

DIRECTOR'S REPORT

June 19, 2018

FIGHTING COMMUNITY DEFICITS

On Saturday, May 12th the Woodland branch hosted Legal Aid @ the Library. Nine attorney's from the Stephen Wolf, LLC; Gallagher Sharp; SSSB; John Carroll; Solomon Steiner & Peck; American Greetings Corp; Gross & Hahn LLC; Kelleher & Liscynesky; Tarolli Sundheim Covell & Tummino LL volunteered their time in support of this program. Two law student clerks from Case Western Reserve University also participated. Twenty-four families registered for legal assistance.

FORMING COMMUNITIES OF LEARNING

Early registration for the library's summer reading program, The Summer Lit League, began during the month of May with a total of 3,500 families and children registering to participate.

Letters About Literature

The Ohio Center for the Book hosted the 2018 Ohio Letters About Literature Competition on May 12th. A total of 3,110 students, 4th through 12th grades submitted entries to the 2017/2018 contest.

Free Comic Book Day

Literature Department Library Assistant Michael Haverman planned Cleveland Public Library's 2018 Free Comic Book Day program with assistance from Library Assistant Nick Durda. Together they selected 16 different comic books and ordered 1,200 copies to be distributed at Main Library and seven CPL branches on May 5th.

Center for Local and Global History Librarian Terry Metter gave a tour of Main Library and the Louis Stokes Wing to six employees and one intern from Ohio Savings Bank on May 14th. Youth Services staff hosted tours and a puppet show for over 300 students from various schools & groups, including: Miles School, Salvation Army (Ohio City), Old Brooklyn Elementary, Smarty Pants, St Adalbert Catholic School, Miles Park, Heritage Christian School, and Assumption Academy - Broadview Heights

Art Therapy Studio and Cleveland Public Library collaborated on a program to serve youth with free art therapy sessions in four

different branches from January to May of 2018. In just five months, Art Therapy Studio has been able to provide services to over 420 individuals, with 765 client contacts in 166 art therapy sessions.

Club Create concluded at the end of May. Overall, Lake Erie Ink served over 140 students between March and May. The participants were engaged in literacy enrichment and creative expression, and the program allowed for positive interactions with instructors and other youth. Lake Erie Ink will host a creative writing camp in June and will conclude afterward until fall 2018.

The CSU Math Corp program piloted at Union Branch concluded in the month of May. Math Corp began on March 6th and continued through the month of May. Average attendance was 6.5 students per class, with a high of 12. Ages ranged from 5th - 8th grade. Grade-level pre-test scores indicated a need for math instruction; the highest score achieved was only 30%.

Exhibits and Displays

Before & After

Library Assistant Adam Jaenke presented *Before and After: Storied Structures of Cleveland's Past*, held in the Photograph Department on May 19th. The program consisted of a display and slideshow presentation of buildings and neighborhoods in Cleveland which no longer exists.

Research that's Possible Only at Main Library

- Staff located articles for a patron from South Carolina regarding a jail-break and subsequent police chase. Staff found a large report on the incident in the Plain Dealer Historical database.
- Staff assisted a genealogist & local historian with obtaining images for over twenty subjects related to the Glenville neighborhood from 1910 to 1940 and the Jewish experience in Cleveland.
- Staff assisted an Environmental Compliance Specialist with the Ohio EPA, in locating and obtaining historic images of air pollution, pollution hearings, and environmental activism, for a mobile exhibit for the City of Cleveland.
- Staff assisted a Senior Assistant City Planner with the City of Cleveland, with obtaining historic images of the Auditorium Garage/Lincoln Building, to aid in determining the building's original exterior design elements.

- An out of state researcher sought information about President James A. Garfield's funeral procession. Using the Plain Dealer Historical database, staff found a detailed article about the funeral services and the 6 mile long procession from Public Square to Lake View Cemetery.
- Staff assisted a patron find images of the Port of Cleveland for her marketing company.
- Staff helped two patrons visiting from the United Kingdom find the burial place of an ancestor in Cleveland. In addition to finding the gravesite using Family Search, staff helped the patrons find a convenient public transit route from their lodging to the cemetery.
- Staff found historical Cleveland mayoral election results using local newspapers on microfilm for a researcher from Columbia University.
- Staff assisted a patron with a request about a building in Cleveland that has been turned into artists' studios on East 38th Street. Using the Library's Oviatt Index on Ohio Architecture staff identified the building as the German Baptist Publication Society building in 1904.
- Staff assisted a patron looking for research on Hans Bush, artist from Cleveland. The art vertical file had several newspaper articles.
- Staff assisted a patron with a request about Cleveland artist Alfred James Wands who exhibited in the May Show at CMA in the 1920s. Information found in art clipping file.
- Staff assisted two different patrons who were researching Gordon Park and the Fine Arts Garden in Wade Park.
- Staff assisted a professor visiting from Sydney, Australia visited PAL on May 2nd to research the Municipal Stadium and Public Auditorium.
- Art librarians from the Cleveland Museum of Art inquired about identifying works of art of the Cleveland WPA region. They were referred to text called *Federal Art in Cleveland 1933-34* and *Covering History: Revisiting Federal Art in Cleveland 1933-34*
- Patrons requested scans of the following: chess players from the collection Emanuel Lasker, Wilhelm Steiner; blueprint scan from the Howell & Thomas architectural collection
- Out of town visitors asked about the Herrick family in Cleveland who were historians, teachers, & writers. Staff found information in the art vertical file, PD Historical, and several reference books about Cleveland.

- Two patrons examined 13 volumes of manuals for *The care and operation of Winton-Diesel engines* from the 1930s. According to WorldCat, Cleveland Public Library is the only library in the world to own the majority of these manuals.
- Staff assisted researchers at a major Cleveland law firm by providing them with requested legislative histories relating to the National Labor Relations Act.
- Staff assisted a patron with information about the source of the Martin Stone Jackie Robinson file held in Social Sciences and also digitized on the Digital Gallery.
- A patron was helped with accessing the Cleveland Foundation *Educational Group Plan* from the 1920s that led to the development of the University Circle area.
- A researcher visited the Literature Department to use the extensive Playhouse Square Clipping file.

Strategic Plan

Our Mission:

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

Our Strategic Priorities:

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

CLEVNET

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

GRANTS & DEVELOPMENT

The Cleveland Foundation

- o Submitted progress report on the Learning Centers grant.
- o Submitted final report for the MLK Branch design competition.

Best Buy Teen Tech Center

- o Moving forward with ordering equipment and furniture
- o Attending bi-weekly update calls
- o Processed in-kind donations
- o Created invite list for Grand Opening

CPL150

- o Goal setting
- o Refining and segmenting list of prospects
- o Revisions of sponsorship packet

Early Literacy Training Initiative

- o Submitted written quarterly progress report including staff survey results from OSU

Letters of Support

- o For CMSD History is Alive project
- o To Family Connections for human services award
- o To CSU for oral history project

PUBLIC SERVICES

Outreach & Programming Services

SUMMARY

In the month of May the Library hosted approximately 193 programs ranging from the arts instruction to poetry workshops. The Library offered 111 preschool story times to children throughout the city in addition to food service at all 28 locations. Education services such as GED and ESOL classes, after-school tutoring, and ACT preparation classes were held at 14 branch locations and Main Library.

EARLY CHILDHOOD

Kindergarten Clubs started at three of the five locations at the end of May. Sandra Nosse, Family Engagement Specialist and LaKeesha Tolliver, a parent educator referred by Family Connections, engaged with 13 families at the three programs that were held at the end of May.

The On the Road to Reading (OTRR) program ended their Spring session with the adopt a book program. The adopt a book program was used at some centers as a parent engagement activity. The OTRR staff took the opportunity to set up the table of giveaway

books and as children exited with their parents they were allowed to select their books for adoption, giving staff time to talk with the parents about early literacy activities and upcoming library events like kindergarten clubs

YOUTH

Early registration for the library's summer reading program, The Summer Lit League, began during the month of May with a total of 3,500 families and children registering to participate.

College Now's Impact216, an ACT/SAT prep program continued to meet Monday - Friday during the month of May in the Learning Commons of the Louis Stokes wing. The spring session of Impact216 is scheduled to conclude early June and will resume in September or October 2018.

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Adult

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Meeting Rooms

During the month of May the total number of requests for Louis Stokes Wing, Learning Commons was 192 with an estimated total attendance of 2,915. Lake Shore Facility meeting rooms were requested 29 times. Branch reservations totaled 730 with an estimated total attendance of 2,382. And 68 requests were submitted by CPL staff for programming supplies and AV equipment.

Letters About Literature

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Cleveland Public Poetry

Literature Department Librarian Evone Jeffries hosted an Open Mic Monday poetry reading on May 14th; guests were in attendance to read their original and favorite works of poetry. Ms. Jeffries also hosted a Reading is Aloud discussion of the 2015 Anisfield-Wolf Book Award winning poetry collection by Marilyn Chin. This program encourages patrons and guests to read together and share the joys of performing works for each other.

52 Great Reads - National Book Festival

Manager of the Literature Department and the Ohio Center for the Book Amy Dawson announced the 2018 selection for 52 Great Reads title at the National Book Festival, *The Seventh Most Important Thing* by Shelley Pearsall.

National Bike Month

Fine Arts Library Assistant Mark Fox Morgan hosted an Art Lab program on May 16th in the Youth Services Department recognizing National Bike Month. The activity involved making paper cutouts, coloring sheets and drawing different types of bikes.

Before & After

Library Assistant Adam Jaenke presented *Before and After: Storied Structures of Cleveland's Past*, held in the Photograph Department on May 19th. The program consisted of a display and

slideshow presentation of buildings and neighborhoods in Cleveland which no longer exists.

Learning Paths

The *Learning Paths: Digital Photography Opening Reception* was held on May 22nd in the Cleveland Digital Public Library. In conjunction with TechCentral and CDPL, Library Assistant Adam Jaenke instructed students in photographic techniques, Instagram, and online sharing. The exhibition is the culmination of the students' work over the course of the past few months.

GED Aspire

Business, Economics & Labor Librarian Susan Mullee facilitated a Kahoot GED online learning game for the GED students consisting of GED Vocabulary and GED Grammar practice questions.

Music at Main

Classical guitarist Peter Fletcher performed on May 5th to a audience of 28 library patrons and visitors.

International Languages Programming

International Literature Department Librarian Victoria Kabo hosted two Russian language programs at Memorial-Nottingham Branch which attracted 39 attendees.

Knitting at PAL

PAL Library Assistant Monica Musser and Popular Library Manager Sarah Flinn hosted knitting meetings on May 9th and 23rd. at the Public Administration Library.

Main Library Book Clubs

General Research Collections Manager Donald Boozer guest hosted the Broad, Books, and Beer Book Discussion with assistance from Business, Economics & Labor Senior Librarian Sandy Witmer at Masthead Brewing Company on May 9th. *Lioness: Golda Meir and the Nation of Israel* by Francine Klagsbrun was the subject.

The Brown Bag Book and a Movie Club hosted by History Librarian Terry Metter discussed *Charlie Wilson's War* by George Crile, III. After the discussion the film based on the book was screened for additional discussion.

Social Sciences Librarian Helena Travka hosted the Non-Fiction Book Club on *Queen of Katwe* by Tim Crothers on May 10th.

General Research Collections Manager Don Boozer and Science and Technology Library Assistant Peter London hosted the Books on

Tap book discussion at Masthead Brewing Company on May 22nd. Attendees discussed *The Fortune Cookie Chronicles: Adventures in the World of Chinese Food* by Jennifer Lee.

Literature Library Assistant Michael Haverman hosted the Award-Winning Book Club on May 14th. The group discussed the novel *Sing, Unburied, Sing* by Jesmyn Ward.

Get Graphic! With Ohio Center for the Book

Library Assistant Nick Durda hosted the bi-weekly book club, Get Graphic! on May 3rd and 17th. The books discussed were *Paper Girls* by Brian K. Vaughan and *Descender* by Jeff Lemire.

Main Library Tours and School Visits

Staff from several departments across Main Library hosted 82 students and faculty from Bard Early College for day of research and touring the library. General Research Collections Manager Don Boozer, Center for Local and Global History Manager Olivia Hoge, and Government Documents Supervisor Sarah Dobransky presented on web searching, research databases, and using the catalog while staff from other Main Library Departments led tours of Main Library.

Center for Local and Global History Librarian Terry Metter gave a tour of Main Library and the Louis Stokes Wing to six employees and one intern from Ohio Savings Bank on May 14th. Youth Services staff hosted tours and a puppet show for over 300 students from various schools & groups, including: Miles School, Salvation Army (Ohio City), Old Brooklyn Elementary, Smarty Pants, St Adalbert Catholic School, Miles Park, Heritage Christian School, and Assumption Academy - Broadview Heights.

Throughout the month of May, staff across Main Library also led tours Cleveland State University students, a group of senior citizens interested in the Main Library architecture, and attendees from the Director's Strategic Planning Advisory Board.

Main Library Outreach

Center for Local and Global History Map Librarian Tom Edwards held a genealogy related mapping workshop for the Geauga County Genealogical Society at the Chardon Library on May 8th.

Government Documents Supervisor Sarah Dobransky visited Akron Digital Academy to show 6th, 7th, and 8th graders how to do reliable research for assignments and how to use government websites to find information on historic figures on May 14th.

Youth Services Senior Subject Department Librarian Lan Gao and Children's Librarians Eric Hanshaw and Julie Gabb presented train storytimes to families on the Cuyahoga Valley Scenic Railroads "Read Aboard" program on May 8th and May 15th.

Science & Technology Senior Librarian Jim Bettinger spoke at Cleveland Marshall College of Law on May 22nd. He spoke to 11 attendees of a class session of *LAW 752 Representing the Musical Artist* by invitation of Grammy®-award-winning professor Dr. Angelin Chang. Mr. Bettinger's topic was *Intellectual Property and the Musical Artist*.

Youth Services Manager Annisha Jeffries attended the quarterly meeting of the Museum Education Advisory Counsel of the Federal Reserve Bank of Cleveland on May 23rd.

Tech Central Administrator CJ Lynce, Government Documents Supervisor Sarah Dobransky, and Science & Technology Senior Librarian Jim Bettinger co-hosted an *Inventors & Makers Resources Fair* at think[box] at Case Western Reserve University on May 24th.

During the month of May, International Languages Department staff filled Long Loan requests for eight CPL/CLEVNET agencies. A total of 4,375 items were selected, processed and shipped to fill outstanding requests.

Social Sciences Library Assistant Pete Elwell coordinated a Sports Icon Interview of Mike Moran with Dan Coughlin.

General Research Collections Manager Don Boozer assisted Public Administration Library Librarian Elaine Herroon in hosting a table at the 29th Annual Senior Day at Cleveland Public Auditorium. Almost 2,000 people attended the event on May 24th.

Public Administration Library Assistant David Furies held a book discussion with author J.J. Winston in collaboration with the Cleveland Law Library Association on May 4th. The book was Winston's *The Anniversary*. Thirty-five attendees participated.

Youth Services Children's Librarian Eric Hanshaw hosted the People's University Express Book Bike at the Thurgood Marshall Recreation Center on May 26th in partnership with Councilman of Ward 7 Basheer Jones.

Special Collections

Several items from the *Ohio Communist Ephemera* collection will be on loan to Zygote Press to exhibit as part of the FRONT Triennial. The loan will be from June through September 2018.

Evicted: Poverty and Profit in the American City

Literature Department Manager Amy Dawson led a *Community Discussion Around Eviction and Housing Insecurity* on May 24th at Cogswell Hall. The program, using *Evicted: Poverty and Profit in the American City* by Matthew Desmond, was conducted in partnership with the OPS Department, Walz Branch Manager Kathleen Leftkowitz, and Detroit Shoreway CDO.

Main Library Displays

Center for Local and Global History staff members hosted book displays representing the departments' book clubs and utilized materials from Special Collections for an exhibit on Cleveland newspapers.

Collection Development

Center for Local and Global History Library Assistant Adam Jaenke scanned 124 Cleveland Picture Collection photos in full RGB color for the Digital Gallery. He also digitally retouched 56 images from the poster collection to be uploaded to CONTENTdm.

Literature Library Assistant Nick Durda completed condition reports and re-boxed over thirty items from the *Mike Curtis Collection of Superman Memorabilia* during the month of May. These items were used in the exhibit, *Superman: From Cleveland to Krypton* which closed on March 31st.

Fine Arts & Special Collections Manager Pam Eyerdam met with the Schweinfurth Committee on May 11th. The Committee approved various architectural trade catalogs and 3 classical books dated from the 18th and early 20th centuries.

Books chosen for the *2018 Anisfield Wolf and Sugarman Awards* were ordered for Special Collections. These titles will be signed by the authors at the events in fall.

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Staff Development

Center for Local and Global History Manager Olivia Hoge attended the Civic Switchboard workshop on May 8th and the National Neighborhood Indicator Partnership meeting May 9th to 11th in Atlanta, GA.

Social Sciences Librarian Helena Travka, Lending Clerk Lanecia Smith, and Popular Librarian Judy Daniels attended a NEO-RLS Critical Conversations Workshop on the topic of *Tolerance is Not Enough: Libraries Respond to Hate*.

Business, Economics & Labor Librarian Susan Mullee attended a ReferenceUSA® *Job Seeking and Career Search Strategies* webinar in order to better assist patrons in job searching questions.

Government Documents Supervisor Sarah Dobransky attended the spring Ohio GODORT (Government Documents Round Table) meeting in Columbus, Ohio. At the May 4th meeting, Ms. Dobransky was named president for the upcoming year.

Lending Manager Stephen Wohl attended the CLEVNET Circulation Special Interest Group (SIG) meeting held at the Willowick Public Library on May 17th.

Government Documents Supervisor Sarah Dobransky attended an event sponsored by Google at the Cuyahoga Community College Hospitality suite.

General Research Collections Manager Don Boozer hosted a meeting of the CPL Wikipedian Support Group on May 17th.

The Book Ends programs were facilitated by Lending Assistant Supervisors Reginald Rudolph on May 10th, 17th, and Tracy Isaac on May 31st.

DISTRICT ONE

Eastman - Branch Manager Ken Knape attended a Westown Community Development Corporation meeting at Cafe Roma on May 7th. The committee was given a presentation of Variety Theatre District Parking Lot Development. The lot will be directly across the street from the Variety Theater. Children's Librarian Cassandra Feliciano and Library Assistant Nancy Smith are busy signing up students for the Summer Lit League.

Lorain - During the Month of May, Youth Services staff area schools to conduct story times and promote the Summer Lit League. Youth staff presented Cinco de Mayo, Teacher Appreciation, Mother's Day, Get Your Game On, Karaoke, Ladybug, Jazz Day, and Table Top Game Mania programs throughout the month. Branch Manager Crystal Tancak attended the Safe, Warm, and Dry debrief as well as the Book Ends: Mental Health Awareness Pilot.

Rockport - On Tuesdays in May, families (a cohort of ~25 people) have participated in a PBS KIDS Scratch Jr. Coding series lead by our partners at Ideastream. On Saturdays, we've had a full TechCentral Microsoft Word class (6 people). We hosted Free Comic Book Day on May 5th, celebrating with free comics and cake for 19 patrons. We also held Superhero Family Feud for 12 patrons on May 16th. Rockport held two informational programs to promote the upcoming Best Buy Teen Tech Center, making origami flowers on May 10th and creating buttons on May 17th.

Walz - To encourage kids to sign up for the Summer Lit League— Ms. Jeannie and Curious George visited two schools and one additional school came to the branch. Curious George then

appeared at the kick-off party that included cake, video games, and a balloon twister and everyone signing up was able to pick out a free-book. More than 60 kids signed up on that night alone. Major shout out to staff Jean Marie Guilty, James Talley, Andrew Glebe, Diana Fayol and Near West Kiwanis for staffing the event. It was the inaugural event for our teen room—which was a hit. Our Mobile Pantry is a huge hit—with numerous phone calls confirming date and time throughout the month; also a line at opening long before the truck arrives. We are serving over 6,000 pounds of produce to over 120 families who speak a variety of languages.

West Park - The branch participated in the Annual Hooley Festival in Kamm's Corners, signing kids up for the Summer Lit League and advertising CPL resources and programs. Our CPL Foundation ongoing branch book sale has proven to be very popular in the neighborhood and yielding a sizable income

DISTRICT TWO

Brooklyn - On May 9th, the Brooklyn branch hosted a Snap Circuit Maker Lab attended by 10 children. Thirty-two people attended a presentation on May 22nd, by Adam Harzvi of Music Lens on the double bass. Children's librarian Laura McShane had a Summer Reading Club presentation at CMSD Denison staff meeting on May 21st. Staff members attended the opening of the Julia De Burgo Cultural Center on Archwood on May 17th.

Carnegie West - Carnegie West held an early Summer Lit League kick off and summer reading club activities due to the branch closure expected the first week of June. The SLL kickoff resulted in a two day kick off with four classrooms from Orchard S.T.E.M. School "visiting" the country of Japan through origami and learning about Lit League, which was Carnegie West's biggest kick off in years. Mean Green Math Machine concluded with ballistic math in the park with children adjusting angle and power on three medium rocket launchers, and one super rocket launch, then measuring the distance fired in order to hit their targets.

Fulton - The top highlights of May were free comic book day, the NEOMed health screening (over 45 people) Wakanda forever craft (participants made neck collars and jeweled crowns), and May primaries (over a 100 hundred voters). The E.S.O.L. classes continue to thrive; there are 4 classes with an average of around 20 people. Due to the strong E.S.O.L. participation, ASPIRE has started a Citizenship class on Mondays. The branch's Saturday yoga meditation class continues to be steadily

attended, and has started a Thursday evening class. The students from Sewing 101 class are meeting once a month to share sewing ideas. The tutoring has a steady group of children that show up for tutoring help.

Jefferson - During the closure of the Jefferson Branch for the Safe, Warm, and Dry repairs, Youth Staff continued their neighborhood outreach activities: they attended the Tremont Montessori School's STEAM Family Arts Night, NEO Preparatory School, Tremont Montessori, and Merrick House to promote Summer Lit League. Wee Read and Play Storytime attendance remains strong at its temporary location at Merrick House. Steve Capuozzo - Assistant Manager, participated in the Peer to Peer University mini-conference in Kansas City, Missouri. Jaime Declet Branch Manager and Mr. Capuozzo have been attending weekly meetings as part of the taskforce working with the Jefferson Incubator. The Jefferson Branch reopening has been postponed due to delays in the repairs. Mr. Declet spoke at the Tremont West Development Corporation annual Membership meeting giving an update on the South and Jefferson projects.

South - During the month of May the South Branch staff hosted the Music Lens, in which musicians performed for the Kid's Café participants in order to promote their summer program. The branch held the first Fandom Friday by watching episodes of Star Wars Clone Wars. The South Branch partnered up with the Walz Branch to rent a Curious George costume to be used in promoting the Summer Lit League this summer. Mr. Declet was invited to attend the Open House for Julia de Burgos new facilities; this new facility will allow them to grow their services and partner with the branch.

South Brooklyn - For the month of May, numerous organizations utilized the meeting room for study space, nonprofit meetings, Ward 13 Democratic Club, MetroHealth free health screening, and Art Therapy sessions. The South Brooklyn Coffee Cart, in partnership with Recovery Resources served coffee M-F from 10AM-1PM, and held its Grand Opening with music, balloons and raffle. William Cullen Bryant Pre-K visited the branch for story time, a tour, library card sign-ups, and Summer Lit League information. Variety of staff put up displays: the adult side had baseball books (in partnership with Social Science Dept.), April showers/May flowers; the children side had Star Wars, animals, and Spring/Summer. Clerk Hudson promoted healthy lifestyle with encouraging staff to bring items in for smoothies.

DISTRICT THREE

Garden Valley - The following outreach initiatives were conducted during the month of May. Mrs. Estrella and Ms. Csia attended a meeting at the Anton Grdina School to discuss upcoming branch program. Ms. Csia highlighted the upcoming Summer Lit league, Robotics Camp, and Cleveland Foodbank Summer Lunches. Ms. Csia participated in True2U Culminating Event. During autumn through spring, Ms. Csia participated in the True2U Mentoring Program. Also, Mr. Burks conducted story time outreach at the Rainbow Terrace Daycare.

Hough - Hough has been focused on community outreach this month. Staff has been to various community events and places to sign up children for the Summer Lit League. Hough Reads is a yearlong initiative the community is supporting and the library participated in two local events to sign up large groups of children for the Summer Lit League at Fatima Family Center and Thurgood Marshall Recreation Center. Also, upcoming is the Kindergarten Club being hosted at the branch this summer and both youth services staff has visited many local schools and daycares to garner interest and sign up for the upcoming club. In addition, other monthly programming has continued as usual with activities that include story times, computer classes, art therapy, and branch craft and learning activities.

Martin Luther King Jr. - For the month of May, MLK hosted the Design Competition Finals for the upcoming new MLK building. Patrons were able to view the proposed designs by the three finalists. Firms offered presentations, followed by a Q&A session. Lake Erie Ink finished up the year with students and their writing projects. Outreach continued throughout the community with visits to PNC, Juvenile Justice Center and Fenway Manor to replenish their deposit collection; as well as to area daycares and schools for story time and distribution of literature concerning summer activities. Meghan from the domestic violence center visited the branch and held a lively discussion with teen patrons on dating violence.

Sterling - Sterling started "Make the Most of Your World" Summer Lit League programming early this year with Suminagashi - the ancient art of Japanese paper marbling. The Morgan Paper Conservatory presented a workshop featuring this 12th century style of paper marbling to students ages 5 - 14. The Art Therapy Studio "Express Yourself" series ended this month.

Woodland - The Woodland Branch is currently attending numerous outreach opportunities during the month of May 2018! Mrs. Estrella and Ms. Drake El attended the Financial Education Meeting Discussion; the discussion was facilitated by The Cleveland Central Promise Neighborhood Organization, who is currently working on an initiative to provide neighborhood children, teens and guardians with financial literacy events/workshops throughout the Central Neighborhood. Mrs. Estrella, Ms. Johnson, Ms. Sherri Jones, and Ms. Drake El also met with the King Kennedy Daycare Center administrators to discuss and set a schedule of services. Services include Read to the Beat through OPS, and Storytime Outreach for children beginning in July.

DISTRICT FOUR

East 131st Street - For the month of May, TechCentral came to E. 131st St to do various activities (i.e. Dog Tags, Tinkercard Basics, Laser Cut Puzzle Workshop, & Button Making). Through a partnership with Sharp Shooters, youth were able to participate in a Photography class every Thursday afternoon.

Fleet - May has been a very active month at Fleet Branch. Pasha Moncrief-Robinson spoke about the joys of librarianship at Career Day to students at Mound STEM School. She also visited Hope Academy Northcoast to promote the Summer Lit League. Mrs. Moncrief-Robinson attended the NEORLS Critical Conversations Workshop and MLK Building Design Competition.

Harvard Lee - Due to the closing of Harvard-Lee Branch for Safe, Warm, and Dry, the Harvard Lee Team is located throughout District 4. Team members are continuing to do outreach in the Hrv-Lee community as well as their new neighborhoods. Mrs. Henderson returned to her original branch, Mt. Pleasant, and has thoroughly enjoyed seeing patrons who still remember her great service from years past. She has also reported that several of the Harvard Lee patrons have visited as well. Ms. Jackson and Ms. Cesarov are located at the Rice branch. Ms. Cesarov notably received a patron commendation for her service on day one at Rice. Ms. Jackson is at Rice conducting inventory of the branch storage areas, compiling art and photographs into an organized binder and helping the DM with this summer's Y.O.U. registrations.

Mr. Hay, now located at Union, is inventorying Union Branch's DVD and Blu-Ray collection.

Mt. Pleasant - During the month of May Mt. Pleasant Branch Manager Mrs. Scurka stayed busy with the United Way Committee sorting and delivering the PTU T-Shirts, attended a NEO-Critical Conversations seminar in Twinsburg, participated with the Mental Health pilot training and attended the Martin L. King Jr., Branch Library Design Competition Finals on Thursday May 10th. She also attended her regularly scheduled Murtis Taylor community meeting, United Way monthly committee meeting, and District 4 managers meeting, and Mt. Pleasant Now Community meeting. The Mt. Pleasant Youth Department performed 7 visits to the local daycares and schools. Mrs. Carter also attended the A. J. Rickoff End of School party on Saturday May 12th, where she registered 57 the children for the Summer Lit League program.

Rice - Rice Branch welcomed a new team member, Page, Ivan Mezi. Audrey Sumser and Eric Eubanks co-hosted School Age story times in the Branch with three 1st- and 2nd-grade class visits from Harvey Rice School. They also conducted Summer Lit League Outreach and visited Wings Academy. Ms. Sumser attended a Chat n Chew with parents at Sunbeam Elementary. Mr. Eubanks hosted his ongoing Line Dancing program for adults, as well as the monthly Neighbor Up Network Night. TechCentral provided two sessions of Computer Basics. Councilman Blaine Griffin visited Rice to attend the East 122nd Street Block Club meeting. Rice Assistant Manager Kristen Schmidt provided much needed support at East 131 Branch weekly week and attended the Mount Pleasant MyCom meeting. Ms. Schmidt co-hosted a crowded Rain Garden 101 workshop with Shaker Lakes Nature Center for the newly forming Rice Garden Club. Ms. Schmidt also represented District 4 at the May Board Meeting. District Manager Amiya Hutson, with the assistance of Hrv-Lee's Bianca Jackson worked diligently to coordinate the Youth Opportunities Unlimited partnership with the CPL and the YOU orientation that will take place at Main Library in June.

Union - CSU Math Corp had its finale celebration on May 10th with one last day of math and cupcakes. Each student was given a Math Corp t-shirt for participating. Kindergarten Club will begin at Union on Thursday, May 31, 2018. The Kindergarten Club was formed to assist parents and children get through the first year of school. Youth Staff Tamara Steward and Gregory Parker continue to deliver story times to community Daycares and Schools.

DISTRICT FIVE

Addison - Ms. Landskroener and Mr. Clark continued their story times at Superior Academy, New Beginnings, Learning to Grow, and St. Philip Neri as available. Ms. Landskroener has provided books for the preschool classes at Learning to Grow and New Beginnings. Ms. Landskroener updated and registered library cards as needed for PK students at New Beginnings. Youth services staff, as part of youth and parental engagement, helped 12 people select and understand how to find age appropriate material.

Collinwood - Collinwood Branch highlighted the Reference USA database in the "Collinwood Observer" with an article authored by LACE Mark Tidrick. Youth Services supported the culminating activity of True2U by helping to staff the CPL table to sign up students for Summer Lit League engaging around 60 8th graders. The branch provided a table for the Collinwood Community Housing Fair on May 5th staffed by Ericka Smith and Manager Caroline Peak. Seven school visits and three lap sits were done during the month and the Youth Librarian participated in Career Day at two service area schools.

Glenville - Glenville branch patronage and programs have restarted but slowly since reopening. Our community organizations have started back as of this month with the use of the meeting room, which includes the Ward 9 Council meeting.

Langston Hughes - During the month of May, Langston Hughes continued with a variety of special programs for youth. Among the programs were the Star Wars Day, Growing Vegetable Soup - featuring the Lois Ehlert's book, and celebrating spring's arrival with Collaging the Spring Landscape and Spring into Summer Pop-up books. Club Create continued during the month and the America Reads program concluded with the end of the school year. The branch also had a well-attended youth focused program on nutrition presented by a representative of the Greater Cleveland Foodbank.

Memorial Nottingham - The month of May featured the Annual Congressional Art Competition. The event was well attended with over 100 parents, students, and educators. First place art winner, Kamron Wade, is a student from *Cleveland Central Catholic High School*. The art exhibit will be on display, at the branch, until the end of the month. Local authors Michael Anderson and Celena Howard presented after-hours "book talk" on

their relationship handbook entitled, *His & Hers Relationship Guide: From a male and female perspective.*

TechCentral

Events and Community Outreach

TechCentral and Outreach and Programming staff collaborated to present the sixth monthly *Maker Monday* evening event at the Main Library on May 7. Activities included Drone Flying, Sphero Robotics, Button Making, Virtual Reality, and Sewing.

TechCentral partnered with the Sandusky Library, a CLEVNET member library, to present at the first *Success Bound Innovation Faire* at Cedar Point on May 11. The TechCentral Mobile MakerSpace setup to allow attendees of the event and the park to experience Laser Engraving, 3D Printing, and CNC Routing.

TechCentral hosted a group of 65 students from Miles Park on May 14th. Each student had the opportunity to laser engrave a custom tag and create a button.

A group of ten people were hosted for a tour and hands-on experience in the TechCentral MakerSpace on May 16th.

TechCentral hosted a tour of the Strategic Planning Advisory Committee on May 16th.

Ten students from Lincoln West High School visited the TechCentral MakerSpace on May 18th and were able to create custom tags and buttons.

TechCentral participated in the first every Inventor, Maker & Entrepreneur Event at Case Western Reserve University's Sears think[box] on May 24th. This event was a collaboration of Cleveland Public Library, think[box], and The IP Venture Clinic at Case Western Reserve University.

Meetings

TechCentral Manager CJ Lynce, attended a Vendor Showcase Presentation by Library Ideas on the Freegal Music subscription on May 7th.

Mr. Lynce attended a planning meeting for the Inventor, Maker & Entrepreneur Event on May 7th at the Marshal Law School at Case Western Reserve University.

Mr. Lynce attended an Electronic Resources Meeting presentation on the Fire Insurance Maps Online (FIMo) Database on May 8th.

Mr. Lynce met with a staff member from the Lorain Public Library System on May 8th to talk about the Library's experience with PaperCut.

Mr. Lynce met with the Jefferson Incubator Team on May 10th, 24th, 26th, and 30th.

Mr. Lynce met with Connected Insights, CEO Samantha Schartman on May 10th to discuss ways of information sharing regarding a Cleveland Foundation grant opportunity.

Mr. Lynce met with several library staff members on May 21st to discuss equipment ordering for the Rockport Branch Best Buy Teen Tech Center.

Mr. Lynce met with the Printing/MFD Committee for a presentation from a printing vendor on May 30th.

Public Services Technology

Service Calls and Tickets Summary

Service Calls and Tickets Received: 19

Service Calls and Tickets Resolved: 18

Resolved Main Library Service Calls and Tickets: 13

Resolved Branches Services Calls and Tickets 5

Service Ticket and Project Detail

- Setting up and supporting VR station for OPS eSports Day.
- iPod configuration and completion for OPS 30 "Media Augmented" Programs
- Branch wide cell phone charging station maintenance.
- Smart Board maintenance for Carnegie West.
- Investigating "Cold Pause" issue on TC's M2 printer.
- Laptop configuration for Langston Hughes.
- Updating and configuring iPad for use with Spheros for TC.
- Repaired an extruder problem with the Rep 2 printer in the Makerspace
- Repair on M2 3d Printer in Makerspace and replacement of fuse.
- Repair on Carnegie West 3D Printer.

- Resolved issues with Mobile Laser Engraver not sending print jobs.
- Resolved software issues on MakerSpace computers.
- Continued development of MDT images.
- Transported Mobile Makerspace equipment for Mobile Maker Labs.

Cleveland Digital Public Library

Programs, Services & Exhibits

Preservation week

Cleveland Digital Public Library hosted the final event for Preservation Week called STEPS: Identifying Audiences in the Learning Commons.

NEO-RLS visit

The North East Ohio Regional Library System attended a presentation about the creation, development, and mission of the Cleveland Digital Public Library. This event involved a tour of the library and of the CPDL space and an explanation of our current and future projects.

Videos

Catherine produced 3 videos during the month of May outside of the CDPL. One was for staff development day, one was for Director Thomas, photos and video were taken during the Kosciuszko Monuments 110th Anniversary celebration.

Public Services

As of May 28th The Cleveland Digital Public Library has had 317 visitors, many of them tours with either high school students, or senior center members. As of May 29, 2018 the Cleveland Digital Public Library's public service KIC stations have had 275 unique sessions that have produced 12694 images totaling 29835.2 MB of information.

Outreach

In order to develop digital collections and activate them for teaching, the Cleveland Digital Public Library has reached out to and had meetings with Cleveland Museum of Art to develop a distance learning partnership, Cleveland State University College of Education and Human Services to possibly develop curriculum, and the Cleveland Metropolitan School District. The CDPL also reached out to people within the Cleveland community such as Jeff Morris, Carol Smith, Mary Beth Rauzi, Ronald McDonald House, and the editors of *Gay People's Chronicle* and *Daily Legal News* to develop the digital collection.

Collection Development

Digital Gallery Collection Development

The Cleveland Digital Public Library has uploaded West Tech Tattler High School newspapers from 1951 to 1971 and City Directories from 1837, 1838, 1951, and 1954.

EPA Slides and Associated Case Files

The Cleveland Digital Public Library had made a verbal agreement with Mr. Jonathan Moody and the EPA to donate and add the slides from various cases as well as the associated case files to the Digital Gallery.

Library Staff Does Digitization

Cleveland Digital Public Library staff has completed scanning the *EastSide Daily News*, and the Collinwood High School Yearbooks. Currently the staff is scanning *Le Songe du Vieil Pellerin (15th century)* and the Benedictine Yearbooks. Ongoing post-processing projects include John Adams High School newspaper, and the *EastSide Daily News*.

OLBPD

For May, OLBPD circulated 40,842 books and magazines directly to patrons. OLBPD registered 135 new readers to the service. Approximately 646 BARD patrons among 1,505 active users downloaded 15,997 items.

OLBPD finalized keynote speakers for our annual Family Fun and Learning Day patron event scheduled for Tuesday, July 10th at OLBPD and CPL Lake Shore Facility. OLBPD is pleased to welcome WOIO-TV evening news anchor Romona Robinson. Romona is an eight-time Emmy Award-winning journalist, and author of "A Dirt Road to Somewhere," an inspirational memoir of her faith and life. Romona is also narrating and producing her book in audio format which OLBPD has been offering guidance on how to produce her audio book. OLBPD is also pleased to welcome Pam Davenport from the National Library Service (NLS). Pam will provide an update on activities taking place at the National Library Service in Washington, D.C. OLBPD is also pleased to welcome Beverly Cain, the State Librarian of Ohio, who will share updates with patrons from the State Library of Ohio.

OLBPD will be working with the CPL Knowledge Office to conduct a patron satisfaction survey. The Standards and Guidelines for network libraries maintain that libraries should evaluate patron satisfaction every three years. The survey will take place over the 2019 state fiscal year.

OLBPD Library Assistant Ken Redd provided information and talks about the service at the Remington College Health Fair on May 3rd; OBC Safe Summer Kickoff on May 5th; A.J. Rickoff Resource Fair on May 12th; Westlake Safety and Wellness Fair on May 19th; Cleveland Senior Day on May 24th; Nigerian Health Fair on May 26th; Mt. Alverna Village Senior Fair on May 30th.

The OLBPD adult book club met on May 11th to discuss "If I Run" by Terri Blackstock.

EDUCATION AND LEARNING

Best Buy Teen Tech Center Grant

Due to delays in construction and the furniture order, the grand opening of the Best Buy Teen Tech Center has been postponed. Asbestos abatement completed, preparations for furniture, technology and electrical work scheduled to be completed in June.

Book Box - LSTA Competitive Grant

Construction of the book box is complete.

Book Box

- Legal finalized the City permits for the book box to be placed at Wade Oval for the WOW concert series this summer.
- The book box is scheduled to be delivered on Tuesday, June 12th.
- Materials have been requested and processed.

Cleveland Seed Bank

The Cleveland Seed Bank's Seed Library will be at the book boxes for summer2018.

Digital Photography Learning Path

The Digital Public Library hosted the Digital Photography Exhibition. Approximately 30 guests attended the event.

Dance Cleveland

The early childhood literacy program *Read to Learn... Dance to Move* was offered at the Fleet Branch from April 6 to May 25, 2018 and the Walz Branch from April 4 - May 23, 2018. Approximately 40 preschoolers participated in the program.

Mayor's Office of Sustainability

- CPL's Sensory Garden will be part of the [GardenWalk](#) Cleveland tour on July 8th for the North Collinwood Neighborhood. The garden will be featured in the GardenWalk Guide.
- Working on a draft of the Community Partnership & Assessment Guide for the Development Office.

Cleveland Metroparks

- Attended an onsite meeting with Cleveland Metroparks staff at Edgewater Beach to identify best location for the book box to be placed.
- Completed a draft of the Community Partnership Review & Assessment Guide for the Development Office.

Miscellaneous

- Marina Marquez attended bi-weekly Best Buy Teen Tech Center meetings.

ADVOCACY & COMMUNITY AND GOVERNMENT RELATIONS

ADVOCACY UPDATES:

- **Workforce and Education Event w/American Library Association:** The American Library Association (ALA) has asked CPL to be a lead organization for a fall workforce development and education event with libraries taking center stage. The target audience for this event are state and federal legislators, philanthropic community, industry, and other community organizations. The event's goal is to raise the profile of libraries and encourage legislators to view them as natural community partners for efforts such as this (i.e. workforce development, etc.) and other efforts that connect individuals to essential resources and services. ALA looks to replicate this inaugural event across the country with other library systems.
- **Summer Advocacy & Outreach:** A prelude to the ALA event will be Director Thomas' summer advocacy outreach. *Throughout the summer Director Thomas will meet with local and state legislators to build awareness and greater understanding of*

CPL's community and regional value proposition and its future planning efforts.

EXTERNAL RELATIONS AND DEVELOPMENT:

I. *Secure External Resources to Advance CPL Priorities :*

o **CPL Development/Fundraising:**

- **Fundraising Goals 2018:** Since the official creation of the new external relations and development department staff have been working to develop a stretch but attainable fundraising goal for the balance of the year. Preliminary fundraising goals have been set and will be reviewed by Director Thomas. The CPL Foundation board of directors will review fundraising goals as well.
- **CPL150 Fundraising:**
 - **Sponsorship:** First draft of sponsorship packages have been developed and are being reviewed by CPL and the CPL Foundation development committee
- **Gifts Secured:**
 - A gift in the amount of \$10,000 was pledged by the Steve and Loree Family Charitable Foundation to support literacy programming with CPL and Cleveland Metropolitan School District.

II. *Sustain and Increase Public Support:*

- o **Workforce and Education Event w/American Library Association:** The American Library Association (ALA) has asked CPL to be a lead organization for a fall workforce development and education event with libraries taking center stage. The target audience for this event are state and federal legislators, philanthropic community, industry, and other community

organizations. The event's goal is to raise the profile of libraries and encourage legislators to view them as natural community partners for efforts such as this (i.e. workforce development, etc.) and other efforts that connect individuals to essential resources and services. ALA looks to replicate this inaugural event across the country with other library systems.

- **Community of Practice:** CPL external relations and development office has joined the United Way of Greater Cleveland Community of Practice group. The group consist of local government and public policy professionals who work together to address issues around poverty. CPL will be the host site of the June, 2018 meeting.

III. ***Increase CPL's Community Relations Capacity:***

- **New Community Partners and Elected Officials Site:** The Office of External Relations and Development working with the Knowledge Office has launched the Community Relations SharePoint site. This site host all neighborhood branches' community partners and elected official in one central location. Prior to this, information was housed in various locations now it is centralized. Below are some of the benefits of the site:
 - **Easily accessible**
 - **Enhances relationship cultivation**
 - **Serves as a resource for new branch leadership**
 - **Updated annually**

TECHNICAL SERVICES

Director of Technical Services and Acquisitions Manager Sandy Jelar Elwell and Collections Manager Pam Matthews, along with other Technical and Public Services staff, attended a vendor showcase highlighting changes and updates to the Freegal Music product as well as other products offered by the vendor Library Ideas. Ms. Jelar Elwell and Technical Services Senior Clerk

Paula Stout met with EBSCO Account Services Manager Jamie Gieseck-Ashworth to learn about new features and upcoming enhancements to EBSCO's online subscription management product EBSCONET.

Ms. Jelar Elwell, Catalog Manager Andrea Johnson, Materials Processing Manager Elizabeth Hegstrom, Senior Catalog Librarian Dawn Grattino, and Technical Services Librarians Perry Huang and Barbara Satow attended a CLEVNET Technical Services & Acquisitions Special Interest Group meeting at the Geauga County Public Library Administrative Center. Ms. Jelar Elwell and Assistant Director of Public Services Branches Harriette Parks visited the Shaker Heights Public Library to learn about how self-service holds are handled at their Library.

Technical Services staff continued to volunteer to assist with the work in the Lake Shore Shelf/Shipping Department while Receiving/Distribution Technician Amber Alexander is on a leave of absence.

Acquisitions: The Acquisitions Department ordered 6,553 titles and 10,922 items (including periodical subscriptions and serial standing orders); received 14,025 items, 1,712 periodicals, and 504 serials; added 742 periodical items, 142 serial items, 1,611 paperbacks, and 645 comics; and processed 2,458 invoices.

Acquisitions Coordinator Alicia Naab organized the receipt of a large quantity of materials that had been selected for purchase by the Center for Local and Global History from the vendor Old Erie Street Bookstore. It will take several weeks to complete the task of receiving these items since they are very unique in nature and require extra care to identify them with the correct order and corresponding paperwork. Ms. Naab worked with Fine Arts and Special Collections Manager Pam Eyerdam and Senior Catalog Librarian Dawn Grattino to acquire additional materials for Cleveland's Sacred Places & Communities exhibit located in the Fine Arts and Special Collections Department.

Ms. Naab worked with Baker & Taylor's Public Library Field Consultant Marne Fellows to assist Collections Manager Pamela Matthews in determining how to include graphic novels in the current workflow of patron driven acquisitions.

Acquisitions Librarian Leslie Pultorak continued to assist with the unpacking and verifying of foreign language materials for the Lake Shore Shelf/Shipping Department and Technical Services

Associate Nathaniel Infante continued to volunteer in the Lake Shore Shelf/Shipping Department when needed.

Catalog: Librarians cataloged 2,680 titles and 3,789 items for Cleveland Public Library.

Technical Services Librarian Celia Halkovich joined the rotation for handling email requests from CLEVNET staff and other CPL.Newcat tasks. Technical Services Librarian Erin Valentine began training to answer email inquiries through CPL.Cat and other related duties. Senior Catalog Librarian Dawn Grattino is providing the training to both.

Technical Services Librarian Barbara Satow began using the Holds Reorder report to check upcoming DVD/Blu-ray titles in the continuing effort to reduce the number of duplicate records in Sirsi. Technical Services Librarian Perry Huang created the first name authority record submitted to the Name Authority Cooperative Program (NACO) funnel through Kent State University. The record was reviewed by Ms. Halkovich.

Technical Services Librarian Amei Hu attended a Japanese rare book workshop entitled "Edo Hanpon: Methods of Understanding the Edo Printed Book" at the Library of the Freer Gallery of Art and Arthur M. Sackler Gallery from April 30th to May 2nd. Ms. Valentine attended the 2018 Annual Conference of the Ohio Valley Group of Technical Services Librarians (OVGTSL) at the University of Notre Dame in Indiana on May 13th-15th. Catalog Manager Andrea Johnson attended the Leadership Certification sessions entitled "Employment Law" and "Generations in the Workplace."

Collection Management: Collection Management selected 1,560 titles and 13,124 copies and spent \$221,670 in May.

Collection Management Librarian Laura Mommers attended a webinar entitled "Throw it Back with Penguin #TBT," which highlighted the historical fiction and nonfiction of Penguin's spring and summer seasons of juvenile and young adult books.

Collections Manager Pam Matthews met with Baker & Taylor's Public Library Field Consultant Marne Fellows to find out more about their book leasing program.

As part of her responsibilities as the Nominations Chair for the Ohio Library Council Technical Services Division, Ms. Matthews finalized the ballot for the Division for the upcoming OLC

elections and established incoming officers and an appointed member of the committee.

High Demand: The High Demand Department ordered 1,123 titles and 9,312 items; received and added 6,869 items; and processed 286 invoices.

High Demand Librarian Dale Dickerson assumed responsibility for the handling and processing of circulating maps belonging to the Center for Local and Global History. These maps were never added to CPL's catalog and are now being added retrospectively so that patrons are able to search for them and place holds. This will be an ongoing project until all circulating maps have been added. Mr. Dickerson continued to volunteer in the Lake Shore Shelf/Shipping Department when needed.

Technical Services Associate Summer Salem attended the Mental Health Awareness and Bullying Prevention pilot course.

Materials Processing: The Technical Services Associates cataloged 1,021 new titles for the Cleveland Public Library and added 1,171 new records for the CLEVNET libraries. The Technical Services Associates and Senior Clerks added 4,610 items. The Materials Processing Technicians worked on 19,954 items.

Materials Processing Manager Elizabeth Hegstrom attended the Leadership Certification sessions entitled "Employment Law" and "Respect and Generations in the Workplace."

Materials Processing Technician Marsha Draeger continued to volunteer in the Lake Shore Shelf/Shipping Department when needed.

Shelf/Shipping: The Lake Shore Shelf/Shipping Department staff sent 112 items to the Main Library for requests and 105 items to fill holds. Main Library received 263 telescopes, the Branches received 628 telescopes, CLEVNET received 58 telescopes, CASE received 7 telescopes, CSU received 6 telescopes, and Tri-C received 3 telescopes. A total of 965 telescopes were shipped out. The Receiving/Distribution Technicians sent out 873 items of foreign material and in total 13,033 new items were sent to the Acquisitions and High Demand Departments.

Receiving and Distribution Supervisor James Clardy attended the Mental Health Awareness and Bullying Prevention pilot course.

MARKETING & COMMUNICATIONS

Media coverage for the month of May included 18 print publications and 35 online, TV and radio stories. The full report, available in the Marketing & Communications Department, shows the top print publications by reach. The article about FRONT International in *Architectural Digest* had the greatest reach. The top three non-print platforms by reach were The Washington Post, SFGate, and cleveland.com. Stories related to the Library ranged from FRONT International to Superman to the architectural competition for the new Martin Luther King, Jr. Branch.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 1,094 times on average per day, with an average of 133 clicks to the website per day resulting in a 12.18% click-through rate for the month. Over 70% of the click-through's were from some combination of the keywords *library, libraries, public, and cleveland oh*. Special ads targeted users who might be interested in the Library's great collections.

Facebook

	2018	2017	YoY
Net Page Likes	126	141	-11%
Avg Post Reach	4,457	3,959	13%
Avg Total Reach	5,065	6,461	-22%
Average engagement	60	123	-105%

Twitter

	2018	2017	YoY
Top Tweet (Impressions)	9,845	9,196	7%
Top Mention (Engagements)	6,596	1,180	459%
Top Media Tweet (Impressions)	7,332	8,373	-12%
Summary			
Tweets	46	77	-40%
New Followers	116	156	-26%

The Library continues to be active on Instagram with 380 points of engagement, attracting 51 new followers.

Graphics

Graphics staff filled the regular requisitions for design, printing, and distribution, in addition to designing graphics for ads; the library website; digital signage; social media; staff newsletters; *Off the Shelf* e-newsletter; and weekly postings to the website home page. Work on the summer edition of *UpNext* was completed and sent to the printer. The digital signage project is nearly complete—only South Branch remains on the installation list.

PROPERTY MANAGEMENT

Painters

- LSW- Patched holes, sanded and painted Jeremiah's office, skimmed, sanded and painted wall and paint pillars on 6th floor.
- Rockport- helped carpenters patch parking lot.
- Lorain- painted parking lot lines, repaired walls and touched up paint in meeting room.
- Fulton- painted around emergency exit lights.
- Eastman Garden- painted garden chairs.
- Rice- helped carpenters remove shelving and painted staff restroom.
- Main- painted doors to men's and women's restroom and workroom door in the International Languages department.
- Carnegie-West- helped carpenters relocate shelving in basement and cleaned up debris from water leak.

Carpenters

- LSW- hung picture in meeting room, repaired walk up book drop and built bracing for maintenance mechanic.
- Lakeshore- repaired large sink hole with asphalt and trimmed tree and bushes.
- Rockport- patched parking lot.
- M.L.K- hung monitor bracket and board member pictures.
- Sterling- installed new cylinder to parking lot door.
- Fleet- resealed gutter and repaired parking lot doors.
- Built platform box for engineers.
- Addison- sealed holes in branch to prevent squirrels from entering building.

- Fulton- removed all broken cracked tiles at parking lot entrance and replaced them.
- Eastman Garden- re-leveled patio stones.
- Lorain- hung and mounted observation mirror.
- Rice- leveled patio stones and removed shelving and stored in Carnegie West basement.
- Carnegie West- relocated shelving.

Mechanic

- Serviced vehicles 1, 8,17,25,27 and 28.
- Repaired broken mowers and weed trimmers.
- Serviced mowers and weed trimmers.

Maintenance Mechanics

- Woodland - replaced damaged air handler transformers and contactor coils from storm/single phasing event.
 - Troubleshoot/repaired air conditioner circuit for carpenters shop office.
 - Troubleshoot/repaired Mobile Services RTU, replaced damaged relays.
- Union - replaced motor starter and relays for boiler circulation pump/sequencer.
- MLK - cabling run/CAT6 and power for Digital Signage project.
 - Replaced lights/ballasts in entire branch for upcoming events.
 - Replaced damaged CAT6 cable for security camera (front stairs) per IPS.
 - Repaired leaking drain pan on main AHU.
- Lakeshore - sent out cooling tower pump to be rebuilt, re-installed and balanced.
- Walz - branch too hot: reset oil pressure switch, corrected refrigerant and oil charge, will install better condenser fan controls.
- Glenville - removed and replaced damaged smoke detector in women's public restroom from roof leak, Regency to repair roof and ceiling damage under SWD project.

- Replaced defective economizer damper motor and controls.
- Fleet - cleaned evaporator coils and drain pans, checked/replaced belts and filters.
 - Installed carbon filters to help remove smoke/burned popcorn smell in bldg...
- Rockport - installed new 2x4 LED lighting panels in Teen Room and re-installed/relocated HVAC diffusers.
- E.131 - burning smell in branch: repaired loose wiring connection and replaced damaged 24V transformer on the restroom buzzer system.
- Collinwood - replaced leaking utility sink faucet.
 - Replaced 2 bad general exhaust fan motors.
 - Repaired refrigerant leak, replaced leaking Schrader fitting cores on compressor service valves, corrected refrigerant charge.
 - Checked/calibrated pneumatic staging controls for DX cooling.
- Sterling - repaired refrigerant leaks on both circuits of Main AHU, corrected charge.
 - Repaired/re-installed Wiremold outlets by branch manager's desk and public restrooms.
- Hough - completed emergency and exit light installation.
 - Replaced contactor, CLO and relays for meeting room HVAC unit.
 - Repaired leaking drain pan on main ac unit, re-installed smoke detector.
- Jefferson - unclogged/snaked storm drain in back stairwell.
- Langston Hughes - replaced contactor in heat pump #2, checked/replaced belts and filters on all units.
 - Repaired leaking outdoor spigot by custodian's shed.
- Brooklyn - replace broken dehumidifier and pull station covers.
- Carnegie West - troubleshoot/calibrated economizer control and room thermostats.
- LSW - serviced reverse osmosis system, humidifier system start-up with Slawson Solutions.
 - Replaced defective battery on Viking fire panel.

- Leveled outdoor electrical boxes and replaced broken outlet covers and defective GFCI's.
- Repaired leaking Sloan valve actuator line in women's' public restroom wall.
- Started replacing lights/ballasts in LSW 9th floor stacks area.
- South Brooklyn - replaced bad exhaust fan motor.
- Addison - replaced bad bulbs and ballasts for main area HPS lights.
- Mt. Pleasant - replaced bad restroom exhaust fan motor.
- Main - replaced blower motor and squirrel cage for 4th floor staff workroom fan coil.
 - CAT6 run for additional cameras in Brett Hall.
 - Switched Automation HVAC system (Lieberts) from dry coolers to Cleveland Thermal chilled water.
- South - cabling run/CAT6 and power for Digital Signage project.
- East branches - continued with preventative maintenance on HVAC equipment.

SAFETY & PROTECTIVE SERVICES

SAFETY SERVICES

- SPS reviewed video for: damage to a staff member's vehicle at Brooklyn branch.
- SPS officers working specific posts have been assigned additional tasks to identify and note safety issues in their vicinity.
- SPS officers are working with the Friends of the Library to retrieve book sale funds from branches and bringing them downtown.

PROTECTIVE SERVICES

Activity

Month	Total Dispatch Activity	Ave per day	Total Alarms	Branch Emergency	Branch Visits	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
May 2018	4172	160	55	56	679	93	80	53
April 2018	4271	171	55	66	692	147	78	79
March 2018	4109	152	79	75	655	34	78	63
Feb 2018	3386	154	41	67	537	71	56	98
Jan 2018	4098	164	41	55	588	93	85	44
Dec 2017	3743	156	61	77	704	109	73	34
Nov 2017	3929	163	68	78	706	93	70	119
Oct 2017	4092	157	62	65	676	66	65	68
Sept 2017	3900	156	79	55	742	56	65	54
Aug 2017	4173	155	91	59	827	55	58	46
July 2017	3498	140	49	57	679	75	138	53
June 2017	4126	159	111	45	877	107	72	60
May 2017	3772	145	85	70	600	83	89	51

Special Attention, Special Events, and Significant Incidents

- SPS is staffing College Now events held weekdays in the LSW building after hours.
- SPS staffed an event in the LSW auditorium with a local rapper 5-22-2018.
- SPS staffed the after hour carpet installation at South Brooklyn branch in May.
- SPS staffed the Congressional Art Show on 5-5-2018

Protective and Fire Systems

- SPS officers have completed Safety Ambassador Inspections of fire extinguishers, exit lights, and emergency exit lights at branches for May.
- IPS fixed the local door alarms in the LSW and Main buildings.
- SPS, IT, and Property management participated in a demo of camera's and access control tools held by Avigilon software.
- Second quarter fire drills are 50 percent complete.

- SPS is getting a price quote for a new camera at Glenville to monitor the new parking lot and for Woodland garage in the rear where the new parking fence will be erected.

Contract Security

- Royce Security guards are disarming Jefferson and Harvard Lee branches during Safe, Warm, and Dry.
- SPS switched the Union and Garden Valley guards.
- SPS is updating Royce on the status of branches opening and closing for Safe, Warm, & Dry.

Administration

- SPS posted a Vacancy notice for the vacated position in SPS. The notice was sent via email to all full time officers.
- Accommodations have been made for two part time SPS officers injured on the job to work on the downtown campus. One is in dispatch and the other is in Tech Central.
- Part time officer Oscar Martinez has turned in a two week resignation notice.
- On Tuesday's and Friday's, SPS management will review SPS policies and procedures with officers in lieu of shift briefings. The meetings will be informative and go over issues that haven't been discussed for a period of time.

INFORMATION TECHNOLOGY & CLEVNET

There were no CLEVNET meetings in May. The next Directors Panel meeting will be held on June 20, 2018, at the Brunswick Library of the Medina County District Library.

The boards of many of the CLEVNET member libraries had the amended CLEVNET system agreement on their agendas in May. The goal is to have signed agreements back from all the member libraries by the end of June. That will clear the way for CPL's Chief Financial Officer to use the new pricing model when preparing CLEVNET's 2019 budget.

The Library Systems and Applications (LSA) Team continued their preparations for the Morley Library (Painesville) migration project. The migration will take place in September.

LSA Specialists John Pas and Megan Trifiletti conducted six SirsiDynix Analytics Station training sessions for CLEVNET staff over a period of three days in May with two final sessions completed on June 5. Training included an introduction to the Analytics Station product and showed attendees how to generate a variety of reports including collection/patron count reports, weeding/shelf lists, and circulation reports. The training was received very positively, and the LSA team received good feedback. Of the 112 attendees who completed the final training survey, 97% said the training would be helpful or very helpful to their routine job duties.

Other CLEVNET Projects

- Security remains a strategic priority. The Network Team continues to roll out Traps™ Advanced Endpoint Protection. This product replaces legacy antivirus protection and secures endpoints such as laptops, desktops and servers. IT staff at libraries with Traps are alerted by email when something gets blocked. The team upgraded Traps to the latest version to enable the cloud edition.
- Work is ongoing at CLEVNET's new data center at the SOCC (State of Ohio Computer Center). The Network Team migrated Orrville, Rock Creek, and Kinsman to new OPLIN collector trunk and installed redundant power supplies on the wireless LAN controllers. VMware 6.7 and VCenter were set up with 3PAR storage to allow migration of the physical DMZ servers to the new virtual servers. The team also installed a KVM in the SOCC for remote access.
- Staff set up new domain controllers and child active directory domains for Fairport Harbor, Clyde, Peninsula, and IT/CLEVNET.
- The Telecomm Team is back on track with VoIP installations with Rocky River being the latest.
- Cassie computer and print management is a new CLEVNET service that provides member libraries a substantial cost savings. CPL and Henderson received upgrades in May.
- Staff migrated Wayne County and Geauga County to Rubrik backup/recovery solution.

- Member libraries continue to queue up to access the Singlewire Informacast Mass Notification service for staff. East Cleveland and Perry were added in May.