

DIRECTOR'S REPORT

March 16, 2017

CELEBRATING DIVERSITY

On February 4th in partnership with the Ohio City Theater Project (OCTP) began offering weekly theater workshops at MLK Jr. Branch, from Feb. 4 through Feb. 25. Using the power of the arts to express, combine and present different points of view, the workshop provided an opportunity to bring community members together and empower them to explore challenging contemporary issues in a safe collaborative setting. The program series began with the OCTP performing a selection from the play Incendiaries. "Incendiaries" is based on the race riots that tore through Cleveland's east side Hough neighborhood in the late 1960s, and delves into historical text, trial transcripts and citizen accounts to explore our past conflicts between law enforcement and the communities they serve. A video summary of the performance and the discussion that came after can be viewed online here <https://youtu.be/AwXFrJ0oZls>.

On February 18th in the Louis Stokes Wing Auditorium the Library hosted a lecture by As a New York Times Op-Ed columnist since 2008, Charles M. Blow. Blow shared his perspectives on politics, public opinion and social justice in America today. He has been ranked on The Root's list of the 100 most influential African-Americans and is the author of a stirring memoir, Fire Shut Up in My Bones (2014). Nearly 400 people attended the event.

Lunar New Year

The International Languages Department in partnership with the Youth Services Department and Doris Yee of the OLBDP hosted the annual Lunar New Year Event in February. Over 278 patrons attended and were treated to a lively intergenerational family orientated celebration.

Music at Main

In celebration of African-American History Month the Jah Messengers, a Cleveland reggae band, performed on February 11th. Sixty-one patrons attended the program.

International Languages Programming

International Languages Department Senior Subject Librarian Caroline Han hosted 15 programs featuring Chinese language learning for adults and children. Programs included Tai Chi lessons and martial arts instruction in partnership with Cleveland Confucius Institute. Over 128 patrons participated in these programs.

FIGHTING COMMUNITY DEFICITS

On February 11st the Memorial Nottingham branch hosted Legal Aid @ the Library. Eighteen attorneys from Coakley Lammert, Cuyahoga Department of Law, Applied Industrial Tech, Walter Haverfield, Department of Labor, Thompson Hine, and Case Western University, volunteered their time in support of this program. Twenty-four law student clerks from Case Western Reserve University and Cleveland Marshall College of Law also participated. Thirty-two families registered for legal assistance.

FORMING COMMUNITIES OF LEARNING

PARTNERSHIPS

Family Passes to the Cleveland Museum of Natural History (CMNH) were available for check out by CPL cardholders at 28 library locations including the Public Administration Library at City Hall. Learning of this partnership The Cleveland Botanical Gardens and Holden Arboretum have notified the library that would like opt-in to the pass program in the spring of 2017.

MOBILE SERVICES

A soft launch of Services to Seniors started with Jazz concerts on Tuesdays and Buckeye Card Sign-ups every other Monday in February. The Jazz concerts were well attended by the three senior communities visited thus far in February: HCR ManorCare (63 people), Kingsbury Towers (58 people), Springhill Villa (25people). Buckeye Card Sign-ups registered 15 patrons at Springhill Villa on February 13th. The second Buckeye Card sign-up took place at Arbor Park on February 27th.

Lunchtime Knitting at PAL

Public Administration Library Assistant Monica Musser teamed up with Popular Library Manager Sarah Flinn to continue the popular lunchtime knitting program at PAL. A total of 18 patrons attended

the knitting class in February. The attendees range from beginners to experts with the more experienced patrons offering their expertise to the beginners.

Poetry Out Loud Regional Finals

The Ohio Center for the Book hosted the first Northeast Regional Poetry Out Loud Semi-finals on February 25th. Ten students competed for a chance to advance to the State Finals on March 4th. The Ohio Center for the Book Poetry Out Loud Fellow, Kisha Nicole Foster was the announcer for the event.

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Main Library staff members created several informative, educational and interesting displays during the month of February. Exhibits included: a display featuring Black History month created by Business, Economics & Labor Clerk Antoinette Allen, a Valentine's Day display of relationship books presented by Social Sciences Clerk Lisa Malone, an "unnatural creatures" display (e.g., vampires, monsters, etc.) presented by Clerk Lakitha Tolbert, and an astrology display presented by Library Assistant Lakeisha Winstead. Government Documents Clerk Erick Walker also created a display for Black History Month. His display highlighted modern civil rights and featured articles and photographs for Black Lives Matter, Muslim Lives Matter, and LGBTQ Lives Matter.

Collection Development Highlights

The Center for Local and Global History (CLGH) Department Librarian Brian Meggitt continues to process a number of collections including the Charles S. Hackett Collection of images of Cleveland from the 1950s in both positive and negative formats. In addition, Mr. Meggitt matted and framed 36 modern prints drawn from the Photograph Collection to go on permanent display on several floors throughout LSW. CLGH Library Assistant Dan Milich completed updating two CLGH research guides, Guide to City Directories, Criss Cross Directories and A Checklist for Property Research, Library Assistant Lisa Sanchez has added more than 1,200 item descriptions to the Photograph Collection's Unique Item ID project, Library Assistant Adam Jaenke began editing and restoring digital scans from the Jasper Wood Collections negatives and Map Collection Librarian Thomas Edwards added additional information to the ContentDM records for the County of Cuyahoga, county-wide aerial map program:

topographic profiles 1978; so far he has completed 4 out of 18 volumes.

Special Collections Librarian Stacie Brisker continues to work with Cataloging staff to reclassify fiction books to LC and Fine Arts Librarian Andy Kaplan continues to process the City Club Anvil Revue collection. He has completed 9 of 27 boxes so far and Fine Arts Librarian Bruce Biddle continues to weed art books, working in the ND section as well as the 5th floor stack area. In addition, Mr. Biddle continues to stock a Little Free Library on Superior and 14th several times per week. Special Collections librarian Ray Rozman has been working with the Kent Practicum student Eileen Horansky on processing the Emanuel Lasker chess scrapbooks.

Fine Arts & Special Collections Manager Pam Eyerdam and Director of Public Services, John Skrtic met with the Schweinfurth Committee on February 7th. A new committee member was selected from the Cleveland Chapter of the American Institute of Architects, Mr. Carter Edman.

Checkers researcher, Jim Loy donated a series of checkers tournament booklets (1917-1942) and the Rozman family donated a print of the Constitution of the United States of America signed by the 104th US Congress which will be used in displays.

Literature Department staff, under the direction of Manager Amy Dawson, has processed over 1,200 items from the Mike Curtis Collection of Superman Memorabilia. Items have been photographed, processed and described. In addition, labels have been made for about 1/3 of the collection to date.

Pamphlets, books, and promotional items connected with the 2016 Republican National Convention held in Cleveland are currently being assessed by the Social Sciences Department and will be added to the collection.

Research that's Possible Only at Main Library

* A candidate for Mayor of Cleveland called PAL and requested a copy of the City Charter.

* A patron with an interest in the Great Lakes Expo 1936-1937 stopped in PAL for information. He is interested in recreating the Expo online so people can walk around the exhibits via the computer. PAL staff made a copy of a plan from one of the subject files.

- * A patron used PAL's Codified Ordinances to research housing codes for several cities.
- * Staff assisted a researcher with finding and obtaining images of the Baltimore & Ohio Railroad Depot on Canal Road in Cleveland.
- * Staff assisted researchers with locating and obtaining images of the 1929 Cleveland Clinic Fire. The researchers are applying modern-day fire forensics to study the event.
- * Staff assisted the Corning Glass Museum with obtaining an image of the Hinds mansion for use in an upcoming exhibition.
- * Staff assisted WKYC with finding and obtaining images of Gleason's Musical Bar on Woodland Avenue for a video segment.
- * Staff assisted a sports writer from Washington D.C. in locating an article from the Cleveland News about the Cleveland Indians training camp. The author had found quotes from the article in other sources, but wanted the original.
- * Staff assisted a local author find photos of the Maryann Colby trial during the 1960s. The pictures of Maryann Colby will be used in an upcoming book about the crimes she committed.
- * Staff helped patron date a photograph of a Cleveland accordion school using the Plain Dealer database and city directories.
- * Inquiry scholarly articles on 'Claude Debussy' composer.
- * The World Chess Hall of Fame requested four portraits from the Chess Players Portraits Collection.
- * A Chess researcher from Europe requested scans of a chess problem from Correspondence Chess, autumn 1972.
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- * A Local arts curator requested to review archival collection of Cleveland artist William Sommer.

- * A Kent State MLS student requested first edition of Oscar Wilde's The Picture of Dorian Gray.
- * An Editor from the Lincoln Library requested books about the Indians of California.
- * ILL requested Mechanical Proof the Earth is Not a Globe - a 259pp. mimeographed volume claiming the Earth is flat written by Cleveland inventor, Gustav F. Ebbing (1887-1975).
- * The National Commission for Cultural Heritage from Lithuania requested information about the architect Stasys Kudokas who came to Cleveland in the 1949. Articles from the Plain Dealer were found about his work.
- * Request for articles from 1892 Harper's Bizarre from a local researcher.
- * A library patron stopped in the Science and Technology department to thank Senior Librarian (and current US Patent and Trademark Office Fellow) Jim Bettinger for assistance in filing his patent. The patented invention he created was available for sale starting in February. The patron said he could not have accomplished this feat without the help of Mr. Bettinger.
- * Government Documents Supervisor Sarah Dobransky and Library Assistant Mona Brown have been helping a patron with military research for her family genealogy project. The records are only available in print and cannot be requested online from the National Archives (being next-of-kin requests only).
- * A school group came through the library looking for history materials, specifically the creation of the Works Progress Administration (WPA). Government Documents Supervisor Sarah Dobransky was able to find original documents from the early 1940s for the students and teacher to copy and use for their research.
- * A researcher emailed the Science and Technology department from Connecticut asking staff to look for the name of a relative in a 1927 book. Cleveland Public Library is the only library owning the book: The Beginnings and Development of Cleveland's Metal Working Industries.
- * A patron emailed Science and Technology to obtain one page from Inland Bird Banding Association News 1965-1967. Cleveland Public Library is one of 30 libraries worldwide owning the

periodical. The patron said the one page was vital for research he is doing in Georgia on banding birds.

* A Science and Technology Department patron requested Ohio Basic Building Code and Related Codes Removals for 1964-70, 1957-1964, 1979-88, 1988-91, 1979-1992, 1993, and 1994.

* A Florida resident called the Science and Technology Department and requested 2013, 2012, 2011, 2010 and 2009 Kubota Tractor L2800 DT-1F 4WD prices from The Official Tractor Blue Book Price Digest 1939-2013 models (Price Digests, 2013). Cleveland Public Library is one of only a handful of libraries in the country to own this resource.

* A student requested books on art therapy. Cleveland Public Library owned several books that were helpful, including Spirited Threads: A Fabric Artist's Passion for Life (1997). CPL is the only library in Ohio owning the book.

* A patron inquired at the Science and Technology Department about blueprints of buildings and panoramic views of the Great Lakes Exposition. According to WorldCat, the Cleveland Public Library is the only library owning copies of these blueprints, and they are contained in Great Lakes Exposition, June 1936-September 1937, Cleveland: Clippings.

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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

Submitted request to **Starting Point** for Out of School Time Early Learning Opportunities programming, to include after-school tutoring (for Third Grade Reading Guarantee) and for two Kindergarten Clubs in 2017. Awarded \$75,000.

Submitted request to the **Mozilla Foundation** to extend our digital literacy pilot initiative.

Submitted pre-application to the **United Black Fund** to partner with A Cultural Exchange to offer their Read Baby Read program.

Submitted all materials to the State of **Ohio Department of Education** for the February 28 reimbursement deadline for the family engagement grant.

Arranged Board and Friends attendance at Friends sponsored table for the **United Way Annual Meeting**.

Attended Friends of the Cleveland Public Library Development Committee meeting.

PUBLIC SERVICES

Outreach & Programming Services

In the month of February the Library hosted approximately 131 programs ranging from a presentation by New York Times Op-Ed writer and CNBC commentator Charles M. Blow to weekly theater workshops at the Martin Luther King, Jr. Branch. Also during the month the Library offered 125 pre-school story times to

children. Education services such as GED and ESOL classes, after-school tutoring, and ACT preparation classes were held at 14 branch locations and Main Library.

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Three sessions of a computer coding workshop series were held at the Fleet Branch. *Coding Pipeline: Get in the Game!* Is taught by a community instructor, Ron Sims, and focuses on an introduction to coding, and game design.

In the month of February the OPS department encumbered \$17,379.86 in support of Library programming.

PARTNERSHIPS

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MEETING ROOMS

The total number of requests for Main Library in the month of February was 107 with an estimated total attendance of 2,157. The Library's newly renovated Learning Commons on the 2nd floor of the Louis Stokes Wing was reserved 82 times and accommodated over 1,057 guests; this is a 30% increase in use from the month of January. Branch meeting rooms were reserved 285 times with an estimated total attendance of 708. Lakeshore auditorium and meeting rooms were reserved 39 times primarily for staff related activities.

Sports Icon Interviews

Social Science Department Library Assistant Pete Elwell coordinated two Sports Icon Interviews during the month of February with Dan Coughlin. Former Lincoln West High basketball great John Petch was interviewed on February 7th and boxing promoter Don Elbaum was interviewed on February 13th.

If You Make It, Protect It!

On February 28th Government Documents Supervisor Sarah Dobransky and General Research Collections Manager Don Boozer presented a live webinar for the Federal Depository Library Program (cross-posted to the Patent and Trademark Resource Centers) entitled *If You Make It, Protect It!* which focused on the basics of intellectual property and how it is incorporated into our daily lives.

Genealogy at CPL

CLGH Librarian Terry Metter conducted two *Genealogy at CPL* programs during the month of February. These programs provide patrons with instruction and guidance on how to access library resources in order to do family history research. The programs were offered at the Fleet Branch on February 4th and at Langston Hughes on February 18th.

Lunchtime Knitting at PAL

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Get Graphic/Femme Fatale Series

Literature Department Senior Subject Librarian Jean Collins wrapped up the *Femme Fatales* series with *Mockingbird, Volume 1*:

I Can Explain, by Chelsea Cain, with art by Kate Niemczyk on February 23rd.

Main Library Blogs

The blog of *Roll, Jordan, Roll* was posted for February. The book was a gift from the African American sorority of *Iota Phi Lambda* who established a "bookshelf" at the Cedar Branch of the Cleveland Public Library in the early 1940s. The photographs of *Roll, Jordan, Roll* were created by Doris Ulmann (1882-1934) in collaboration with novelist Julia Peterkin, a project that began in 1929. The book is a *Special Edition* copy of 350 that were produced in 1933.

Adult Education

Business, Economics & Labor Librarian Susan Mullee taught the GED students about FAFSA, the free application for federal student aid, giving them the basics of what FAFSA is and where to find it online and Senior Librarian Sandy Witmer proctored two tests for students during the month of February. Library Assistant Joseph Parnell assisted with proctoring one of the exams.

Main Library Book Clubs

CLGH Department Manager Olivia Hoge conducted a Brown Bag Book Discussion for *The Firebrand and the First Lady* by Patricia Bell-Scott on February 27th.

Main Library Tours and School Visits

During the month of February Main Library staff members conducted tours for several groups visiting Main Library including: a group of twenty-seven students and one teacher from a Cleveland State University's Urban Studies class, a design group from Detroit researching the Library and other Cleveland buildings, and a group of 30 individuals from the U.S. Committee for Refugees and Immigrants (USCRI).

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display highlighted modern civil rights and featured articles and photographs for Black Lives Matter, Muslim Lives Matter, and LGBTQ Lives Matter.

Main Library Outreach

Youth Services Department Librarians Lan Gao and Rebecca Price-Donahue conducted a Children's Summer Reading Workshop for Northeast Ohio Regional Library System on February 22nd. In addition, Ms. Donahue conducted story times at Cleveland Children's Academy on Mondays and Wednesdays during the month of February.

Social Science Department Librarian Helena Travka hosted librarians from the Foundation Center three Tuesdays during the month of February. During their first visit the Foundation Center librarians received a tour, orientation and then held "office hours" in the Social Science Department to assist the public with grant funding questions. On February 14th, they presented a workshop on libraries and grant-funding for CPL staff members and on February 21st they presented a program for the public on finding grants for various endeavors. Nineteen patrons attended the public program.

International Department Manager Milos Markovic and CDPL Manager Chatham Ewing attended the Ukrainian Museum Archives program titled *Digitizing Ukraine* along with a follow-up planning meeting to plot future cooperative arrangements regarding digitization of primary local resources.

During the month of February the International Department staff members collected and processed a total of 4,904 Long Loan items. These efforts served 11 CPL/CLEVNET agencies. Fine Arts & Special Collections Manager Pam Eyerdam volunteered at the Cleveland Home & Garden Show assisting at the Soldiers & Sailors Monument table display on February 9th. She had the opportunity to promote CPL resources related to the monument and the Civil War.

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Staff Development

Business, Economics & Labor Library Assistant Joseph Parnell participated and hosted the 1st Annual CPL Founder's Day Staff Appreciation Gala through the CPL FIT Committee.

Special Collections Library Assistant Bill Chase attended a meeting of Cleveland Public Library's International DUBLIN Literary Award book selection committee. The group made their selections of the best literary novel of 2016 on February 23rd.

Special Collections Librarian Ray Rozman attended the *More Product, Less Process* workshop at Case Western University on February 10th. The workshop was sponsored by the Society of American Archivists.

Other Library News

Public Service Managers Don Boozer and Ms. Hoge presented draft procedures for new Main Library Subject Department display accounts. Subject Departments now have an account to check out library materials to when using items for a display. These Sirsi accounts will show that an item is in a display and for which department.

Final arrangements were made to obtain an Institutional Membership to the Western Reserve Historical Society. Membership cards can be obtained from the Special Collections desk. Any staff member may use the card to visit the library to conduct research.

The View from Alexandria: Edited February Report from Jim Bettinger, CPL's Fellow at the US Patent & Trademark Office (USPTO)

Science and Technology Senior Librarian and current Fellowship Librarian at the United States Patent and Trademark Office Jim Bettinger performed a site visit at San Antonio Public Library from January 23rd to 25th. SAPL is a Patent and Trademark Resource Center (PTRC), just like Cleveland Public Library and over 80 other academic, public, state, and special libraries across the country.

The Annual PTRC Seminar work is in full swing at the PTRC Office. Mr. Bettinger along with colleagues is working together to inventory and order supplies. The Seminar Task List is assembled ten months prior to the seminar. CPL's Government Documents Supervisor Sarah Dobransky will be attending the seminar on behalf of CPL.

Branches

District 2

Brooklyn - For the first time in many years, Property Management has assigned Branch Custodian Lamel to the branch; Mr. Jarvis has replaced the rotating subs and is now present every morning, Monday through Friday. On February 3rd, the Ohio EPA held a public hearing on chemical solvents in the branch meeting room. School visits and day care drop-ins continue and Kids Cafe is averaging a steady 15 lunches per day. Finally, a third computer was added to the Circulation Desk during the week of Feb 13-17.

Carnegie West - Tax preparation began February 7th, with most appointments booked by the second week. The Rookwood Room, formerly the West Team administrator's office, has been cleaned, painted, and appointed with temporary furniture, and has available to the public and CPL staff for meetings. Groups using the new room this month include the board for local ensemble Les Délices, the board for Kentucky Gardens, East Tech High alumni, and CPL branch managers from Eastman, Fulton and South conducting interviews. Branch Manager Angela Guinther presented alongside her inter-library loan process improvement committee the team's recommendations for more efficient operations of that department to Deputy Director Cindy Lombardo. Ms. Guinther, Library Assistant Computer Emphasis, Lily Korte, Branch Clerk Latrice Williams, and Page Mario Banks attended the staff gala. Ms. Guinther has scheduled appointments with all state representatives and state senators representing Cleveland in anticipation of Ohio Library Council's legislative day. Innovation grant funded Carnegie West Scholars continues to have twenty to thirty children participate each session. Dads Count at the Library had several families enjoying the pirate-themed activities. (Thank you to the Children's Museum of Cleveland for assisting Carnegie West with both of these quality programs.)

Fulton - The Sewing 101 classes are popular; students have made bags, sleep pants and pillow cases. Ms. Bev's Project SUCCESS for teens has been very popular, in which a steady group (15+) of teens are meeting weekly with a Recovery Resources counselor. The Fulton Valentine's Day celebration had karaoke, Valentine's Day card making and candy. The America Reads tutoring program continues to be heavily used by the branch's students.

Jefferson - The Jefferson Branch celebrated Black History Month with book displays and a Black History Month Jeopardy Game. There have been many displays throughout the Branch, including New Television Series, Urban Literature, the music of The Grammy's Music Awards, and Black History Month Displays. Thanks to the Friends of the Library, Branch Staff has been using their new Cleveland Museum of Natural History membership. They have checked out kits and Dioramas to complement programming and displays.

South - The South Branch celebrated Black History Month with a plethora of displays and programs. In the teen area, a multi-media display features Black Guitar Greats. A special tribute to Jimi Hendrix includes a television on a continuous loop showing famous performance clips and a simulation of Hendrix setting his

guitar on fire at the Monterey Pop Festival in 1967. Throughout the Branch, other displays feature famous Blacks in history, science, sports and more. Discovery Day featured Bessie Coleman, who accomplished several "firsts" in the field of aviation both for blacks and women; the program included reading from books, video clips and constructing simple model airplanes. Valentine's Day was celebrated with making personalized cards. Another popular program for children and teens was Teddy Bear Tutu & Bow Tie, in which participants were given stuffed animals and the materials to make a Tutu or a Bow Tie for the stuffed animal. The Knowledge Office informed Branch staff that there was a balance on the Shark Tank/innovation grant account; the Branch purchased a digital drum system. The Guitar program continues to gather children in the afternoon displaying various ranges of skills, not only with the instruments but in some cases vocally.

South Brooklyn - South Brooklyn continued its usual services: Kids' Café (free snack program in partnership with Food Bank) provided 20 brown bagged lunches Monday through Friday, 75 bags of free produce for patrons from Food Bank, and College Now Greater Cleveland instructs 6 teens for the Winter Session of impACT the 216! (an ACT prep course offering enhanced math and reading proficiency). Various staff put up displays: the adult side had Blind Date a Book, CD & Movie, "New Year. New Chapter," African-American DVDs/books, and Oscar Movies Past & Present; the children side had Mickey Mouse Valentines & African-American history.

District 3

Garden Valley - The Seed Library at Garden Valley circulated seeds to a new patron and received an inquiry from another patron about information sessions to support the large community garden at the Anton Grdina School serving over 800 students. Classes will be scheduled with OSU Extension Services within the next few weeks.

Hough - Hough Branch hosted the following programs during the month of February: Black History Month Storytelling Celebration; Hough Branch Community Development Open House; Just Dance Xbox Challenge. Joanna Rivera attended "A day celebrating Black History" program at Mary B. Martin School, and facilitated a program entitled "Tell a Fairy Tale Day". The children at Hough also participated in a Valentine's Day celebration with card, poems, and drawings and patrons had a Blind Date with a Book.

Martin Luther King, Jr. - This month highlighted "The Incendiaries with Ohio City Theatre Project (OCTP)". It began with a live performance of an excerpt of the play Incendiaries and continued with a four week theater workshop series to explore the 1966 Hough Uprising in Cleveland. Also various book and DVD displays were set up to celebrate Black History month. Displays included historical figures and events, historical fiction, as well as hair and skin care.

Sterling - "We just want the officers to understand how valuable the library is to our community" was the goal of the CMHA Reverse Ride-Along (Sterling Stop). Conceived by Jan Thrope (Inner Visions of Cleveland) with support from Joe Black and the Central Promise Neighborhood, the Ride-Along introduced new CMHA police officers to the positive people and institutions in the Central neighborhood. 18 people including employees of St. Vincent Charity Hospital attended a luncheon and discussion at Sterling.

Woodland - Woodland staff continued to highlight the Black History collection, with more than 5 separate displays throughout the library. Programming included: (1) A Poetry & Rap Workshop and Performance; (2) A Black History Trivia program and Black History Beading activity; (3) Oluremi Ann Oliver, a member of Cleveland Black Storytellers, and (4) The movie, *Brother Future*, a modern look back at slavery.

District 4

East 131st - Representatives from the Food Bank presented a Heart Healthy program to our youth during one of the Kids Cafe sessions. They offered information on how to use the food pyramid to make healthier food choices. The program ended with a heart healthy smoothie demonstration that everyone was able to sample. Also East 131 added two new staff members, Computer Emphasis Cherita Vaughn and Children's Librarian Kelli Minter.

Fleet - Fleet hosted a genealogy class sponsored by the Local History and TechCentral Departments and a three week video gaming series taught by local technology expert Ron Sims. Fleet Branch celebrated Black History Month with three displays showcasing their collection of books, movies, and African-Americans that contributed to history.

Harvard-Lee - Olivia Geaghan and Kevin Moore hosted a presentation by the ACLU titled Access Denied, about voter disenfranchisement for Black History Month. Kristen Schmidt and

Ms. Geaghan presented at a Moms First staff training at the YWCA about library resources and early literacy. Ms. Geaghan, Mr. Moore, and Ms. Schmidt started booking community organizations for Summer Reading Club 2017 programming. Mr. Moore conducted an outreach story time at Louis Stokes Day Care Center, and Ms. Geaghan and Ms. Schmidt each conducted story times inside the branch. Harvard-Lee was selected for a special grant-funded HTML and CSS class to be presented by Best Buy, and we are coordinating with JFK High School for March 8.

Mount Pleasant - The Mount Pleasant Branch hosted a Have a Slimy Valentine's Day event for the children on February 14. We also hosted an African American Black History Fashion show on February 16. The Youth Services Dept. had a month long contest for children to guess the African American Inventors and Civil Rights leaders. Each Friday during the month of February we showed a Black History movie to the patrons, such as The Life of Miss Jane Pittman. Also throughout the month: Mrs. Scurka helped to deliver the Souper Bowl Soups for the United Way and Community Shares Fundraisers. Mrs. Scurka was also invited to the Fleet Branch Black History Program to lead the audience to sing Lift Every Voice and Sing.

Rice - Branch Manager Ginaya Willoughby spoke about branch activities at the monthly Principal Chat n Chew at Harvey Rice Elementary. She also hosted the Marketplace at the St. Luke's community meet and greet. Programs of Yoga, Qigong, Poetic Power, Origami, Knitting, Children's knitting, and Meditation have continued with a consistent weekly turnout. Impact 216 held its parent meeting and also took a field trip to a local college. We held large community programs this month with Network Night holding over 100 people, and visited Harvey Rice and Sunbeam Elementary to sign up the entire schools for Read Up Rise Up library cards. Manager Ginaya Willoughby attended a community meeting involving summer programming and a resource learning fair. Ms. Willoughby also participated in Leadership Trainings titled Leading Change and Decision Making. The after school snack program fed over 50 children every day after school this month. Rice Branch security cameras remain in-operational, and a temporary wifi router was installed, as we wait for a building upgrade

Union - During the month of February, Union Branch provided over 850 lunches for students via Kid's Café. Tutoring is going strong, as about 50 students have utilized free tutor services. In honor of Black History Month, Mr. Gregory Parker hosted "Black History Cinema," with 30 students in attendance.

Additionally, Mr. Gregory Parker continues to provide outreach story time services, having read to over 300 students during the month of February. Union Branch hosted a Community Open House as part of the Community Vision Plan on February 23; about 30 patrons participated. In regards to professional development, Mr. Gregory Parker attended Quality Youth Training Workshop, Diversity and Inclusion, and Summer Feeding Training, along with Ms. Marks. Ms. Marks presented at this month's Youth Services meeting on ALA Membership. Ms. Vaughn and Mr. Michael Parker attended Diversity Training, and Ms. Brown attended ALICE Training. Lastly, Mrs. McKnight (LACE) hosted a Mardi Gras program, with 30 students in attendance.

District 5

Addison - The official launch of Ohio Means Jobs Kiosk took place this month. New furniture and partitions were delivered for this remote office. This service will be provided to patrons on Tuesdays, Thursdays, and alternating Fridays. Bookcases will be removed to provide extra room for this new space. A New Chapter: Adult Book Discussion Forum (season six) hosted its first program for the year. Local author, *Jazzy Rose* gave a "book talk" on her first book: *Love Covers the Multitude of All Sin (The first book of parenting instructions)*.

Collinwood - The Collinwood Branch reports that during the month the Collinwood branch helped 17 patrons with resumes. One patron did report back to LACE, Kristen Galewood that they received the job that she helped her apply for. Additionally, Collinwood offered classes in Basic computer skills, 101 and 102. Pathfinders were created for Lynda, free eBooks and 211 tax information. Unfortunately, Manager, C. Peak had to report that one of our Learning Center's Laptops was taken and is missing. CSU tutors have provided 27 sessions with students so far for the month. Librarian, Adam Tully attended a Teen Summer Reading workshop via NEO Today on the 8th and presented on Feb. 22nd at the Children's Summer Reading workshop in partnership the Youth Services. Manager, Caroline Peak received an award for the North Collinwood Hall of Fame during a ceremony, "Taste of the Neighborhood" on Feb, 21st. The Collinwood Community Youth Academy will present, "A Conversation with Juvenile Court Judge, Michael Ryan" in collaboration with OPS, on Monday, Feb.. 27th at 4 pm.

Glenville - At Glenville, the tutors from America Reads started back this month. GED classes have been postponed until further

notice until they locate an instructor for the class. The Senior Forum Bookclub started back this month. Branch Manager Sharon Jefferson attended the monthly manager's meeting and the Founder's Day Gala.

Langston Hughes - The Langston Hughes branch hosted the following programs for the month of February: After school tutoring from America Reads tutors, Mon.-Thurs., starting at 3 p.m.; Learn the basics of Microsoft Word 2010 with our month long computer workshop each Wednesday at 3 p.m. We acknowledged Langston Hughes' birthday and learned about his time here in Cleveland during Happy Birthday Langston Hughes; Wednesday, February 1st at 4 p.m.; History of African American art in Cleveland was explored as we hosted, African American Artists in Cleveland, Tuesday, February 7th at 4 p.m.; children made Valentine's day cards for family and friends as we during, Valentine's Day Excitement! Monday, February 13th at 4 p.m.

Memorial Nottingham - For the Month of February the memorial Nottingham Branch hosted the Legal Aid Society on Saturday February 11th. In collaboration with the foreign Literature department the Memorial Nottingham Branch offered Russian Book Clubs and Children's programs on Saturday the 11th as well. The chess Club continues on Saturdays and remains popular among community residents. On February 14th & 15th kids decorated hearts for Valentine's Day during Kid's Café. On February 16th kids filled out and took home worksheets & word puzzles for Black History Month during Kid's Café.

OLBPD

For February 2017, OLBPD circulated 42,310 books and magazines directly to patrons. OLBPD registered 105 new readers to the service. Approximately 641 BARD patrons among 1,634 active users downloaded 10,929 items.

The National Library Service for the Blind and Physically Handicapped (NLS) introduced a new USB breath switch for use with digital talking-book machines. The USB breath switch provides control of all functions of the digital player except power on/off for patrons with severe physical disabilities that prevent them from accessing the player's control buttons. This accessory is compatible with both the standard model and the advanced model players. The breath switch comes with a shirt clip, removable mouth tube, and inline moisture filter. OLBPD can assist eligible patrons with obtaining a breath switch.

On February 28th, OLBPD Manager Will Reed and CPL Director of Public Services John Skrtic met with directors at the Cleveland Hearing and Speech Center (CHSC). CHSC is an outpatient facility that provides programs and services in Audiology, Community Center for the Deaf & Hard of Hearing, and speech-language pathology. CHSC also oversees the management of the Regional Infant Hearing Program (RIHP), which services 14 counties in Northeast Ohio. All CHSC departments provide community outreach/education, support groups, student training and advocacy. During the meeting, CHSC directors were provided an overview of CPL and OLBPD services for deaf-blind and hard of hearing patrons, and partnering ideas were explored and discussed on ways CHSC and CPL could work together on inclusive library programming to accommodate the deaf community.

OLBPD Library Assistant Doris Yee participated with CPL's Lunar New Year Celebration: Year of the Rooster on February 4th. Ms. Yee worked with Foreign Literature to help plan activities and programs as part of the Lunar New Year event.

OLBPD Library Assistant Ken Redd provided information and talks about the service at the Independence Village Low Vision Group on February 23rd; St. Mary of the Woods Low Vision Group on February 23rd.

The OLBPD adult book club met on February 10th to discuss "Life in Motion: An Unlikely Ballerina" by Misty Copeland.

Cleveland Digital Public Library

Programs, Services & Exhibits

Learning Commons

Cleveland Digital Public Library regularly hosts classes. During February, we regularly hosted CPL Fit Yoga. We in the process of developing new curricular offerings that are derived from the digital gallery, developed with departments and branches at CPL, and coordinated with external partners. Programs will include chess offerings, classes on digitization and video, and classes on using digital coaching tools. Our Digital Hub area has been equipped with laptops that can be reserved for use by the public, and we will continue to offer 3D scanning as a service using a new HP Sprout Scanner.

Programs

This month ClevDPL ran a Wikipedia 'Edit-a-Thon' done by staff and had a Valentine's Day card making workshop with three

attendees. We coordinated the final Shakespeare workshop, 'Directing Romeo and Juliet' by Michael Mauldin with 63 attendees. We hosted programs by the Foundation Center on Feb. 14th and 23rd for 23 attendees, and we hosted Indivisible CLE on Feb. 25th with 44 attendees.

Exhibits

The "Wonder of Shakespeare" remains on display in Brett Hall, and "Making and Faking Shakespeare" was taken down on February 27th by Special Collections Staff. "Question Bridge," a multimedia exhibit exploring the experience of African-American men in America has been regularly on display on the touch wall. Digital Shakespeare remains on display by request in the Digital Hub. We still have a Fourth Folio borrowed from the University of Akron on display in Brett Hall. We continue to have attendance at showings of *Shakespeare the Animated Tales* (Tuesdays and Thursdays at 12:30 and 5) and visitors who take the Wednesday tours.

Magic Box

Cleveland Digital Public Library has placed the Magic Box exhibit case on display in Brett Hall. The case contains both physical and digital materials relating to Shakespeare. We are currently developing content for the Magic Box related to the upcoming Superman exhibit.

Videography and Photography

ClevDPL documented library events through photography and video during February. These include: Lunar New Year (Video), Lunar New Year (Photos), Poinsettia Plants (Photos), Valentine's Day Craft (Photos), Music At Main (Video), Music At Main (Photos), John Petch Interview (Video), Don Elbaum Interview (Video), Ukrainian Museum Test Footage (Video), Staff Gala (Photos), Poetry Out Loud (Photos), and Esports (Video).

Scanning Assistance

Cleveland Digital Public Library staff assisted over 18 reservations and drop in sessions of two hours (or more) in length. There was scanning of both large personal and library collections in the Digital Hub. Patrons used the Epson 11000XL flatbed, ATIZ book scanner, and I2S oversized flatbed scanner to accomplish their projects for personal and publication use.

Public Services Statistics

Patron Visits: Between February 1st and February 25th the Cleveland Digital Public Library had 337 visitors.

KIC Scanners: 29 KIC Scanner sessions resulting in 924 images/1601.5 MB or a little less than 2 GB of scan volume. We did have some technical difficulty with the KIC scanners this month.

Digital Gallery: From February 1, 2017-February 28, 2017 Google Analytics (GA) reports 4845 sessions for 3575 users and 24,274 page views. Per **GA**, our user base skews toward males, our users are 54% Male and 46% female. Per **GA**, our age breakdown skews towards youth. The age numbers are: 18-24 is 27.50%, 25-34 is 33.50%, 35-44 is 15.50%, 45-54 is 12.50%, 55-64 is 5.50%, and over 65 is 5.50%. Per **GA**, the bulk of our users have English set as their language preference; however, we have numbers of Spanish, French, Italian, and German speaking users. Additionally, **GA** user statistics related to location indicate that we have users from the US, United Kingdom, Canada, Italy, Saudi Arabia, Spain, France, Australia, the Netherlands, and Germany. Finally, **GA** shows that we have a diverse group of pages where users were before they came to CPL's ContentDM . Google search is the most common point of entry into our Digital Gallery at 32.92%, with direct access next at 22.89%. Referrals from our library website account for another 18.25%. The referrals from our website have increased. We have 3.26% of our referrals from the library at CSU, which remains a good sign for our collaborative link with Cleveland State. Yahoo & Bing are at levels that should be higher (around 1.5%). Ancestry seems to have dropped way down as a source or referral point, and the Digital Gallery seems to have no significantly active links in from Wikipedia. Our numbers are also low for social media; and our Facebook increased, with around 4% or so coming initially from Facebook. We also have 1.65% of our use coming from Twitter referrals. A deeper look at referrals indicates we are getting some traction in social media with referrals from Twitter and Facebook; use through Pinterest seems to have dropped off.

Outreach

Cleveland Digital Public Library staff spoke with Duraspace staff about a hosted Hyku project. Staff continued to correspond with Euclid Library, the South Lyndhurst/Euclid Historical Society, Hudson Library, the Ukrainian Museum and Archives, Shaker Heights Public Library, and the South Brooklyn Historical Society to discuss potential projects for the Digital Hub. Staff has been working with library counsel to iron out details for providing library services to partner organizations.

Twitter has been introduced as a tool for promoting the Digital Gallery, with some success:

#coloroutcollections campaign: total tweets: 3; total impressions/views: 1,470; total engagements: 57
general twitter: tweets: 40; increase in followers: 35; profile visits:1,229; total impressions/views: 31,000
Top viewed tweet: Clearing the street from a heavy fall of snow in February of 1913. The view is looking east from West 9th

Collection Development

Library Staff Does Digitization

Cleveland Digital Public Library staff has scanned 124 items (2,159 files), post processed 239 items (8,714 files), and uploaded 295 items (318 files) into the Digital Gallery. CPL departments uploaded 91 items themselves, and we are glad to see this trend.

Preservation

Preservation staff did the following:

Paper treatments (in sheets): 40 items (62 sheets for simple repair, 26 sheets for complex repair)

Book treatments: 59 (13 simple, 46 complex)

Enclosures: 31

Labels printed: 22

Books received: 20

Books returned: 34. Preservation staff has continued disassembly and repair on the American edition of Boydell's Shakespeare Gallery.

Environmental Monitoring

Working with buildings including Property Management Supervisor Tim Murdock and Oliver Reyes, Dr. Ewing continues to monitor from 22 placements around Main and LSW using PEM II environmental monitoring devices. We have added an additional five placements at the Lakeshore Facility and have begun monitoring all five of them. We are also monitoring the collections processing room at Lakeshore. We are regularly collecting and uploading data into E-Climate Notebook for sharing and analysis. We have now licensed an additional 10 slots in E-Climate Notebook so that we can effectively gather and share information from exhibit areas monitored by our portable monitors (Artens, Hobos, and PEMIIs)

Stacks and Collections

Working with the Center for Local and Global History, ClevDPL reviewed potential stack options for storing oversized maps waiting for appropriate storage in the map collections. Currently, the best option would be to place appropriate storage

racks on the seventh floor of the Louis Stokes Wing in stack areas currently used for general storage.

TechCentral

Public Service Technology Projects

Rockport Branch's new MondoPad was installed and setup on February 2 with the assistance of IT/CLEVNET
Lorain's 3D Scanner was setup again on February 9 after an update caused the previous software to become uninstalled.

TechCentral Manager, CJ Lynce, met with IT/CLEVNET and Grants & Development Coordinator, Tracy Martin on February 15 to discuss upgrading the Lakeshore Facility Computer Lab with grant funds from the Mozilla Foundation.

Community Engagement: Visits and Outreach

TechCentral Manager, CJ Lynce, and TechCentral Coordinator met with Sean Wheeler, Campus Coordinator at Design Lab Early College High School on February 1 to discuss possible partnerships between our two organizations.

Mr. Lynce attended the NEOSTEAM Ecosystem meeting on February 9 at the Cuyahoga County Educational Services Center.

Mr. Lynce, along with Library Assistants, Computer Emphasis Lawrence Clark-Bey and Julie Gabb traveled to the Highland Branch of the Medina County District Library on February 18 to participate in their annual STEAM Day. Over 200 people were in attendance to view the TechCentral Mobile MakerSpace Laser Engraver and 3D printer.

Mr. Lykins attended the NEOSTREAM Conference Advisory Committee Meeting on February 23 at the Cuyahoga County Community College Corporate College East.

Mr. Lynce and Mr. Lykins provided tours of TechCentral at the MakerSpace for several high school groups on February 23.

LEARNING AND EDUCATION

Marketing *The People's University*

- Met with the Marketing Department re: TPU Logo

- Worked with Nancy Mocsiran to create the initial draft of the Patron Survey; discussed final version of survey with Tim Diamond
- Link to survey appears in the first slide of the updated CPL website and on CPL social media (Facebook and Twitter)
- Requested and received an Office of Education and Learning email address (oel@cpl.org)

The People's University Introduction

Introduced the broad framework of *The People's University* to the Subject Department Managers during the Main Managers' February meeting.

The People's University Patron Survey

The TPU Patron Survey can be found on the first slider/page of the new CPL website

Needs Assessment Meetings with Branch/Main Managers'

Date	Branch/Department	Manager(s)	Priorities
1/23/17	TechCentral	C.J. Lynch/Forrest Lykins	Standardized Curriculum
2/21/17	Langston Hughes	William Bradford	Arts and Culture in District 5
2/22/17	Union	Erica Marks	Family Engagement/Early Childhood Literacy
2/23/17	Digital Public Library	Chatam Ewing	Neighborhood Digital Curation; creating digital materials for teachers
2/24/17	Hough	Donna Willingham	Instill the love of reading; programming relevant to Hough patrons
2/24/17	Glenville	Sharon Jefferson	Building Improvements
2/27/17	Rockport	Amiya Hutson	
2/27/17	West Park	Michael Dalby	Adult Basic Literacy Education

Other CPL Office of Education and Learning February Endeavors

Meeting with Karen Long

- Lunch meeting with Karen Long re: potential Anisfield-Wolf programming in the branches
- Potential TPU programming in conjunction with the inaugural CSU Arts and Humanities Alive! (AHA!) Festival, specifically related to authors Isabel Wilkerson (*The Warmth of Other Suns*) and Jon Meacham (*American Lion: Andrew Jackson in the White House*)

Meeting with Tri-C

Along with C.J. Lynch and John Skrtic, met with Dr. Timothy Cox and Shirley Stineman re: collaboration opportunities. Specifically related to TPU, scheduling Tri-C recruiters to visit Addison and Fleet during the days that the OMJ Employment Specialist is scheduled at the other branch. The recruiter would highlight the short-term workforce development training opportunities that could be subsidized using OMJ scholarships. Tentative start date for Tri-C Collaboration is Monday, March 13.

Meeting at Cuyahoga County Library

Along with the Director and Tracey Martin, met with Sari Feldman and her team regarding a potential family engagement collaboration. The proposed program would have entailed applying for grant funding from Albert Ratner as well as other funders for a GED/Early Childhood Education program. At Mr. Ratner's request, the program development is on hold pending group discussions regarding the effectiveness of the current models of GED preparation.

Ohio Means Jobs

Along with Carlos Latimer, Pasha Moncrief-Robinson, and Magnolia Peters met with OMJ WIOA Services Manager regarding the CPL|OMJ collaboration. The collaboration began on Tuesday, February 21 at the Addison branch; Wednesday, February 22 at fleet. Marketing added a dedicated Ohio Means Jobs Tile on homepage linking to OMJ webpage. Currently, the setup at both Addison and Fleet is temporary; Timothy Murdock has ordered workspace privacy screens. Scheduled CPL Sub support for the OMJ Employment Specialist to assist with client intake and management.

CPL|OMJ Collaboration February 2017 Statistics

Patrons:

Number of patrons signed-in: 13

Number of patrons who completed OMJ counseling: 13

Number of patrons unable to wait for OMJ counseling: 1

Supplies: Branch computers

Additional comments and observations:

The overall response was generally positive. On average patron wait time is approximately 30 minutes if there are more than 3 people signed up at one time. The process of signing up can be especially lengthy if the patron is a walk-in without a resume. There was one patron who required 30 minutes to help get her set up before the patron could receive the OMJ counseling. One patron was delightfully surprised to be able to accomplish so much at the session which included signing up for a workshop, filing for unemployment, and beginning his job search. Patrons appreciated the help and came away feeling more knowledgeable about the job search. Although some of the patrons were cautious due to unsuccessful past experience getting job help, they were hopeful with this program. Patrons said they would definitely use what they learned from their job search sessions with Ms. Hughley. There was one patron who was unaware of all the applicable resources and services provided by the library such as computer assistance. Patrons appreciated the one on one time dedicated to helping them find jobs. Patrons responded negatively to the suggestions of job fairs and classes. Patrons requested more computer assistance with their job searching. They also mentioned that job searching when kids are monopolizing the computers makes it difficult for them.

There was a language barrier with one participant, A. S., who was having trouble understanding Ms. Hughley and the substitute. He was requesting assistance with unemployment and filing a claim. OMJ had some of his personal information wrong on their website and Ms. Hughley and the substitute were unable to make revisions to the database. He was on hold for nearly an hour before giving up. Ms. Hughley insisted that he call and/or return the next morning.

Professional Development

- Winter 2017 Participant in the Cleveland Leadership Center's Civic Leadership Institute

- Watched in the "Libraries = Education: Your Key to Success" webinar and purchased the accompanying book *Transforming Our Image, Building Our Brand: The Education Advantage*.
- Attended the Literacy Cooperative's Read Across America Luncheon with keynote speaker Dr. Dana Suskind, author of *Thirty Million Words: Building a Child's Brain*; currently reading Dr. Suskind's book

Miscellaneous

- Attended the January Youth Services Meeting
- Attended the February Branch Managers Meeting
- Attended the February Main Managers Meeting; introduced the broad framework of TPU
- Established a standing one-on-one meeting with the Director
- Established a standing meeting with Aaron Mason
- Established a standing meeting with Aaron, Tracey, and Marina re: matching (or creating) programming to match grant opportunities
- Participated in a Conference Call with Bob Paponetti re: Project Learn/Parma ABLE
- Sat in a meeting with the Director, Nichole Shabazz, Deb McHamm along with Ms. McHamm's staff re: Children's Book Festival and Author visits
- Participated in a conference call with CMA's Director of Education and Academic Affairs Cyra Levenson re: arts education collaboration
- "Road Trip" visiting several branches with Sherry Parker
- Met with Nichole re: Youth Programming
- Sat in a meeting with Dr. Frederick Frelow re: Say Yes to Education
- Participated in Conference Call with Candance Benson, founder of Camp Tech, Inc. re: possible edtech programming in branches
- Informal Tour of the CPL Archives with Ann Marie Weiland

TECHNICAL SERVICES

Acting Director of Technical Services and Acquisitions Manager Sandy Jelar Elwell, Collections Manager Pam Matthews, Acquisitions Coordinator Alicia Naab, and Technical Services Assistant Eric Hanshaw met with Todd Warhola and Rachel Woods from OverDrive, one of the vendors that CPL uses for eMedia, to

discuss the various different tools available on OverDrive's Marketplace website and how to use them most effectively for collection development.

Ms. Jelar Elwell, Ms. Matthews, and Collection Management Librarian Laura Mommers met with Monty Clark, the new Midwest Tape representative for CPL, to discuss and review Midwest Tape's products including hoopla, their streaming service. Ms. Jelar Elwell worked with Chad Lewandowski, hoopla Customer Support Specialist, to implement changes to the hoopla subscription when it was switched from a CLEVNET to a CPL only subscription.

Staff from each of the Technical Services Departments attended a Departmental Group Session led by Ellen Burts-Cooper from the Improve Consulting and Training Group. There was a separate Departmental Group Session for each department in which Ms. Burts-Cooper reviewed the process maps that had already been created for that department and documented any processes that had not yet been mapped. Staff that were unable to attend the group session provided input to Ms. Burts-Cooper through phone or individual meetings.

Ms. Sandy Jelar Elwell, Materials Processing Manager Elizabeth Hegstrom, Technical Services Associate Glennis Blair, Technical Services Senior Clerk Shirley Jones, and Materials Processing Technician Brenda McIntyre attended the Founder's Day Staff Appreciation Gala.

Acquisitions: Acquisitions Coordinator Alicia Naab verified and received an order of rare materials selected for purchase from the vendor Old Erie Street Bookstore by the Center for Local and Global History. Ms. Naab provided descriptions of the items to Librarian Brian Meggitt in the Center for Local and Global History to be used in creating finding aids for this material.

Ms. Naab and Technical Services Associate Anarie Lanton attended Diversity and Inclusion training. Acquisitions Librarian Leslie Pultorak and Technical Services Associate Glennis Blair attended the ALICE - Active Shooter training.

The Acquisitions Department ordered a total of 6,704 titles and 9,962 items (including periodical subscriptions and serial standing orders); received 11,750 items, 1,347 periodicals, and 239 serials; added 471 periodical items, 109 serial items, 230 paperbacks, and 1,846 comics; and processed a total of 1,552 invoices.

Catalog: Staff cataloged 2,670 titles, including 374 books in 25 different languages, and added 3,270 items for Cleveland Public Library. As Geauga County Public Library (GCPL) joined CLEVNET, the migration of GCPL's records to the Sirsi/Dynix catalog created numerous duplicate records. Information Technology/CLEVNET was able to remove all but about 550 of the duplicates. Senior Librarian Regina Houseman distributed the remaining records among the Catalog Librarians to be merged.

Catalog Manager Andrea Johnson worked with Employee Relations Specialist Crystal Brooks to publicize a Catalog Department position vacancy externally. Ms. Houseman acted as advisor to both CPL.Newcat and CPL.Cat teams in Senior Librarian Dawn Grattino's absence. Ms. Johnson met with the CPL.Newcat team to begin planning for a CLEVNET Technical Services Special Interest Group meeting. Ms. Johnson gave Michelle Miller, Children's Librarian from Glenville, an overview of the department and then Ms. Houseman demonstrated the MARC record, copy and original cataloging, LC classification and shelf listing.

Ms. Houseman participated in a planning session for the Northern Ohio Technical Services Librarians (NOTSL) Spring Meeting. Librarian Perry Huang attended Diversity and Inclusion training and Active Shooter training.

Collection Management: Collection Management selected 1,428 titles, 10,463 copies, and spent \$204,041 in February. 43 telescopes of materials were relocated.

Department staff continued to cover for the absence of a Children's and Young Adult selector in both materials selection and in the processing of Branch discretionary selections, and also to cover the selection of E-Books, Large Print, and Spanish titles, previously done by the Director of Technical Services.

Pam Matthews convened the first District Manager/Collection Management meeting of 2017 and attended two more sessions of the Leadership Development course. Eric Hanshaw attended the February CPL United Way/Community Shares Committee meeting, and also attended a webinar on upcoming Young Adult books for spring 2017.

High Demand: The High Demand staff ordered 1,085 titles and 7,821 items, received and added 740 titles and 11,596 items, and processed 540 invoices.

Carole Brachna, High Demand Manager, was contacted by the Technical Services staff of Geauga County Public Library with some questions about getting started with 9xx ordering. After some changes to their setup, Geauga County staff was able to download their orders into Sirsi.

Mrs. Brachna participated in a one-hour NEO-RLS webinar on motivating staff.

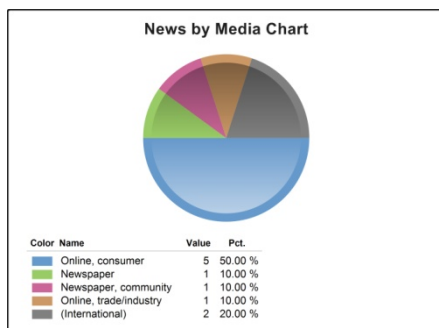
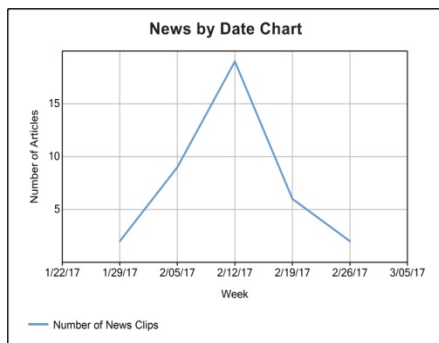
Materials Processing: The Associates cataloged 1,382 new titles for the Cleveland Public Library and added 1,433 records for the CLEVNET libraries. The Associates and Sr. Clerks added 3,191 items. The Technicians worked on 22,148 items.

Doug Huston attended ALICE training.

Shelf/Shipping: James Clardy along with the Page Committee began the process of new page recruitment. A total of 75 applicants passed the assessment and will receive an interview.

The staff of the Lake Shore Shelf/Shipping Department sent 103 items to the Main Library for requests and 110 items to fill holds. Main Library received 227 telescopes, the Branches received 744 telescopes, CLEVNET received 3 telescopes, CASE received 5 telescopes, CSU received 3 telescopes, and Tri-C received 5 telescopes. A total of 1,126 telescopes were shipped out. The Technicians sent out 476 items of Foreign material and in total 7,315 new items were sent to the Acquisitions and High Demand Departments.

MARKETING & COMMUNICATIONS



Media coverage for the month of February included 47 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$141,651.06. In February, the online media outlets that featured CPL events and programs had a circulation audience of 155,403,034. No singular story about CPL dominated the news in February, but most had to do with CPL programs. Online Consumer accounted for most of the media articles.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 1,136 times on average per day, with an average of 149 clicks to the website per day resulting in a 13% click-through rate for the month. *+libraries cleveland oh* was the most clicked-through phrase. No special ads were run on cleveland.com.

Facebook

	2017	2016	YoY	MoM
Net Page Likes	53	45	18%	-51%
Avg Post Reach	1,938	1,056	84%	-2%
Avg Total Reach	3,731	1,534	143%	1%
Average engagement	60	15	300%	28%
Reactions	45	8	463%	36%
Comments	6	1	500%	20%
Shares	9	6	50%	0%

Twitter

	2017	2016	YoY	MoM
Top Tweet				
(Impressions)	9,379	2,372	295%	217%
Top Mention				
(Engagements)	624	207	201%	5%
Top Media Tweet				
(Impressions)	5,724	0	0%	166%
Summary				
Tweets	130	52	150%	9%
Tweet Impressions	139,000	55,100	152%	-6%
Profile Visits	4,584	1,962	134%	22%
Mentions	247	261	-5%	41%
New Followers	138	142	-3%	42%

Graphics

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

PROPERTY MANAGEMENT

Mechanic

- Worked on mowers and leaf blowers.
- Repaired tire to truck 15.
- Took vehicle 29 in for recall service.
- Replaced tail lights on truck 15.
- Repaired gate on truck 8.
- Replaced two tires on vehicles 5,9,and 19
- Repaired tires on drivers two wheeler
- Took car 23 in for body estimate
- Filled pot holes with carpenter at Rockport branch
- Took vehicle 25 in for recall service
- Diversity training for painters, carpenters and mechanic.

Painters

- Langston Hughes- patched and painted ceiling.
- M.L.K- patched, painted and primed meeting room.
- Carnegie-West- primed and painted backroom and areas from camera installation.
- Main- primed and painted children's area and elevator hall in youth services.
- Main- primed and painted elevator hall in shelf division.
- Eastman- painted parking lot entrance.

Carpenters

- LSW- installed shelving units on 4th floor.
- LSW- removed tile and grid, reinstalled once work was completed.
- LSW- removed broken wheels from custodial carts and installed new ones.
- Harvard-Lee- repaired lock to back door meeting room, also repaired lock and panic bar to parking lot door.
- Carnegie-West- repaired, sanded and stained bench, made decorative coat hanger to match bench.
- Woodland- repaired second set of Stanley doors.
- Fleet- repaired door and cylinder to parking lot door.
- Westpark- build support wall under screw plywood to surface and braced wall with wood studs.

- Rockport- braced joists removed metal shelving, repaired two wooden chairs and filled potholes in parking lot.
- Lakeshore- installed keyboard tray.
- Rice- removed broken lock to custodial closet and replaced with new lock
- Fulton- repaired lock to custodial closet
- Mt. Pleasant- removed broken lock to custodial closet and replaced with new lock set
- South Brooklyn- replaced soap dispenser in men's restroom, installed pencil sharpener on Luigi's desk and removed broken door closure to parking lot door and installed new closure.

Maintenance Mechanics

- Lakeshore - Checked sewer pumps, primed/cleaned basement floor drains to eliminate sewage smell.
- LSW - Worked with Conkey on unclogging/re-piping 1st floor utility sink in SPS.
- Rice - Early start/O.T., replaced vav box filters under raised floor, secured electrical floor boxes.
- Addison - Replaced belts and filters in AHU's, checked ceiling leak.
- Eastman - Secured/repared 2nd floor AHU access panel, checked boilers, checked for source of burning smell.
- Glenville- Continued replacing bad ballasts in branch.
- Westpark- Branch cold, repaired heating system, replaced re-heat thermostat.
- LSW- Removed old UPS units from I.T. and moved to Automation storage.
- Fleet- Boiler PM, repaired lights above manager's desk.
- Carnegie West- Re-installed rebuilt boiler circulation pump.
- Hough- Boiler PM, replaced belts and filters on AHUs.
- LSW- Replaced 10th floor north return fan motor/bad bearings.
- Fleet- Repaired leaking staff restroom toilet.
- Rockport- Replaced belts and filters on AHU, checked boilers.
- Jefferson- Boiler PM, replaced belts and filters on AHU.

- MLK- Replaced belts, advanced roll filter, checked/greased blower bearings.
- LSW- Ran power, installed new receptacles for refrigerator on 2nd floor/ OPS.
- Fleet- Repaired parking lot/wall lights.
- Woodland- Replaced belts and filters on air handlers and roof top HVAC units.
- Lakeshore- Repaired ice maker on staff lunch room refrigerator.
- E.131- Boiler PM, replaced bad ballasts on main floor.
- Sterling- Boiler and AHU PM.
- Glenville- Replaced bad domestic hot water pump, replaced air compressor pressure switch.
- Woodland/Mobile Services- Checked building power, replaced outlets in staff lunch room.
- Westpark- Boiler and RTU PM.
- Main- Installed replacement LED light fixture above east ramp entrance, moved shelving from Automation storage to Maintenance shop.
- Glenville- Replaced broken coupling on boiler circulation pump.
- Fleet- Checked water fountain, researched replacement parts/units.
- Walz- Installed replacement LED outside light above rear exit.
- Lakeshore- Installed replacement fan cycling controls on AHU #10 chiller, continued cleaning condenser coil.
- Fulton- Relocated doghouse/circuit for children's librarian's desk.
- Langston Hughes- Replaced belts and filters on heat pumps, greased circulation pumps.
- Glenville- Installed low water safety cut-offs for both boilers.
- Fleet- Replaced bulbs/troubleshoot and trace power issue for parking lot pole lights.
- Addison- Replaced back entrance exit light fixture.
- Union- Replaced belts and filters on AHU, checked boilers.
- MLK- Replaced staff workroom faucet.

- Main- Replaced bulbs in globe above 1st floor lobby, corrected time on clock.
- LSW- Continued replacing bad ballasts on the 4th floor.
- Addison- Met East Ohio Gas for branch shutdown for gas leak repair, replaced stuck isolation gas valve on hot water tank.
- Lakeshore- Repaired light fixture in stacks elevator.
- Rice- Early start w/ Harrington Electric to setup scaffolding for outdoor camera installation.
- South Brooklyn- Replaced broken front entrance exit light fixture.
- Glenville- Installed replacement pressure relief on air compressor.
- Rice- Installed/relocated four new access points for I.T.
- South Brooklyn- Checked natural gas pressure for boilers, East Ohio Gas replaced faulty gas meter, installed low water safety cut-offs for both boilers.
- Mt. Pleasant- Replaced belts and filters on both rooftop HVAC units.
- Walz- Re-installed pneumatic damper actuator for AHU economizer/ calibrated pneumatic controls.
- Glenville- Replaced leaking air vents on both boilers.
- Lakeshore- Rented scissor lift to repair outside pole/parking lot lights, replaced bad bulbs, installed new fixtures.
- Fleet- Sealed gutters above rear exit, replaced outlet in meeting room, replaced ballast in staff lounge.

SAFETY & PROTECTIVE SERVICES

SAFETY SERVICES

- I attended the Police Advisory Council on February 28th.
- A.L.I.C.E. training classes were well received by staff and additional dates have been added.
- Four part time officer positions have been offered to applicants.

PROTECTIVE SERVICES

Activity

Month	Total Dispatch Activities	Ave per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Feb 2017	3574	155	65	109	586	164	80	40
Jan 2017	2920	127	44	112	470	115	80	93
Dec 2016	3087	123	34	108	372	160	68	29
Nov 2016	3404	155	52	113	568	116	74	40
Oct 2016	4127	165	73	118	707	148	81	49
Sept 2016	4074	163	76	136	604	119	69	63
Aug 2016	4866	175	98	170	784	132	70	117
July 2016	4141	155	87	77	697	105	75	46
June 2016	4307	163	82	50	652	120	70	76
May 2016	4694	196	59	143	713	124	90	68
April 2016	4822	161	125	143	845	162	117	68
March 2016	5424	200	129	76	893	156	104	82
Feb 2016	4856	202	89	101	776	184	116	115

Special Attention, Special Events, and Significant Incidents

- 2/1, a female patron at Fleet branch was asked multiple times to get off her cell phone. The patron later began getting loud and aggressive towards staff stating she needed help. The patron then used inappropriate language towards the Royce guard and when asked to leave began using vulgar language towards staff.
- 2/2, three male juveniles were involved in a physical altercation in the children's section at South Brooklyn branch. The SPS officer posted at the branch intervened and separated the teens. The third teen ran off but the primary aggressors were detained. Both juveniles were issued 30 day expulsions.
- 2/2, a mother entered the South Brooklyn branch and began interrogating children/teens about persons who slapped her daughter. The situation was deescalated by the SPS officer on duty and the mother was informed to contact the police.
- 2/2, staff on LSW 2 stated that they were unable to lock the door to conference room B because it was jammed. The bottom bolt on the right hand door was jammed and the carpet showed that the door was forced open. Property management was notified and repaired the door.
- 2/3, the Royce guard at Addison found a teenage male masturbating and watching pornography in the men's restroom

while they were clearing the branch. Male was asked to leave.

- 2/4, staff from LSW 2 advised SPS that a male patron wearing a multi-colored jacket reached into the concierge desk and grabbed the Mace Screamer Alarm while staff was away. SPS officers responded and item was returned. The patron was given a 7 day expulsion.
- 2/4, a female staff member at Union reported unwanted advances from a patron. The harassment occurred all day with several uncomfortable approaches. At the end of the day the patron was parked in a white van with tinted windows next to the staff member's vehicle.
- 2/8, staff at Garden Valley requested SPS for a patron and her family using profane language, as well as unauthorized use of library phone. When staff advised the patron they couldn't use the phone the patron became irate. SPS arrived and spoke to the patron and her family about the patron code of conduct.
- 2/8, a staff member advised CPD and SPS that she was sexually assaulted by a patron at South branch. When SPS officers interviewed patron, he confessed to making sexual advances on the staff member. Staff member pressed charges against suspect and filed a police report with responding CPD Officers. Suspect was arrested and charged with sexual imposition.
- 2/8, the SPS officer at South Brooklyn asked dispatch to send branch patrol for a fight involving several females. Fight took place on property outside of the branch and ventured off across the street interrupting the flow of traffic. SPS units responded to help separate and disperse the juveniles. Corresponding females involved were given a verbal expulsion of 30 days.
- 2/8, the SPS officer at Harvard Lee noticed a physical altercation in the parking lot involving a group of juveniles. The officer called for assistance and placed the branch on lockdown until the juveniles dispersed.
- 2/8, the Rice branch SPS officer noticed several physical altercations taking place in the Harvey Rice school parking lot. Royce Officer and SPS officer broke up the altercations.
- 2/9, two juvenile patrons approached the Royce guard inside of MemNott out of concern for their mother who was being assaulted by their younger brother. The mother explained that her son had several mental health issues; CPD and SPS responded a short time later. The juvenile was escorted to University Hospital for further treatment.

- 2/10, Harvard Lee staff reported a large group of kids were gathered around the windows saying there was a shooting. The branch was locked down until the scene was cleared by CPD.
- 2/15, a staff member reported that while helping a male patron she saw a bed bug on the male patron's chest.
- 2/21, a juvenile patron threw a rock at the SPS officer at South Brooklyn branch while she was clearing the entrance of disruptive juveniles. The patron ran around the building but SPS made contact with the male, informing him he will be expelled for 30 days for his actions as well as for hitting another patron in the past. Patron's mother was contacted and advised.
- 2/21, Mt. Pleasant staff was informed of a female patron that was sick in the restroom. The female stated she was alright and while exiting staff noticed a small syringe needle on the floor. The female stated the needle was not hers and it was in there when she entered. Staff noticed multiple needle marks on the female's arms. She was instructed to leave the branch and not return. EMS was not needed.
- 2/27, a male patron at Jefferson branch was observed forcefully striking himself in the head with his own fists. The male was agitated and seemed to be seeing and talking to something he imagined. SPS arrived and tried talking to him. CPD the arrived shortly after and took the male outside to speak to him. It was determined that he didn't seem to be a threat to harm himself or others, so he was allowed to return to the library.
- 2/28, Lorain branch staff heard screaming coming from inside the restroom. Staff entered and asked if everything was ok but received no answer. Staff noticed a needle and a white woman nodding in and out. EMS and SPS was contacted. SPS arrived on scene first and saw the women pick up the needle and hide it in her bra. CPD, CFD and EMS then arrived and escorted the woman out. It was discovered the female had MRSA, so staff thoroughly cleaned the restroom.

Protective and Fire Systems

- Panic button installations for LSW 2 are scheduled for the week of March 6, 2017.
- One of the LSW outer doors wasn't securing properly so IPS came out to repair the door.

Contract Security

- Royce security manager was called in for a meeting regarding his guard's performance and SPS's expectations.
- I will schedule Royce officers to attend upcoming ALICE training classes.

Administration

- Video footage given to Euclid PD of Glenville branch after hours. A minivan stolen in an armed carjacking was left at the Glenville parking lot.
- Video footage given to Cleveland Police of the exterior of Harvard Lee branch in regarding a drive by shooting that took place near the Harvard Lee intersection.

INFORMATION TECHNOLOGY & CLEVNET

CLEVNET Projects

- Geauga County Public Library went live on CLEVNET on February 6, 2017. Software staff were on-site at various locations to assist staff with the transition. Records processed:

351,606 bibliographic records
513,657 items
60,621 patrons
86,805 checkouts
15,800 holds

- The public catalog was upgraded to the latest version of the software on February 14, 2017. As part of the upgrade, the existing NetNotice interface was also updated to allow patrons to make changes to their notification methods after they have logged into My Account in the public catalog. Patrons will no longer need to log into a separate website to update their notification preferences. Updated instructions were posted at <https://www.clevnet.org/netnotice>
- Active Directory DNS (DC Diagnostics) completed and lingering objects purged for improved AD DNS performance.

- New Domain Controller installed at Perry Public Library for reliability.
- Desktop imaging solution updated for increased PC and laptop models support.
- Medina County District Library's 200mb connection was migrated to a point-to-point with CLEVNET.
- Upgraded Access Points at Birchard Public Library.
- Installed new Network at Bellevue Public Library for VoIP.
- Converted multiple CLEVNET sites to new wireless LAN controller.

CPL Projects

- Software staff met with CPL TSD managers to discuss ongoing issues on February 24, 2017.

Staff News

- Andrew Busch and Chris Wisniewski began their new jobs as Solutions Architects.
- Darren Novak, Kyle Guster, Robert Patrick and Larry Finnegan were judges for the Collegiate Cyber Defense Competition for Ohio, Indiana and Wisconsin.

The next quarterly of the CLEVNET Directors will be held on Friday, April 28, 2017, at 9:30 AM at Hudson Library & Historical Society.