

## **DIRECTOR'S REPORT**

October 15, 2015

### **FIGHTING COMMUNITY DEFICITS**

On September 25<sup>th</sup> recruitment began for new tutors to staff 12 locations. Once full staffing is achieved tutoring will resume at the following branches: Carnegie West, Collinwood, E. 131st, Fleet, Fulton, Hough, Langston Hughes, Rice, Rockport, Sterling Walz and Woodland.

Tri-C and Parma School District have begun GED classes at 9 branch locations: Collinwood, Eastman, Fleet, Fulton, Glenville, Main, Rice, South Brooklyn and Walz.

Food service via the Cleveland Foodbank began at 14 branch locations and will run through May 25<sup>th</sup> of 2016.

District Manager, Harriette Parks was appointed to the H.E.A.L Committee of the Harvard- Community Services Center. H.E.A.L Cleveland - promotes Healthy Eating Active Living by presenting health experts, healthy food sampling, teaching that community health starts by making the healthy choice, the easy choice when eating and being physically active

### **FORMING COMMUNITIES OF LEARNING**

The Starting Point funded Kindergarten Clubs continued in the month of September and will conclude on October 15<sup>th</sup>. On average 4-6 families attend each weekly session at the Collinwood and Sterling Branches.

The Woodland Wonderland literacy playroom began regular service on Tuesday evenings and Wednesday mornings at the Woodland Branch. This service, delivered in partnership with Family Connections will continue through May of 2018.

In the month of September the Library entered in to Memorandum's of Understanding with College Now Greater Cleveland and Northeast Ohio Health Services Inc. (NEON). The College Now MOU outlines the responsibilities of both parties in regards to the College Now RISE and Impact216 programs, both of which are designed to prepare high-school aged students for higher education. As a part of this agreement the library will receive

\$22,000 in return for services rendered in support of RISE and Impact216.

The MOU with NEON outlines a heightened level of family literacy outreach at two NEON locations. At each location CPL youth services staff will make weekly visits and perform educational outreach, library-card sign-up, and promote library services as they relate to adult literacy.

### **Literary Cleveland**

Literary Cleveland partnered with the Ohio Center for the Book and hosted workshops at two CPL locations. On September 12<sup>th</sup> the Literature Department was the location for a poetry writing workshop and an essay writing workshop was held on September 19<sup>th</sup> at the Carnegie West Branch.

### **Literary Frolic Fridays**

Literature Department and Ohio Center for the Book Subject Librarian Timothy Philips continued his book and film adaptation discussion series on September 11<sup>th</sup> with a presentation on Sir Robert Bolt's play, *A Man for all Seasons*, and Fred Zinnemann's 1966 film of the same name. On September 25<sup>th</sup> he hosted a second program on Maxwell Anderson's play, *Anne of the Thousand Days*, and Charles Jarrott's 1969 film adaptation of the same name.

### **Sports Icon Interview Series**

Social Sciences Library Assistant Pete Elwell was joined by Assistant Director of Public Services, Robin Wood, and Director of Public Services, John Skrtic as Dan Coughlin hosted guest Chuck Murr, a Cleveland soccer insider, for the 23rd Sports Icon Interview on September 22<sup>nd</sup>.

### **Main Library Book Clubs**

Social Sciences Library Assistant Lakeisha Winstead and Social Sciences Librarian Helena Travka hosted the Social Sciences Non-Fiction Book Club where participants discussed *The New Jim Crow: Mass Incarceration in the Age of Colorblindness* by Michelle Alexander on September 10<sup>th</sup>. The Literary Book Club in the Popular Department read *Buried Giant* by Kazuo Ishiguro. Also in the Popular Department in September, Author Robert Denton Bryant talked about video game creation and discussed his book, *Slay the Dragon: Writing Great Video Games*. The Literature Department and Ohio Center for the Book hosted Brown Bag Book Clubs featuring Anisfield-Wolf Book Award winners. Titles included, *A Tale of Two Plantations Hard Love Province*, and *A Brief History of Seven Killings*.

### **Get Graphic Book Clubs and Speaker Series**

*Get Graphic with the Ohio Center for the Book: A Graphic Novel Book Club: Cosmopolitan Comics* series began this month on September 1<sup>st</sup> with *Palestine* by Joe Sacco. The second event was held on September 15<sup>th</sup> with Senior Subject Department Librarian Jean Collins and Valentino Zullo leading a discussion of Rutu Modan's work *Exit Wounds*. : Get Graphic! A Graphic Novel Speaker Series; hosted by comics scholar Valentino Zullo was held on September 26<sup>th</sup>.

### **Writers & Readers**

On September 19<sup>th</sup> the Library hosted its second to last Writers and Readers author visit of the 2015 season. Mitchell Jackson, author of *The Residue Years*, spoke about his life and experience as a writer as well as his familial interactions and friendships. He framed his presentation within the context of "revision" which was very thought provoking and inspirational.

### **Staff Development**

Staff members from across Main Library attended the "Chasing Trends or Chasing Our Tails: What Do Library Patrons Really Want? " Leadership Forum in the LSW Auditorium on September 24<sup>th</sup>.

Foreign Literature Department Manager Milos Markovic and CLGH Librarian Terry Metter attended the Cleveland Sustainability Summit on September 16<sup>th</sup> and 17<sup>th</sup> at Cleveland Public Auditorium.

Government Documents Library Assistant Mona Brown attended a highly-informative NEO-RLS webinar "Essentials of Copyright and Fair Use" on September 10<sup>th</sup>. Ms. Brown also participated in a one-hour webinar, "Using Decennial Census Records for Genealogy," through the FDLP.

Government Documents Supervisor Sarah Dobransky began viewing the Federal Depository Library Program (FDLP) free webinars made available online by the Government Publishing Office to delve deeper into an understanding of the FDLP tools and Government Documents collection.

Special Collections Librarian Stacie Brisker and Fine Arts & Special Collections Manager Pam Eyerdam attended the fall meeting of the Cleveland Archival Roundtable (CAR) at the Kelvin Smith Library at Case Western Reserve University on September 30<sup>th</sup>.

Special Collections staff members Pam Eyerdam, Stacie Brisker and Bill Chase attended the Anisfield Wolf Award Ceremony at the Playhouse Square on September 10<sup>th</sup>. Library Assistant Bill Chase arranged to have the award winning books signed for the collection, coordinated by the Anisfield Wolf Foundation Coordinator Karen Long.

### **CELEBRATE DIVERSITY**

September 23<sup>rd</sup> - 26<sup>th</sup> as a part of the Lockwood Thompson Dialogue Series the Library hosted arts, Alvin "Dante" Yarbrough and Emory Douglas. For two days both artists gave the students of the Cleveland School of the Arts a brief presentation about their careers and encouraged them to pursue their own dreams of becoming professional artists. Following their presentations, each artist worked with a group of 10 students on t-shirt and political posters projects.

In the evening of September 25<sup>th</sup> at the Martin Luther King, Jr. Branch, Yarbrough discussed his life as an artist, the inspiration for his works and how his growing up in East Cleveland, Ohio both informed and shaped the man and artist he has become. The following day at the same location Douglas discussed his role at the Minister of Culture and official artist for the Black Panther Party as well as the impetus and meaning of his political posters and artwork featured in the BPP newspaper. Douglas also talked about his past and more recent works that shone light on and show solidarity with revolutionary movements and people throughout the world in the continued struggle for freedom and equality.

### **Music at Main**

Jazz pianist Jackie Warren and the *Sammy Deleon Latin Jazz Quartet* performed at Main Library on September 5<sup>th</sup> celebrating Hispanic History Month.

### **Foreign Literature Programs**

During the month of September, Foreign Literature staff planned and conducted a total of 25 programs serving Russian, Chinese, Spanish and native English populations. Partnerships with CSU Confucius Institute and the Goodrich-Gannett Community center continued, along with bilingual story times. Staff members also continued to provide programming aimed at providing children with foreign language skills.

### **Exhibits**

Main library staff members created a number of informative and interesting displays during the month of September. Displays

topics included: A tribute to the 50<sup>th</sup> Anniversary of the Grateful Dead, Banned Book Week, Hiking, The Appalachian Trail, National Parks, Bill Bryson, the French Revolution and Napoleon, Autumn in Ohio, the classic movie Citizen Kane, the Battle of Britain, a small children's book display comprised of Government Documents, and display about the Cleveland Browns in the Photograph Collection. In honor of National Welcoming Week, a nationwide event that recognizes the contributions of immigrants in local communities, Global Cleveland is putting together an exhibit of works by international and globally minded artists. The art was on display in the Foreign Literature Department September 14 - September 30.

### **Research That's Possible Only at Main Library**

- A group of urban planning students visited the Map Collection in order to research the history of Monroe Cemetery.
- BEL staff ordered three off-storage books for a patron this month: *Ships of the Royal Mail Lines* (1953) by Prosper Dowden; *These splendid ships: the story of the Peninsular and Oriental Line* (1960) by David Divine; *Ships of the P. & O.*, (1954) by A. G. Course. According to WorldCat, Cleveland Public Library is the only Ohio library to own these books.
- A professor at an out of state university called to verify holdings of Brewery statistics in our collection; subsequently, four items have been sent out by ILL to support his research.
- Government Documents staff members responded to a telephone reference question from Kansas requesting information from the 1960 Federal Census on population and manufacturing in the City of Lorain, Ohio. He was able to use our Census collection in paper format to answer her questions.
- A patron in Science and Technology requested transmission information for a 1958 Mercedes-Benz 190 SL.
- On September 16th, the Science and Technology pull list had two requests for *The Art of Syrian Cookery* by Helen Corey. According to WorldCat, Cleveland Public Library is one of only a few Ohio libraries to own the book.
- As a pilot project, Science and Technology Senior Librarian Jim Bettinger began teaching members of Cleveland Intellectual Property Law Association (CIPLA) how to search PubWEST and PubEAST, patent search databases only available at Patent & Trademark Resource Centers (PTRCs) throughout the United States. Cleveland Public Library is one of the

original 12 PTRCs, providing uninterrupted service since 1871.

- An out-of-state librarian required a photocopy of a 1948 article on the actor Herbert Marshall that was contained in a periodical.
- Patron request for the full score of *The Bartered Bride* by Bedrich Smetana
- Patron request for the original score of *For You There is No Song* composed by 2015 Cleveland Arts Prize Winner for Lifetime Achievement, Dr. Leslie Adams (CPL has an archival collection of his works.)
- Writer for *The Ohio Magazine* requested information about the artist Anne Hamilton for an article.
- Chess researcher requested a scan of a snapshot taken February 14, 1903 of a chess tournament that appeared in the *American Chess Weekly* for an online article in *Chess Notes*.
- Chess researcher requested scans from the *Chess Portrait Collection* of Henry Edward Bird, Joseph Henry Blackburne, and Xavier Serrano Aspa. He also requested scans from an 1883 publication *Oesterreichische Lesehalle* and the game between Shakmatney Listok from 1922.
- Medievalist graduate student from Ottawa Canada came in to research the manuscripts related to the *Legend of Veronica*. These manuscripts are part of the Folklore collection.
- Chess researcher from Canada requested scans from a Canadian publication called *Chess Notes* and an 1893 scan of the players Francis Joseph Lee and George Gossip.
- Researcher requested background information about the Mark Twain bronze bust in Special Collections.
- World renowned Chess Grandmaster Maurice Ashley requested scans of former grandmaster players for a program.
- Researcher from Poland requested documentation about a visit made by a Polish Nationalist who spoke at the Broadway Branch in 1918 when Poland was proclaimed as an independent country. Newspaper articles and scrapbooks were found in Archives.
- Author who is writing a book about the Cleveland architect Robert Little inquired about the archives stored in Special Collections.

## **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

### **Meetings and Activities**

- I attended the Cuyahoga County's Annual Library Budget meeting with CFO Krenicky.
- I facilitated and presented at the MLK Community meeting.
- I spoke to a group of students participating in "The Game of Life Summit" at Tri-C.
- I attended the Anisfield-Wolf Book Awards.
- I presented at the Nevada Library Institute in Las Vegas..

### **CLEVNET**

CPL has nearly 11,000 followers on Twitter and the Facebook page currently has 7,500 fans.

### **GRANTS & DEVELOPMENT**

#### Starting Point

Awarded \$55,000 from Starting Point's "Out of School Time Expanded Learning Opportunity" program to continue tutoring for K-3 students at four CPL Branches: Rice, Walz, Woodland and Memorial Nottingham. Tutoring services are provided by Braxton Educational and Technology Consulting.

#### Cleveland Foundation

Submitted Grant Inquiry to support the CPL Learning Centers. This request includes funding for the after-school tutoring program, college prep classes and pre-school classes. After reviewing the inquiry the Cleveland Foundation will invite a full proposal.

Association for Library Service to Children (ALSC)  
Submitted request to their Curiosity Creates program (in partnership with ALA) for \$7,500 to support the Man Up, Cleveland! workshop at CPL in February 2016.

#### Anisfeld Wolf Memorial Award

Sponsored by the Center for Community Solutions, this award is presented to one organization each year that shows innovative solutions to community problems that go 'above and beyond' the organizations everyday programs/mission. CPL nominated MakerSpace (as this year's awards were for programs that occurred in 2014).

*Chasing Trends or Chasing our Tails: What do Library Patrons Really Want?* and Stark County District Library Staff Development Day  
CPL hosted 100+ library employees from 20 different CLEVNET systems on September 24 to hear a panel of speakers discuss what they are doing to improve user experience at their libraries. Stark County District Library brought a busload of 44 people to attend this forum and stayed at CPL for the entire day, touring TechCentral, Special Collections and the Cleveland Digital Public Library.

#### **PUBLIC SERVICES**

In the month of September the Library hosted approximately 225 programs ranging from tutoring services to arts instruction and author visits. Braxton Educational and Technology Consulting began at 4 locations: Addison, Memorial Nottingham, Woodland, and Walz. The Library has secured funding for the Braxton service (K-3 reading instruction) through the month of May 2016.

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### Youth Service Programming

Children's Librarians Kristen Schmidt and Lan Gao coordinated multiple research visits, tours, story times and ArtLab programs during the month of September. Visitors included students from Ruffing Montessori and Ms. Patty Allen's Class Grades 1-2, Whitney Young High School Juniors and Marion C Seltzer School's 8th graders.

### Music at Main

Jazz pianist Jackie Warren and the *Sammy Deleon Latin Jazz Quartet* performed at Main Library on September 5<sup>th</sup> celebrating Hispanic History Month.

### Foreign Literature Programs

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### Main Library Tours

Main Library staff members provided tours throughout the month of September. Groups visiting Main Library included: a Cleveland State University Medieval Studies class, graduate class visits from Ursulin College and Case Western Reserve University, members of the Northeast Ohio Intermuseum Consortia, staff from the Stark County Library District, students from Marion C. Seltzer School, thirty members of the Cleveland Hiking Club, and administrators from the Virginia Marti College of Art and Design

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Grateful Dead, Banned Book Week, Hiking, The Appalachian Trail, National Parks, Bill Bryson, the French Revolution and Napoleon, Autumn in Ohio, the classic movie Citizen Kane, the Battle of Britain, a small children's book display comprised of Government Documents, and display about the Cleveland Browns in the Photograph Collection. In honor of National Welcoming Week, a nationwide event that recognizes the contributions of immigrants in local communities, Global Cleveland is putting together an exhibit of works by international and globally minded artists. The art was on display in the Foreign Literature Department September 14 - September 30.

#### Main Library Outreach

Staff at PAL sent letters of introduction showcasing PAL's unique collection and services to local neighborhood organizations and several university libraries.

Special Collections Librarian Stacie Brisker attended the Shaker Hts. Library Chess Club meeting on September 21<sup>st</sup> and Manager Pam Eyerdam helped to coordinate a workshop in the CDPL with the Northeast Ohio Intermuseum Consortia on September 23<sup>rd</sup>.

On September 5<sup>th</sup>, the Ohio Center for the Book at Cleveland Public Library showed its support for literacy at the 2015 National Book Festival in Washington, DC. Subject Department Library Assistant Evone Jeffries represented Ohio at the festival.

Manager of the Literature Department and Ohio Center for the Book Amy Dawson supported a love of reading and literacy with a booth at the Western Reserve Book Festival at Hiram College on September 19<sup>th</sup>.

General Research Collections Manager Don Boozer spoke to the Western Reserve Kennel Club on September 1<sup>st</sup>, highlighting Science and Technology's dog-related materials but also mentioning items which may interest club members throughout Cleveland Public Library.

On September 3<sup>rd</sup>, General Research Collections Manager Don Boozer keynoted Medina County District Library's staff development day for Adult and Teen Services staff. Mr. Boozer reprised *The Thrill of the Hunt: Advanced Reference Skills for Tracking Down the Elusive Query* given at the Ohio Library Council chapter conferences.

The Youth Services Department hosted Cleveland Rape Crisis Center's Courtney Young for a program about Healthy vs Unhealthy Relationships for teens in Studio 470 (Youth Services Department). Manager, Annisha Jeffries and Popular Manager, Sarah Flinn continue to partner and promote the library and services through weekly story times for 1 to 9 month old children at Rainbow Babies and Children's Hospital's Pregnancy program.

#### Collection Development Highlights

CLGH staff members sent aerial photographs to the Preservation Office to be debound, updated Federal Aeronautical Charts by withdrawing old charts and adding new charts, and updated travel guide collection by withdrawing outdated guides and replacing them with current editions.

A chess author signed and donated his latest book to the collection entitled *Ignaz Kolisch: The Life and Chess Career*.

#### Research that's Possible Only at Main Library

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#### BRANCHES

Addison Branch: School visits were made to area schools to drop off essay contest applications for our annual Graphic Novel Super Hero Party. Heavy weeding of the entire collection is underway in preparation for next month's Pop-up Used Book Sale.

**Brooklyn Branch:** During the month of September Children Librarian Laura McShane presented to a room of 45 people at CMSD Denison for a staff development meeting on resources and library card sign-up.

**Carnegie West Branch:** 'Tail Waggin' Tutors' from Therapy Dogs International made their first appearance at Carnegie West on Saturday, September 12th. Salvador, a Siberian Husky, and Ziggy, a Standard Poodle, were read to by several children whose reading levels ranged from just learning to read very well but being incredibly shy about reading aloud. Reading to a loveable and content dog, who is not judging performance is one way for children to improve their reading *and* learn to love reading.

**Collinwood:** School visits and story time are underway. Two classroom visits by Ms. Marks and our first Fall story time took place this month. Kiaira Jefferson represented the branch at Cleveland Museum of Art to pick up our first "Art in the Community" project along with the Glenville Branch. Ms. Peak has put on display materials to promote National Voter Registration Day. Lastly, Ms. Peak will represent the branch at "Health Matters Here" Conference on Saturday, the 26<sup>th</sup> sponsored by HIP-Health Improvement Partnership of Cuyahoga County.

**East 131:** Branch Manager Ginaya Willoughby attended numerous community partnership meetings including Ward 2, BUCS, and MyCom. The branch partnered with MyCom to promote college visits and financial literacy classes to branch patrons. On September 1<sup>st</sup> the branch hosted a Soap Making Class with a local artisan and Mount Pleasant business owner that was very well received.

**Eastman:** During the week of September 7, Eastman Branch staff created three new displays: one featuring the branch's food-themed young adult fiction, a second highlighting girl power in children's books, and finally a third promoting the Buckeye Children's and Teen Book Award. Throughout the week, a name collage craft was also provided which fostered development of early literacy skills, such as letter awareness and fine motor work.

**Fleet:** Thirteen seniors attended Senior Appreciation Day at the branch. They were treated to live performance of old school music by a neighborhood senior group.

**Fulton Branch:** Eight children and one adult attended Parts of Speech Bingo during our Wordplay session this month. Children



took turns calling out words and received prizes for being the first person to reach bingo.

Garden Valley: The Garden Valley staff provided a PowerPoint presentation to Ms. Bridgette Smith, Director of the Learning Center at Rainbow Terrace Apartments. We will embark on a partnership whereby adult residents will receive computer training at their facility as well as at the branch.

Glenville: On September 3<sup>rd</sup> the branch hosted the St. Clair Planning Meeting with Councilmen Conwell, Johnson and Polensek to provide the community with the future plans. There were 85 in attendance.

Harvard-Lee Branch: District Manager, Harriette Parks was appointed to the H.E.A.L Committee of the Harvard- Community Services Center. H.E.A.L Cleveland - promotes Healthy Eating Active Living by presenting health experts, healthy food sampling, teaching that community health starts by making the healthy choice, the easy choice when eating and being physically active

Hough: Joanna Rivera began as the new Library Assistant. Computer Aide Romael Young, Children's Librarian Manisha Spivey, and Library Assistant Joanna Rivera received training from TechCentral staff on using Makerspace software "Sketchpad". Branch Manager Donna Willingham celebrated Grandparents Day with a group of seniors by hosting a social gathering with refreshments and giveaways. Joanna Rivera conducted a Grandparents Day craft session with a group of children.

Jefferson: There were several new clubs here at the Jefferson Branch this month! A brand new Teen Club, with the first meeting attracting 11 participants. They discussed many topics impacting teen life. Also new this month was the highly anticipated Sonic Club. This club was born of a series of fairly successful gaming programs that took place over the summer. There were 16 participants and the first meeting included the construction of 3-D paper of Sonic and Knuckles, coloring sheets and Sonic games on the Wii.

Langston Hughes: This month the Langston Hughes Branch featured The Kid's Café, Summer Tales on September 8, Make Your own Survival Bracelet on September 17, Paper craft Alphabet Bracelet on September 17, and "Fall into Jazz" featuring the Whitehouse Band on September 26.

Lorain: The branch spent September doing multiple outreach visits. Youth Staff established new relationships with 4 new schools--H. Barbara Booker, Max Hayes, Almira and Mary Seltzer. They're hoping to set up more regular visits in the future. Tech Central installed a 3D Scanner and provided training to staff, just as the 3D Printer became more popular with patrons.

Martin Luther King Jr.: The Lockwood Thompson Dialogue Series featuring Artists Alvin "Dante" Yarbrough and Emory Douglas was held at the MLK Branch on Friday, September 25 and Saturday, September 26 respectively.

Memorial Nottingham: Branch Manager Kevin. Ray attended ERC management training seminar and the September Board meeting. Children's Librarian Jamie Lauver and Library Assistant Marvin Benton met with Ms. Carmen Parker-Lyles, preschool teacher from OH Perry to arrange story-time visits from her class beginning Monday, September 28, at 10:30 a.m.

Mt. Pleasant Branch Amiya Hutson , Project Manager, coordinated the National Voter Registration Day for the entire system during the month of September.

Rice Branch: The United Black Fund Board Meeting held their board meeting at the Rice Branch on September 23.

South Branch: On September 16, The South Branch celebrated National Play-Doh Day! This amazing toy just turned 59 this year so why not celebrate its birthday by learning more about it. Participants not only learned about Play-Doh's history as a failed product intended for cleaning wallpaper, but they also learned how to make their own homemade Play-Doh out of a few simple household ingredients. Having the opportunity to follow instructions, measure and mix these ingredients and then watch chemistry take over while having fun.

South Brooklyn Branch: The following programs began this month: impACT the 216! CPL & College Now Greater Cleveland present a dynamic, innovative program for high school students, this 8-week session provides enhanced math & reading proficiency through ACT test prep, video and recording arts training.

Sterling Branch: Reading for Reeses and Rolos is Sterling's new reading initiative for children in grades K-3. During this bi-monthly program children meet individually with the librarian for a read aloud-read along session. Future plans include identifying and inviting middle grade students to act as "reader leaders".

Walz: The branch consolidated all of the non-fiction tightening up half filled shelves and taking advantage of the empty bottom shelf to shift the entire collection.

West Park: The branch hosted a Friends Used Book Sale September 10 - 12.

Woodland Branch: We have forwarded Library Card applications to Lending during September, Library Card Sign-up month. In partnership with the Foreign Literature Department, Adela Garcia and Mary Torres commemorated the beginning of Hispanic Heritage Month by providing educational information about Hispanic Heritage Month. Braxton Tutors continue to work with students, grades K-3rd. The Play room continues to gain in attendance each week, with more than 10 families in attendance during September.

TechCentral

#### MakerSpace Reservation Changes

Starting on September 14, several changes were made to the way reservations are accepted for MakerSpace use. Reservations will now be accepted in advance for Monday-Thursday use, up to two advanced reservations per person, per week. This will allow for patrons to be able to guarantee time on the equipment up to 7 days in advance, so they can make plans to visit Main Library.

Additionally, Friday & Saturday MakerSpace use will now be First-Come-First-Serve only. These two days are by far the most popular for users of the MakerSpace, and under the old reservations rules, equipment quickly became booked within 5-15 minutes of opening on these days each week. In many cases, the equipment sat idle which design prep was done, or between jobs. At most, 4 people could use each piece of equipment, and many people have been turned away, despite the equipment sitting idle. The new first-come-first-served rules will still allow use of the equipment by interested patrons, but will help to decrease the 'idle' time between jobs and during job prep, at which time other patrons can run their jobs.

#### Community Engagement: Visits and Outreach

TechCentral Manager, CJ Lynce, visited the Andover Public Library on September 22 to provide a demonstration of 3D printing technology to staff members from several CLEVNET member libraries.

Mr. Lynce provided a tour of TechCentral to several CLEVNET Directors on September 23.

Mr. Lynce also provided tours of TechCentral to staff members from libraries located in Cuyahoga County and Stark County, Ohio on September 24.

Meetings, Presentations and Professional Development  
TechCentral Manager, CJ Lynce, visited the Woodland Branch Library on September 1 to provide training to staff on their SMART Board. Unfortunately, the system was non-functional due to missing or damaged components. IT/CLEVNET has been contacted to provide assistance in repairing and replacement the affected components, and training will be rescheduled.

Library Assistant, Computer Emphasis, Deman Deng, and Library Assistant, Computer Emphasis, Paolo Balboa, along with Mr. Lynce, attended a September 10 demonstration of a laser engraving system being considered for the TechCentral MakerSpace.

Library Assistant, Computer Emphasis, Karen Kelly Grasso, and Mr. Lynce attended a NEO-RLS Webinar on *Copyright and Fair Use* on September 10.

Mr. Lynce, Library Assistant, Computer Emphasis, Cortney Gatewood, and Library Assistant, Computer Emphasis, Suzi Perez visited Perry High School and Wickliffe Middle School on September 16.

## Computer Classes, MakerLabs, and One-on-One Sessions

The following are the statistics for Computer Class and MakerLab programs for September 2015:

	Branches	Main	Total
Number of Computer Classes	44	18	<b>62</b>
Attendance in Computer Classes	162	83	<b>245</b>
Cancelled Computer Classes (in-advance, no registrations)	2	0	<b>2</b>
No-Show Computer Classes	3	0	<b>3</b>
Cancelled Computer Classes Due to Weather	0	0	<b>0</b>

	Branches	Main	Total
Number of MakerLabs	8	1	<b>9</b>
Attendance at MakerLabs	106	7	<b>113</b>
Cancelled MakerLabs (in-advance, no registrations)	0	0	<b>0</b>
No-Show MakerLabs	0	0	<b>0</b>
Cancelled MakerLabs Due to Weather	0	0	<b>0</b>

## Cleveland Digital Public Library

### Tour Groups

Cleveland Digital Public Library staff gave official tours the Cleveland Hiking Club, the Northeastern Ohio Inter-Museum Council, Stark County Public Library and the Baldwin Public Library.

### Business Chinese

Cleveland Digital Public Library began hosting Business Chinese in the Learning Commons Monday -Thursday on September 8. We will continue to host Business Chinese through November.

### NEOMIC

The Northeastern Ohio Inter-Museum Council held a grants workshop September 23 in the Learning Commons.

### Latin @ the Library

Metadata Archivist Raymond Rozman held the first of three classes that utilizes digital resources to analyze and translate Latin text September 12.

### Magic Box

Cleveland Digital Public Library has placed a Magic Box exhibit case, loaned to use by Content Conversion Specialists (CCS), on display in the Digital Library. The case contains both physical and digital materials relating to Louis Stokes and the library.

### Videography and Photography

Library Assistant Catherine Young produced and uploaded 3 videos to the touch wall and vimeo account. These videos include the Director's Orientation Message, Music at Main, and the Puppet Show at Walz Branch. Ms. Young also photographed a multitude of library events including NEOIMC, Voters Registration Day, We Read Here, Jackie Warren and Sammy DeLeon, Latin Jazz Quartet, Emory Douglas, and Robert Denton Bryant-Slay.

### Scanning Assistance

Cleveland Digital Public Library staff assisted over 6 reservations and drop in sessions in scanning both large personal and library collections in the Digital Hub. Patrons used the Epson 10000XL flatbed and I2S oversized flatbed scanner to accomplish their projects for personal and publication use.

### Public Services Statistics

Between September 1 and September 28 the Cleveland Digital Public Library had 407 visitors and 107 KIC Scanner sessions resulting in 3237 images/4569.2 MB. The Digital Gallery had 5,730 sessions by 4,522 users resulting in 25,784 page views.

### Outreach

#### Bard College

Digital Library Strategist Chatham Ewing visited Bard High School Early College toured the campus and learned about their educational offerings.

#### African American Genealogy Group of Cleveland

The African American Genealogy Group of Cleveland included information about the Cleveland Digital Public Library in their monthly newsletter.

#### Ladies of the Grand Army of the Republic

Representatives of the Ladies of the Grand Army of the Republic met with Cleveland Digital Public Library Coordinator Rachel Senese to discuss how they can utilize the Digital Hub to digitize their collection of over an estimated 250,000 records, and how to care and storage the digital surrogates.

#### Aids Task Force of Greater Cleveland

Ms. Senese met with Rebecca Strong of the Aids Task Force of Greater Cleveland to speak about collaborating for World Aids Day and working together to identify individuals and conduct oral histories about living with AIDS/HIV in Cleveland.

#### Collection Development

Cleveland Digital Public Library staff has completed scanning: Benedictine High School yearbooks, East High School yearbooks, a Euclid Beach program, *Report to the City Plan Commission*, *Ruins of Palmyra*, a 1936 RNC ticket and medallion, and a selection of school newspapers donated to Social Sciences. Digitization continues on the Tucker School of Expression School annuals and pamphlets, Glenville High School yearbooks, East Technical High School yearbooks, John Hay yearbooks, *Cleveland City Directories*, City Hall and Court House railroad plans, and the *Sanborn Maps 1896-1910 Revised v.1*. Also, 122 issues of the *John Adams Journal* from 1935-1948 have been uploaded to the Digital Gallery.

Assistance with ILL

#### Staff Development

Mr. Don Williams visited the Cleveland Digital Public Library to help train Dr. Ewing on analyzing the digital images produced using the I2S, ATIZ, Epson, KIC, and MFD scanners using the GoldenThread Analysis software. Digital Library Strategist Chatham Ewing also learned about how to interpret the data and identify problems within the Digital Hub regarding when scanning using Federal Imaging Standards (FADGI) as a benchmark.

#### Preservation

The preservation staff has completed 60 (47 complex, 13 simple) book treatments, 50 enclosures, printed 80 labels, and performed complex treatments to over 197 sheets of paper.

#### Shakespeare Folio

Planning has continued on activities related to the Shakespeare Folio exhibit at Cleveland Public Library in summer 2016. There will be a "Teaching Shakespeare" workshop sponsored by Cleveland's Branch of the English Speaking Union, original adapted performances of Shakespeares "Twelfth Night" performed by Great Lakes Theatre, and an exhibition of Shakespeare related CPL materials installed on April 23rd (Shakespeare's birthday) .

## OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

For September 2015, OLBPD circulated 48,336 books and magazines directly to patrons. OLBPD registered 122 new readers to the service. The September BARD statistics were not available at the time the report was due.

OLBPD was awarded five discretionary grants from the State Library of Ohio to be expended by October 31<sup>st</sup>. These LSTA funds were used to purchase equipment and supplies to migrate OLBPD to a new digital talking book cartridge and container labeling system. The funds were also used to upgrade and update computer hardware and software as part of our adaptive technology computer workstations throughout the system, including new PCs, large monitors, new CCTV magnifiers, and large print computer keyboards. OLBPD purchased a free-form feed braille embosser to create customized braille documents in print-braille formats. OLBPD also purchased a refreshable braille display that can be used to read electronic braille downloaded from NLS-BARD. OLBPD will also be adding a new adaptive workstation to the department that will feature adaptable keyboards and input devices for patrons with limited mobility and range of motion. OLBPD purchased a premium microphone to lend volunteer narrators to record our locally produced audio books and magazines.

On September 29<sup>th</sup>, OLBPD and the State Library of Ohio (SLO) Talking Book Program co-hosted a statewide, one day sub-lending machine agency conference. Sub-lending agencies act as local equipment distribution and patron services support, as well as host deposit library collections of OLBPD library materials. Sub-lending agencies include Ohio public libraries, along with blind and low vision rehab and social services centers. More than 40 sub-lending agency staff attended the conference. Information and updates about OLBPD's service were provided, as well as guest speakers from the Opportunities for Ohioans with Disabilities, and the Veterans Administration.

OLBPD Librarian Michelle Makkos and OLBPD Library Assistant Ken Redd attended the WKYC Health and Wellness Expo on September 26<sup>th</sup>. The outreach and special events were not available at the time the report was due.

The OLBPD adult book club met on September 11th to discuss "The Rosie Project: a novel" by Graeme C. Simsion.



## TECHNICAL SERVICES

Patricia Lowrey, Director of Technical Services and Collection Manager Pam Matthews attended the Anisfeld-Wolf Awards Ceremony on September 10. Ms. Lowrey attended the Mitchell Jackson program in the Writers and Readers Series on September 19.

Ms. Lowrey briefly attended the CLEVNET Directors' Panel on September 9 to update them on a few OverDrive and digital resource issues. Ms. Lowrey attended two meetings of the CareWorks Implementation Committee to work on details of the new FMLA software. Shelf/Shipping Supervisor Stephen Wohl organized the first joint meeting of the managers and supervisors in Technical Services, Property Management and Safety & Protective Services which was held on September 18.

Collection Management: Collection Management selected 2,019 titles, 16,912 copies, and spent \$254,518 in September. Fifty telescopes of materials were relocated.

Pam Matthews met with a representative from Ingram, one of CPL's main book vendors. She met with the Collection Management focus group, consisting of the District Managers and Kevin Ray, the new manager of the Memorial-Nottingham branch.

Collection Development staff members visited the following branches in September: Brooklyn, Eastman, Fulton, Glenville, Walz, and West Park. Technical Services Assistant Eric Hanshaw spent a half day at the Walz Branch, his alternative work site, to learn about the branch and how to perform various branch functions.

High Demand: The High Demand staff had a very productive month, ordering 1,490 titles and 14,825 items. They added 1,095 titles and 15,458 items. In addition, they processed 40 items for the Acquisitions Department and 666 items for Materials Processing. Staff adapted quickly to the new look of ESS. There was a brief departmental meeting September 25 to discuss the Improve Consulting process maps and some other items.

Manager Carole Brachna met with Beth Hegstrom, Materials Processing Manager, to develop a plan to implement one of the suggestions made by Improve Consulting. Dale Dickerson, High Demand Librarian, reviewed 10 original cataloging records done by one of the Catalog Department staff, in the absence of the usual reviewer. Selection records were loaded from Baker & Taylor. Larger print series romance paperbacks were loaded from

Ingram. Emergency contact information was updated for all staff. Furniture and travel budgets for 2016 were finalized.

Shelf/Shipping: Stephen Wohl met with the Page New Hire Committee on September 23, and the department welcomed two new Pages, Richard Jackson and Jaz Hogan.

The staff of the Lake Shore Shelf/Shipping Department sent 53 items to the Main Library for requests and 113 items to fill holds. Main Library received 395 telescopes, the Branches received 977 telescopes, CLEVNET received 117 telescopes, CASE received 6 telescopes CSU received 6 telescopes and Tri-C received 3 telescopes. A total of 1,504 telescopes were shipped out. The Technicians sent out 587 items of Foreign Language material and in total 22,766 new items were to the Acquisitions and High Demand Departments.

Materials Processing: The Associates cataloged 1,612 new titles for the Cleveland Public Library and added 1,580 records for the CLEVNET libraries. The Associates and Sr. Clerks added 6,735 items. The Technicians worked on 23,153 items.

Sabrina Rosario-Laureano returned from her medical leave. Elizabeth Hegstrom met with the entire Materials Processing staff to go over emergency procedures, update contact information for the winter and review the changes that would be happening with the MUNIS/ESS upgrade. Ms. Hegstrom also met with the Associates and Senior Clerks.

Catalog: Senior Librarian Michael Monaco provided Librarians Yeshen Dugarova-Montgomery and Michael Gabe with documentation and basic training on copy cataloging DVDs and Blu-rays. Mr. Monaco also briefed Acquisitions Coordinator Alicia Naab on the procedures for copy cataloging books acquired through the patron-driven acquisitions program. Librarian Barbara Satow began helping with the final check and turnaround statistics for trucks leaving the department after some instruction from Catalog Manager Andrea Johnson.

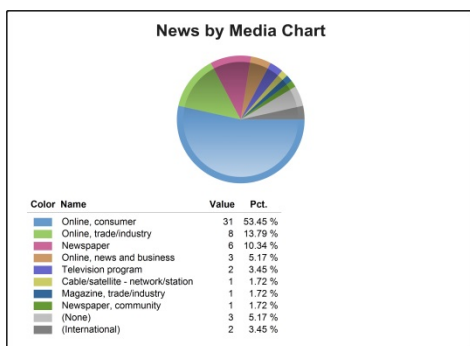
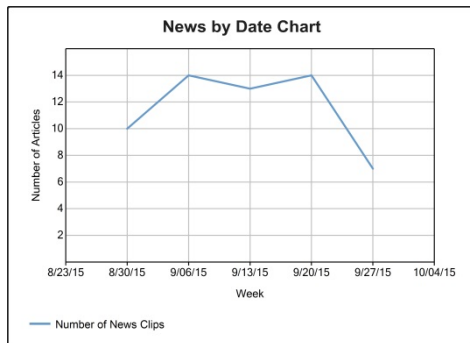
Librarian Regina Houseman created catalog records for five very large hand-drawn, hand-colored maps related to park planning in the Cleveland area from the late 1800's to the 1930's. Librarian Celia Halkovich completed viewing online videos "RDA in NACO Training for AACR2 Catalogers" from the Library of Congress website. Catalogers added 2,551 titles and 3,145 items for Cleveland Public Library, including 319 titles in 15 different languages.

Acquisitions: Rhonda Pai, Mobile Services & Outreach Manager, visited the Acquisitions Department to learn about the Department's various responsibilities. Sandy Jelar Elwell, Acquisitions Manager and Alicia Naab, Acquisitions Coordinator, provided Ms. Pai with an overview. Ms. Jelar Elwell continued to work with Hilary Prisbylla, Director of CLEVNET/ IT Department, to resolve the issues that had been occurring with the automatic creation of MLO Holds orders.

Ms. Naab was trained by Ms. Jelar Elwell on the procedures for handling and processing continuations from the vendors LexisNexis and Thomson Reuters and by Mike Monaco, Senior Catalog Librarian, on the procedures for cataloging and inventorying materials from the MLO Holds orders. Ms. Naab attended a Recorded Books webinar that outlined their new website including customizable MARC records for EDI ordering and participated in a conference call with Recorded Books to discuss Cleveland Public Library's EDI needs.

The Acquisitions Department ordered a total of 7,324 titles and 23,359 items (including periodical subscriptions and serial standing orders); received 18,311 items, 1,633 periodicals, and 491 serials; added 689 periodical items, 141 serial items, 328 paperbacks, and 1,690 comics; and processed a total of 2,620 invoices.

**MARKETING & COMMUNICATIONS**



Media coverage for the month of September included 58 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$52,219. In September, the online media outlets that featured CPL events and programs received 32,479,488 unique visitors. Most viewed was an online article appearing in *examiner.com* entitled "Garlic Rules at Cleveland's Annual Garlic Festival" mentioning the Library as providing storytelling at the event. CPL was mentioned the most in online consumer news.

Ads to promote the The Writers & Readers series and the Lockwood Thompson Artists Series were placed in *La Prensa, Profile News, Campus*

*Observer, Lotus, Call & Post, Real Deal, Phenominal Woman and Scene Magazine.* An ad to promote the library card was placed in *Cleveland Magazine* "Best of Cleveland", Education Insert. An ad promoting the library was also placed in the Cleveland Kiwanis 100<sup>th</sup> Anniversary program.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 6,915 times on average per week, with an average of 797 clicks to the website resulting in a .09% click-through rate for the month. *Public library* was the most clicked-through phrase. Online promotion with Eventful for Mitchell Jackson realized a 9.08% open rate.

#### September-SOCIAL MEDIA

The top 5 most clicked on links from BOTH Facebook & Twitter:

1. Sep 24<sup>th</sup>: Sep 24, 2015 Check out the Seven Wonders of Cleveland Public Library--thank you @FreshWaterCLE <http://ow.ly/SCesN> #libraries #ThisisCLE (Link to Fresh Water article)
2. Sep 4<sup>th</sup>: "Cleveland library hosts series of speakers on comics, graphic novels" (via @clevelanddotcom) <http://ow.ly/RNjbs> (Link to [cleveland.com](http://cleveland.com) article about comic series)
3. Sep 2<sup>nd</sup>: Proud to be a part of this incredible initiative: #WeReadHere <http://ow.ly/RHC3p>@wkyc @margbern (Link to We Read Here/International Literacy Day initiative)
4. Sep 21<sup>st</sup>: Get your music FREE with #MyTunes. 5 downloads per week! <http://ow.ly/SiJlG>(Link to MyTunes page)
5. Sep 9<sup>th</sup>: We had a musical Saturday at Main Library (link to Flickr album)

Top 5 most engaging posts on Facebook (includes likes, comments, etc.):

1. September 3<sup>rd</sup>: #TBT Main Library photo
2. September 24<sup>th</sup>: Link to 7 Wonders of CPL article on Fresh Water
3. September 4<sup>th</sup>: article on Cleveland.com: "Cleveland library hosts series of speakers on comics, graphic novels"
4. September 8<sup>th</sup>: International Literacy Day Felton Thomas photo/promo
5. September 20<sup>th</sup>: Library card sign-up month promotion/question

## GRAPHICS

Graphics staff designed, printed, and distributed 162 items in September in addition to graphics for ads, the library website, social media, 4 staff newsletters, UpNext monthly program guide and MyBranch branch activity fliers. Highlights included partnership with Karamu House to produce bookmarks to be distributed at performances. This month was *Dreamgirls*. Graphics has begun lettering to mark all new CPL vehicles.

WEBWARE [www.cpl.org](http://www.cpl.org)

Twitter followers are up from 9,238 in 2014 to 11,100 currently. Facebook fans are up from 6,883 in 2014 to 7,586 currently.

New featured news items and promotions on the CPL website were: Mitchell S. Jackson and Cristina Henriquez Writers & Readers; Lockwood Thompson Dialogue; Friends Book Sale; Robert Denton Bryant-Author Visit; and Exhibits.

News stories were built for: CPL's Writers & Readers Series of Hope Welcomes Author Cristina Henriquez; The Illustrated Book Review: A History; Cleveland Public Library's Lockwood Thompson Dialogues Series Welcomes Artists Alvin "Dante" Yarbrough and Emory Douglas; Cleveland Public Library and the Greater Cleveland Film Commission Welcome Award-winning Video Game Producer and Author Robert Denton Bryant; Board of Library Trustees Meeting; Joint Finance & Human Resources Committee Meeting; Cleveland Public Library's Writers & Readers Series of Hope Welcomes Award-Winning Author Mitchell S. Jackson; Roll of Honor; Lockwood Thompson Dialogues.

The 48th "Off the Shelf" (September 2015 edition) was sent out on 9/1/2015 at 7:30 p.m. Of the 10,545 emails sent, an estimated 1,729 were read, we had 29 click-throughs. This gives us a 16.7% open rate. The September edition featured:

Executive Speaker Series: An Evening with Robyn Minter Smyers, Partner-in-Charge, Cleveland - Thompson Hine & Dan Moulthrop, CEO of The City Club of Cleveland; Writers & Readers Series of Hope Returns with Mitchell S. Jackson; Lockwood Thompson Dialogues Welcomes Artists Alvin "Dante" Yarbrough & Emory Douglas; Author Visit: Robert Denton Bryant, Author of *Slay the Dragon! Writing Video Games*; and Friends Fall Used Booksale.

Two e-blasts were sent out for the Leadership Forum on 9/4/2015 and 9/18/2015. Unfortunately, since it was only sent to group

emails (CLEVNET Directors and CPL Staff) reports are not available due to Constant Contact only considering this as two emails, rather than each member of each list.

### **PROPERTY MANAGEMENT**

The Property Management office completed numerous branch inspections and continues to monitor utility bills. We are meeting weekly with the architect on the design of Phase II for Main and LSW.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. Light fixtures were repaired at Carnegie West, Eastman, LSW and Rockport. The condensate drain was cleaned and the filters were replaced on the A/C unit at Fleet. The multi-purpose room's HVAC unit has a bad compressor and we are getting quotes to replace it at Glenville. Leaks were repaired on the main A/C unit piping and the unit was recharged at Hough. The burned out light bulbs for the parking lot and the outdoor lights mounted on the building were replaced at Lakeshore. Started wiring for the new UPS system for the building automation panel for LSW and Main. The push buttons for the handicap doors at LSW entrance were replaced. The roll filter system for the air handling unit was repaired and the safety relief valve on the chilled water system was replaced at MLK. The indoor condenser and the evaporator coils were cleaned at Union. The pneumatic controls for the HVAC system were upgraded at Walz.

The Carpenters and Painters worked to repair doors at East 131 and Lakeshore. The tiles at the entrance to the Eastman garden were leveled to avoid tripping. The south side of Foreign Literature was painted and hangers for art work were installed at Main.

The Garage returned the Book Box to the garage. The generator was changed out on the book mobile and repairs were made to the air breaks. Lawn equipment was serviced as needed at the branches.

## SAFETY & PROTECTIVE SERVICES

### SAFETY SERVICES

- The new radios have been programmed, numbered, and issued to the new officers.
- Cold weather gear was ordered for the new staff.
- Total number of wedding parties on 10/3/15 exceeded 21, and was the focus of many staff and patron complaints. I will discuss this with Aaron Mason.
- Met with John Skrtic last week to develop a procedure for branch emergency lockdowns. SPS and Branch managers have guidelines they use before locking a branch down but second line staff seems unsure of what facilitates a lockdown i.e. Hough (8-26).
- I found shelves on LSW 7 to donate to the Broadway Boys and Girls Club. I will coordinate with Mr. Scruggs.

### PROTECTIVE SERVICES

#### Activity

Month	Total Dispatch Activities	Ave per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Generated	CPL access activities
<b>Sept</b>	5520	221	101	40	675	157	56	56
<b>Aug 2015</b>	6132	236	112	46	850	146	76	68
<b>July 2015</b>	7336	282	122	55	1006	144	87	73
<b>June 2015</b>	6992	280	140	42	592	170	55	58
<b>May 2015</b>	6010	240	140	37	390	250	52	55
<b>April 2015</b>	5818	223	154	39	219	294	50	64
<b>Mar 2015</b>	5363	206	169	32	195	278	65	73
<b>Feb 2015</b>	4538	206	183	18	209	178	43	45
<b>Jan 2015</b>	5123	205	190	35	179	220	78	45
<b>Dec 2014</b>	4747	190	192	31	194	254	53	38
<b>Nov 2014</b>	4442	198	196	17	237	189	40	48
<b>Oct 2014</b>	4939	198	196	25	307	182	54	48

#### Special Attention, Special Events, and Significant Incidents

- October 3<sup>rd</sup>, SPS branch patrol paid particular attention to branches in neighborhoods mentioned on social media with regard to gang violence. Three officers were also called in to post and assist with closing E.131, Glenville, and Mount Pleasant branches.
- On 9/15, Downtown Cleveland Alliance had an event in the Eastman Reading Garden.

- On 9/3, Glenville branch hosted a Community meeting.
- Global Cleveland's Welcoming Week Exhibit was held on Main four in Foreign Literature 9/15.
- Councilman Conway and Developers meeting at Glenville branch 9/16.
- Executive Speaker Series in the Eastman Reading Garden on 9/17.
- United Black Fund was held at Rice branch on 9/23.
- Data Basics held a meeting in the LSW auditorium 9/21.
- Dante Yarborough was at MLK branch 9/25 from 6pm until 9:30pm.
- Web design conference in the LSW auditorium started at 7am.
- Items have been reported missing from the Lake Shore Stockroom by Dave Swinerton. SPS is currently investigating.

#### Protective and Fire Systems

- Third quarter fire drills completed at West side branches.
- Fire inspectors visited MLK branch and noted an issue that property management has since taken care of.

#### Contract Security

- I'm currently working on a Request for Proposal for contract security. The current contract expires 12/31/15.

#### Administration

- Safety & Protective Services evaluations have been completed.

### **INFORMATION TECHNOLOGY & CLEVNET**

#### CLEVNET Directors' Panel

The CLEVNET Directors' Panel met September 9, 2015, at the Lake Shore Facility. The Panel discussed the staffing model for CLEVNET and whether the Virtual Services Manager position should be filled, following the departure of Beth Hatch. The Panel expressed its appreciation for the work done by Ms. Hatch for CLEVNET, but the members agreed that the position, created shortly before work began on the current strategic plan, is no longer in line with the direction CLEVNET is going. The members recommended that the resources for that position be reallocated to hire a second Network Specialist to deal with the increasing demand for VoIP phone services and a Productivity Software



Specialist to handle the myriad offerings available through Microsoft Office365.

Tish Lowrey, Director of Technical Services, led the Panel members in a discussion about the benefits and costs associated with access to digital magazines provided by OverDrive and Zinio. The members agreed that the best course of action would be to discontinue the Zinio platform at the end of the current contract and purchase OverDrive digital magazines instead. With the current CLEVNET budget process underway, the Panel recommended sending a survey to the entire membership to receive feedback on a proposal to discontinue Zinio in 2016. Should the membership vote to discontinue Zinio, individual library systems will still have the option of buying the service on their own.

#### CLEVNET Bylaws Ad Hoc Committee

At their regular quarterly meeting on April 24, 2015, the CLEVNET Directors voted to form an ad hoc committee to revise the Provisional Bylaws of the CLEVNET Directors' Panel and the CLEVNET Directors' Advisory Group. Julianne Bedel, Director of Barberton Public Library and outgoing Directors' Panel Chair, volunteered to lead the ad hoc committee. As Panel Chair, Director Bedel experienced firsthand the difficulties of trying to lead this large group of library directors without having bylaws that are up to date and cover all the necessary areas of governance.

Their initial meeting was held on September 18, 2015, at Barberton Public Library. In addition to Director Bedel, members of the committee are Cheryl Kuonen, Director of Wickliffe Public Library; Holly Lynn, Director of Burton Public Library; Jennifer Shatzer, Director of Wayne County Public Library; Rick Werner, Director of Willoughby-Eastlake Public Library; Hilary Prisbylla, Director of CLEVNET; and Timothy Diamond from Cleveland Public Library.

Ironically, the first question the committee members grappled with was whether the bylaws are actually bylaws since CLEVNET is not a free-standing entity and is not governed in such a way that bylaws are applicable. The committee will recommend that the bylaws be renamed the CLEVNET Operating Procedures, and remain an appendix to the Service Agreement, with the understanding that they can be revised by the Directors' Panel as needed for the smooth operation of CLEVNET.

The Service Agreement itself was discussed at length. The committee members agreed that, for the most part, the Agreement

is solid, but they will recommend clarifying and strengthening the language in five areas: financial reporting, governance, personnel/staffing, membership, and ILS.

Director Bedel will draft a revision to the Operating Procedures and Director Werner will work on the Service Agreement. The Ad Hoc Committee will meet again on October 30, 2015.

#### Orientation for New CLEVNET Directors

Nine CLEVNET Directors participated in a half-day orientation in the Louis Stokes Wing for new directors, organized by Virginia Sharp March, Director of Perry Public Library and Chair of the Directors' Panel, and Beth Leibengood, Director of Clyde Public Library and member of the Directors' Panel. The participants enjoyed the opening presentation on the history of CLEVNET, prepared by Hilary Prisbylla with research done by Ann Marie Wieland, CPL Archivist. The attendees were especially struck by the sense of purpose in the quote from CPL Interim Director Marian Huttner in 1986 regarding the reason for CLEVNET's cost-recovery model: "Cleveland Public Library is not a vendor of automated systems. It is a large public library with a commitment to sharing its database and its equipment with other libraries in this area." The orientation also provided the new directors with the opportunity to discuss with CLEVNET staff the range of services available to them and ask as many questions as they need.