

DIRECTOR'S REPORT

March 19, 2015

Form Communities of Learning

ImpACT 216, College Now's ACT preparation program was offered 76 times at the following branches: Eastman, Harvard-Lee, MLK, and South Brooklyn. Average class attendance was 25 students per site.

The Digital Gallery was visited 28,556 times. The top five collections by number of visits are:

Cleveland History (Books, Manuscripts, Other Publications) 7393

Cleveland High School Yearbooks and Student Newspapers 6069

Cleveland Public Library - Main Library and Library History 5792

A Gallery of Cleveland Photographs 3556

Atlases, Maps and Park Plans of Cleveland and Cuyahoga County
2520

Fighting Community Deficits

Educational programming and services, not included in the above totals, accounted for approximately 92 adult education classes, and 710 hours of after-school homework help: 585 hours for grades K-8 provided by the Cleveland State University America Reads program and 120 hours of intensive reading instruction for children grades K-3, provided by Braxton Educational and Technology Consulting. After-school snacks were served Monday-Thursday at 10 branch locations.

On Saturday, February 7th, the Fulton branch hosted the Legal Aid @ Your Library clinic. Forty-two patrons signed up to receive a free consultation from a volunteer attorney.

Celebrate a Global Perspective

As a part of this year's African-American History Month celebration the Library hosted a series of programs that were intended to engage the public in conversations about topics related to the current state of African-Americans in the United States. On February 7th author commentator Juan Williams spoke in the Louis Stokes Wing auditorium on the history of civil

rights in America. Two-time Pulitzer Prize finalist, Phillip Morris, of the *Cleveland Plain Dealer* gave Mr. Williams a powerful and riveting introduction. Mr. Williams signed copies of his books after Q & A and took photos with members of the audience.

On February 21st, Sybrina Fulton, mother of Trayvon Martin spoke to patrons about the court case following the killing of her son in Florida by George Zimmerman. During the public forum, Margaret Bernstein, Director of Advocacy and Community Initiatives for WKYC, Channel 3, moderated an on-stage interview with Ms. Fulton. Ms. Fulton talked about who her son Trayvon was, her treatment by law enforcement during the aftermath of his slaying as well as the trial experience and the important work she is doing with the Trayvon Martin Foundation she established with Trayvon's father, Tracy Martin. Ms. Fulton answered questions following the conversation and took many pictures with community members. In addition, Ms. Samaria Rice, mother of the late 12-year-old Tamir Rice (killed by a CPD officer), was also in attendance as Ms. Fulton's invited guest.

Also, during the month of February the Library hosted 3 programs entitled Crucial Community Conversations that were facilitated by members of the community. On February 18th at the Rice Branch a discussion entitled The Struggle for African American Liberation was facilitated by Donald and Norma Freeman, local authors, educators and community activists. On February 26th at the Woodland Branch the What Does it Mean to be African American? discussion was facilitated by Dr. Padmore Agbemabiese of Tri-C's Metro campus. The mostly adult forum was interesting, informative, interactive and well attended. Earlier that day the discussion Not One More Life to Lose was facilitated by Mr. Eric Johnson of Alpha Phi Alpha Fraternity, Inc. The forum was attended by middle and high school students and focused on the science and the real and devastating consequences of gun violence.

Roots of American Music performed a concert called Let's Get Together on February 14th. The performance which told the story of social change in America from slavery to the civil rights movement entertained 52 delighted patrons.

Research That's Possible Only at Main Library

* BEL Librarian Susan Mullee had a market share question concerning yellow page directories. The research database

Business Insights: Essentials listed "Top Directories Publishers in 2013" and the top Yellow Pages Publishers, 2011."

* A local company's employee magazine is writing a piece about their early work for the U.S. Environmental Protection Agency. They wanted a scan and permission to use the Collection's photograph of the 1969 Cuyahoga River fire.

* Crain's Cleveland Business is publishing a culinary section and needed historic photos of old Cleveland restaurants and food manufacturers.

* A patron producing a documentary for PBS sought resources from CPL's photograph collection.

* The Director of Communications for the Cleveland Municipal Clerk of Courts, needed images for a project to create a wall that recognizes and honors all of the previous Cleveland Clerks of Courts.

* Patron requests for obscure sheet music for 70s bands, Miles Davis, Mozart, composer Lara, musical Carouse, Roger D Bird Calls, biography on Bobby Short; obscure German folk song found on sheet music in the collection, books for educator from the Rock Hall of Fame, research on decorated stoneware pottery of North America; information about architect George B. Post.

* A patron request to check on information about a 1726 published book on French songs.

* A curator from the World Chess Hall of Fame and Museum came to Cleveland to do research on female chess players Gisela Khan Gresser and Mary Bain.

* An instructor at CWRU came to view 40 Anisfield Wolf Book Award winners in order to do research for a grant.

* Special Collections Librarian Stacie Brisker assisted a patron doing provenance research on the following items in Special Collections: the Klein Collection of Jewish materials, Kelmscott Press, Peskind gifts on Jewish life. She is also researching the provenance based on book plates of John G. White.

* A patron from Japan requested a digital copy of a hand-written manuscript entitled, The Peasants During the Reign of Empress Catherine II. tr. by L. Rubin and Frank A. Schneide.

* A patron from France requested scans from the 1520 book entitled *Limage du Mode*.

* Popular Department staff members sent scans of *The Plain Dealer* to a patron whose father is turning 90 in March. The scans included a PDF of the front page of the paper and assorted other news stories and advertisements. In addition, staff members also assisted a patron find a family wedding picture from the *Call & Post* microfilms.

* A researcher had an abbreviated title of a German science periodical from 1906. Using "old" indexes, we were able to find the complete title of the periodical.

* A patron phoned from Michigan seeking information about the dog breed Weimaraner. She wanted to know about champions in 1958, 1959, and 1960.

* PAL staff assisted patrons with questions concerning Cleveland charter updates, Cleveland ordinances, Cleveland parks, immigration, length of terms served by judges, and digitizing Cleveland neighborhood plans.

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 met with Councilwoman Yvonne Conwell
- I met with Leah Prebles, Ohio Schools Council
- I met with LaTida Smith, Saint Luke's Foudation
- I met with Joy Roller, President, Global Cleveland
- I met with Dr. Kirsten Ellenbogen, Great Lakes Science Center

- I attended Who's Who in Black Cleveland 10th Anniversary Celebration
- I attended the ALA Midwinter meeting in Chicago.
- I participated in the Noyce Leadership Institute Audio Conference

CLEVNET

CPL has over 10,000 total followers on Twitter and the Facebook page currently has over 7,200 fans.

GRANTS & DEVELOPMENT

Awarded Grants

PPG Industries Foundation - Awarded a \$4,500 grant to host STEM programming at Rockport Branch in 2015.

Submitted Grants

StoryCorps @ Your Library - Submitted request to ALA to participate in oral history collection project. Received notice that we weren't selected (only 10 libraries were selected out of 300 applicants).

Projects

Friends 2015 Donation to CPL - Finalized CPL budget to Friends for 2015.

Letters to Legislators - Letters sent to state senators and representatives educating them on the Public Library Fund.

Letters of Support

- Detroit Shoreway for their ART project to revitalize the alleyways in the neighborhood around Lorain Branch
- Cleveland Seed Bank for the CPL Seed Libraries and educational programming at Garden Valley Branch
- Baseball Heritage Museum for support of general operations

Other projects in progress - 2014 report on Lockwood Thompson Memorial Fund, request to Saint Luke's Foundation of Cleveland, request to Time Warner Cable for Maker Faire

PUBLIC SERVICES

Programs, Services & Exhibits

During the month of February the Library hosted a total of 107 programs, and 146 story times were conducted throughout the system and at various offsite locations. Educational programming and services, not included in the above totals, accounted for approximately 92 adult education classes, and 710 hours of after-school homework help: 585 hours for grades K-8 provided by the Cleveland State University America Reads program and 120 hours of intensive reading instruction for children grades K-3, provided by Braxton Educational and Technology Consulting. After-school snacks were served M-Th. at 10 branch locations.

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EXPENDITURES & REVENUE

Total programming/educational services related encumbrances for February totaled \$66,906.56. \$55,407 of which was devoted to the Library's after-school tutoring program facilitated by Cleveland State University America Reads program.

MEETING ROOMS and SCHEDULING

The total number of requests for Main Library in the month of February was 54. There was an estimated total attendance of 1,392. The Lake Shore Facility requested meeting rooms 12 times and 147 requests originated in branch libraries; there was an estimated total attendance of 2,497. There were a total of 53 AV requisitions for the month of February; 32 of them were for Main and 21 for Branches.

BOOKMOBILE/ON THE ROAD TO READING

The Mobile Services Department started the first segment of their senior curriculum. The first program was in partnership with Empowering and Strengthen Ohio's People (ESOP). The two sites selected to perform programming at were Kingsbury Towers in the Hough neighborhood and Fairview Garden Apartments in the Detroit Shoreway neighborhood.

The ESOP program in February is the first of a two part series. The second part will be in March. The ESOP staff visited both Kingsbury Towers and Fairview Gardens to disseminate and discuss information on financial fraud geared towards the senior

population. The movie "Fleeced" was watched and then the group discussed various scams. The first program at Kingsbury Towers on February 19th had eighteen participants. The second program at Fairview Gardens on February 26th had nine participants. All the participants were given a workbook and told to review before the second meeting in March.

Music at Main

Roots of American Music performed a concert called *Let's Get Together* on February 14th. The performance which told the story of social change in America from slavery to the civil rights movement entertained 52 delighted patrons.

CSU Confucius Institute Partnership

Foreign Literature Senior Subject Librarian Caroline Han partnered with a CSU Confucius Institute instructor to offer a Chinese martial Arts program, Baduanjin on February 7th and 21st to the public. In addition, a series of Chinese business classes, Business Chinese I and II: Introduction to Business Culture were offered during the month of February. This effort supports CPL's strategic plan by helping attendees cultivate a global perspective of doing business in China.

Poetry of Love

Literature Department Librarian Steve Capuozzo hosted the annual Valentine's Day open microphone Cleveland Public Poetry: Circulate Love on Wednesday, February 11th.

Collinwood Family Literacy Night

Literature Department staff members Steve Capuozzo along with Amy Dawson attended the Family Literacy Night and African-American History Month read-in at Collinwood High School on Thursday, February 26th. CPL's involvement with Little Free Libraries was highlighted.

Get Graphic with Tony Isabella

Comic Writer Tony Isabella gave a talk on comic and diversity on Saturday, February 28th at 4:00. The well attended event focused on diversity, mentorship and outreach for comic book writers who represent a wide variety of ethnic and cultural backgrounds.

Knitting Club

Popular Department Library Manager Sarah Flinn hosted a Knitting Club on February 13th. Regular club members have begun to branch out and try more difficult projects with the assistance of staff

members who are instructing them on how to read knitting patterns.

Main Library Book Clubs

The Popular Department Literary Book Club discussed Emily St. John Mandel's post-apocalyptic novel *Station Eleven* and the African-American Book Club read *The Wonder of All Things* by Jason Mott.

Patron Tax Programs

Business, Economics and Labor Librarian Susan Mullee continued revising the Tax Information Sheet and reordered the requested tax forms for Branches and Main Library.

Sports Icon Interview Series

Social Sciences Department Library Assistant Peter Elwell coordinated the seventeenth Sports Icon Interview with Dan Coughlin and the radio voice of the Cleveland Indians, Tom Hamilton, on February 11th.

Art Lab Programs

Youth Services staff members developed and coordinated three creative and unique Art Lab programs during the month of February. *Crafternoons in the Library*, *Happy Hearts Day* and *Dream My World* all invited patrons to share their creativity in a fun learning environment.

Library Blogs

Fine Arts Librarian Bill Chase wrote a blog entitled "*Abraham Lincoln at Cleveland Public Library*" to promote the Lincoln exhibit and the libraries planned activities over the next several months. The blog features background information about the President's visits to Cleveland during his first inauguration and his funeral train of 1865.

Main Library Tours and Instructional Visits

Special Collections Librarian Staci Brisker gave a tour of the of the Special Collections Department and John G. White Collection to students from Baldwin Wallace University and Foreign Literature Subject Victoria Kabo conducted a tour for a group of visiting senior citizens.

January Exhibits and Displays

During the month of February Main Library staff members created a number of displays and exhibits. Library Assistant Dan Milich from the Center for Local and Global History printed maps showing traffic detours and changes to the bus routes and stops

around Public Square during construction. These maps were placed in the LSW Lobby for patron and staff information.

Social Sciences Library Assistant Lakeisha Winstead prepared an extensive exhibit honoring Martin Luther King, Jr. for Black History Month; she was assisted by Department Clerk Lisa Malone and Librarian Tracey Overbey. Librarian Helena Travka prepared a Cleveland crime exhibit and Sr. Subject Department Librarian Mark Moore worked on a small ice-skating exhibit in a Sports Research Center case.

Fine Arts Librarian Andy Kaplan created a display of books for African-American History Month. Library Assistant Bill Chase and Special Collections Librarian Stacie Brisker assisted Manager Pam Eyerdam with the installation of the *Lincoln at Cleveland* exhibit as well as the opening reception. Guest speakers included representatives from the Military Order of the Loyal Legion of the U.S., representatives from the Old Stone Church, Tim Daley from the *Soldiers' & Sailors' Monument* and his Board of Directors.

Main Library Outreach

The Ohio Center for the Book promoted the Get Graphic programming at the 2015 Wizardcon Cleveland at the Convention Center. The well attended event offered a great way to network with patrons and let them know about our ongoing programming. Literature Department Manager Amy Dawson, TechCentral Manager C.J. Lynce and Page Allison Elliot worked the booth for over the weekend.

Literature Department staff members Steve Capuozzo and Evone Jeffries represented the Library at the YWCA's "It's Time to Talk" forum on race at the Renaissance Hotel on February 23rd.

Foreign Literature Department Subject Librarian Mary Torres conducted two bilingual story time and craft lesson at Melissa's Learning Tree Day Care assisted in planning an "African-American History Through Dance" program at Fulton Branch and Senior Subject Librarian Caroline Han hosted ESOL and Information Literacy programs for seniors at Goodrich-Gannett Community Center several times in February.

Social Sciences Library Assistant Lakeisha Winstead and Public Administration Library Librarian Elaine Herroon attended the first Senior Day Meeting on February 19th.

Youth Services staff members Kristen Schmidt, Maria Estrella and Christine Feczkanin facilitated weekly story times at the Federal Building and Smarty Pants Day Care and Community Villa View. February 2015 Early Literacy Calendar was distributed to all CMSD preschool school teachers and the Youth Services Librarians.

Collection Development

Business, Economics and Labor Librarian Susan Mullee updated the Employment Resources handout titled, "Employment Websites."

Center for Local and Global History Library Assistant Dan Milich added explanations of map scales to the topographic collection.

Fine Arts Librarian Andy Kaplan began work on a collection that will eventually be called the *Cleveland Music Program Collection*. This collection will be created with the programs from the materials found when the Special Collections workroom was cleared out in 2014 as well as programs from the Cleveland Metropolitan Opera collection.

Fine Arts and Special Collections Manager Pam Eyerdam met with the Schweinfurth Committee for its first quarterly meeting on February 26th to select titles related to architecture.

The donation of Joe Simenic baseball materials by Russell Schneider to the Sports Research Center was mentioned in a Plain Dealer article on February 18th: "In 1997, Simenic and Schneider co-authored the 670-page Cleveland Indians Encyclopedia. Simenic opened up his home library to Schneider, and was equally generous to researchers and writers from around the country. Schneider said Simenic gave him much of his collection, which included parts of Bang's original Cleveland News library. Schneider recently donated the materials to the Cleveland Public Library."

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Staff Development

The Center for Local and Global History staff members Sr. Subject Librarian Tom Edwards, Library Assistant Dan Milich and Librarian Patrice Hamiter worked with staff from TechCentral to engrave a staff from the digital gallery onto a piece of wood. This was done to familiarize staff members with the process of which may be a MakerLab development for the department. Librarian Terry Metter attended a genealogy webinar presented by NEORLS on February, 19th.

Foreign Literature Subject Librarian Mary Torres attended a NEO-RLS sponsored workshop titled "Summer Reading for Superheroes" on February 20th.

Youth Services Manager Annisha Jeffries conducted the system wide monthly Youth Services Meeting on Wednesday, February 18th. Subject Department Librarian Kristen Schmidt helped facilitate the Unconference on February 27th and Subject Department Librarian Maria Estrella attended the 2015 American Library Association Midwinter Conference. Ms. Estrella was selected by

ALSC and REFORMA to serve on the 2016 Pura Belpré Award Selection Committee. In addition, Subject Department Librarians Maria Estrella and Kristen Schmidt presented at the Northeast Ohio Regional Library System Summer Reading Club Workshop on Friday, February 20th.

Other Main Library News

CPL staff members were very sorry to hear of the passing of former staff member Jean Piety on February 19th. Ms. Piety worked for CPL for over 50 years.

Branches

Addison Branch hosted their first author for season four of A New Chapter: Adult Book Discussion Forum in the person of author Emeka Iwenofu.

Brooklyn Branch staff worked together this month to promote African-American History program at Main with schools in their service area and community partners. With Cleveland schools closed on Thursday, February 5, children's staff set up the Smart Board for a showing of the movie "Frozen." At other points during the month when schools were closed staff set up craft stations in the meeting room for any students who wished to play or make up a craft. School visits continued in spite of the weather, including a series of programs for Lunar New Year.

Carnegie West Tax season was launched on Tuesday, February 3rd. Thirty appointments per week are available and all have been scheduled through March 10th. Also, a representative from Cleveland School of the Arts visited on Monday, February 9th and helped seven prospective students with their applications for this prestigious CMSD School. Finally, Children's Librarian Helen Zaluckyj volunteered to be a reader for both age levels of the Stop the Hate essay contest.

The Collinwood Branch and its staff are braving the cold weather and school closings with great strife along with our colleagues. Four programs and one tax clinic were cancelled due to these conditions. However, we are proud to report that 20 students attended two sessions of Student Leadership Program with East Clark School. Manager, Ms. Peak visited "Seniors" at 5 Points Community Center to engage them in conversation about upcoming programs and to find out what services they want to see at the library and was invited to lunch to keep the conversation going.

East 131st Youth Services Department held two Black History Month programs "Put your stamp on it" and a Mardi Gras celebration for

kids. While kids were out of school the branch held activities such as chess, crochet, duct tape wallets, and various art competitions to keep them interested and engaged.

Eastman Branch is excited to have a new Children's Librarian. On February 9th Rebecca Price Donahue started in the position that was vacated by the retirement of Diana DeVore. Mr. Knape gave out bookmarks, library card holders, and upnext flyers.

Fulton's monthly highlight was the African Dance Performance and Instruction held in honor of Black History Month. Ms. Ellen Tolliver, (CMSD teacher) quickly engaged the audience and got them to participate in the celebration.

Garden Valley Branch's tutoring has begun again, with Braxton Consulting. Garden Valley parents and students are privileged to have the experience of two retired CMSD teachers/administrators. Because some of our students did not pass the test, we are looking forward to positive results. On February 24, 2015, the Youth Services department will sponsor the 26th annual African American Read-In at as we celebrate and share books by African American authors.

Glenville Branch hosted a Read-In at the branch at 5:30 pm on Thursday, February 26. The title discussed was, "What I Know For Sure" by Oprah Winfrey.

The Harvard-Lee Branch has had an eventful month. Within this month, Ms. Bianca Jackson won the CPL Cornerstone WOW Award. The submission for the award was done by her entire team for her team work ethic. Mrs. Parks attended the CSU Leadership Academy on February 20.

Hough Branch Manager Donna Willingham conducted a Black History Month Storytelling program which reviewed some key facts about African-American History, and showcased African and African-American folktales. Colleen Jost of the Cleveland Clinic conducted a program with teens, "Goal Setting and Action Plans", in which teens were to focus on their future aspirations. Manisha Spivey conducted an "African-American History Jeopardy" program in which youth reviewed and learned about African-American history through the questions posed in the game.

Jefferson Manager Jaime Declet attended the Virginia Hamilton Advisory Board Meeting on February 6. He also attended the Tremont West Development Corporation Meeting on February 19. Attendance at the Wee Read and Play group has been very

inspiring. Neither the inclement weather nor the fact that the side handicap and stroller access door has been out of service and the strollers need to be brought in through the front steps has deterred this group from their task.

The Langston Hughes branch featured these programs during the month of February: African American Read-in, Build Your Own 3-D Monster, Valentine's Day Excitement, and Put Your Stamp on History, Important People, and African American Artists in Cleveland.

Martin Luther King Jr. Manager Toni Parker collaborated with the office of Councilman Kevin Conwell for a very successful Job Fair with over 450 patrons participating. Cynthia Davis, Library Assistant Computer Emphasis collaborated with Center for the Aging for "Stamp Out Fraud" for the Savvy Senior; Cleveland Clinic Taussig Cancer Institute for a Breast Cancer program; The Gathering Place featuring powerful plays about surviving breast cancer.

Mt. Pleasant Branch held several programs for African American History Month including: Celebrate Rosa Parks, African American Read-In-Friday, Teen Book Discussion, Biography Bottles, and Put Your Stamp on History. Kendra Proctor began as Children's Librarian and Michael Haverman began as a Part-Time Library Assistant.

Rice Branch Manager Ali Boyd assisted with the United Black Fund Meeting held at Rice with Director Felton Thomas.

South Branch patrons continue to enjoy the TechCentral maker lab events held at the branch. This month the participants had the opportunity to make a homemade speaker out of materials that they might be able to find at home, post it notes, copper wire and other supplies were used.

South Brooklyn enjoyed a continuous flow of patrons and a plethora of displays during the month of February. Branch Manager Luigi Russo continued his outreach to a variety of organizations within the community, attended a South Brooklyn Coffee shop update/meeting at Downtown Main, and attended the monthly branch managers' meeting. Children's Librarian Tammy Houghton attended the monthly Youth Services meeting, and visited St. Mary Byzantine Daycare for a story time, which involved cats, dogs and Valentine's Day.

Union Branch staff worked together to promote African American history programs being held at Main to schools and community partners in their service area.

Walz Branch served as a warming center to many during the month of February due to frigid temperatures. Providing a warm indoor space to all, a meal to those under 18 and free tutoring services.

West Park was pleased to host the Leadership Team in early February. The Branch Manager presented a brief summary of West Park's activities over the past year as well as giving a tour of the branch. Manager Michael Dalby attended a Kamm's Corner's luncheon for non-profits in the community and began planning summer 2015 collaborations with said group.

Woodland Branch patrons attended the CPL150 Community Vision Plan meeting at Friendly Inn on Wednesday, February 25, 2015 from 6-8p.m. Postcards were distributed to every patron at check-out, as well as distributed in the community. Also, a Crucial Community Conversation (CCC), sponsored by the African American Committee of the Smithsonian Institute, was held at the branch on February 26, 2015. Dr. Padmore Agbemabiese, a Ghanaian poet and scholar currently lecturing in the Department of African American and African Studies at Ohio State University, will facilitate.

TechCentral

Visits and Outreach

Two staff members from Mentor Public Schools' Ridge Middle School visited the TechCentral MakerSpace and met with TechCentral Manager, CJ Lynce, on February 4.

AIGA Cleveland, a professional association for designers, held their monthly meeting during an after-hours event in TechCentral on February 4. Despite the bad weather, ten people were in attendance for the event that highlighted services available in the TechCentral MakerSpace.

Meetings, Presentations and Professional Development

TechCentral Manager, CJ Lynce, has been working with Computer Network Technician, IT/CLEVNET, Robert Patrick throughout the month of February in evaluating possible solutions for iPad Management for TechCentral and for other departments in the Library. The growing presence of iPads and iOS devices in the Library has necessitated this search for management software.

Mr. Lynce attended the Marketing Meeting on February 9 to talk about the upcoming openings of TechCentral Fleet and Lorain.

Mr. Lynce attended the February 17 Executive Leadership Team meeting to present about the IMLS Making and Learning convening in Pittsburgh, PA.

TechCentral staff produced 8 T-Shirts for the Literature Department's *Get Graphic* program series in mid-February. The shirts were debuted at the Wizard World Cleveland Comic Con on February 20-22.

Mr. Lynce assisted the Literature Department at the Library's booth at Wizard World Cleveland Comic Con on February 20-22.

Library Assistant, Computer Emphasis, Matthew Sucre attended a meeting on February 25 regarding the Toshokan Event to be held at Main Library in October.

Staffing Changes

Interviews for the open position of Library Assistant, Computer Emphasis, PFT, TechCentral were held on February 5 and 6. Yehia Alhibshi-Devore was the successful candidate and began in the role on February 22.

Curtis Flowers transferred on February 15 to the position of Library Assistant, Computer Emphasis, PFT, Cleveland Digital Public Library.

Traci Hlafka Flowers transferred on February 15 to the position of Library Assistant, Computer Emphasis, PFT, Cleveland Digital Public Library.

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

For February, OLBPD circulated 44,812 books and magazines directly to patrons. OLBPD registered 123 new readers to the service. Approximately 622 BARD patrons among 2,267 active users downloaded 11,749 items.

The National Library Service (NLS) announced that they will implement the Unified English Braille (UEB) code on Jan. 4, 2016—the 207th birthday of Louis Braille. The new code will be especially beneficial to students and other users of technology. It resolves persistent translation errors that occur when, for example, a student's work is translated to print for a teacher

to read, or when print material is translated to braille. Those who use computers, smartphones, e-books and texting features will find it very useful. The code, which has been adopted by seven other English-speaking countries, brings the braille code into the computer age. UEB uses the same six-dot cell pattern as the present code, but drops some contractions, uses different spacing rules and allows for transliterating a wider array of symbols. Existing braille books will remain in the collection and be available. The UEB books are not expected to be available from the collection for at least six months.

OLBPD continued its revision of our applications for service for both individuals and institutions. Drafts of the new applications were submitted to the State Library of Ohio for review. The revised applications will remove references to the audio cassette service and promote the digital talking book service and BARD exclusively to new readers. The application will also highlight more local library services offered by OLBPD in addition to those services provided to readers by NLS.

On February 25th, OLBPD Manager Will Reed attended the Ohio Braille and Talking Book Program Consumer Advisory Committee meeting at the State Library of Ohio. Consumers were provided updates about the service, including the release of UEB by NLS, OLBPD's new Twitter and e-mail distribution projects, and Family Fun and Learning Day 2015.

In February, OLBPD Librarian Michelle Makkos and OLBPD Library Assistant Ken Redd provided information and talks about the service at the CPL Branch Managers Meeting on February 4th; Tri-C Corporate West on February 9th; Medina County Career Center on February 11th; and CPL Youth Services Meeting on February 18th..

The OLBPD Book Club met on February 13th and discussed "Goldfinch" by Donna Tartt.

Cleveland Digital Public Library

This month was an opening and adjustment month. Staff have been working on learning the equipment, learning their jobs, and adjusting to new workflows.

Move and Unpacking:

A large portion of our time in the early part of the month was occupied with moving and unpacking. Even after opening we have unpacking that needs doing -- we currently need shelving called for in the plan installed.

Public Service:

224 visitors (in spite of a freezing opening)
2 events (opening and African American history month)

Digital Projects:

Scanning

The staff has been adjusting to the equipment over the last month. The KIC scanners have had 102 scanning sessions which scanned 1301 JPEGs, 1103 TIFS, and 46 PDFs. The ATIZ was used to scan 2 volumes and 7 issues of vibration (105 TIFS); it was also used on a feasibility test on a 14th century manuscript from our Special Collections. The i2s scanner has been used to scan 40 issues of ESDN across volumes 16 and 17, totaling about 400 pages of scanned material. We have post-processed 750 files to make the ready for ContentDM ingest. We have uploaded to ContentDM:

1. West Tech Tatler 1947-48. 9 PDF's.
2. St. Ignatius yearbook 1966. 185 pages.
3. St. Ignatius yearbook 1967. 194 pages.

Touch Wall

Several hundred images from ContentDM, video content, and audio content were loaded onto the touch wall for the opening

Staff Training Materials

We added several videos and documents to our staff training area on the staff intranet.

The Digital Gallery was visited 28,556 times. The top five collections by number of visits are:

Cleveland History (Books, Manuscripts, Other Publications)
7393
Cleveland High School Yearbooks and Student Newspapers
6069
Cleveland Public Library - Main Library and Library History
5792
A Gallery of Cleveland Photographs
3556
Atlases, Maps and Park Plans of Cleveland and Cuyahoga County
2520

Preservation

Preservation has only just managed to find its feet - only last week the Department received the last group of materials for preservation work, and the move has caused continual re-adaptation on the part of the staff.

TECHNICAL SERVICES

The Preservation Department moved from the Lake Shore Facility to the Digital Public Library in the Main Library. A small reception was held in the Preservation Department on February 6, their last day in Technical Services, so that Lake Shore staff could say goodbye to Elizabeth Bardossy, Renee Pride, and Gloria Massey. Alicia Naab, Acting Preservation Manager, returned to her former position of Acquisitions Coordinator.

During February Patricia Lowrey, Director of Technical Services, completed annual performance evaluations for all the Technical Services Managers and the Technical Services Assistant. Ms. Lowrey attended the Juan Williams author program on February 7.

Technical Services Managers Andrea Johnson, Elizabeth Hegstrom, Carole Brachna, and Sandy Jelar Elwell attended training in using Visio software and process mapping on February 11. The training was the first step in a project to work with Improve Consulting to enhance the efficiency of Technical Services workflows.

High Demand: Staff cataloged 532 titles, and added 9,418 items. They ordered 1,106 titles and 12,642 items. Staff processed 114 items for the Acquisitions Department.

In support of the Library's Strategic Plan goal of *Cultivate a global perspective*, High Demand Manager Carole Brachna ordered several Foreign Language movies from the Holds Reorder List. She also picked up the comic books from the West Park area. She met with Pam Matthews, Collection Manager and Laura Mommers, Collection Management Librarian, to discuss the non-holdable DVDs.

The High Demand staff members have been doing some Sirsi clean-up work during slower times in the department. Dale Dickerson, High Demand Librarian, has been working on merging some CLEVNET records into a more complete record cataloged by Cleveland Public Library. Steven Best and Mya Warner, Technical Services Senior Clerks, and Rosalyn Easley and Summer Salem, Technical Services Associates, have been working together on improving some vendor supplied catalog records when High Demand work is complete for the day. These clean-up projects will clean up the bibliographic database and enable some holds to be filled more quickly.

The OCLC set/cancel lists are caught up through this month and are worked on as time permits.

Collection Management: During February, Laura Mommers ordered 556 DVD titles and 5,032 copies for the Branches and the AV Department. She ordered 198 CD titles and 1,911 copies for the Branches and the Popular Library. She also processed 16 Branch discretionary CD lists and 20 Branch discretionary DVD lists and submitted them to High Demand for ordering.

Nancy Mocsiran ordered 132 titles of audiobooks for the Branches and the Popular Library. Ms. Mocsiran processed 22 Branch discretionary lists for Adult materials and submitted them to Acquisitions or High Demand. Ms. Mocsiran virtually attended the webinar "2015: The Year of the RA Makeover" hosted by *Library Journal*.

Bonnie Bolton selected a total of 275 titles and 1,521 copies of Children's books for Main Library and Branches. In February, Ms. Bolton also selected a total of 43 titles and 491 copies of Young Adult books for Main Library and Branch Young Adult collections. Ms. Bolton also processed 13 Branch discretionary lists for Young Adult titles and 19 Branch discretionary lists for Juvenile titles and submitted them to Acquisitions or High Demand.

Collection Manager Pam Matthews ordered books for Branch and Popular Library Adult Collections, selecting a total of 640 titles in the month of February. She selected 3,060 copies for the branches and 1,113 copies for the Popular Library. An online post Ms. Matthews had made on LibraryJournal.com appeared in the "Feedback" section of the February 15, 2015 print edition of *Library Journal*.

Ms. Matthews attended the Branch Managers' Meeting and Ms. Bolton attended the Youth Services Meeting this month. In support of the Library's Strategic Plan goal of *Cultivate a global perspective*, many audio-visual titles were selected to support upcoming Bengali New Year programming. Ms. Matthews and Ms. Mommers met with Rhonda Pai and Kelli Newsom from the Mobile Library to discuss their collection needs.

Acquisitions: Sandy Jelar Elwell, Acquisitions Manager, created new procedures for acquiring rare or used items directly from vendors; this is necessary because the Library's previous vendor for unusual items went out of business at the end of 2014. Acquisitions Coordinator Alicia Naab, Acquisitions Librarian Leslie Pultorak, and Technical Services Librarians Tonya Jenkins

and Lisa Kowalczyk continued to participate in sessions of OHIONET's Fundamentals of Cataloging ONLINE webinars. Ms. Naab also met with other NOTSL members to help plan their Spring Meeting.

The Acquisitions Department ordered a total of 6,139 titles and 12,142 items (including periodical subscriptions and serial standing orders); received 9,009 items, 1,518 periodicals, and 274 serials; added 803 periodical items, 134 serial items, 198 paperbacks, and 1,755 comics; and processed a total of 1,320 invoices.

In support of the Library's Strategic Plan goal of *Cultivate a global perspective*, the department received and added 566 foreign language periodicals and 565 books.

Materials Processing: The Associates cataloged 1,183 new titles for the Cleveland Public Library and added 1,702 records for the CLEVNET libraries. The Associates and Sr. Clerks added 3,381 items. The Technicians worked on 16,872 items.

The bindery tickets for the Main departments were printed and distributed. Karima Ward returned from a medical leave.

Materials Processing Manager Elizabeth Hegstrom explained the new procedure for entering the names of performers or performing groups into the call number of bibliographic records when needed. The new cataloging standards, Resource Description and Access (RDA), do not include performers as creators. In order to print the names of the performers or groups on the CD labels, they must appear in the call number. Vivian Grayson, Sabrina Rosario-Laureano, Ms. Jones, and Ms. Ward from Materials Processing and Summer Salem and Roslyn Easley from High Demand attended the training.

Shelf/Shipping: Stephen Wohl, Darryl Pless and Daniel Francis assisted in helping the Preservation department pack boxes and load up pallets of material for their departmental move downtown. Stephen Wohl attended a lunch-n-learn featuring Walter Morris, a representative from Community Financial Centers.

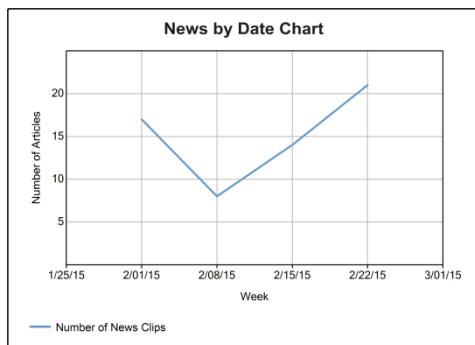
The staff of the Lake Shore Shelf/Shipping Department sent 40 items to the Main Library for requests and 106 items to fill holds. Main Library received 345 telescopes, the Branches received 773 telescopes, CLEVNET received 63 telescopes, CASE received 6 telescopes CSU received 8 telescopes and Tri-C received 6 telescopes. A total of 1,201 telescopes were shipped

out. The Technicians unpacked a total 15,867 new items and delivered them to the Acquisitions and High Demand Departments.

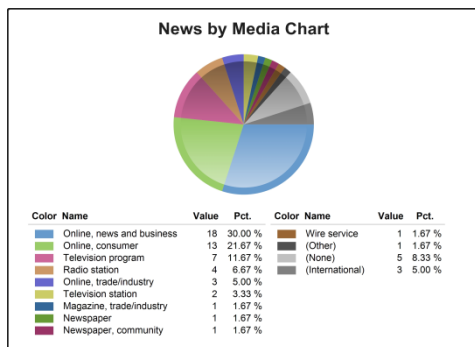
Catalog: Michael Gabe began work as a Technical Services Librarian, Slavic emphasis. Senior Librarian Michael Monaco began training Mr. Gabe. Senior Librarian Dawn Grattino took over training Librarian Celia Halkovich. Catalogers added 3,818 titles and 2,973 items for Cleveland Public Library.

Librarian Barbara Satow attended a series of three webinars presented by OHIONET on the Fundamentals of Cataloging: Serials. Librarian Regina Houseman attended the third session.

MARKETING & COMMUNICATIONS



Media coverage for the month of February included 61 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$75,139.87 with an outlet circulation audience of 916,343 people. In February, the online media outlets that featured CPL events and programs received 30,996,778 unique visitors. Most viewed were WJW-online and WKYC-online coverage of Sybrina Fulton.



CPL was mentioned the most in online news and business. Television increased this month because of the Sybrina Fulton coverage.

Ads to promote African American History Month programs and the Digital Public Library were placed in *La Prensa*, *Campus Observer*, *Profile News*, *Ohio Life*, and *Lotus*. A Facebook ad was run for Sybrina Fulton. Radio ads for Juan Williams and the Lincoln Exhibit ran on 90.3 FM IdeaStream. Radio to promote Sybrina Fulton ran on RadioOne 107.9 FM. Lunar New Year was promoted in *Campus Observer* and an ad promoting the Library was placed in the *Spring/Summer Destination Cleveland Visitor's Guide*.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 6,527 times on average per week, with an average of 428 clicks to website resulting in a 15% click-through rate

for the month. *Library Cleveland* was the most clicked-through phrase with *free music* and *free classes* being in the top 10.

Ads were run on cleveland.com for Juan Williams and the opening of the Cleveland Digital Public Library resulting in a .09% and .08% click-through rates respectively. The national digital click-through average is .04%-.06%

February-SOCIAL MEDIA

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

1. Feb 4th: We are excited about our 2015 Writers & Readers series, returning in March with Michelle Knight (Link to Joanna Connors article)
2. Feb 13th: Hoping to see you at the ribbon-cutting for the new Digital Public Library tomorrow! (Link to DL page)
3. Feb 27th: We are honored to be the Ohio stop on the Folger Shakespeare Library traveling tour in 2016: (Link to Crain's Cleveland article)
4. Jan 31st: We are kicking off African American History Month with a conversation with Juan Williams (Link to page)
5. Feb 13th: Curious about the Cleveland Digital Public Library? (Link to page)

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

1. Feb 18th: Facebook ad for Sybrina Fulton. This is the most successful ad that we have ever run. Here are the stats:
 - \$60 spent
 - 50,946 people reached
 - 318 post clicks
 - 4,410 likes
 - Earned 20 page likes for the CPL page
 - 30 shares
2. Feb 14th: Branch closing notice
3. Feb 19th: Promotion of Sybrina Fulton
4. Feb 26th: Link to Cool Cleveland video about Digital Library
5. Feb 27th: Promotion of World Read Aloud Day

GRAPHICS

Graphics staff designed, printed, and distributed 101 items in February in addition to graphics for the library website, and 4 staff newsletters and UpNext monthly program guide and MyBranch branch activity fliers. Highlights included 40,000 routing slips and 700,000 CLEVNET routing slips, IRS instruction books,

bookmarks for Cleveland Play House *Pianist of Willesden Lane*, and promotional materials for Lunar New Year.

WEBWARE www.cpl.org

Twitter followers are up from 7,785 in 2014 to 10,100 currently. Facebook fans are up from 6,223 in 2014 to 7,252 currently.

Library News on the cpl.org homepage featured pages built for the following news items during the month of February: Year of the Goat: A Lunar New Year Celebration; Changes in RTA Bus Route Due to Public Square Makeover; Cleveland Public Library; Board of Trustees February 2015 Meeting; Murder, Mystery, and Mayhem at the Cleveland Public Library!; Cleveland Public Library Board of Trustees Work Session; Grand Opening of the Cleveland Digital Public Library; and Visit the Chinese Corner Collection.

During the month of February, the following events, programs, and information were promoted on pages of cpl.org: Black History Month; Digital Public Library Opening Date; Digital Public Library; Lunar New Year; Lincoln at Cleveland: Gale Courses; TechCentral; Free Tutoring (Hoopla when we're ready); Tax Prep; TechCentral; MakerSpace; President's Day Closing; Dial M for Main; South Branch Updates or CPL 150; Free Tutoring; eBooks for Kids; BookFlix; Celebrate w/ Books; Art Labs; Sesame Street eBooks; Free Tutoring; eBooks for Kids; MyTunes-Hosier; My Tunes-T.I.; My Tunes-Jason Aldean; eBooks and Audio Books for Kids; Celebrate w/ Books; Gale Courses; Curl up with a good book; eBooks are free; Zinio Magazines and Overdrive's Nook Periodicals.

The 42nd "Off the Shelf" (February 2015 edition) was sent out on February 3, 2015. Of the 9,265 emails sent, an estimated 1,657 were read, giving us a 18.1% open rate. The February edition featured: Michelle Knight-March 18; Lunar New Year-March 7; Civil War Living History Day-March 28. See attached flier; OverDrive's Nook Periodicals; and several branch and Main Library events including Tax Preparation Assistance, Business Chinese, and Fighting Diversity.

cpl.org and related sites

Featured pages built for Writers & Readers, Literature's PlayhouseSquare and Cleveland Play House booklists, Lunar New Year, and more. Routine maintenance and support were conducted

for the Cleveland Public Library site, the Staff Center intranet, research databases and more.

PROPERTY MANAGEMENT

The Property Management office completed numerous branch inspections and continues to monitor utility bills. We continue to meet with and monitor the work of the contractors working on the gas conversation project for LSW and Main. Meet with Northeast Ohio Regional Sewer District to talk about a grant they have to do work in the Glenville area and would like the Library to be a part of that grant to do some type of rain conservation at the Glenville branch. Meet with developers at MLK to look at the property so that they could put a bid in to purchase the property.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. The recessed incandescent lights in the auditorium were replaced with new LED lights. A water line froze and broke in the multipurpose room at Fleet. Two new isolation valves were installed on the water line to allow us to isolate the line from the main water supply for future repairs. A new Wi Fi thermostat for remote temperature monitoring was installed and the boiler temperature was reset for colder temperature at Glenville. The outdoor air damper actuator was replaced at Harvard-Lee. Preservation equipment was moved to the new Digital Library at Main. New chimneys were installed on the Liebert condensing units in IT's sever room for better efficiency. The exhaust damper and damper actuator were replaced on air handling unit #5 in LSW. New carbon filters were replaced in all air handling units in LSW and Main. The fan belts were replaced on exhaust fans #27 and # 28 for the tunnels in Main. Repairs were made to the multipurpose room rooftop heating unit at Mt. Pleasant. The floor controlled louvers were cleaned out at Rice. The combustion fan motor for the boiler and the contact points on the pump motor controller were replaced at Sterling. The hot water circulating pump and the pressure switch for the heating pump were replaced at Union. A new Wi Fi thermostat for remote temperature monitoring was installed at West Park. Repairs were made to the outside air dampers on the HVAC units at Woodland.

*This month is only for 14 days due to a network drive issue and subsequent loss of data.

** This count is not impacted by loss of data.

Special Attention, Special Events, and Significant Incidents

- Sabrina Fulton 2/21/2015
- Upstage players at Lake Shore facility
- Downtown staffed for Presidents Day
- New employee background checks completed; physicals ordered

Protective and Fire Systems

- LSW ADH door repaired
- 11 troubles cleared from Collinwood fire panel by IPS
- SA Comunale completed quarterly sprinkler tests at LSW/Main

Contract Security

- Mt Pleasant guard resigned
- Three G4S guards were hired by CPL SPS

Administration

- Area Law Enforcement Breakfast March 6, 2015
 - Event held by Fairhill Partners
 - Attended by CPD 4th District Commander, CPD 3rd District Captain, Cleveland Clinic Police Chief and Commanders, Councilman Westbrook, ect
 - SPS asked to participate in thriving communities planting trees 4/21/15, National Law Enforcement Day at any Boys and Girls Club 3/24/15
 - 4th District Police station to open a book box in their lobby to promote literacy in the memory of fallen officer Derrick Owens and book donations needed.
 - I signed a card that was passed around the meeting for Cleveland Police Chief Calvin Williams "From the Cleveland Public Library's Director Felton Thomas and all staff we offer our condolences for your loss." The chief's brother was killed by his ex-wife

INFORMATION TECHNOLOGY & CLEVNET

Darren Novak and Larry Finnegan were judges for the Ohio, Illinois, Indiana, Iowa, Kentucky, Minnesota, Missouri and Wisconsin Collegiate Cyber Defense Competition Qualifiers.

CLEVNET Projects

- The remaining older Domain Controllers (running Windows Server 2003) were replaced with newer servers to improve security and robustness in the Active Directory Forest Clevnet.org
- Elyria Public Library system was migrated to CLEVNET VoIP.
- Andover Public Library was upgraded from 5mbs to 10mbs and Wayne County District Library was upgraded from 50mbs to 100mbs.

CPL Projects

Three new servers for the MUNIS and Tyler Content Management infrastructure were installed and are now in the testing phase. The new equipment is to keep CPL current with versions and expanded functionality with MUNIS and content management.

Library Systems & Applications

Software staff completed over 230 help desk cases in the month of February. Support highlights included:

- Adding new item types to the circulation policy file for the Medina County District Library, Orrville Public Library, and McKinley Memorial Library.
- Adding new hold pickup location for Wayne County Public Library and Huron Public Library.
- Updating the 2014 annual circulation statistics to accommodate changes in reporting criteria for the annual State Library report.
- Completing the final stages of the implementation of the Flowan help desk; IT/CLEVNET department email accounts were modified to allow for the automatic creation of tickets in the Flowan help desk for tracking and reporting purposes.
- Generating over 40 weeding lists for the CLEVNET member libraries

KnowItNow24x7

Preliminary discussions were held with the State Library of Ohio regarding the future administration of KnowItNow24x7 once Donald Booser begins his new role as General Research Collections Manager on March 8, 2015.

Virtual Services

Virtual Services Manager Beth Hatch provided training to Barberton Public Library on Office365.