies to disrupt it.

Youth Services Manager Annisha Jeffries conducted a system wide Youth Services Meeting on May 17. These meetings are instrumental in maintaining the smooth operation of our services and strengthening the lines of communication within our team.

**OTHER**

Sr. Director of Public Services Robin Wood coordinated the St. Martin de Porres student presentation day for CPL at the Hough Branch on May 19. Students who work at all CPL locations presented about their experience working at the library.

Fine Arts and Special Collections Manager Dr. Heather Shannon and Literature Department Manager Don Boozer coordinated a move of the Mark Twain bust and portrait and the Shakespeare Chair from Special Collections to Literature. The pieces have found a welcome home and Building Services staff members Ryan Baronak, Frank Conti, Antonio Jackson, and Larry Houston did a great job in preparing the space and making the move.

Government Documents Library Assistant Alea Lytle completed her MLIS degree and graduated from Kent State University in May.
Lending and Circulation Manager Stephen Wohl as well as Lending Supervisors Karie Felder and Mr. Rudolph attended the Spring CLEVNET Circulation SIG meeting on May 10. The meeting was held virtually and included Circulation representatives throughout CLEVNET to discuss general best practices for CLEVNET staff to follow related to circulation.

Lending and Circulation Manager Stephen Wohl continued serving as the co-chair of the CPL Labor-Management Committee (LMC), the Automated Materials Handling Planning team, and the BookEnds Training Team.

Lending Supervisor Reggie Rudolph continued serving on the BookEnds training team.

Fine Arts and Special Collections Manager Heather Shannon, along with Librarian Raymond Rozman participated in the IT innovation team meetings regarding a chess-focused project.

Fine Arts and Special Collections Manager Heather Shannon along with Public Services Associate Kalie Boshara attended an exhibition at Zygote Press.

Cleveland Digital Public Library

Summary
ClevDPL scanned, described, and uploaded; repaired books and flat paper; did ILL; and served patrons.

Programs & Exhibits
Staff participated in professional groups and Main Library meetings. Staff monitored environmental conditions in exhibits, updated exhibits on the touch wall in our space, and addressed physical issues in Main Library display cases.

Public Service Statistics
ClevDPL had 81 in-person visitors during May. Staff had 19 two-hour scanning appointments, hosted two class groups, and hosted several planning meetings for the digital chess project. From May 1 to May 30, Google Analytics (GA) reports 8,534 sessions for 6248 users and 123,393 page-views. Search engines delivered 58% of our sessions. Searching in CONTENTdm accounted for 17% of our sessions. Referrals were 5.5% of our sessions. 6.3% of our sessions came through social media. About 15% of sessions were unassigned. 50% of our users accessed our site using desktop computers, and 52% accessed CONTENTdm through mobile devices (2% tablets and 48% mobile).
Outreach
Community partners' work in May continued. CDPL collaborated with Playhouse Square staff for a grant-driven volunteer donation/scanning project now up online in the Digital Gallery. Staff worked with Shaker Area Development Corporation to scan their community newsletter Connection. A new project with County Archives remains in negotiation. The Cleveland Orchestra scrapbook scanning project continues. ClevDPL had numerous family collections scanned and many local artists scanned their works.

Collection Development
As of May 30, 358 images were scanned, 1094 were post-processed and QA’ed, and 2232 images were uploaded, many of which were included in multi-image pdfs. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning local newspapers, uploading urban planning documents, uploading Cleveland Orchestra scrapbooks, and scanning sheet music.

ILL
Statistics from OCLC are one month behind and cover April. CDPL had 91 requests from CPL users for materials from other libraries. Response time by other libraries averaged a 21 day 21 hour turnaround on our patron’s requests for books and materials. Partner libraries made 690 requests through OCLC to borrow from CPL and made 16 requests through ALA forms. CPL staff managed a response time for books of four days and three hours. Staff again had ILL requests from incarcerated persons and general researchers using ALA forms. Staff continued to train new hires to do ILL lookups this month.

Staff Development
Staff retrained on the i2s Copibook this month. Staff retrained on the KIC Scanner this month to learn how to operate the browser-based scanning software embedded in the scanner.

Preservation
As of May 29, preservation did 54 complex and 78 simple repairs on codex books. Staff continued working on an inventory of artwork in the library system. Working with the new Director of Arts & Culture, Tiffany Graham Charkosky, staff continued planning reinstall of murals at Central Processing, Lorain, and Eastman.

Additionally, enhanced navigation for a staff only interface to a digital art collection in CONTENTdm and updated the MS Teams
art management database with new information from special collections files including artist nationality, artist names, accession information, and donor information. Staff installed full digital display for the upcoming Rebecca Law exhibit and enhanced the Joe Balaz display for Asian American Pacific Islander Heritage Month.

**Planning Activities**
Staff continue to plan for art moves and storage of art. CDPL is training new staff and planning for more programming in the fall. Staff participated in the planning for an enhanced display of items from the John G. White Chess Collection. Staff are developing a new workflow for photoduplication of Special Collections materials.

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

**Activities**
OLBPD and CPL Financial Services submitted the State Fiscal Year (SFY) 2024 Program Budget Request to the State Library of Ohio (SLO). The State Library of Ohio’s Board of Trustees approved federal and state funds for OLBPD during their May 18 meeting. During this meeting, the Director of OLBPD spoke to SLO Board members on how OLBPD uses federal and state monies; progress reports on the audio recording studio and relocation of OLBPD; follow up on migrating to duplication-on-demand and its effect on circulation statistics in SFY2023; and updates on the next generation talking book player and smart speaker app.

The NLS Midlands Regional Conference – which OLBPD is a part of – hosted a hybrid in-person and virtual conference from May 16-18. Conference programs featured service updates from staff at the National Library Service (NLS), as well as presentations on intellectual freedom, collection development and maintenance after migrating to duplication-on-demand, and how artificial intelligence tools could potentially influence operations and services in the future.

SLO prepared a display at the Ohio Statehouse that features federal and state government published documents and photographs from the State Library of Ohio, Library of Congress’ National Library Service for the Blind and Print Disabled, and the Ohio Library for the Blind and Print Disabled. Original publications and printed documents and images from digital collections tell the story of how the National Library Service for the Blind and Print Disabled began and progressed over time. Items on display depict the evolution of federal and state level services and
collections such as braille books to advances in talking book players from books on phonographic albums, to cassette players and tapes, to today’s digital options.

OLBPD staff participated in remote programming and provided information and talks about the service during Cleveland Senior Day on May 25.

The OLBPD adult book club met remotely on May 11 to discuss *It’s Not All Downhill From Here* by Terry McMillan.

**PUBLIC ADMINISTRATION LIBRARY**

**Programs/Exhibits**

Popular continued to share titles for display outside of PAL. PAL celebrated Asian American and Pacific Islander Heritage Month with a display in City Hall Lobby. Thanks to Science & Technology, Literature and History Department for sharing items from their collections for the display.

**Collections**

PAL transferred 21 titles and withdrew 2 titles. The title *Shakespeare garden theatre / designed by Chas. A. McGurer, 0009105862024*, has been sent to Cleveland Digital Public Library for future scanning and addition to the Digital Gallery.

The following titles have been added to the Digital Gallery:

- *Community Development Planning and Action for the Hough Community: A Report / Prepared by David M. Austin. HN 80 .C6 A98X, 0009120614848*

- *A New Day in Hough: The Hough Area 169th Year Celebration with the Honorable Councilwoman Fannie M. Lewis and Friends: All Day Saturday, May 11th, 1985, From 9 a.m. Until 9 p.m. F 499 .C66 H68 1985, 0009185488005*

- *A New Day in Hough: Celebrating Growth and Progress with the Honorable Councilwoman Fannie M. Lewis and Friends: All Day Saturday, May 9th, 1987, From 6 a.m. Until 9 p.m. F 499 .C66 H68 1987, 0009201266922*

- *A New Day in Hough: Ward 7-- Celebration with the Honorable Councilwoman Fannie M. Lewis and Friends: All Day Saturday, May 13, 1989, From 6 a.m. Until 6:00 p.m. F 499 .C66 H68 1989, 0009185535599*
• Our Downtown Parking Headache and How We Can Cure It. TL175 .H342 1951X, 0009132312589

• Pulaski Plaza Dedication: Program for the Dedication of Pulaski Plaza: Rededication of Pulaski Memorial Cannon / Program Coordinator City of Cleveland John Pilch. F499.C665 P85 1968, 0009951256230

• Report of the River and Harbor Committee on the Application of the Lake Shore & Michigan Southern Railway for Authority to Construct Three Bridges Across the Cuyahoga River. TG25.C64 C525 1913, 0009955279337


• Summary of the Preliminary Plan for the Hough Community. HT168.C54 H667 1957X, 0009132312522

The following titles have been emailed to Cleveland Public Digital Library as future additions to the Digital Gallery:

• Civitism: Cleveland City Council's Policy Agenda. 0009936633362

• General Neighborhood Renewal Plan: University-Euclid Area, November 15, 1960. 0009132316721

• Heritage of the Tremont Community: Steps Toward a Planned Redevelopment of the Tremont Area. 0009938912418

• The History of Our City: Cleveland. 0009945460120

• Leadership Cleveland, East Side Tour Itinerary, October 14, 1987: Broadway, St. Hyacinth, Fleet, Warner/Turner: Area Overview and Brief History, Points of Interest. 0009945394113


With the Cleveland Digital Public Library’s assistance, the topic headings Cleveland Clinic, Dance Halls, and Maps were
added to the Digital Gallery under Public Administration Library.

With Catalog’s assistance, links have been added to marc records to connect with titles located in the Digital Gallery.

On May 26, the Cleveland Landmarks Commission brought down binder years 2013, 2016 and 2017 for scanning.

**Reference Questions Unique to PAL**

- Staff assisted a patron searching for Erie Street Cemetery information.

- Staff provided patrons with ordinances concerning use of gas grills, minor curfews, and mini-bikes.

- Staff shared ordinance and a newspaper article from PAL subject file with patron researching City of Cleveland Department of Aging.

- Staff assisted patron with information concerning the 2000 ballot.

- Staff assisted patron with information from City of Cleveland Department of Recreation Annual Reports concerning amateur baseball.

**Outreach**

On May 10, PAL hosted a Lunchtime Knitting Circle. PAL received a generous donation of yarn from Outreach and Programming for projects.

On May 25, Cleveland Public Library hosted a Senior Day vendor table. Thanks to Outreach and Programming Services Department for providing the colorful pillboxes as swag. Seniors mentioned how much they enjoyed reading. There were inquiries concerning Libby instructions.

**Staff**

David Furyes participated with the 2023 Depository Library Council (DLC) Virtual Meeting Conference by watching various recordings of presentations, along with supplemental webinars. The Federal Depository Library Program (FDLP) is in a transition period by moving to a fully digital platform and the conference
helps by keeping dialogue open and informing changes to be implemented.

**Issues/Concerns**
PAL had a leak on May 22 in the hallway aisle leading to the Law Department. The ceiling inside of the aisle entrance will be repaired in the future.

**ARCHIVES**

**Presentation**
On Friday, May 5, Archivist Melissa Carr assisted John Skrtic, Chief of Special Projects & Collections, in giving a presentation to students in the Encore 55+ Learning program at Cuyahoga Community College (Tri-C) at the Western Campus in Parma. The Encore program offers a wide range of educational experiences for older adults, including guest lectures. Mr. Skrtic and Ms. Carr gave a 45-minute presentation on the Library’s history to around 40 students. Accompanying the presentation was an annotated PowerPoint presentation with over 100 images of the Library’s locations, collections, activities, staff, directors, and trustees, most of which are from the Archives. The students responded positively to the presentation, and Mr. Skrtic and Ms. Carr were invited to return in the fall to give the same presentation to students at the Eastern Campus.

During the portion of the presentation devoted to the Library’s adult education programs, Ms. Carr read the class the following quote, which was written in a Plain Dealer article on May 5, 1925, honoring the opening of Main Library:

“A modern public library performs particularly intimate functions for its community. It is a great educational institution which confers blessings but no degrees, whose courses are all elective, whose students are never graduated because the pursuit of knowledge is unending, whose classes are open alike to the humblest and the proudest – an institute of democracy which recognizes no social distinctions but caters to everyone according to his thirst for knowledge.”

**Digitizing**
In response to a research request from a patron regarding former Library staff member Hazel K. Mayborn, who died in 1923 at the age of 28, a list of the items relating to the Library’s former Perkins Branch that are currently available on the Digital Gallery was shared with Chatham Ewing of the Cleveland Digital
Public Library, and Preservation Assistant Gloria Massey created a collection for them on the landing page for the Library’s History and Archives collection page, along with those collections for other Library branches. This new collection will enable patrons and staff interested in the history of Perkins Branch to easily access relevant material on the Digital Gallery.

**Exhibit Cases**
Support was provided to Special Projects Manager Michael Ruffing on Thursday, May 25, during the day-long installation of the two large, museum-quality exhibit cases that were specially designed for the John G. White Reading Room in Special Collections. The cases – which are large enough to display oversize materials such as folio volumes – were created through a collaboration between Casewerks, LLC, of Baltimore, and their manufacturing partner, Vitrinen- und Glasbau REIER GmbH of Lauta, Germany, and it was a generous gift made by an anonymous donor that enabled the Library to purchase them. The cases were delivered to the Main Library loading dock on Wednesday, May 17; on May 25, Bill Beitel and Shane Beitel – a father-son team – of Casewerks, LLC, traveled to Cleveland to unpack the two crates, bring the cases up to the third floor via the freight elevator, and install them in the room. The cases, which weigh around 800 pounds each, were designed to be the maximum size that would fit in the Library’s freight elevator, and the operation was challenging. The installation went smoothly, and the cases are in place and awaiting their inaugural display of Library treasures.

**Physical Space**
An intermittent high-pitched whistling noise has been heard in the Archives over the past several weeks, and an issue with the HVAC system has been discovered. Maintenance Mechanics Mike Parker and Mike Ucic have investigated the issue and will need access to a ceiling panel, which is currently partially blocked by one of the 15-drawer map cases that houses some of the Library’s architectural drawings. The map case – which is extremely heavy – is scheduled to be moved out of the way during the month of June to allow the repair to be performed.

**Internship in the Archives**
Graduate student Naomi Langer has successfully completed her internship in the Archives.
ARTS AND CULTURE

Director of Arts and Culture Tiffany Graham Charkosky continues working with various CPL departments to ensure a successful and accessible opening of the 2023 See Also artwork installation. This year’s project, by Rebecca Louise Law, will take place in Brett Hall and open to the public on June 10, 2023. It will remain on display through May 2024. As part of this effort, Ms. Graham Charkosky has launched a Docent Program, which seeks volunteers to greet visitors to this exhibition.

Public Services Manager Maria Estrella hosted an art exhibition by students from Anton Grdina School in partnership with artist Julius Lyles at Garden Valley Branch on May 26, 2023.

Four sculptures by Brazilian artist collaborative Toco Oco will be on display outside Main Library starting in June 2023. They are part of a larger project featuring a total of sixteen sculptures that will be around downtown.

Artworks designed by three patrons from the E. 131 Branch under guidance of artist Kameelah Janan Rasheed were approved by the artist and sent for fabrication. These will be installed using grant funding secured by FRONT International at the Hough Branch in late summer 2023.

John Carroll University is funding the installation of a mural in the Children’s area at Rice Branch that will activate this area within the branch. The project is scheduled for completion in August 2023.

Dialogue, a former See Also project, was inspected by Republic Anode Fabricators, the company that built the sculpture in 2017, and they have provided a quote for refurbishing this artwork for installation in the greenspace outside the new Woodland Branch. An Art Wall will also be installed at this location.

Ms. Graham Charkosky has built partnerships with MetroHealth and artist Amber Ford to do art programming at the Fulton Branch in July, which will result in artwork that can be displayed at the branch and a mural design for the Art Wall at South Brooklyn. She has also met with the Distinguished Scholar of Public Humanities Erin Benay from Case Western Reserve University to begin developing a series of programs to take place at the Langston Hughes Branch in 2024.
Along with Director Felton Thomas, Chief of External Relations and Development Shenise Johnson Thomas, and Director of Development Tracy Martin, Ms. Graham Charkosky shared a presentation to the Mellon Foundation regarding the Art for Justice project being developed. This project was recommended to be presented to their staff in January 2024.

**BRANCH NARRATIVES**

**D1 Eastman** - (Closed for FMP) Librarian Feliciano attended virtual training Kicked Out by Ryan Dowd. Ms. Feliciano represented the library at Wilbur Wright’s End-of-School Family Festival by tabling with library resources including Cleveland READS and assisted at the Midpoint celebration. Manager Lauver assisted with Public Services interviews.

**D1 Lorain** (Closed for FMP) - Newly hired Manager Steward toured the refurbished Lorain Campus and began preparations for the June ribbon cutting ceremony.

**D1 Rockport** - Great Lakes Science Center's STEM programming taught youth about engineering, friendly competition, and how the heart pumps blood. In celebration of May the 4th Be With You Day, patrons enjoyed crafts to make masks, finger puppets, Star Wars movies and a display of books sent from departments at Main. Comic Book Day included free comics, a scavenger hunt, superhero movies, cape wearing, and create-your-own comic-book craft.

**D1 Best Buy Teen Tech Center (BBTTC)** - A new Career Pathways cycle started in collaboration with the Grammy Museum for Grammy Camp Weekends where youth learn about audio engineering, songwriting, and vocal performing from LA professionals. Best Buy volunteers from retail locations returned to the space every third Tuesday to offer studio 101 programs. Manager Pappenhagen conducted outreach to Riverside School to teach students about Tinkercad and 3D design.

**D1 Walz** (Closed for FMP)

**D1 West Park** - The branch hosted West Park Kamm’s Neighborhood Development’s community engagement meeting and the Cleveland Police Commission’s community meeting. A news spot aired with Josh and Maria Cribbs. Notable programs included, A Poem for Cleveland, Legal Aid at the Library, Free Comic Book Day, Paint Cleveland History, Fancy Nancy Day, Therapy Ponies, and Paper Airplane Day. Librarian McCuan visited six local schools and daycares for Story
Times and after school programs and volunteered at the Midpoint celebration. Manager Lykins completed NEO-RLS Leadership Academy.

**D2 Brooklyn** (Closed for FMP)

**D2 Carnegie West** - Six pre-school classes visited from Urban Community School for story and playtime. Joseph M. Gallagher third graders came for books and play while their teacher picked up classroom support material. Manager Guinther met with The Music Settlement’s Center for Early Childhood to discuss programming and collaboration and volunteered for Ohio City Incorporated’s annual evening fundraiser.

**D2 Fulton** - Fulton hosted a 100th anniversary celebration for Disney. Pictures were taken with Mickey and Minnie Mouse. Library Assistants Austin and Simone held a Cinco de Mayo program and a Mother's Day Flower Bomb craft. Manager Barrett led a presentation for OhConnect, presenting CPL resources to local school librarians and media specialists.

**D2 Jefferson** - Tremont Montessori classes spun the prize wheel for their Cleveland READS recognition while staff continued to share books and support students on their final research projects. Librarian Grasso participated in the Art Night at the school. Public Services Generalist Lee completed the spring acrylic painting series. Manager Capuozzo led the monthly Think & Drink Book Club and Public Services Associate Konkoly presented on behalf of the Multicultural ERG during the staff Town Hall.

**D2 South Brooklyn** - Librarians Rivera and Torres conducted a May the 4th Be with You program on Star Wars Day. Participants made light sabers and character puppets. Library Assistant Cruz conducted a Youth Art Exhibition series which had weekly art projects leading up to a library art exhibition. Librarian Rivera began her new position as South Brooklyn's Manager.

**D2 South** - A South Campus Little Seed Library was created. Manager Declet contacted seed vendors, including Steelyard’s Home Depot, Burpee, and Petitti Garden Center. In our search for funders to create a dedicated Maker Space area in the building, a call to the local Family Foundation gave the opportunity to talk to pitch the idea to the Foundation’s president.

**D3 Garden Valley** - Garden Valley’s youth team designed the children’s bulletin board display titled “Reading Gives You Superpowers”. Library Assistant Burks visited Rainbow Terrace Daycare for Story Time outreach. Librarian Csia conducted Story
Time outreach at I Learn and Play Enrichment Center. Ms. Csia also facilitated the Paper Rocket Flyers program.

**D3 Hough** - The Cleveland Housing Court Neighborhood Kiosk Grand Opening Celebration occurred. Youth staff French and Young attended the Mary B Martin Annual End of Year Health Fair, to share about library services and programs, Cleveland READS, and register participants for library cards. Hough hosted the St. Martin de Porres work study students on Presentation Day. Each student gave a synopsis of their experience working for the Cleveland Public Library.

**D3 MLK** - MLK welcomed back Librarian Margerum. Ms. Margerum and Library Assistant Eubanks visited Sweet Kiddies for weekly Story Times. They hosted a booth at Ginn Academy’s Health Fair to speak to high schoolers about Cleveland READS, databases, and other library resources and services. MLK Galleries hosted an exhibit from Scott Goss Studios.

**D3 Sterling** - Librarian McCord conducted Story Times at Brightside Academy, BSM Childcare, Family First Childcare, and the YWCA. Public Services Associate Gee visited the third-grade class at Alfred Benesch School with the Cleveland READS prize wheel. Manager Rudzinski attended the Cleveland Third District Police Safety, Cleveland Central Promise Advisory Board, Central Collaborative, and Central Neighborhood MyCom meetings. Manager Rudzinski hosted a table at the Community Baby Shower presented by the Western Reserve Chapter of The Links, Incorporated. Manager Rudzinski distributed 100 new board books to expectant families at a St. Vincent Charity Health Campus event.

**D3 Woodland (closed for FMP)** - Librarian Smith conducted two Story Time sessions at the Catholic Charities King Kennedy Head Start. Manager Estrella attended the Association for Library Service to Children’s Board meeting and the Transition Planning/Move Management meeting. She also joined Manager Barrett during the Reel Abilities virtual discussion by the Curb Cut Collective Employee Resources Group.

**D4 East 131st Street** - Staff hosted Ideastream for the Ready Jet Go! Program, an introduction to jet propulsion. Youth participated in several Express Yourself workshops. The branch hosted Andrea Boyd for a Financial Literacy Workshop, focusing on car buying. Manager Greenwood and staff assisted patrons in the creation of paracord survival bracelets.
D4 Fleet - City Music conducted an after-hours Community Conversation for 12 patrons, with live music and refreshments, to become more active in the Slavic Village community. The Fairmount School of the Arts provided a free dance performance for 27 patrons, to invite families to their classes.

D4 Harvard-Lee - Librarian Woodman and Library Assistant Moore conducted two Story Times for 55 students at Whitney Young School and distributed 10 Take n’ Make crafts. Public Services Generalist Kulcsar conducted a LittleBits MakerLab for five patrons. Public Services Generalist Draheim visited Harvard Gardens Senior Living to show historical photos of Lee-Harvard. Manager Schmidt hosted a book club with four adults, and volunteered at the Cleveland READS midpoint event. Manager Schmidt and Tracy Martin met at the branch with Jewish Volunteer Network to further their corporate sponsorship of Cleveland READS. Librarian Woodman attended the Virginia Hamilton Conference on Multicultural Literature for Youth in Kent.

D4 Mt. Pleasant - The Mt. Pleasant Housing Court Kiosk had an opening day celebration, with 30 community partners, patrons, and library staff in attendance. A new collaboration with Birthing Beautiful Communities started a program called Mommy Breaks, to provide parents with postpartum support led by trained nurses and social workers.

D4 Rice - Public Services Associate Bolton and Librarian Johnson conducted a Mothers’ Day program, Make Your Own Fragrance, with 15 children making gifts. The Final Family Literacy Night, with the Harvey Rice Wraparound School, Cleveland READS, and WKYC, engaged youth and families in activities including reading, logging, and winning prizes for Cleveland READS.

D4 Union - Library Assistant Johnson held two virtual Story Times with Step Forward and conducted school visits with five classes at Village Prep, three classes at Miles Park, and one class at Nathan Hale. Branch Story Times were attended by Kings Kids Day Care, and three 1st grade classes from Village Prep who received library cards. After school, Union hosted three coding sessions with UB Tech kits, and Uno tournaments. Union staff helped the youth make Mother’s Day crafts and started an outside garden.

D5 Addison - Manager Means and youth staff Clark and Malinoski completed Youth Opportunities Unlimited training. Manager Means met with Big-Hearted Blooms to provide programming to Eliza Bryant Village. Public Services Generalist Smith visited 36
residents at Eliza Bryant Village. Librarian Malinoski conducted Story Times at Wade Park Elementary and Daniel E. Morgan, with themes of Arab American and Asian American & Pacific Islander Heritage months, and a Story Time at Superior Academy with the theme of colors.

D5 Collinwood - Weekly Story Times were held at Key 4 Kids and East Clark School. Library Assistant Jefferson prepared activities for the Memorial School Art Walk for students. Manager Peak attended virtual meetings with MyCom and Cuyahoga County Glenville Collab and enjoyed the Fifth District Pancake Breakfast. Manager Peak won the 2023 Naomi Women of Distinction Award.

D5 Glenville - Manager Roth and (Woodland) Librarian Smith conducted programs including abstract painting, button making, Free Comic Book Day, superhero scavenger hunt, matchbook comfort boxes, and DIY Journal Kits. Librarian Smith visited the kindergartners at Stephanie Tubbs Jones School for Story Time. Manager Roth and Tracy Martin met with daughters of Barbara Margolis, a young patron at Glenville in the 1930s, to discuss how their donation of over $3,000 may be applied to exterior designs in 2024. Library Assistant Baldwin was promoted to Public Services Associate.

D5 Langston Hughes - Librarian Busta-Peck presented Story Times at Wilson Elementary for two kindergarten and two 1st grade classes. Library Assistant English participated at Career Day for Mary M. Bethune and spoke to K-8 students. Librarian Busta-Peck attended the Virginia Hamilton conference on Multicultural Literature for Youth in Kent. Manager Bradford attended the Saint Martin de Porres Presentation Day. The Cleveland Clinic offered their Employment Tool series.

D5 Memorial-Nottingham - Librarian Tully and Library Assistant Benton hosted Free Comic Book Day, Career Day for Teens and Young Adults, Children and Money, and Spring Showers-May Flowers. Mr. Tully attended Memorial School’s Art Show, promoting summer programs and Cleveland READS. Mr. Tully met with Ms. Hindman from Cleveland Metroparks to solidify a summer programs partnership. Manager Moncrief Robinson and Mr. Tully hosted a human trafficking awareness event in Lake Shore Auditorium for Stay Summer Safe in Collinwood week, with MyCom and Strong Hands United. The branch offered Pound Unplugged for Mental Health Awareness Month, Take n’ Make crafts, and Poem for Cleveland with Poet Laureate Ray Mcniece for adults. Manager
Robinson attended the City of Cleveland Senior Day event. Mr. Fillinger attended the Waterloo Merchants Meeting.

**DIVERSITY, EQUITY AND INCLUSION**

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

- Facilitated May 2023 Townhall meeting (updated from all 6 ERGs)
- Meeting with E. M./Outreach and Programming
  - Planning - Pride Month: Author George M. Johnson
  - Project Coordinator A.L. will assist with event planning
- Posting of DEI Coordinator position to support CPL’s D.E.I.A.B. initiatives.
- Member of the Employee Engagement committee - discussions included: employee appreciation & engagement, DEI, staff development & training.
- Oversight- Multicultural ERG. Participated in the Cleveland Asian Festival, promoting Cleveland Reads initiative.
- Meeting and planning w/Director to discuss incorporating a Land Acknowledgement within CPL’s practices.
- Meeting w/Director to establish ASL interpreting services for community events, as needed.
  - Relationships have been established with: Cleveland Hearing & Speech, Purple Interpreting Services, Bridges and Sorenson.
- Meeting w/TM of External Relations to discuss grant opportunity - “Black Futures Fund”
• Conduct Investigatory meetings with C.J./HR re:
  o SP complaint
  o RW complaints
• Continued to review HR policy w/DEI recommendations, as needed.
• Oversight - Latinos Juntos ERG, planning- Puerto Rican Day Parade & Hispanic Heritage Month.
• Planning - DEI strategy (transgender restroom usage - all branches/question has been raised from CPL employee).
• Planning - DEI strategy (resource from Director Felton “Excellence in DEAI”)
  o Resource review – Excellence in DEAI (American Alliance of Museums)
• Oversight - Women’s ERG, planning - Menstrual Equity trial. 1st meeting with branches scheduled June 6.
• Planning-Pride Month (June) Rainbow Readers ERG events:
  o Pronouns 101 Lunch and Learn – June 1st presenter Rae Jackson (LGBTQ Center of Greater Cleveland)
  o Pride in the CLE parade – June 3rd (Rainbow Readers Pride Swag will be distributed and June 7th event will be promoted at CPL’s booth).
  o George M. Johnson – June 7th
  o Intellectual freedom and book challenges Lunch & Learn – June 22nd presenter Belinda Boon (Kent State University).
• Planning- Juneteenth (Freedom Fest) Black ERG (BERG) June 17th event:
  o 1-2pm Book signing and giveaway
    ▪ Dr. Heather Burton “I'm Single, So What?” (Christian singles book)
    ▪ Kathi Howard-Primes “Walking in Ava's Shoes” (children’s book)
2-3pm Book signing and giveaway
  • Astronette Black “The Crumbs of Life”.
  • Basheer Jones “A Journey to Leadership”
  *Florenza Lee “Manny & Tutu” (children’s book) this author will not be in attendance for the signing, but books will be autographed in advance
  • Juneteenth t-shirt and button giveaway
  • Participated in CPL website redesign meeting and future planning.

  Planning and exploration: CPL’s DEI initiatives and execution:
    • Marketing - publications
    • Outreach and programming - programing (i.e.: “They/You Rock!” fall fashion show)
  • Planning - proposed guidelines for staff (how to address transgendered patrons who need directives about restroom usage).
  • Meeting with SPS (K.F.) - patron concerns (suicide intervention)

EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION

CPL FOUNDATION UPDATES:
  • Goal: Reach Financial Targets
    • Continued to advance the Foundation’s 2023 financial targets.
      • Met with prospective funders around social and criminal justice program opportunities.

  • Cleveland Public Library Foundation
    • Hosted Development Committee mtg.
    • Met with The Cleveland Foundation’s Black Futures Fund.
• **Cleveland READS**
  - Continued efforts for Cleveland READS, City-Wide Reading Campaign initiatives to reach the goal of one million books and/or minutes.
    - Met with prospective funders to share opportunities for partnership.
    - Assisted in execution of Mid Point event.
      - Coordinated toy distribution in partnership with Northeast Ohio Goodsbank.
  - Convened internal stakeholders to plan for new goal to reach 10 million minutes read.
  - Coordinated new donation of books from Molina Foundation.

**ADDITIONAL DEPARTMENT EFFORTS:**
- Staff participated in webinars including:
  - ULC Development Professionals: Messaging Around Fundraising Change
  - Met with staff from Ferguson Library (MO) to discuss Friends/Foundation creation and history at CPL.
  - ULC webinar: Focus on Data and Library Impact

**COLLECTION & TECHNICAL SERVICES**

Staff from the Acquisitions, Catalog, and Collection Management Departments continued to assist with the High Demand Department responsibilities during High Demand Librarian Dale Dickerson’s leave of absence. Catalog Manager Andrea Johnson assumed responsibility for the Materials Processing Department on May 22 when Materials Handling Supervisor James Clardy was transferred to the position of Logistics and Circulation Manager.

Director of Collection and Technical Services Sandy Jelar Elwell, Collection and Acquisitions Manager Olivia Morales, and Ms. Johnson attended the Ohio Valley Group of Technical Services Librarians (OVGTSI) 2023 Annual Conference virtually.

Collection and Technical Services staff attended the monthly CPL All-Staff Town Hall meeting.

**Acquisitions:** The Acquisitions Department ordered 6,329 titles and 9,790 items (including periodical subscriptions and serial
standing orders); received 20,675 items, 975 periodicals, and 110 serials; added 360 periodical items, 38 serial items, 74 paperbacks, and 450 comics; and processed 1,148 invoices and 76 gift items.

Acquisitions Coordinator Alicia Naab collaborated with Manager of Fine Arts & Special Collections Heather Shannon to coordinate the receiving of several pieces of artwork that were ordered from Zygote Press and personally retrieved by Ms. Shannon.

Ms. Naab worked with Midwest Tapes Processing Support Specialist Mercedez Lopez to confirm that all High Demand and Opening Day Collection accounts were displaying the correct designations on shipping labels and invoices. Some outdated account names were causing trucks of materials to be labeled incorrectly when they were unpacked in the Lake Shore Shipping Department.

Ms. Naab assisted Public Administration Library Assistant Dave Furyes in transitioning to the new notification system of patron interest for OverDrive eMedia titles which was implemented when the Recommend to Library (RTL) feature was discontinued and replaced by the Notify Me feature. Since the automatically created carts consisting of RTL titles that Mr. Furyes had been using to select titles would no longer be available, Ms. Naab assisted Mr. Furyes with setting up new carts based on the patron interest notifications and selection preferences. Mr. Furyes also learned how to utilize this data as well as new patron tagging data in the OverDrive carts to make collection selection decisions.

**Catalog:** Staff cataloged 4,312 titles, including 131 original records and 84 upgrades, created 194 Library of Congress call numbers, added 4,711 items, completed 319 bibliographic quality control transactions, and transferred 208 titles or call numbers for Cleveland Public Library. The Department also added 3,579 titles, made 226 corrections, and performed 132 transfers for CLEVNET member libraries. Librarians handled 140 email and phone requests from Library staff and 253 requests from CLEVNET.

Technical Services Librarian Erin Valentine returned to Lake Shore on May 1. Technical Services Librarian Barbara Satow met with Chief of Special Projects and Collections John Skrtic to discuss some ideas about improving access to the Library’s legacy collections.

Technical Services Librarian Celia Halkovich created original serial records for several City of Cleveland Department and
Division reports, as well as annual reports of the Detroit Shoreway Community Development Organization and the Cleveland Community Police Commission. She consolidated separate records for the reports from individual years. The Public Administration Library has been adding various City of Cleveland annual reports and having serial records makes adding new volumes much faster than creating original records for each year. Ms. Satow finalized eight original map records as part of the Embedded Cataloger Project. Ms. Valentine created original records for a Burmese tattoo book and a collection of three 19th century letters written by a Cleveland farming family.

Ms. Johnson and Ms. Valentine spoke at the CLEVNET Technical Services & Acquisitions SIG meeting on May 16. Ms. Valentine researched and explained how CLEVNET member libraries can increase the number of records to be included in the Physical Items Reports. Ms. Johnson gave an update on staffing and upcoming changes in Collection and Technical Services. Catalog Librarian Perry Huang and Ms. Satow attended the meeting.

Ms. Valentine attended a public forum about proposed terms for the Association of College & Research Libraries Rare Books and Manuscripts Section Controlled Vocabulary for Rare Materials Cataloging on May 10. Mr. Huang and Ms. Valentine attended The Northern Ohio Technical Services Librarians (NOTSL) spring general meeting Migration in Motion: Managing Expectations on May 19. Ms. Valentine took the meeting minutes and assisted with running the meeting in her role as NOTSL Secretary. Mr. Huang attended the Lunch & Learn session “The Asian Diaspora in the U.S. & Building Cultural Understanding” on May 23. He continued to attend the regular Cultural Diversity Employee Resource Group meetings.

**Collection Management:** Collection Management selected 2,087 titles and 7,455 items in May and spent slightly over $156,828 on physical materials.

Collection Management distributed the 2023 weeding list schedule to Branch Managers.

Collection and Acquisitions Manager Olivia Morales attended the Chronicle Books Fall 2023 Virtual Showcase, the Northeast Ohio Regional Library System (NEO-RLS) workshop “HR Stuff Every New Supervisor Should Know: Having a Solid Legal Foundation,” and the “Manager's Round Table, Navigating the Workplace” presented by the Human Resources Department.
**High Demand:** The High Demand Department ordered 1,275 titles and 8,575 items; received 4,773 items; added 5,937 items; and processed 347 invoices.

**Materials Processing:** The Materials Processing Technicians processed 12,061 items for the month.

**Shelf/Shipping:** The staff of the Lake Shore Shelf/Shipping Department sent 12 items to the Main Library for requests and 70 items to fill holds. The Main Library received 109 telescopes, the Branches received 165 telescopes, CLEVNET received 39 telescopes, CSU received 1 telescope, and CWRU and Tri-C each received 2 telescopes. A total of 318 telescopes were shipped out. The Technicians sent out 329 items of foreign material and in total 10,429 new items were sent to the Acquisitions and High Demand Departments.

**OUTREACH & PROGRAMMING SERVICES**

**OUTREACH**

Outreach and Programming Services (OPS) hosted a table at the City of Cleveland’s Senior Day Celebration at Public Auditorium on May 25th. Marina Marquez, Manager of The People’s University, and DiFranco Barnes, OPS Coordinator, engaged with thousands of seniors and registered twenty-one for the Cleveland Reads challenge, giving away two thousand books before noon. Twenty-one seniors registered for the Cleveland READS challenge.

Led by the Cleveland Reads Programming Committee, Renee Timberlake (United Way of Greater Cleveland), Jessica Gift, Kaniece Williams (City of Cleveland), Erica Marks, Charles Byrd, Marina Marquez, Shayla Boyce, DiFranco Barnes, Alexander Leonard and Bernadette Lemak (Cleveland Public Library), the Cleveland READS Midpoint Celebration was held on Friday, May 12th, 2023, at Public Square. Cleveland Reads distributed 2,500 toys, and 1,650 books, with almost 2,000 attendees and Cleveland Reads participants in attendance. The Cleveland Public Library Book Box was on the scene, with food trucks, balloon twisting, local community vendors, and award-winning authors Jerry Craft and Justin A. Reynolds, a Cleveland Native. Jerry Craft and Justin Reynolds presented the importance of reading and their new titles: School Trip and House Party, scheduled for a June release. Attendances received a free autographed copy of School Trip by Craft and Shot Clock by Reynolds while supplies lasted.
Cleveland READS May 2023 Metrics:
Books Read: 186,196
Minutes Read: 23,605,369;
Readers: 17,026;
Books Distributed: 186,196

YOUTH
Young Scholars’ Academy (YSA) is a kindergarten readiness program for scholars and their parent(s) or other adult family members. The lessons are based on the Ohio Department of Early Learning and Development Standards for Language and Literacy. They are engaging for scholars while providing parents with researched-based tips that support learning opportunities at home. Sessions are offered online via Zoom or in person at two CPL branches. Currently, 30 families are registered to take part from June 13th through August 12th. FamilySpace, a neighborhood hub designed specifically for families with young children, is open at Hough Campus and Carnegie West Branch during accommodating times for each community. FamilySpace is a community-driven initiative providing families with the resources to raise happy, healthy children. The goal is to create a safe and accessible space where families can play, learn, and grow together. FamilySpace is funded through a generous investment from Cuyahoga County’s Invest in Children and United Way of Greater Cleveland.

Hough FamilySpace visitors: 15
Carnegie West visitors: 24

Express Yourself Workshops, facilitated by licensed Art Therapy Studio Therapists, are available at four branch locations in the community, providing an outlet for creative expression and emotional support for youth. Art therapy, an after-school program at West Park, Hough, East 131, and Sterling Branches, allows students to express their emotions, experiences, and thoughts in a safe and non-judgmental environment. Through creating art, youth can process complex feelings, build self-esteem and resilience, and develop coping skills that students can apply daily. Express Yourself Workshops concluded at each participating location on May 26th, 2023. Workshops will resume in the fall of 2023.

ADULT
LegalWorks, a non-profit organization that provides a wide range of legal services to youth and adults in need, is available at three Cleveland Public Library branches: Mt. Pleasant, Glenville, and Fulton Branch. A fourth location, Woodland Branch, will open in August 2023, providing access to legal
services at the Cleveland Public Library Monday through Thursday. LegalWorks offers various services, including advice and counseling, community education, and advocacy. Through this program, experienced attorneys and legal professionals assist patrons with wills, record sealing, child support, driver’s license reinstatements, etc.

Legal Aid offers monthly free advice clinics and referrals at rotating Cleveland Public Library locations. Volunteer attorneys and Legal Aid staff assist patrons with money, housing, family, employment, etc. The May Legal Aid Clinic was held at the West Park Campus on Saturday, May 13th, 2023. Langston Hughes Branch will host the next clinic on Saturday, June 10th, 2023.

The Housing Court Kiosk opened its third location at the Hough Campus. Cleveland Housing Court Administrative Judge Judge W. Moná Scott and Cleveland Public Library Director Felton Thomas, alongside Trustee, staff, and patrons, opened the Hough Campus Kiosk on Monday, May 15th, 2023. Housing Court Kiosks provide access and accommodation to Clevelanders unable to travel to Downtown Cleveland. Kiosks are available at the South, Mt. Pleasant, and Hough Branches. A Housing Court Kiosk is scheduled to open at Carnegie West in June 2023. The Main Library had 63 room bookings in May; 53 in LS and u in Main. Total AV requests: 22.

MARKETING & COMMUNICATIONS

EXECUTIVE SUMMARY

The month of May was a busy one. On Friday, May 12 the Cleveland READS Super Celebration was held at Public Square. This event celebrated the (almost) midpoint of the challenge. Author Jerry Craft was joined by fellow author and close friend, Justin A. Reynolds for a discussion of about graphic novels and comic books. Attendees received autographed copies of his latest graphic novel, School Trip. A special announcement was made: we made it past 1 million minutes and we’re setting our sights even higher with an updated goal of 10 million minutes! Three talented authors joined us for livestreams to discuss their latest books for the Writers Unplugged series. In addition, we had several news interviews with staff to talk about Cleveland READS topics including summer reading, block parties, Writers Unplugged author visits, etc.
Two Neighborhood Housing Court Kiosks were opened at Mt. Pleasant and Hough Campus, expanding reach into the community so patrons can attend hearings without traveling downtown. CMSD students participated in The American Dream: Superheroes in Poetry. The May 19 event was held at Main Library as part of the Humanities Festival and focused on poetry from Langston Hughes and Julia De Burgos in collaboration with CPL Artist In Residence Dr. Raquel M. Ortiz.

The Facilities Master Plan continues to stay in the news and excite residents who are eagerly awaiting openings for the next round of branches. Plans for the June 17 ribbon cutting of the Lorain Campus are coming together and we can’t wait to welcome patrons back.

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

**Library Programs & Services**

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

**FACILITIES MASTER PLAN:** Work on reimagined branches continues. Patrons enjoy being back at the new West Park Campus, which is featured in Properties Magazine. Planning is taking place for Lorain Ribbon Cutting, scheduled for Saturday, June 17.

**MEDIA COVERAGE:**

**CLEVELAND READS:** Library staff and partners continue to promote the yearlong reading challenge on the news and at various community events across the city. Outreach and marketing segments have aired consistently across various news stations including WENTS 5, 19News, and Fox 8, as well as radio ads on Radio One.

This month, our Super Celebration midpoint event took place at Public Square on Friday, May 12. Mayor Bibb spoke to the crowd, as well as authors Jerry Craft and Justin A. Reynolds, Other highlights included a set from 8-year-old Cleveland READS ambassador DJ Lily Jade, free book and toy giveaways, food trucks, and more. We had several news crews onsite.
MEDIA COVERAGE:


WRITERS UNPLUGGED: During the month of May, 3 Writers Unplugged conversations were held. The author discussion series is a companion program to Cleveland READS. Authors were Mary Kubica (May 3), Kimberly Belle (May 18), Liv Constantine (May 31). Listen to conversations here: [https://clevelandreads.com/events/writers-unplugged/](https://clevelandreads.com/events/writers-unplugged/)


ARTIST IN RESIDENCE, DR. RAQUEL M. ORTIZ: Dr. Raquel M. Ortiz joined Erica Marks on WKYC to discuss her collaboration with the Library, which includes art and cultural programs to connect with Clevelanders and bring Diversity, Equity, and Inclusion into the Library. Upcoming programming with Ortiz including, youth poetry reading, The American Dream: Superheroes in Poetry (Friday, May 19) and Family Bombazo which will be an activity at each of the Cleveland READS block parties throughout the summer.

MEDIA COVERAGE: [https://www.wkyc.com/video/entertainment/television/programs/we-the-people/creating-cultural-experiences-for-library-visitors/95-554d3564-d13b-44f7-ae3b-1bf2095d52c3](https://www.wkyc.com/video/entertainment/television/programs/we-the-people/creating-cultural-experiences-for-library-visitors/95-554d3564-d13b-44f7-ae3b-1bf2095d52c3)

20 YEARS OF DIGITAL BOOK LENDING: The OverDrive app was sunset and will be replaced by the Libby app, which will provide all of the same function plus more. This year marks 20 years of digital lending, which was Cleveland Public Library was the very first public library to offer.

[https://librarytechnology.org/pr/28780](https://librarytechnology.org/pr/28780)
FOUNDATION BOARD MEMBER: Dr. Paul Putnam of the Cleveland Public Library Foundation Board of Trustees was announced as the new President and CEO of the Tree Research and Education Endowment Fund. He will begin in July.

MEDIA COVERAGE:
https://www.the-daily-record.com/story/business/2023/05/22/western-reserve-group-make-personnel-changes/70244037007/

NEWS 5 TV SPOTS: As part of a paid campaign, the library had short interviews that were aired on News 5. Topics focused on Cleveland READS and included: books made into movies, summer reading/activities, and seed library.

MEDIA COVERAGE:
https://www.news5cleveland.com/cpl

PUBLIC RELATIONS OVERVIEW
Cleveland Public Library garnered 472 mentions for the month of May reaching more than 46 million via national and local TV news, radio, and online and print.

SOCIAL MEDIA SUMMARY
Broadcasts: Marketing continues to explore streaming opportunities, conversations, and content that promote learning and timely topics. Popular examples include:
- Book Drops (recommended reading by CPL)
- Board Meeting: The board meeting was recorded and livestreamed on Facebook for public to view
- Page Count: Podcast series belonging to Ohio Center for the Book
• **Writers Unplugged:** Authors in conversation: Mary Kubica, Kimberly Belle, Liv Constantine

Other digital content included storytime videos, footage for news spots, livestream for Writers Unplugged, Board Meeting, and the Book Drops series, photography and videography at the Cleveland READS Super Celebration at Public Square, interviews and photoshoots for Cleveland READS promotional, etc. Throwback posts documenting CPL’s rich history continue to be popular. Other content that performed well included announcement of author visit with George M. Johnson in honor of Pride Month, opening of Housing Court kiosk at Hough and Mt. Pleasant, and pictures from the Cleveland READS midpoint event at Public Square.

**Most Popular Posts by Platform:**
Most Popular Posts (cont’d):

PROPERTY MANAGEMENT

Carpenters/Painters

- LSW- dismantled large art display in the Eastman Reading Garden.
- Assembled 22 new step stools and delivered to branches.
- Moved the Wade Oval Book Box to Rust Belt fabricators for improvements.
- Fulton- pruned overgrown tree that hung over in neighbor’s backyard.
- Delivered book box to Eastman branch.

Maintenance Mechanics

- Ionization completed at Sterling branch.
- Damper motors replacement on air handler units in branches.
- Filter and belt PM’s continued in air handlers in branches.
- Started installation of new air handler and condensing unit for meeting room at Fleet branch.
- LED lamp conversion continues in Main.
- Installed temporary power for refrigerated trailer at Lakeshore for Brett Hall art installation.
- Replacement of chiller compressor started at M.L.K branch.
- Pneumatic controls air compressor at M.L.K branch rebuild completed.
- Eastman Reading Garden fountain placed into operation.
- Eastman Reading Garden irrigation repairs are continuing.
- Lorain branch air handling unit blower replaced.

SAFETY & PROTECTIVE SERVICES

Safety Services
5-1-23: Westpark Car into a fence (23-0406).
5-1-23: E 131 First responders notified re shots fired ¼ mile away. Branch conducted controlled entry until LE arrived in area (23-0408).
5-3-23: LSW-EMS to LSW re patron with medical emergency. Transported to Lutheran for further evaluation.
5-5-23: Downtown photo shoots by patrons between 2p-545p, 16 people.
5-17-23: CPD to LSW re Crisis intervention
5-19-23: Main 44 people for photo shoot’s
5-19-23: Hough-students from Martin DePorre’s
5-19-23: Rice damages to the windows; Glass doctor on scene
5-19-23: 911 called LSW for patron with mental health crisis; patron refused emergency services and left on their own.
5-21-23: Union-EMS/CPD enroute to investigate alleged runaway.
5-23-23: LSW-patron with Medical Emergency; EMS to UH
5-24-23: LSW-Special delivery prior to opening from Shelving contractor.
5-26-23: CFD to Addison to assist with a lockout.
5-30-23: Mt. Pleasant 911 called for fight inside branch; normal operations resumed as combatants left property.
5-30-23: Union 911 called for patron experiencing a mental health crisis.
5-31-23: Lakeshore-CFD called due to potential smell of smoke (no cause determined by CFD).
## Protective Services

### Activity

<table>
<thead>
<tr>
<th>Month</th>
<th>Total Dispatch Activity</th>
<th>Total Alarms</th>
<th>Branch Incidents</th>
<th>Downtown Campus Incidents</th>
<th>Incident Reports Gen.</th>
<th>CPL access activities</th>
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<td>May 2023</td>
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</table>

Special Attention, Special Events, and Significant Incidents

- 5-6-23: School Choice Fair LSW-2
- 5-9-23: WEWS Media event at Mt. Pleasant
- 5-10-23: Josh Cribbs at West Park
- 5-12-23: Volunteer with Cleveland Reads mid-point event
- 5-12-23: WEWS at Collinwood 230p
- 5-13-23: West Park legal aid clinic
- 5-16-23: Media at Main for Cleveland Reads
- 5-20-23: Cleveland Asian Fest
- 5-20 & 21-23: Cleveland Marathon-road closures impacting downtown
- 5-20-23: Main mainSpecial Emergency Close due to Cleveland Marathon
- 5-23-23: MyCom at Lakeshore

Protective and Fire Systems

- 5-2-23: SA Communale to Lakeshore ¼ fire pump test
- 5-2-23: Kone elevator scheduled to work on LSW elevators
- 5-24-23: SA Communale @ Lorain

Administration

- 5-2-23: Met with FMP transition team
- 5-3-23: Met with Cleveland Reads steering committee.
- 5-3-23: Attend PS managers meeting
- 5-3-23: Met with Staff at Glenville regarding patron with chronic behavioral issues.
5-4-23: Met with staff at MLK regarding patron with chronic issues
5-22-23: Hyundai steering locks arrived and to be distributed first come first serve.
5-31-23: Conference with Fulton manager regarding staff safety.
5-31-23: Conference with CPL HR regarding staff accommodation.

* CPL Access Activities: On May 9th, the S@ system was upgraded and all names (1396) in the system active or retired since 2013 received upgrade.

INFORMATION TECHNOLOGY & CLEVNET

To Board of Trustees, Cleveland Public Library

- Jamie Mason attended mandatory training on Harassment Prevention at LSW on Monday, May 1, 2023

- Jamie Mason, Andy Busch, and Jesse Scaggs attended virtual planning meetings with Logicalis on May 2, 3, 4, 9, 10, 16, 17, 23, 24, 30, and 31 to plan the Microsoft Office365 Tenant Migration. Andover Public Library is set to transition to their new Tenant on June 5, 2023.

- CLEVNET Circulation SIG (Special Interest Group) met via MS Teams on May 10, 2023. Jim Benson and Megan Trifiletti answered questions from the group.

- CLEVNET Technical Services & Acquisitions SIG met via MS Teams on May 16, 2023. Jim Benson and Megan Trifiletti prepared and presented a presentation for the group on 9XX and EDI ordering. They also answered questions from the group.

- Jamie Mason and John Malcolm met in person at the West Park Campus to discuss a plan to remedy CPL-IT related problems currently in CLEVNET’s queue, future CPL projects, and timelines for transitioning various tasks from CLEVNET to CPL-IT.
Team Activities:

SOFTWARE

- CLEVNET Library Systems and Applications staff continued to monitor the issue of electronic resources temporarily disappearing from the Online Public Catalog (“Enterprise”) on occasion. They are continuing to work with SirsiDynix Support for solutions.
  - The test server was successfully upgraded from version 5.1.1 to 5.2.1.2. After testing in the new test server environment is completed, we will upgrade the production Enterprise server.

- Jamie Mason and CLEVNET Library Systems and Applications staff met with representatives from SirsiDynix on May 18 and 25. Future enhancements to Enterprise were discussed.

SOLUTIONS

- Andy Busch has been promoted to Lead Solutions Architect as of June 5, 2023. He succeeds Brian Leszcz, who left the role in April. We have posted for a Solutions Architect position and actively interviewing candidates.

- Continued meeting with Logicalis to identify issues and plan for Office365 tenant migration.

- Jesse Scaggs created diagram of storage area network design and server enclosures at SOCC (State of Ohio Computer Center)

- Jesse Scaggs performed cleanup and reorganization of H15 server enclosure/rack at SOCC

- Jesse Scaggs created documentation outlining procedures for accessing the SOCC and utilizing the available services

- Andy Busch updated PaperCut system software and adjust some BYOD (Bring Your Own Device) options

- Andy Updatee Automate system software and configurations and remove defunct devices.
• Continued working on transitioning away from LastPass to Bitwarden. Bitwarden is a secure password generator and storage utility. LastPass is now no longer in use or supported by CLEVNET staff.

HARDWARE
• Rearranged and deployed PCs at Milan-Berlin Public Library, along with upgrading their hard drives.
• Assisted Euclid Public Library, with the planning of moving some servers to the SOCC.
• Repaired a CPL-wide Cassie outage due to the host server being out of drive space.
• Assisted Euclid Public Library in uninstalling and reinstalling Cortex on multiple notebooks that were offline for an extended period.
• Configured a new notebook onsite for Shaker Heights Public Library.
• Created and implemented two new Virtual appliances in Umbrella (OpenDNS) for Perry Public Library to update their filtering method and made the required changes in Automatic IP Addressing.
• Newton Falls Public Library staff PC deployment.

NETWORK
• Installed network equipment at CPL Lorain Campus.
• Installed two access points at CPL South Campus.
• Installed eight access points at Elyria Central Branch.
• Upgraded network switch at Huron Public Library.

Executive Panel Updates:
• Panel met May 8 and 22. Panel’s primary business this month was updating the Operating Procedures to reflect the proposed new structure of the Chief of CLEVNET as well as
the Senior Director of CLEVNET and the new titles of those positions.