

DIRECTOR'S REPORT

January 16, 2020

Strategic Plan

Our Mission:

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

Our Strategic Priorities:

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

PUBLIC SERVICES

Programs and Events

Lorain-Carnegie & Main Avenue Bridges: Cleveland's High-Level Sister Bridges.

Local bridge experts Dario Gasparini and Bill Vermes shared the history of two of Cleveland's iconic landmarks for the program *Lorain-Carnegie & Main Avenue Bridges: Cleveland's High-Level Sister Bridges* on December 14th.

History Day

Center for Local and Global History Manager Olivia Hoge and Government Documents Supervisor Sarah Dobransky hosted a Library Research History on December 7th. Students submitted their topics in advance and Library staff were ready with materials research assistance.

Music at Main

Cellocentric performed a selection of holiday songs to an audience of 54 patrons on December 7th.

Yoga and Core Strengthening

Cleveland Digital Public Library hosted Yoga and Core Strengthening three times a week during the month of December. Over 35 patrons attend these fitness classes.

Open Chess

The Cleveland Digital Public Library hosted Open Chess on Thursdays during the lunch hour from 12:30 p.m. to 1:30 p.m.

Knitting at PAL

Popular Library Manager Sarah Flinn and Public Administration Library Assistant Monica Musser hosted a knitting class for City Hall employees at the Public Administration Library.

Open Mic Poetry

Literature/ Ohio Center for the Book Librarian Evone Jeffries hosted an Open Mic Poetry event on December 7th.

Genealogy and Family History

The Center for Local & Global History hosted a *Genealogy and Family History Research Clinic* on December 14th.

Book Clubs

Literature/Ohio Center for the Book Library Assistant Michael Haverman hosted the Award-Winning Book Club and discussed *The Power* by Naomi Alderman on December 3rd.

Literature/Ohio Center for the Book Senior Librarian Nick Durda, along with former Ohio Center for the Book Scholar-in-Residence Valentino Zullo, hosted the bi-weekly *Get Graphic! Book Club* featuring *Blackbird*, Volume One, by Sam Humphries and Jen on December 5th. On December 19th, the group discussed *Sex Criminals*, Volume One, by Matt Fraction and Chip Zdarsky.

Literature/ Ohio Center for the Book Librarian Timothy Phillips hosted a Literary Frolic Friday book/film discussion. Mr. Phillips and attendees talked about Charles Dickens' *A Christmas Carol* and its relation to the 1970 musical adaptation *Scrooge* starring Albert Finney on December 27th.

Services at Main Library

Tours and Classroom Visits

The Youth Services Department hosted back-to-back Christmas Comedy Puppet Show by the Columbus-based performer Bob "Mr. Puppet" Abdou on December 18th. Over 400 students from 7 schools attended this event. Attending schools included Almira, Village

Prep Woodland Hills, Warner Girls Leadership Academy, Orchard STEM, Willow Elementary School, Miles Park, and Nathan Hale.

Additional tours of Main Library in December include December 6th (7 patrons), December 7th (8 patrons), December 11th (5 patrons), December 14th (7 patrons), December 18th (49 patrons), December 20th (20 patrons)

Requests for Photography at Main Library

In December Main Library received 19 individual requests for photography. Group size ranged from 3 to 22 individuals with an average group size of 12.52. Total individuals served 238.

Intellectual Property

Science and Technology Senior Librarian Jim Bettinger hosted 4 individual informational sessions on intellectual property information for entrepreneurs.

Exhibits and Displays at Main Library

Popular Library Assistant April Lancaster continues to restock the Lucky Day collection in both lobbies of Main Library. The goal is to provide our walk-in patrons the opportunity to pick up new release books or movies.

The December Government Documents display was themed *Winter at the White House* and featured images of White House ornaments available in the gift shop.

Cleveland's *SCENE December Magazine* published an article highlighting "40 Books Every Clevelander Should Read." Literature/Ohio Center for the Book Senior Librarian Nick Durda pulled books mentioned in the article from several departments and created a display promoting those books in the stairwell lobby of Main Building's 2nd Floor.

Literature/Ohio Center for the Book Librarian Evone Jeffries created displays *Winterfest* and a display of National Public Radio's best fiction of 2019.

Library Assistant Michael Haverman created a display for the upcoming Award-Winning Book Club title in January with *The Good Lord Bird* by James McBride and a display with items related to *A Christmas Story*.

Outreach

Local and Global History Department Library Assistant Lisa Sanchez hosted a program at Lorain Branch, *Putting Lorain Branch on the Map on December 10th*.

Homebound Services, coordinated by Literature/Ohio Center for the Book Librarian Timothy Phillips, mailed 126 packages via UPS to fulfill 120 patron requests. New Senior Librarian Nick Durda also trained on the Homebound policies and shipping procedures this month to serve as another back-up to Mr. Phillips.

Literature/Ohio Center for the Book Senior Librarian Nick Durda hosted a table at Genghis Con, a small press and independent comic book expo on December 1st.

International Languages staff filled 10 Long Loan requests for CPL/CLEVNET agencies. In total, 5,266 items were selected, processed and shipped to fill the requests.

Tech Central Library Assistants Computer Emphasis, Jaime Devore, Alison Guerin, and Matthew Sucre hosted breakout sessions in conjunction with the Man Up Cleveland event, hosted by OPS on December 12th.

Youth Services offered transportation reimbursement to schools both in and outside of Cleveland. Through the management of these funds, many northeast Ohio students were able to visit CPL, sign-up for library cards, and engage in educational activities at our library.

International Languages Librarian Victoria Kabo hosted the annual Russian language holiday programs at the Memorial-Nottingham Branch which attracted a large audience of 120 participants.

Collection Management

Special Collections librarian Ray Rozman completed the finding aid for the *Lt. Col. Robert "Jim" Price Musicarnival Audio*.

Fine Arts & Special Collections Manager Pam Eyerdam and Map Librarian Tom Edwards met with catalogers Erin Valentine and Barbara Satow to discuss the *Embedded Catalog Project*. Starting in January 2020, Ms. Valentine and Ms. Satow will work on cataloging projects requiring an onsite Catalog Librarian.

Special Collections Librarian Stacie Brisker is processing a collection of donated occult materials. In addition, she

participated on a film project with archivist Ann Marie Wieland providing narration about Marilla Freeman, Head of Main Library from 1921-1940. The clip is about Ms. Freeman's poetry and promotion of the Library.

Local and Global History Department Photograph Librarian Brian Meggitt continued a review of 2,000 CONTENTdm records of items from the Cleveland Picture Collection, to bring consistency and accuracy to the descriptive metadata in the Digital Gallery. In addition, Mr. Meggitt continued the item-level inventory of the Cleveland City Hall Collection. In addition he also added unique identifying numbers, re-housed items, and created initial metadata for over 3,000 photographs, bringing the total to 31,312 (out of roughly 35,000 total items in the Board of Zoning Appeals section of the Collection).

Local and Global History Department Library Assistant Danilo Milch digitized 40 drawings from the City of Cleveland Park Plan Collection and uploaded with metadata 51 to CONTENTdm.

Local and Global History Department Library Assistant Adam Jaenke photographed the May Dugan Center Tree Lighting Ceremony in Ohio City for Cleveland 20/20 on December 5th at the request of Carnegie West Branch Manager Angela Guinther

ClevDPL staff continues to load this year's new patron interviews done for Sesquicentennial into ContentDM and Internet Archive, using the same processes as those used for our other oral history collections.

Literature/OCFTB Manager Don Boozer coordinated a donation of books from the LGBT Community Center of Greater Cleveland with many of the volumes being added to the department's collection of books published by Naiad Press.

Literature/Ohio Center for the Book Senior Librarian Nick Durda and Manager Don Boozer are coordinating the move of the Curtis Superman Memorabilia Collection from the Louis Stokes Wing 4th floor to alternate location.

Social Science Librarian Forrest Kilb is systematically reviewing the High School Yearbooks Collection. Mr. Kilb is correcting errors in the collection's Master List and processing several yearbooks and related Cleveland area school miscellanea added to our collections by donation.

Research That's Only Possible at Main Library

- BEL Patron request for Sweets Light construction file: a file of manufacturers' catalogs compiled for the use of designers and builders of houses and other light structures. These are only available at Cleveland Public and the Hagely Museum in Delaware, per WorldCat.
- An English professor from a University in Rhode Island came to Special Collections to study the 13th century manuscript. She plans to present in summer 2020 at the International Brut conference in London on 3 manuscripts from Ohio she found, one being the Brut from Cleveland Public Library.
- A researcher from Texas inquired about the *Clarke Willis Walton* collection of rubaiyat. This collection was purchased from a book dealer from Boston in 1941.
- Researcher requested scans from a 1743 travel imprint entitled *A View from the Levant*. This is a travelogue of Charles Perry who visited the Levant area that includes Cyprus, Syria, Israel, Jordan, Lebanon, Palestine and the Norther Sinai (Middle East).
- A Museum curator from Maine requested permission to publish a photograph of the Halle's Brothers building once located in Shaker Square from the *Robert A. Little Architectural Papers*.
- A librarian from the Fiske Free Library in New Hampshire inquired about the John G. White bookplates.
- A Research Assistant from the Library of Congress was researching a 15th century incunabula entitled *Scaec spiel* that includes woodcuts by the Dutch printer Gerard Leuu.
- A researcher from Indianapolis requested an article from the *Call & Post* about the Alpha Kappa Alpha Sorority's Fashionetta Contest in 1955.
- A chess writer from Switzerland requested 2 scans for his blog from the 1963 and 1964 issues from the Cuban chess journal, *Ajedrez. Revista Mensual Ilustrada*.
- A patron request for books dealing with Robert Dudley, 1st Earl of Leicester (1532-1538).
- Local researcher requested an article from the journal *Ohio Architect, Engineer and Builder* (May 1912).
- Patron request to see documents signed by Henry VIII, Alexander Hamilton, Aaron Burr, John Adams from the *Autograph Collection*.

- A chess researcher traveled to Cleveland to study items from the Claude F. Bloodgood collection] which consists of 9 boxes of materials.
- Special Collections staff assisted two members from the U.S. Chess Federation using the tournament reports collection.
- Patron requested scans from the chess book *Probleme, studien und patien 1862-1912* (1914).
- A researcher in the Literature department was looking for the names of the original cast of the premiere production. The Literature department had three (3) editions of the play including the one that had the full cast list from the first production.
- PAL staff assisted a patron looking for Detroit Road railroad track information from 1880's and a patron researching voting demographics during the mayoral election of Carl Stokes.

Staff Development

Social Sciences Librarian Mark Moore viewed the National Afterschool Association webinar: *Can I Stay and Code More? How to Introduce Fun and Playful STEM Robotics in your Afterschool Program.*

Government Documents Library Assistant Alea Lytle attended the webinars: *Enjoy That Vacation and Find a New Hobby: Government Resources on Travel and Recreation and Safe and Interesting Hobbies from FDLP.* In addition, she also attended *Spanish in a Pinch for Library Staff* from North East Ohio Regional Library System along with Lending Assistant Supervisor Reginald Rudolph. This helpful webinar was presented by Jamie Declet, Manager of the CPL South Branch.

Literature/OCFTB Manager Don Boozer participated in a virtual/online meeting hosted by the Library of Congress' Center for the Book with other Center directors/managers from around the country.

Library Assistant Computer Emphasis Tawana Campbell attended NEO-RLS webinar *Spanish in a Pinch.*

Main Library Staff Changes

After 24 years of employment at Cleveland Public Library Materials Handling Manager Dan Oreskovic ended his employment at Cleveland Public Library to pursue an alternate career goal.

Literature Department Library Assistant Nicholas Durda was promoted to Senior Subject Department Librarian in Literature.

Lending Assistant Supervisor Tre Isaac continued in his role as a member of the Norman A. Sugarman Children's Biography Awards Committee.

Lending Manager Steve Wohl and Assistant Supervisors Reggie Rudolph and Tre Isaac continue to facilitate Bookends training sessions for staff.

Cleveland Digital Public Library contributed ContentDM metadata to international catalogs through OCLC's Digital Collection Gateway and was invited to participate in a pilot project involving linked data.

For December 2019, OLBDP circulated 37,635 books and magazines directly to patrons. OLBDP registered 93 new readers to the service. Additionally, OLBDP circulated 8,423 patron newsletters in December. Approximately 684 BARD patrons among 1,319 active users downloaded 13,401 items.

As 2019 came to an end, the Ohio Library for the Blind and Physically Disabled (OLBDP) has enjoyed another busy and productive year. OLBDP circulated approximately 515,717 items to 10,208 active readers. The collection has more than 56,000 titles, including new Playaway books as well as described Blu-Ray and DVD titles. Patrons using BARD downloaded 146,773 books and magazines, and OLBDP answered over 2,000 BARD service and tech support requests. OLBDP inspected over 462,000 returned books, and less than one-percent were damaged or missing media. OLBDP added nearly 9,100 copies of high-demand digital talking books to meet patron reading needs. OLBDP answered over 22,000 patron phone calls requesting service and over 6,200 mail and email requests.

On December 12th, OLBDP Manager Will Reed and OLBDP Library Assistant Ken Redd met with CPL's Marketing Team - Tana Peckham, Kelly Woodard, and Michael Young - to review OLBDP's current marketing strategies and promotion tools. OLBDP will continue to work on improving its marketing and promotion of services in 2020, and explore ways to improve upon current activities with the help of the CPL Marketing staff, and also work to expand efforts to newer approaches in use at CPL.

OLBPD submitted its 2019 Annual Report to CPL Public Services as requested.

The OLBPD adult book club met on December 13th to discuss "The Christmas Secret" by Donna Van Liere.

BRANCHES

During the month of **December**, the Public Services Branches maintained their commitment to provide effective service through programming and community outreach. A highlight for this month was the Jolly Storytime Trolley enjoyed by families and staff. In collaboration with OPS, our Hough, Memorial - Nottingham, South, Union, and West Park branches offered trolley rides throughout the neighborhoods where families enjoyed hot chocolate while listening to the Polar Express story, and singing holiday songs.

Additional branch highlights are as follows:

District One

Eastman - Shiksha Daan, the volunteer based organization that does tutoring for students in grades 1 through 12 continues to have success with many students attending the Saturday sessions. The organization is currently on winter break and will resume service on January 25th, 2020. Children's Librarian Cassandra Feliciano decorated the branch with snowflakes and snowmen and Library Assistant Nancy Smith with additional displays.

Lorain - Youth programs presented at the Lorain Branch for the month included: weekly Origami Hour, Lego & K'Nex Free Play, a Reindeer Craft, a Happy Birthday Nostradamus Craft, a Holiday Tree Ornament Craft, Tape Resist Painting, a 3D Pet Monster MakerLab, a Noon Years Eve Party, and Get Your Game On. Tech Central hosted the Mobile MakerSpace at Lorain on three consecutive Wednesdays and the Center for Local and Global History presented the "Putting Lorain on the Map" program. Branch Manager Crystal Tancak hosted the West Side Collaborative meeting at the branch. Ms. Tancak taught Book Ends: Sirsi, and attended a Human Resources Forum, a Programming Expo, and Book Ends curriculum development meetings. Library Assistant Computer Emphasis Marlie Hooper attended the *Spanish in a Pinch for Library Staff* webinar. Lorain said farewell Library Assistant

Computer Emphasis, Peter Roth as he transferred to the Glenville Branch as their new Children's Librarian.

Rockport - In December, Rockport got ready for Winter with three weeks of Knitting MakerLabs. Our extended MakerLabs allowed participants to complete their hats and scarves in time for the cold weather. We also held a holiday movie program with a hot chocolate bar and snacks for our youth and families. In the Best Buy Teen Tech Center, teens used the Cricut vinyl-cutter to create Winter ornaments and decorations. Teens held an open house to take free holiday photos for members the community. Members from Best Buy came to lead Bring Your Best, a soft skills workshop to help prepare members for future careers. A lot of focus this month has been on making gifts and creating projects for the 2020 Reach Media Festival.

Walz - December was a month for Seniors at Walz. The "Book into Movie plus Donuts club" (mostly seniors) discussed the book/movie "The Shack." Ms. Lefkowitz did an encore performance of her "Rum ball, cooking class" at Algart, repeated yearly at residence request. She additionally staged a Winter Carnival at St. Augustine's skilled Nursing facility.

West Park - Librarian Libby McCuan, LAYE Jeanna Sauls, Custodian Seth Wheelis, and South Brooklyn Children's Librarian Ron Palka-Roman hosted Jolly the Storytime Trolley. The participating families enjoyed the event. Assistant Manager Jamie Lauver represented the library at the Douglas MacArthur Literacy Night by staffing a table with free books, library program information, and give-a-ways. We had our first participants for our monthly Builders' Club. Art Therapy wrapped up for 2019 just before the holidays. The Census 2020 maintained a table at our branch for recruitment for those interested in employment. Reading with Huck was popular with the kids. We worked with youth on how to properly interact with a therapy dog. Michael Dalby and Jamie Lauver attended the final Community Engagement Meeting. December weeding was completed by the end of the second week. As expected, holiday materials were very popular. Our Program Planning Team is working on finalizing the first quarter 2020 programs.

District Two

Brooklyn - School visits to Denison school continued by youth staff as both Children Librarian Laura McShane visited Denison school, and LAYE Cathy Hankins visited a school to provide practical literacy recommendations to parents and educators. The

branch continues to enjoy the partnership with a CMSD Denison school educator who provides weekly afterschool math tutoring for sixth through eighth grade. Branch manager Ron Roberts facilitated a Book Ends training in addition to attending a Vendors Expo held for staff to meet and gather information for future program collaborations.

Carnegie West - Children's librarian Helen Zaluckyj had three curated sales of weeded picture books, which were purchased and given to Urban Community School. Family book sales for November and December earned \$262.00. Branch Manager Angela Guinther attended May Dugan Center's 10th annual Christmas tree lighting ceremony on December 5th, and CLGH's photographer Adam Jaenke attended to document the event for the Cleveland 2020 project. Ms. Guinther also attend Ward 3 Councilman Kerry McCormack's holiday fundraiser. The Branch was closed until 1:00 pm both December 2nd and 3rd due to water line work on Fulton Road.

Fulton - The Branch had a variety of organizations utilize the meeting room: Aspire (ESOL and Citizenship classes), Census 2020 (recruiter), Greater Cleveland Food Bank (Healthy Foods Workshop), and a Walgreens Job fair. Children's Librarian Beverly Austin provided in house story-times to Salvation Army, and outreached to the following locations: St. Rocco, Garden Christian Academy, Kids of the Future, Clark Elementary, Thomas Jefferson Newcomers, and Lincoln. Library Assistant Adult Emphasis Rodney Lewallen attended Cleveland Clinic Lutheran Community Advisory Committee on behalf of the Library.

Jefferson - The Branch held two staff meetings along with two community engagement sessions to gather input about the upcoming renovation of the branch. Kids Café meals were increased to 50 daily to accommodate increased demand. The newly relaunched Teen Club and the very successful; Whatever Wednesdays continued throughout the month. Programming for youth included craft activities, board games, card games, movies and more. LAYE Alex Story participated in the Man Up program at Main Library and Children's Librarian Karen Kelly Grasso and Branch Manager Steve Capuozzo attended the Programming Expo at the Lake Shore Facility. The year came to an end with the family friendly Noon Year's Eve celebration.

South - The month started off with a one-year anniversary celebration since the grand reopening. The Branch hosted Jolly Storytime Trolley on December 5; the first round of tickets sold out within an hour of being released on Eventbrite. A second trolley was added to the route which also sold out quickly. The Jolly Storytime ride provided patrons with a reading of the Polar Express, and holiday lights around the Tremont neighborhood. The Jolly Storytime events inside the Branch provided patrons with a viewing of the Polar Express movie, hot chocolate, cookies, and craft activities. Over 190 patrons took rides on the trolley while many just sat and watched the movie and enjoyed the crafts and other events. Branch partner Cleveland Classical Guitar Society greeted patrons with a recital by their students.

South Brooklyn - The Branch had numerous organizations utilize the meeting room and branch space: Fruitful in a Desert Place Ministry, Metro Hospital, and Census 2020. The Branch's Coffee Cart (staffed by Recovery Resources) continued to serve hot and cold refreshments. Children Librarian Ronald Palka-Roman provided outreach to Loving Cups Daycare, Charles Mooney, and William Rainey Harper, hosted a holiday Karaoke party, and attended Man-Up Youth Services meeting. LAYE Raymond Cruz hosted numerous Gamer's Guild (video game club), provided outreach to William Rainey Harper and Horizon Education Center, and attended Youth Services Meeting. Assistant Manager Tammy Houghton attended an HR Forum, Vendor Expo, and Old Brooklyn CDC partnership meeting, and helped the UW/CS Committee sort out donations. District Manager Luigi Russo attended the MYCOM meeting, and Jefferson Community Meeting.

District Three

Garden Valley - Branch Clerks Brooks and McConnell presented the Decorate a Gingerbread Man program, in which children enjoyed stories, songs, and decorated a gingerbread man to take home. Children's Librarian Ms. Csia conducted the Sweet Architecture program, where youth built a holiday house with graham crackers, and frosting. Ms. Csia also viewed the NEO-RLS workshop: "Teen Programming: A Mover & Shaker's Recipe for Impact and Success", and Assistant Manager, Mr. Smith attended the NEO-RLS workshop: Unconscious Bias & Micro Messages. With the constant need of computer assistance from the Woodland Branch neighborhood patrons, LACEs Ms. Woodman and Ms. Barnes continued to provide great consumer service by helping patrons with job applications,

resumes, and unemployment registrations. The TechCentral Department also hosted Microsoft Word classes.

Hough - Children's Librarian Manisha Spivey had her annual Christmas party, with refreshments, gifts, and live Jazz music provided by OPS. Art Therapy completed its Fall session, which the participants worked on a culminating project of each letter of the alphabet was created individually on a large canvas. The Branch was also a host for the Lolly the Trolley program. Library Assistant-Youth Assistant Romael Young held several programs this month, such as crafts days (making snowflakes and cards) and game nights (musical chairs and Xbox). Clerk Neletha Chambers attended the Early Childhood Literacy training. Branch Manager Lexy Kmiecik facilitated a Bookends class, and attended a Tech@Work, and board meeting.

Martin Luther King, Jr. - The Branch participated in the University Circle's annual Circlefest activities, in which, patrons enjoyed crafts, face painting, balloon twisting, musician Kamal Abdul Alim, appearances from Spider-Man and Moana, and light refreshments. Acclaimed Baroque ensemble Les Delices presented carols and instrumental music celebrating the Christmas season. Public service youth staff Angela Margerum Pope and Eric Eubanks attended PNC for story time with students from St. Adelbert, and assisted TechCentral staff with Makerspace Labs button making and laser engraving for the teen patrons. Interim Branch Manager Shanell Jones facilitated bookends course Mental Health, and conducted the monthly book club meeting at Fenway Manor to discuss *Let love have the last word* by Common.

Sterling - The Branch was grateful to its donors for their commitment to providing arts programming for the children who were able to express themselves through art and music. The Sisters of Charity Foundation discretionary grant allowed the Branch to purchase a fully weighted piano keyboard and steel drums. The Center for Arts-Inspired Learning completed yoga and music therapy sessions. The Branch also held its third annual Holiday Blanket program, in which volunteers from Trinity Cathedral and St. Hubert's helped children make bow blankets, and select gifts and books. Branch Clerk Crystal Hammond organized

the donation and delivery of 100 backpacks filled with gifts and treats for children ages 2 through 17.

Woodland - Youth Staff Newsom and Drake El facilitated the S.T.R.E.A.M. Under the Stars program, where students enjoyed a star-studded hour of stories, activities, and crafts inspired by Vincent Van Gogh's *Starry, Starry Night*. Branch Manager Estrella and LAYE Kelli Newsom hosted the Family Holiday Movie Marathon. Ms. Drake El viewed the NEO-RLS workshop: Teen Programming: A Mover & Shaker's Recipe for Impact and Success, and Mrs. Estrella attended the NEO-RLS workshop: Unconscious Bias & Micro Messages. On behalf of the Woodland Branch, Mrs. Estrella attended the George Washington Carver Meeting.

District Four

East 131st Street - The East 131st Street Branch kicked off the month with a Patron Appreciation Day. On Tuesday, December 3, 2019, in partnership and under the guidance of Art Therapy's art instructor Mr. Matt, Youth Services Staff hosted an art exhibition of artwork completed by the children of East 131. Along with Manager Marina Marquez, Library Assistant Rosa Simone attended the Mycom meeting at the Mount Pleasant Branch on December 2, 2019. Branch Clerk Karie Felder joined Ms. Marquez at the monthly Murtis Taylor Community Service Providers meeting. On December 18, 2019, Ms. Marquez and Ms. Simone attended the Program Expo at Lakeshore. Along with MyCom Coordinator Lisa Mack and MyCom Network Manager Beverly Burks, Ms. Marquez met to discuss East 131 becoming a MyCom Hub. Becoming a hub will allow the Corlett Volunteens to have access to MyCom youth programs around democracy. Two of the programs include Future Leaders of the World (FLOW) and My Media. Patron Eleanor Dees and business owner Kelly Flamos met with Ms. Marquez about possibly creating a fund for the children of East 131 to help them through community volunteering to pay off their library cards that are in collections. Along with this initiative would include an educational library card campaign to ensure children practice using their cards responsibly. Ms. Marquez is working with External Relations & Development, Public Services, Accounting and Legal to explore piloting a fund for East 131 children and possibly expanding system wide. Ms. Marquez met with Holden Forest & Gardens Community Forester Courtney Blashka to discuss the creation of a neighborhood tree walk program for the Corlett community.

Fleet - During the month of December Branch Manager, Magnolia Peters, was busy making community connections. Ms. Peters attended the monthly P-16 Employment Committee Holiday Meeting held at Third Federal Bank. Additionally, she continues to working with the Ohio Means Jobs committee to meet its aspirational goals. In 2020 they plan to expand their services into more locations with new community partners. Branch Clerk, R-Riana Spivey participated in a community holiday Bash where story times were performed and crafts were done by all.

Harvard Lee - Harvard-Lee Branch hosted our annual Patron Appreciation Day on December 16, 2019. A MakerLab was presented by LACE Stacy Brown; students drew and sketched their unique creations on iPads using the Autodesk Sketchbook App and were very engaged. Youth Librarian Olivia Morales hosted the branch's first DIY Jewelry-Making program for all ages, a holiday craft/ornament decoration program, and a board games program with children. Branch Clerk Mrs. Henderson facilitated the Adult Book Club meeting - which discussed A Mrs. Miracle's Christmas by Debbie Macomber-with Oak Street Health. The Branch hosted our monthly health screening table with Metro Health physicians and NEOMED/CSU students via the Partnership for Urban Health. Outreach representatives from Recovery Resources' Safe on the Scene shared information on STDs and safer sex. Branch Manager Kristen Schmidt attended the MyCom meeting for our region. Mr. Moore attended the Ward 1 Holiday Party. Ms. Schmidt attended a NEO-RLS workshop titled Adult Programming Palooza at Stow-Monroe Falls Public Library.

Mount Pleasant - The month of December is an exciting month for programs at the Mount Pleasant Branch Library! Mount Pleasant Branch hosted the Wii U for a program called Wintering with the Wii U. On Friday, December 6, 2019 Library Assistant, Computer Emphasis Kyra Berzonsky and Library Assistant, Youth Emphasis Renita Carter presented Movie Madness offered every Friday at the branch. The children watched the new version How the Grinch Stole Christmas. The children made a paper dog mask with a Santa hat. Eight children attended the program. On Monday, December 9th at 4:00 p.m. Children's Librarian Mark Tidrick with the assistance of Library Assistant, Computer Emphasis Kyra Berzonsky and Library Assistant, Youth Emphasis Renita Carter. Mount Pleasant Branch Library presented a Mario Bros. Party. Youth enjoyed video games and refreshments. Fifteen youth participated in the event. Also during the month of December, teens enjoyed a Young Adult book club, discussing book topics of interest to them.

Rice - During the month of December Rice conducted the following programs; 18 weeks of STEM fun with Great Lakes Science Center where each week children enjoy mixing science, fun and learning with programs from the Great Lakes Science Center. The 18 weeks of STEM programming concluded on 12-11-19 with a very special Ice Cream Making program; Knitting Clubs held every Monday and Thursday; Media Monday where on Mondays kids age 11 and older are invited to the Learning Center where we have iPads and Laptops available to them. This program is spearheaded by SMDP student worker Quentin Williams. Rice concluded the month with a farewell party for our Royce Guard Rhonda Perkins and LACE Emily Crompton. Both will be missed by the Rice team as we move into 2020.

Union - The highlight for the month of December is the Jolly Story time Trolley program. This is the first time Union Branch has hosted this event and over 90 riders enjoyed a ride through the neighborhood while listening to the Polar Express story and singing Christmas songs with Tamara, Valerie and Mark. Team Union came together to decorate the meeting room and the branch for this festive event. Youth staff Tamara Steward and Valerie Johnson continue outreach services and story times to neighborhood schools and daycares. Afterschool youth enjoyed winter activities such as making Christmas Slime and a New Year's Eve Bash.

District Five

Addison - Addison received 37 boxes of Comfort and Strength Care Closet items on December 10, 2019. We have personal hygiene kits, socks, underwear, bras and school supplies to give to community youth in need. Addison youth learned about Adelie Penguin life, history and their relationship to climate change and created postcards with penguins on them to send to a U. S. research station in Antarctica. The children's postcards will be returned to them with an Antarctica postmark. So far 8 postcards have been created.

Collinwood - The spirit of the holidays are upon us at the Collinwood Branch. Our staff have continued our outreach with attendance at the annual Breakfast with Santa and Collinwood Catholic Ministries annual Holiday Party on Saturday, December 7, 2019. Caroline Peak, manager took bookmarks to the holiday party where they were placed in the books given to children. A new Little Free Library was dedicated during the event, donated and designed by Home Depot-Euclid. School visits included "Family Literacy Night on December 11, 2019 at Euclid Park Elementary. Ms. Jefferson and Adam Tully attended with Mr. Tully playing his

upright bass to integrate holiday songs from TV shows and movies to enhance on-going books talks. Computer Classes included PowerPoint/Publisher on Fridays from 11:15-1pm. Resume help and job search still remain the most requested service. On December 17, 2019, the branch held their annual patron appreciation and staff potluck. During this time, the 5th District Police Community Engagement team visited to present gifts to the children in the branch. What pure JOY this brought to everyone. Mr. Tully has been accepted in Neighborhood Leadership Institute Class 36 beginning January 6, 2020.

Glenville - Our new Children's Librarian Peter Roth started effectively this month. The youth were introduced to Origami making with Mr. Roth. We hosted an ornament making class for the holiday for all to attend. The Senior Forum book club met for the year end meet and greet. Mary Ann Lorient of Lorient Vision Productions, LLC an writer, and filmmaker has chosen our Branch for the second year to give back to the community by giving gifts to the youth that attend our branch. Mr. Roth also attended the program called "Man Up" that is supported by the OPS as well. Mr. Roth attended the Sugarman Award committee meeting.

Langston Hughes - This month our branch hosted a display from the Cleveland Department of Public Health centered on the development of clean air in the city of Cleveland from the 1890s though the present. The display will be available through the month of February 2020. After obtaining several works by and about Langston Hughes, the branch's special collection of the author has been bolstered and enhanced which gives the collection a new look. Spectrum News 1 visited the branch this month to interview Children's Librarian Christopher Busta-Peck about the true home address for college sports legend, and native Clevelander, John Heisman. The segment is scheduled to be aired this month. The following programs were offered during the month of December: After school tutoring from America Reads, Monday through Thursday from 3-5:30 pm; African American Artists in Cleveland; Mix it Up blending Colors; Drawing the City; Bare Trees and Dark Skies; Painting the Winter Landscape; Paper Snowflakes; Winter Wonderland; Happy New Year!

Memorial Nottingham - Jolly Trolley Storytime was held on December 5th. Children and their families enjoyed riding the trolley while listening to Youth Services staff read the famous book The Polar Express. Adam Tully from Collinwood Branch and Brigid Clark from Rice Branch assisted Ms. Rivera and Mr. Benton with this event. Delicious cookies and hot cocoa were served before the trolley ride. As families enjoyed delicious

refreshments, they had the opportunity to watch The Polar Express movie and take a picture by The Polar Express poster. The Cleveland Police Department Fifth District Community Engagement Officers also attended the event. The officers took pictures with families and brought gifts for the children. Ninety-four participants rode Jolly Storytime Trolley. At the Grinch STEM program children performed a science project to grow a balloon heart. Manager, Mrs. Moncrief Robinson partnered with Ms. Brown, a seasoned patron, who has an interest in revitalizing a book club for residents at the apartment complex where she lives in the Collinwood neighborhood. A representative from the Census Bureau came to the branch to recruit patrons for employment. Also, a representative from City of Cleveland's City Planning Department surveyed patrons for the Vision of the Cuyahoga Valley project. The Memorial-Nottingham staff ends the year by showing appreciation to patrons with light refreshments and words of good cheer for the New Year.

OUTREACH & PROGRAMMING SERVICES

SUMMARY

In the month of December the Library hosted approximately 227 programs ranging from author talks to STEM programming. The Library offered 108 preschool story times to children throughout the city in addition to food service at all 28 locations. Educational services such as GED and ESOL, SAT and ACT preparation, and citizenship classes were held at 8 branch locations and Main Library while K-12 after-school homework help was offered at 14 branch locations.

In the month of December \$1,569.80 was encumbered in support of the Library's 35th Annual Martin Luther King Jr. Commemorative program.

EARLY CHILDHOOD

On the Road to Reading continues to serve twenty four classrooms with weekly story time and book deliveries. On average the OTRR program circulated 45 book kits to the story time classrooms and an additional 35 book kits to non-story time early childhood classrooms, totaling 80 OTRR Book Kits.

YOUTH

Express Yourself! Youth Art Workshops continue at East 131, Hough, Sterling, and West Park branches. Workshops are offered two days a week at each of the participating locations.

In each session, participants learn to develop their art skills using different media - drawing, painting, sculpting - for self-expression. Licensed art therapists facilitate workshops. Between the four branches, art therapists have interacted with roughly 300 youth. 2019 Art Therapy sessions concluded December 27. Art Therapy will resume January 2020.

Jolly Storytime Trolley is a winter-themed trolley tour for families featuring stories and songs, lead by Cleveland Public Library Children's Librarians and paraprofessionals. In addition to the trolley tour, families partake in activities, hot chocolate, and cookies. 2019 program locations were Hough, Memorial Nottingham, Union, South, and West Park Branches. A total of 643 patrons attended this event. Jolly Storytime Trolley is made possible by Trolley Tours of Cleveland, Inc. and the Cleveland Public Library.

Man Up, CLE is a youth empowerment day, inspiring young men to step up as leaders today, all while igniting a love for literacy. Man Up, CLE attendees will participate in interactive breakout sessions, facilitated by local organizations. Breakout session topics include, but are not limited to, social awareness, eSports, financial literacy, creative writing, art therapy, maker spaces, and media marketing. 3rd - 8th-grade students from Chardon Hills, A.J. Rickoff, Orchard Stem, A.B. Hart, and Richmond Heights local schools participated in Man Up, CLE. Kwame Mbalia, author of *Tristan Strong Punches A Hole In The Sky*, was the special guest speaker of the day. The Cleveland Public Library gave a book to each attendee. This event was covered by News Channel 5.

ADULT

On Saturday, December 7 the Rice Branch hosted Legal Aid @ the Library. Twelve attorneys from area law firms, 11 non-attorney volunteers from CWRU and CSU, and 2 Legal Aid staff assisted 34 families at the December clinic.

EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION

CLEVELAND PUBLIC LIBRARY DEVELOPMENT & FOUNDATION UPDATES:

- **CPL Foundation**
 - **Goal:** Secure New Board and Funding Relationships
 - Hosted Cleveland Public Library Foundation board meeting
 - Elected new board president, Thomas Dewey of Medical Mutual
 - Elected seven new Foundation board members
 - Hosted Cleveland Public Library Foundation annual meeting
 - **Goal:** Reach Annual Financial Targets
 - Mailed end of year appeal

COLLECTION & TECHNICAL SERVICES

CPL will be transitioning to an OverDrive Advantage account for 2020 and will now only be responsible for selecting and purchasing for CPL's eMedia collection instead of the consortial purchases for the CLEVNET collection. Assistant Director of Collection and Technical Services and Acquisitions and High Demand Manager Sandy Jelar Elwell, Collections Manager Pam Matthews, Acquisitions Coordinator Alicia Naab, and Collection Management Librarian Laura Mommers met with OverDrive Account Manager Todd Warhola to learn about the changes associated with using the new Advantage account when ordering.

Director of Collection Services Jean Duncan McFarren, Ms. Jelar Elwell, Catalog Manager Andrea Johnson, and Digital Library Strategist Chatham Ewing participated in a conference call with representatives from OCLC to answer questions and discuss CPL procedures for keeping the local catalog up-to-date, especially for e-resources.

Ms. Jelar Elwell and Ms. Matthews met with Baker & Taylor (B&T) Public Library Field Consultant Marne Fellows to review our purchases over the past year and to learn about the new products available from B&T. Ms. McFarren continued to serve on the Management Negotiation Team.

Collection Services staff added 143 books and 661 DVDs for the Lucky Day Collection at Main Library.

Acquisitions: The Acquisitions Department ordered 2,279 titles and 29,606 items (including periodical subscriptions and serial standing orders); received 24,659 items, 1,195 periodicals, and 161 serials; added 367 periodical items, 74 serial items, 116 paperbacks, and 848 comics; and processed 2,149 invoices.

Acquisitions staff worked on placing any remaining orders for 2019 selections and completed the annual end of the year clean-up projects for open and partial orders. All EDI invoice import reports were temporarily suspended for the remainder of the year so that the funds could be balanced and will be reinstated once ordering for the 2020 fiscal year begins. Vendors were also contacted for any invoices listed on statements that had an outstanding balance so payments for these balances could be processed before the end of the year.

Acquisitions Coordinator Alicia Naab coordinated the handling of any remaining orders for Collection Management and the Main Library Subject Departments to ensure that there were enough available funds to spend. Ms. Naab worked with Collections Manager Pam Matthews to encumber any balances remaining in the eMedia funds. Director of Collection Services Jean Duncan McFarren also approved for Ms. Naab to use available eMedia funds to lower the holds ratios when purchasing eaudiobooks for CPL. Ms. Naab and Ms. Matthews both communicated with Director of Library Services at Blackstone Library Shirley Lincicum to establish the most efficient way of working with Blackstone for possible future Electronic Data Interchange (EDI) ordering.

Acquisitions Librarian Leslie Pultorak continued to assist with the unpacking and verifying of foreign language materials for the Lake Shore Shelf/Shipping Department. Technical Services Associate Anarie Lanton and Technical Services Senior Clerk Paula Stout assisted with the unpacking and receiving of new materials in the Lake Shore Shelf/Shipping Department when needed.

Technical Services Clerk Darrell Vanek retired from CPL on December 31st after 31 years of service.

Catalog: Librarians cataloged 2,754 titles and added 3,709 items for Cleveland Public Library, and added 376 titles for CLEVNET member libraries.

Technical Services Librarians Barbara Satow and Erin Valentine met with Fine Arts & Special Collections Manager Pamela Eyerdam, Map Librarian Thomas Edwards, Archivist Ann Marie Wieland, and Special Collections Librarian Raymond Rozman to discuss and

launch an embedded cataloger project. For this project, Ms. Satow and Ms. Valentine will work on cataloging materials at the Main Library that are too fragile or difficult to be transported to the Lake Shore Facility for half a day one day a month. Ms. Satow will work in Maps and Ms. Valentine will be embedded in Special Collections.

Technical Services Librarian Michael Gabe attended the Book Ends Circulation training.

Collection Management: Collection Management ended the year on a high note, selecting 1,170 titles and 18,339 copies, and spending \$348,151 in December.

Collections Manager Pam Matthews attended a webinar sponsored by the Public Library Association entitled "#eBooksForAll Campaign Update." This webinar updated attendees on the status of library protests about usurious eBook licensing terms by publishers.

High Demand: The High Demand Department ordered 1,061 titles and 20,064 items; received and added 7,084 items; processed 676 invoices, and added 422 records for the CLEVNET libraries.

Materials Processing: Technical Services Associates cataloged 354 new titles for the Cleveland Public Library and added 205 records for the CLEVNET libraries. Technical Services Associates and Senior Clerks added 2,845 items. The Materials Processing Technicians processed 13,338 items for the month.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 73 items to the Main Library for requests and 86 items to fill holds. Main Library received 161 telescopes, the Branches received 264 telescopes, CLEVNET received 49 telescopes, and CWRU received 2 telescopes. Both CSU and Tri-C did not receive any telescopes. A total of 77 telescopes were shipped out. The Technicians and Collections Service staff sent out 456 items of foreign material and in total 8,706 new items were sent to the Acquisitions and High Demand Departments.

MARKETING & COMMUNICATIONS

PUBLIC RELATIONS OVERVIEW: Cleveland Public Library had 36 news mentions in December focused on library-rich programming and contract negotiations with SEIU District 1199

- Negotiations with SEIU: We provided statements and/or interviews to the media.
- Cleveland 20/20 exhibition
- A profile on Director Felton Thomas, Jr.
- A photo layout of our *Black, White and REaD* 150th Anniversary Affair



MAN UP, CLE! [WEWS News 5 Cleveland](#) featured the youth empowerment program for boys in grades 3 - 8.

OBELISK BOARD GAME: Game developer and Best Buy Teen Tech Center volunteer Eliot Aretskin-Gould used the Tech Central Maker Space to create prototypes for his board game: [Cleveland.com](#).

DIRECTOR FELTON THOMAS, JR made [Cleveland Magazine](#)'s list of most interesting people and he offered a holiday gift idea for [Freshwater](#) Cleveland.



HOLIDAY DESTINATION: [WEWS News 5 Cleveland](#) chose the Library as a top destination to visit for the holidays.

100 YEAR CLUB: Cleveland Public Library was inducted into the [100 Year Club of the Western Reserve](#).



ONE COMMUNITY READS: [The Patch](#) wrote an article about the Cuyahoga County initiative which encourages reading and dialogue about a single book and topic. This year's book is *Palaces for the People* by Eric Klinenberg. **ANNIVERSARY AFFAIR:** *Cleveland Magazine* and *Currents Magazine* published articles from the Black, White and ReAd Affair held in November at Cleveland Public Library.



CLEVELAND 20/20: Call & Post published an article about our upcoming exhibition, *Cleveland 20/20: A Photographic Exploration of Cleveland*.

SEIU DISTRICT 1199 NEGOTIATIONS: Cleveland Public Library is bargaining in good faith for a sustainable future. Despite mischaracterizations of the negotiations process in the media by SEIU, the Library continued to provide the facts and urged SEIU to meet the Library at the bargaining table to continue the progress and to reach an agreement in a timely fashion without disruption of service to the community.

WEWS News 5 Cleveland

- <https://www.news5cleveland.com/news/local-news/cleveland-metro/cleveland-library-employees-remember-shooting-victim-share-branch-safety-concerns>
- <https://www.news5cleveland.com/news/local-news/cleveland-metro/nearly-400-cleveland-library-workers-are-now-without-a-contract-as-branch-security-remains-a-problem>

ideastream:

- <https://www.ideastream.org/news/cleveland-public-library-union-approaching-deadline-for-new-contract>
- <https://www.ideastream.org/news/cleveland-public-libraris-union-workers-preparing-for-possible-strike>

Cleveland Scene: <https://www.clevescene.com/scene-and-heard/archives/2019/12/17/cleveland-public-library-workers-could-go-on-strike-if-bargaining-session-goes-south>

WOIO Cleveland 19: <https://www.cleveland19.com/2020/01/02/public-safety-front-center-during-cleveland-public-libraris-union-negotiations/>

WTAM Radio: <https://wtam.iheart.com/content/2020-01-02-a-cleveland-public-library-strike-may-be-looming/>

GRAPHICS OVERVIEW: Graphics focused on preparing for January programs: Democracy 2020, Census, One Community Reads program guide, Cleveland 20/20 Photography Exhibition, and the 35th annual Martin Luther King, Jr. commemorative ceremony.

SOCIAL MEDIA OVERVIEW: Engagements and followers are v. YAG (year ago). Compared to November 2019, overall engagements and impressions are down due to a reduction in content sent on social platforms. However, engagement rates per message sent are up compared to November 2019. Cleveland 20/20 photographs continue to be Cleveland Public Library's most popular content on Instagram. YOY:


<p>f Engagement</p> <p>2.8K engagements</p> <p>↑2.6K from 224</p>	<p>f Fans</p> <p>14K fans</p> <p>↑974 from 13K</p>	<p>📷 Engagement</p> <p>1.3K engagements</p> <p>↑786 from 466</p>	<p>📷 Followers</p> <p>3.3K followers</p> <p>↑1.5K from 1.8K</p>
<p>in Followers</p> <p>2.3K followers</p> <p>↑466 from 1.9K</p>	<p>in Engagement</p> <p>27 engagements</p> <p>↑22 from 5</p>	<p>🐦 Followers</p> <p>17K followers</p> <p>↑1.4K from 16K</p>	<p>🐦 Engagement</p> <p>599 engagements</p> <p>↑193 from 406</p>

MOM:

f Engagement 2.8K engagements ↑2.6K from 224	f Fans 14K fans ↑974 from 13K	@ Engagement 1.3K engagements ↑786 from 466	@ Followers 3.3K followers ↑1.5K from 1.8K
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HIGHLIGHTS

Facebook

Date	Message	Reactions	Comments	Shares
Cleveland Public Library Dec 26, 16:00	 #TBT Deck the halls! This festive photo shows the interior of Sterling Lindner Davis department store circa the late 1950s/early 1960s. Sterling Lindner Davis boasted the largest indoor Christmas tree in Ohio since 1927. The store was at 1255 Euclid Ave. in the downtown Theater District. •• Postcard Collection No.2542. Cleveland Public Library Photograph Collection. Source: Sterling Lindner Davis. Photographer: Unknown. •• To see more items from the Library's Photograph Collection, please visit us on...	166	17	76

Instagram

Date	Message	Likes
clevelandpubliclibrary Dec 26, 16:00	 #TBT Deck the halls! This festive photo shows the interior of Sterling Lindner Davis department store circa the late 1950s/early 1960s. Sterling Lindner Davis boasted the largest indoor Christmas tree in Ohio since 1927. The store was at 1255 Euclid Ave. in the downtown Theater District. •• Postcard Collection No.2542. Cleveland Public Library Photograph Collection. Source: Sterling Lindner Davis. Photographer: Unknown. •• To see more items from the Library's Photograph Collection, please visit us on the fourth floor of the Louis Stokes Wing, where 1.4 million items are waiting to be discovered. Or, from the...	197
clevelandpubliclibrary Dec 25, 14:03	Merry Christmas! 🎄 @CLEPublicSquare (1945). Terminal Tower back of Christmas tree in a night scene. Gelatin silver print, 9-1/4 in H x 7-3/8 in W. From Cleveland Public Library Photograph Collection. https://bit.ly/2rQJY3t	146

Twitter

Date	Message	Retweets	Replies	Likes
@Cleveland_PL Dec 23, 18:12	Happy Hanukkah! "Light Chanukah Candles." This 1950 photograph from New York shows children with residents of a home of Old Israel in a preview of the candle lighting ceremony. This photo was found in the Cleveland Public Library Photograph Collection. https://twitter.com/Cleveland_PL/status/1209174843775733766/photo/1	21	0	59

PROPERTY MANAGEMENT

Painters

- Main- continued painting in Brett Hall for new exhibit
- Jefferson- repaired ceiling and touched up paint.

Carpenters

- Main- disassembled Brett Hall's exhibit to get ready for new exhibit.
- Sterling- installed safety ramp.
- LSW- finished legal department new office.

Maintenance Mechanics

- LSW/Main - worked with Siemens on the (overdue) preventative maintenance of the electrical switchgear in Cleveland Public Power's Main building vault, 3 day/afterhours project.
- Continued with cabling runs for security camera project.
- Re-lamping and ballast replacement on public areas in Main.
- Working with Outreach and Programming on power requirements, constructing walls and painting for the upcoming 20/20 exhibit.
- Continued with power, lighting and HVAC work on LSW 8th floor/ Legal office. Continued with power, lighting and HVAC work on Westpark's new children's room.
- Branches - P.M. on HVAC equipment.
- Emergency service calls/Hippo work orders.

SAFETY & PROTECTIVE SERVICES

Safety Services

- SPS Manager and a Supervisor attended the Ohio Metro Libraries Security meeting in Dayton 12/2/2019.
- SPS vacation and posts bids were posted and completed.
- SPS administrators are reaching out to CPD commanders for District meetings in 2020.

PROTECTIVE SERVICES

Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Dec 2019	2180	14	54	48	227	31
Nov 2019	1842	25	54	52	295	59
Oct 2019	2039	20	64	53	345	42
Sept 2019	1792	19	62	24	243	52
Aug 2019	1854	13	46	26	147	272
July 2019	1916	25	64	20	186	96
June 2019	1939	23	53	24	147	35
May 2019	1958	24	58	38	116	65
April 2019	1970	22	48	46	90	47
March 2019	126	42	45	79	168	75
Feb 2019	2249	53	117	32	153	178
Jan 2019	2830	36	46	41	84	56
Dec 2018	3166	45	95	90	78	51

Special Attention, Special Events, and Significant Incidents

- SPS filled the following overtime requests: Winter Fest, Circle Fest MLK, Jolly the Trolley South, Jolly the Trolley West Park, Jolly the Trolley Mem Nott branch, Jolly the Trolley Union, Jolly the Trolley Hough, East 6th Electric Vault maintenance, meeting the SPS three car minimum and vacation/sick call offs.
- Video requests fulfilled for Merriman Legal Group, Cleveland Police Department.
- SPS participated in CPL ERC training.
- SPS contacted Friends of the Library to relocate the boxes of books on Main 5.

Protective and Fire Systems

- Fire system troubles were addressed at Woodland bus garage.
- Mem Nott entrance door isn't closing properly. Property management was notified and will service the door.

Contract Security

- Royce Security will not post guards at CPL branches or facilities after December 31st.

Administration

- SPS part time officers were offered a change of status to full time. All but two officers accepted the change.
- SPS officer patches were created and delivered to Rent Wear for the new uniforms.
- SPS management attended the Human Resources informational session on LSW 2.
- SPS Supervisors and Manager attended the November Ohio Library Council Security meeting.
- SPS officer Catries Johnson resigned. A 452 was completed.

INFORMATION TECHNOLOGY & CLEVNET

The CLEVNET Executive Panel met on December 4, 2019, at Rocky River Public Library to plan the next quarterly CLEVNET meeting, review 2020 priorities and goals, and discuss various issues brought forward by the membership.

Hilary Prisbylla, Director of CLEVNET, and Larry Finnegan, Director of IT reviewed the list of 30 projects the Panel approved for 2020. The Panel members expressed their enthusiasm and support for these projects and thanked Ms. Prisbylla and Mr. Finnegan for all that their teams accomplished in 2019, including:

- Planning, building up, and closing out all phases of the Mentor Public Library migration project;
- Purchasing and implementing member library specific templates for the mobile app for logged-in patrons to see branding, social media channels, events, and rss feeds for their local libraries;
- Continuing to implement in-person credit card transactions using SirsiDynix Workflows and ProPay;
- Hiring, training, evaluating, and mentoring a new Library Systems and Applications Specialist;
- Championing a Go Green campaign to reduce paper library notices;
- Focusing on the ILS cleanup, including an upgrade from ASCII character encoding format to Unicode;
- Working with member libraries and their school districts to implement Sora, OverDrive's new education app;
- Implementing Unique Management notice printing;

- Enabling member libraries to go fine free and creating a fine free resource sharing page on the members site;
- Expanding the capacity of the CLEVNET data center at the State of Ohio Computer Center (SOCC) in Columbus;
- Continuing the rollout of Cassie Computer and Print Management for new customers and assuming maintenance for existing customers;
- Maximizing the functionality of the ConnectWise Manage help desk for greater productivity and better data collection; and
- Continuing the rollout of Malwarebytes and making Traps Endpoint Protection mandatory on staff computers.

Other topics and issues were discussed including the upcoming annual organizational meeting, the draft of a new CLEVNET Security Policy, the purchase of standard delivery bins, and the theft of video games.

Panel members also considered a proposal from Ms. Prisbylla to transfer the responsibility for the management of CLEVNET's e-media collection from CPL's Technical Services Department to OverDrive, the company that provides the digital collection and the reading platform for CLEVNET member libraries. The Panel unanimously approved the transfer of the service which will be provided at no additional cost to the CLEVNET member libraries.

The next quarterly meeting of the CLEVNET directors will be held on Friday, January 31, 2019, at the Cleveland Law Library in recognition of its 150 years of service to the greater Cleveland legal community. Prior to that meeting, the CLEVNET PC Techs SIG (Special Interest Group) will meet at the North Ridgeville Branch of the Lorain Public Library System on January 10, 2019.