

DIRECTOR'S REPORT

March 16, 2023

Strategic Plan

Our Mission:

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

Our Strategic Priorities:

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

PUBLIC SERVICES

MAIN LIBRARY MONTHLY REPORT

PROGRAMS, SERVICES, AND EXHIBITS

Music at Main

The Fine Arts Department hosted The Theron Brown Group for Music at Main on February 4th. The group performed in honor of Black History Month and drew 80 attendees!

Get Graphic! Graphic Novel Discussion

Sr. Literature Department Librarian Nick Durda hosted a discussion of *Tiananmen 1989: Our Shattered Hopes* by Lun Zhang and Adrien Gombeaud at the Get Graphic! Graphic Novel Book Club on February 2nd.

Genealogy Programs and Services

The Center for Local & Global History hosted 16 patrons for the Genealogy Clinic held on February 11th. In addition, Map Collection Librarian Lisa Sanchez welcomed 15 seniors from the Kirkland Senior Center on a tour of the Library. The tour also went to the Photograph Collection where Public Services Associate Aimee LePelley and Librarian Mark Tidrick displayed postcards of Euclid Beach and participants used the stereoscope to view items.

Youth Services Programs

The Youth Services Department had a busy and productive month in February. The staff members were involved in various tours, programs, activities, displays, outreach activities, staff training, and committee involvement. In addition, the staff created attractive displays in the library, including a "Be Creative" display, a "Warm Vacation" theme display, and a Black History Month display.

In addition to tours, the Youth Services staff hosted educational and engaging experiences to students and patrons in the community. They provided Story Times at St. Augustine, coordinated programs and activities such as painting, snowman building, mindfulness, and a Dungeons and Dragons program. They also welcomed students from Global Ambassadors Language Academy and Urban Community School to the library for Story Times and book tastings.

Patron Services

Lending Department staff continued to distribute a limited supply of free BiNaxNow at-home COVID tests to patrons via the Drive-Up Window in addition to continuing to serve as Passport Acceptance Agents. Staff review and process new Passport applications, including providing Passport photograph services.

Main Library Public Service staff continue to respond and resolve patron inquiries via the online chat system, LibChat.

Business Economic and Labor Librarian Susan Mullee coordinated the ordering and distribution of Federal and State of Ohio Tax forms as well as Federal Instruction Booklets for CPL departments and all branches.

Main Library Tours, Class Visits, Photograph Sessions

Tour Groups	# of Groups	# of Participants
General Tour Groups	4	46
Youth Services Tour Groups	3	

Scheduled Tour Groups:

- Kirkland Senior Center
- Marion C. Seltzer Elementary
- Boy Scouts of America
- Barberton Middle School

Unscheduled Tours:

2 Patrons - Detroit, Michigan.
2 Patrons - Rocky River.
2 Patrons from Indianapolis, Indiana posted very positive comments to Trip Advisor about Cleveland Public Library. The comments started with... "Ask For a tour from Mr. Spencer."

Photo Shoot Groups	# of Participants	Donations Accepted
10	68	\$370.00

International Languages Department Programming

During the month of February, International Languages Department staff hosted four Chinese language instruction and Tai Chi classes which attracted 13 patrons.

Books by Mail Programs

Words on Wheels: Shelf department sent nine packages including 15 items to Cleveland Public Library patrons through the Words on Wheels program as of February 15th, 2023. Five patrons have used this service as of January 18th, 2023.

Homebound: In January 2023, Homebound Services sent 121 packages to 105 patrons.

OUTREACH

Page Count, The Ohio Center for the Book (OCFB) podcast hosted by OCFB Fellow Laura Maylene Walter, posted an episode featuring Fine Arts and OCFB Manager Don Boozer and Wyoming Center for the Book Coordinator Lucas Fralick in conversation with Ms. Walter about Zane Grey, specifically on his book *Wyoming*. In addition, an episode featuring poet Teri Ellen Cross Davis was posted on Valentine's Day.

Literature and Ohio Center for the Book Manager Don Boozer recorded a *Book Drops* episode with Youth Services Manager Annisha Jeffries in a conversation on the recent announcement of the Youth Media Awards including the Caldecott, Newbery, Coretta Scott King, and others on February 16th.

General Research Collections Manager Sarah Dobransky was a guest lecturer for Professor Ianiro's IPVC class at Case Western Reserve University. Ms. Dobransky led the session on advanced

patent searching. Six students were in attendance for the hands-on lecture and training.

Center for Local & Global History Librarian Mark Tidrick and Manager Olivia Hoge attended St. Martin de Porres High School luncheon even with student worker La'Miya Jones.

Special Collections staff made a classroom visit to Lincoln West High School on February 3rd. Staff presented a Frederick Douglass Narrative to art & photography students. In addition, the Fine Arts and Special Collections department hosted the John Marshall Chess Team on February 3rd.

International Languages staff responded to two agency Long Loan requests and selected, boxed and shipped a total of 510 items to: RR-MAIN (305) & STMF (205). In addition, Sr. Librarian Caroline Han hosted the Andrew Osborne Academy school visit. A total of nine guests were shown highlights of the Chinese language learning collection.

COLLECTION MANAGEMENT

Business, Economics, and Labor Department staff have processed 66 titles, of which 26 title-level holds were cancelled, and new copy-level holds added for items with copies elsewhere in CLEVNET. All patrons were contacted via phone or email.

Social Sciences staff processed **1,538** individual stack hold suspensions and contacted each patron either via email or phone. For roughly 150 items, they had to manually remove the title-level hold and add in a copy-level hold for the same item in another location.

The staff in Social Science as well as Science and Technology, Business, Economics and Labor, and The Center for Local and Global History have put in many hours of work processing materials in advance of the High Density Shelving project.

Business, Economics, and Labor Librarian Susan Mullee created a Port of Cleveland ephemera collection with the assistance of Technical Services Librarian Barbara Satow in the Catalog Department.

In January 2023, Literature staff weeded 394 items from the collection and added 395 new items.

Shelf Department pages have been shelving and shifting in Youth Services, Fine Arts, Science, and Social Sciences stack collection. Assistant Manager Bianca Jackson led a team of pages for a shifting project in Special Collections.

International Languages staff withdrew 138 items from the collection, sent 15 items to Preservation and 11 items to Book Prep. In total, 123 items were moved to the stack collection and 159 new items were received into the department from Technical Services. International Languages Public Services Associate Lisa Held completed the Irish collection bibliographic review of 30 linear feet of materials. In addition, she continued an Arabic bibliographic review with 18 linear feet completed.

Center for Local & Global History Public Service Associate Aimee LePelley digitized 52 images in the Walter Sheppe Collection. Photographs Librarian Brian Meggitt reorganized and shifted the materials in the East Tower of the Photograph Collection. Public Service Associate Kristin Galewood began processing and organizing items in the Portrait and Biography Collection. Sr. Maps Librarian Lisa Sanchez continued to inventory items and accepted a donation of correction atlases from Jeff Waddell, former CEO of the Commercial Survey Co. Library Assistant Subject Department Adam Jaenke digitized 136 items from the Cleveland Picture Collection.

MAIN LIBRARY RESEARCH HIGHLIGHTS

- Center for Local & Global History Librarian Mark Tidrick was thanked in a *Cleveland Metropolitan Bar Association Journal* article for his help in researching Sherlock Anderson who was president of the Cleveland Bar Association in the 1860s.
- Center for Local & Global History Photographs Librarian Brian Meggitt assisted a researcher with locating a photograph of Sunrise Brewing Co. (earlier the Jacob Mall brewery and Gund Brewing Co.). The image will be used for the Cleveland Historical website.
- Center for Local & Global History Maps Sr. Librarian Lisa Sanchez pulled multiple items showing Forest Hill Park for researchers investigating the property divisions between the city of Cleveland and East Cleveland.

- Center for Local & Global History Librarian Terry Metter used the Plain Dealer microfilm to assist a local baseball historian who is researching Ray Chapman. In addition, Mr. Metter used Plain Dealer microfilm to assist an attorney from the Ohio Department of Transportation.
- A law librarian at the University of Akron contacted Center for Local & Global History Librarian Terry Metter for assistance with finding articles about Florence E. Allen, a groundbreaking women's suffragist, attorney, and judge.
- A patron contacted the Center for Local & Global History for help with finding an article they had written for the Plain Dealer. They were unable to recall the title or the date of publication, but Center for Local & Global History Librarian Terry Metter used both the Plain Dealer (1991-present) database and Plain Dealer microfilm to locate the article for the patron.
- Social Sciences Senior Librarian Mark Moore, Library Assistant Pete Elwell and General Research Manager Sarah Dobransky, along with staff in the Center for Local and Global History, and Popular departments assisted an author from with his research materials for his current project.
- The Science and Technology Department assisted with a request for *The Cleveland Worsted Mills Company: Manufacturers of Quality Worsteds for Men's and Women's Wear, also Standard Uniform Cloths and Worsted Yarns for Weaving and Knitting*, published by Cleveland Worsted Mills Co., Cleveland, Ohio, 1922. Cleveland Public Library is the **only library** with this title.
- Two Fine Arts and Special Collections staff were thanked for their assistance on a scholarly research project: Richard Forster, "Buenos Aires 1939: The putsch that did not happen," on pages 40-42 of the February 2023 *CHESS*. ...Raymond Rozman and William Chase from the Cleveland Public Library, who generously provided various materials for this article.

STAFF DEVELOPMENT

Shelf Assistant Manager, Cynthia Coccaro started a Gale course titled "Intermediate Excel". She also participated in mini workshops offered by Cleveland State University titled "Links and References" and "Website Aesthetics."

International Languages Public Services Associate Lisa Held attended NEO-RLS webinar titled *Intersectionality 101* on February 2nd.

Social Sciences Librarian Forrest Kilb attended the Web Junction webinar *Native Stories, Native Peoples: Opportunities for Library Engagement*.

Social Sciences Librarian Mark Moore listened to the *Outside the Loop* podcast #849 on "150 Years of the Chicago Public Library, The Secret History of Johnnie Mae Dunson."

Business, Economics, and Labor Librarians Zachary Hay and Susan Mullee attended the Federal Depository Library Program (FDLP) webinar, *The Occupational Outlook Handbook: Information on Hundreds of Occupations in the United States*. Ms. Mullee also attended the Ryan Dowd online training session *Home-less De-escalation 301, Preventing Conflict*.

Science and Technology Librarian Jorge Arganza attended the NEO-RLS webinar *Customer Service Academy - Becoming Good Library Ambassadors*.

Science and Technology Public Services Associate Tarra McSears attended the Niche Academy webinar *Level up Your Book Displays*.

Government Documents Library Assistant Alea Lytle viewed the FDLP webinars *Library of Congress Manuscript Collections: Orientation and Research Strategies* and *The James Webb Space Telescope (JWST): A new window to the infrared Universe*.

OTHER

The Youth Services staff members continued their professional development by attending workshops and serving on various committees. Youth Services Manager Annisha Jeffries is serving on the Jane Adams Book Selection Committee, Librarian Cassandra Feliciano on the Harvest for Hunger Committee, Librarian Maria Lopez as Co-Chair of the Latinos Juntos ERG, Sr. Librarian Lan Gao as Co-Chair of the Cultural Diversity ERG, Chair of the IFLA

Library Services to Multicultural Populations Standing Committee and serving on the Employee Engagement Committee, Librarian Eric Hanshaw on the United Way committee, and Public Services Associate Emily Bolin is serving on the Dublin Awards Committee.

In collaboration with the City of Cleveland and Youth Opportunities Unlimited, the Shelf Department welcomed students Ezekiel Shaw and Edwin Moreno on February 13th. The students will be trained as Pages and will also help with the Cleveland READS campaign.

Main Library staff members Sr. Director of Public Services Robin Wood, Lending and Circulation Manager Steven Wohl, and Shelf Manager Demba Diawara continued serving on the Automated Materials Handling Planning team. The AMH team was created to help prepare CPL for a transition to using a new Automated Material sorter in 2023.

Lending and Circulation Manager Stephen Wohl continued serving as the co-chair of the CPL Labor-Management Committee and Lending Supervisor Reginald Rudolph continued to serve on the Public Service Training Steering Committee and assisting in the facilitation of De-Escalation Training to all CPL staff. In addition, they both serve on the Bookends training team.

Sr. Director of Public Services Robin Wood presented information about Public Services at the CPL Foundation New Board Members meeting on February 17th.

CLEVELAND DIGITAL PUBLIC LIBRARY

Summary

ClevDPL scanned, described, and uploaded; repaired books and flat paper; did ILL; and served patrons.

Programs & Exhibits

Staff participated in professional groups and Main Library meetings, and completed winter programs. The in-person chess programing has had minimal attendance (1-3 per session, for a total of 6 attendees), and the hybrid book history program has had minimal attendance (1 for the first session and two for the second, with the third upcoming). Staff held a session of mini-book making with two attendees.

Public Service Statistics

ClevDPL had 93 in-person visitors during February. Staff had nine two-hour scanning appointments. From February 1st to February 28th, Google Analytics (GA) reports 8,456 sessions for 5939 users and 131,355 page-views. Search engines delivered 62% of the sessions. Searching in CONTENTdm accounted for 18% of the sessions. Referrals were 6% of accesses. 3% of sessions came through social media. 52.5% of users accessed our site using desktop computers, and 47.5% accessed CONTENTdm through mobile devices (4% tablets and 43.5% mobile).

Outreach

Community partners' work in February continued. CDPL collaborated with Playhouse Square staff for a volunteer in-house donation/scanning project. Staff worked with Shaker Hiehgts Area Development Corporation to scan their community newsletter *Connection*. The Cleveland Orchestra scrapbook scanning project continues, and ClevDPL had numerous local artists scan their works. Staff shared high resolution public domain images from Digital Gallery/Duraspace with Litchfield Historical Society for an exhibit.

Collection Development

As of February 28th, 1440 images were scanned, 2477 were post-processed and QA'd, and 2175 images were uploaded, many of which were included in multi-image pdfs. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning local newspapers, uploading urban planning documents, and scanning sheet music.

ILL

Statistics from OCLC are one month behind and cover January. CDPL had 79 requests from CPL users for materials from other libraries. Response time by other libraries, likely due to both the holidays and the pandemic, averaged an 11 day 22 hour turnaround on our patron's requests for books and materials. Partner libraries made 844 requests through OCLC to borrow from CPL and made 15 requests through ALA forms. CPL staff managed a response time for books of 4 days and 5 hours. The department had ILL requests from incarcerated persons and general researchers using ALA forms.

Staff Development

Five candidates were interviewed for the two new PSA positions that were posted for ClevDPL. Candidates were ranked and two recommendations have been forwarded to HR. Staff have continued

training on the new off-system ILL data entry process. Staff are now using the new Google Analytics platform.

Preservation

As of February 28th, preservation received 48 items and returned 290 items. Two phase boxes and 8 labels were prepared, staff did 29 complex and 17 simple repairs on codex books. CDPL continued working on an inventory of artwork in the library system, focusing on branches in phase 1b of the master plan. Staff initiated planning reinstall of murals at Lorain and Eastman. Staff enhanced navigation for a private art collection in CONTENTdm. Staff met with and added new Artistic Director to MS Team for art inventory. Staff established a team site for Winterthur project and completed the survey of CPL books from a [list prepared by Winterthur Museum](#).

Planning Activities

Staff continue to plan for art moves and storage of art, and are delivering programming this winter. The department is planning for new staff.

OHIO LIBRARY FOR THE BLIND AND PRINT DISABLED

Activities

For February 2023, OLBDP circulated 66,935 books and magazines directly to patrons. OLBDP registered 105 new readers to the service. BARD statistics were not ready in time to submit when this report was due.

OLBDP continued its activities to remove the digital talking book collection following migration from single-copy audio cartridges to bundled books on cartridge duplicated on-demand. To date, OLBDP staff have prepared and returned 45,000 single copy audio book cartridges to NLS, leaving 227,000 to return. Preparation for return included inspecting for damage, removing all labels from cartridges and shipping containers, packaging, and labeling and sealing boxes to USPS specifications.

It has been one year since OLBDP completed migrating all patrons receiving audio books to duplication-on-demand (DoD). Spikes in circulation were expected during the migration as new readers were switched over to DoD. During its peak transition months, OLBDP circulated 105,000 audio books in February 2022 and 88,000 in March 2022. However, OLBDP continued to average more than 60,000 audio books sent per month in DoD's first year. Bundling books on cartridge allowed OLBDP to send up to 24 titles per cartridge. By default, readers were set up to receive 8 titles

per cartridge during the transition to DoD. Yet, once patrons learned they could receive up to 24 titles per cartridge, many of them requested more than 8 up to 24 books per cartridge to help with mail delivery delays or to simply satisfy their reading needs. Bundling up to 24 books on one cartridge also alleviated patrons having to keep track of and manage multiple single copy cartridges. OLBPD continued to send single title cartridges to those requesting them. Nevertheless, the majority of patrons continued with bundled cartridges.

The OLBPD adult book club met remotely on February 9th to discuss *Whistling Past the Graveyard* by Susan Crandall. On February 16th, the OLBPD school chat students met remotely for a Story Time reading of *The Cat Who Liked Potato Soup* by Terry Farish.

PUBLIC ADMINISTRATION LIBRARY

Programs/Exhibits

PAL celebrated Black History Month with a City Hall lobby display featuring books from PAL and Main Library departments. Popular shared titles for our rotating display of new items.

Collections

The Business department shared the document *Hyatt Hotel and the Mall* dated 3/11/1980 which has been sent to Catalog.

Staff transferred 14 titles and withdrawn 2 titles, and has started to transfer the title *Ohio Monthly Record* (89 volumes) to Lakeshore attention Sandy.

PAL has used the empty bookshelf that once held the *Ohio Monthly Record* to create a collection concerning Cleveland Mayor information. The note in the circulation/staff record reads *Cleveland Mayors* for items located on bookshelf.

The title *Bloomberg Businessweek* has been cancelled. The holdings for *Firehouse*, *Police Chief* and *Police: the Law Enforcement Magazine* have been changed from 5 years to 3 years and the holding for *Metro* has been changed from 5 years to current year. Catalog has added electronic access links to the above titles. Electronic access links have also been added to *Government Finance Review*, *Growth and Change* and *Parks and Recreation*.

The titles below were emailed to the Digital Library as possible additions to the Digital Gallery.

- *Neighborhood Commercial Design Guidelines* / Prepared by Department of Community Development 0009132320301
- *Strong, Smart, Safe: Report to Our Citizens* 0009945554849
- *The Story of the City Manager Plan: The Most Democratic and Efficient Form of Municipal Government* 0009947695087

Thanks to the Digital Library, the link below shows scanned Cleveland Landmarks binders up to 2014. Years 2013 and 2015 going forward are being prepared for scanning by Cleveland Landmarks.

- o [https://cplorg.contentdm.oclc.org/digital/collection/p16014coll6/search/searchterm/Cleveland%20Landmarks%20Commission%20\(Cleveland%2C%20Ohio\)/field/subject/mode/expand/conn/and](https://cplorg.contentdm.oclc.org/digital/collection/p16014coll6/search/searchterm/Cleveland%20Landmarks%20Commission%20(Cleveland%2C%20Ohio)/field/subject/mode/expand/conn/and)

The titles below were sent to the Digital Library for scanning.

- *Federal Work Relief Projects for the City of Cleveland: Inventory* 0009120649000;
- *A Report to the City Plan Commission of the City of Cleveland, Ohio.*
- *The Progress and Proposed Work to be Done by the Civil Works Administration, Project W-34, March 15, 1934,* 0009120631123
- *Work Accomplished on City Projects Under C.W.A. and F.W.R.: To December 31, 1934,* 0009120648986

Reference Questions Unique to PAL

- Staff assisted patron with information concerning the increase of police staff over the years and census numbers. Social Science has assisted by placing a request for *A Report of the Activities of the Department of Public Safety During the Years 1924, 1925, 1926 and 1927.* 352.2 C59, 0009109577693
- PAL conducted extensive research into Cleveland Zoning Maps from 1963-2009 along with tracing back the origins of the

One/Two/Multi-Family District codified ordinances to their first enactments and showing the changes to present dates for a local law firm.

- PAL assisted patrons with ordinances concerning disconnection of power and spreading of ashes.
- Staff assisted a patron in learning how to use CPL's digital magazine resources.
- PAL assisted patrons seeking information about the historical layout of City Hall and original use of Room 100, the current site of PAL.
- Staff assisted a patron researching historical organizational assessment of City of Cleveland departments.
- Staff located Ordinances from 1914, 1925, 1935 and 1989 to fill a patron request.
- Provided a patron with scanned copies of Cleveland Law Newsletters from 2002-2005.

Outreach

On February 8th, the Lunchtime Knitting Circle had a meeting. PAL received four lovely baby blankets and 1 hat for donations. Members shared learned knitting stitches.

Maintenance

Work has been started on repairing the ceiling in the hallway where a leak occurred.

PAL is waiting for the ceiling to be cleaned and Angelina Bueno is checking with the vendor concerning the repair of the MFD paystation.

ARCHIVES

Preservation

One hundred fifty-two photographs of West Park Branch, dating from the 1940s to the early 1990s, were discovered in an unlabeled, nonarchival folder on the shelves of the Archives. The photos are in both color and black and white, and they depict interiors, exteriors, branch activities, staff and patrons, snow shoveling, remodeling, and more. Most are in good or fair condition, but all are in need of proper housing. As

soon as time permits, they will be processed and rehoused with other photos of the branch.

Physical Space

At the beginning of the month, an analysis of the amount of material housed in the Archives was conducted. The Archives (which has been located in Room 1049 on the 10th floor of the Louis Stokes Wing since December 1999) is approximately 1,450 ft² in area and contains 1,482 linear feet of standard cantilevered library shelving (in addition to industrial shelving, file cabinets, and map cases).

PERMANENT STORAGE LOCATION	LINEAR FEET
Standard shelving (494 36" shelves)	1,482
Industrial shelving (50 48" shelves)	200
Total	1,682

It is estimated that another 412 linear feet of archival material is housed in temporary storage elsewhere in the Archives, on book trucks, the tops of archival boxes, and underneath tables and cabinets. Nearly all of this material is unprocessed, and the majority of it is not housed in proper archival containers.

TEMPORARY STORAGE LOCATION	LINEAR FEET
Atop archival boxes on standard shelving	46
On book trucks	99
Atop map cases	9
Atop vertical file cabinets	8
Inside vertical file cabinets	54
Inside lateral file cabinets	45
In boxes underneath tables	73
In boxes underneath small map case	24
In boxes elsewhere	54
Total	412

It was calculated that approximately 80% of material within the Archives is properly stored in archival containers on the standard shelves. The remainder of material in the Archives, which is housed in temporary storage, accounts for an estimated 20% of its holdings.

STORAGE LOCATION	LINEAR FEET	PERCENTAGE
Material stored on shelves	1,682	80%
Materials stored temporarily	412	20%
Total	2,094	100%

On February 2nd, work began on a year-long project of providing proper housing for the estimated 46 linear feet of archival material that has been stored atop the archival boxes lining the 1,482 linear feet of standard shelving in the Archives. All unhoued materials piled atop each section of shelving will be processed at the series level, as permitted by competing department needs. During the month of February, two sections were cleared of unhoued materials.

Internship in the Archives

Naomi Langer, a graduate student in the Cultural Heritage Informatics Concentration at Simmons University's School of Library and Information Science, began a semester-long field experience in the Archives on Friday, February 17th. Ms. Langer is enrolled in a course called Introduction to Archival Theory and Practice, for which she must work on site with a professional archivist for 60 hours and complete an introductory project. Ms. Langer has been tasked with processing a small collection of material related to the Cleveland Chapter of the Links, Incorporated, a volunteer service organization of women of African descent.

THE PEOPLE'S UNIVERSITY

The People's University Manager Marina Marquez and Special Projects Manager Michael Ruffing met with Sustainable Cleveland to explore a working relationship between Circular Cleveland and The People's University along with learning best practices to activate CPL's recycling program. Circular Cleveland is an initiative of Cleveland Neighborhood Progress and the City of Cleveland, in partnership with Neighborhood Connections, with funding from the Robert Wood Johnson Foundation. The goal of Circular Cleveland is to shift Cleveland from our current disposable and linear economy to a circular economy that reduces waste and pollution through practices such as product and material repair and reuse and one that restores and renews nature. The benefits of a circular economy are to reduce greenhouse gas emissions, reduce the use of fossil fuels, create jobs through innovation, minimize pressure on the environment, and create more durable products. CLEVLOT and Fix-it CLE Repair Workshops are two ongoing initiatives that are assisting in the

transition towards a more Circular Cleveland by providing resources for residents to expand their learning and skills. A partnership with The People's University could potentially expand these programs' outreach to the communities of Cleveland.

Collaboration, Engagement, & Support

On Thursday, February 2nd TPU staff recorded segments for WEWS about how to find the next great book to read and Cleveland READS general message at the West Park Campus.

On Thursday, February 2nd Cleveland READS launched Writers Unplugged, with Project Coordinator Jen Jumba interviewing guest author Tracy Clark who discussed her latest book, *Hide* a page-turning mystery. The second series of Writers Unplugged took place on Thursday, February 9th when Ms. Jumba met with guest author Wanda Morris to debut *All Her Little Secrets* that has been opted for a one-hour limited series on Showtime executive produced by and starring Emmy Award-winning actor Uzo Aduba. A Writers Unplugged List was added to Beanstack for the Cleveland READS challenge and added as an ongoing event to the Cleveland READS website.

On Saturday, February 11th in collaboration with Cleveland Public Library's Marketing Department, Outreach and Programming Services, The People's University hosted the Cleveland READS table at the annual Ice Fest event. Story Time was provided to 150 families, 96 visitors registered for the Cleveland READS challenge, and 145 books and bookmarks were distributed to attendees.

TPU outreach efforts included Ms. Jumba providing Beanstack training to a new group of Neighborhood Reading Ambassadors via Zoom. Ms. Jumba also provided Beanstack registration training at Esperanza and registered seven teachers with their commitment to register their students. In addition, 320 Family Connections Spark families were registered for Cleveland READS. In partnership with CMSD (Cleveland Metropolitan School District) Department of Transportation, Ms. Jumba registered Drivers as a Group to record 60 minutes each way of the students they transport to school.

On February 16th, Writers Unplugged author Tracy Clark was speaking at CCPL's Middleburg Heights branch where Ms. Jumba was invited to promote Cleveland READS and encourage the attendees to register.

The local ClevoBooks' committed to supporting Cleveland READS by being a guest on WKYC's We the People, being a guest on Writers Unplugged, using the #clevelandreads on the ClevoBooks social media and distributing Cleveland READS bookmarks in all their bags to customers.

BRANCH DISTRICTS

D1 Eastman (Closed for FMP) - Librarian Cassandra Feliciano held three Story Times at Global Ambassadors Language Academy (GALA) along with Librarian Maria Lopez, where they read Spanish picture books and sang songs in English and Spanish to the Spanish immersion class; dog themed books were shared with the Mandarin immersion class. Ms. Feliciano participated in the Summer Lit League Committee, Man-Up CLE, Harvest for Hunger Kickoff Campaign, and NEO-RLS Warming Up to Summer.

D1 Rockport - Library Assistant Youth Emphasis Bill Petrucz and Public Services Associate Kyra Berzonsky presented STEM programs on anatomy, engineering, and robotic vehicles. Mr. Petrucz presented monster and animal themed Story Times to Little Critters daycare and Birchwood school. Librarian Kendra Proctor presented valentine themed Story Times to RG Jones and Little Critters daycare. Youth staff attended the MyCom meeting.

D1 Best Buy Teen Tech Center (BBTTC) - The Rockport BBTTC had 288-member visits. We featured two days of Robot Olympics using Sphero Bolts and iRoot coding robots. The second cycle of Cyber Seniors has started with a new cohort. Mentor Jonathon Collins started a multi-day workshop focused on social-emotional learning skills. Emily Szymanski attended the Clubhouse Network's Immersion Week in Boston.

D1 Walz (Closed for FMP) - Clerk Cristyle Frye created a Valentine's Day display in the adult area at Garden Valley and hosted the Walz Branch Adult Virtual Movie/Book Club. The title discussed for the month was *Where the Crawdads Sing* by Delia Owens.

D1 West Park - The tax assistance program started this month through our partnership with AARP with the goal of helping 150 Clevelanders complete their federal and state taxes this year. We also began Young Scholars Academy, 0-3 Read to Me, and Preschool Story Time programs. We held a Valentine's Day Button Making program and a Cricut Fun program for our school-aged youth. Children's librarian Libby McCuan performed Story Times at West Park Discovery World, Riverside School, Clara Westropp,

Holy Cross Lutheran, West Park YMCA, Al Ihsan, Newton D. Baker and West Park Constellation School. She also participated in a Valentine's Day romance novel interview at Main Library with WOIO.

D2 Carnegie West - Architectural historian and Ohio City resident Tim Barrett spoke about the sacred landmarks of Greater Cleveland to over 60 patrons. United Way funded Family Space celebrated its debut with balloon twisting, cupcakes and giveaways; over 50 people participated. Director Thomas, trustee Maritza Rodriguez, and manager Angela Guinther met with Father Gurnick of neighboring Saint Patrick's Church to discuss options for collaboration, promoting Cleveland READS, and working with local Catholic schools.

D2 Fulton - We hosted all Lincoln West 9th graders in the Clark-Fulton Learning Lab throughout the month of February to teach them about education and STEM careers. The branch presented Sahaja Yoga every Saturday, allowing patrons to relax, stretch and meditate. Cleveland Metroparks in partnership with Antioch University and AmeriCorps hosted a community meeting at the Fulton Branch where 26 patrons attended to discuss the programming, education and plans for the Metroparks area. Children's Librarian Beverly Austin and Public Services Associate Rosa Simone visited numerous daycares and schools in the neighborhood, signing up children for Cleveland READS.

D2 Jefferson - Youth Assistant Alexander Story hosted an informational table at the Pancakes and Poetry event at Tremont Montessori School where he promoted the campus and the Cleveland READS program to families. The campus hosted a four-session Beginning American Sign Language class on Tuesday evenings, which was attended by 18 individuals. The Think and Drink Book Club met at the Lincoln Park Pub, discussing Elizabeth Alexander's *The Trayvon Generation*. Folks visiting the neighborhood for Walkabout Tremont stopped into the library to make valentines and staff created an underwear-themed book display including many Captain Underpants books in honor of the Cupid's Undie Run fundraiser which raced through the neighborhood.

D2 South Brooklyn - Eight scholars participated in our Black History Month Jeopardy program. The American Institute of Architects Cleveland hosted the last sketch workshop for youth. This three-part series helped youth gain knowledge about the skill and art of architecture. Loving Cup Kids Academy also visited the branch for the first time this month. Twelve

preschoolers enjoyed a Valentine's Day Story Time and craft presented by Librarian Joanna Rivera.

D2 South - Fifteen children participated in a slime program called Slime at South. During the program they learned to follow a recipe, measured the supplies needed, followed the instructions of the recipe and then added their own personal colorful touches to the recipe. Jennifer Moncayo and Joel Lefkowitz visited Lincoln West High School during their Parent Teacher conference. Over 30 families visited the table, where they learned about Cleveland READS. This month the branch held a retro video game day. Participants were able to play with Atari, Nintendo 64, and many other older gaming platforms.

D3 Garden Valley - Manager Maria Estrella informed the North Central-Kinsman community via email and social media, and youth staff notified day cares and schools, that the branch reopened. Librarian Andrea Csia recorded two *Book Buzz* episodes. She attended the *Magnificent Middle-Grade* webinar and created the Cleveland READS bulletin board display with the theme, "I Love Reading." Youth Assistant Leonard Burks attended a book list webinar on Graphic Novels for Young Adults/Adults, and he hosted the Rhythm for Your Body virtual program for Body Awareness Wellness month. Assistant Manager Donald Smith attended the MyCom meeting.

D3 Hough - Families enjoyed the Family Space grand opening, with a continental breakfast and balloon twisting. Librarian Grace French introduced after-school youth to George Crum, an African American inventor known for popularizing potato chips. She read the story *Mr. Crum's Potato Predicament* by Anne Renaud and the students used a potato to create a piece of art.

D3 Martin Luther King Jr. - Manager Kimberly Hunter renewed the partnership with PNC Fairfax Connection in which branch staff will attend their programs, such as Book Club, Building Blocks, and Tea with Traci, and promote Cleveland READS and other library programming and services. Youth Assistant Eric Eubanks restarted weekly Story Times at Sweet Kiddies.

D3 Sterling - Manager Monica Rudzinski hosted a table at Stepping Into Africa, a Black History program co-sponsored by The Greater Cleveland Epsilon Chapter of Iota Phi Lambda Sorority and Friendly Inn. Guests received new books and information about Cleveland READS. Ms. Rudzinski participated in a focus group for St. Vincent Charity Medical Center to identify health care services that will best meet the needs of the

community. Ms. Rudzinski met with Men and Women of Central's Kareemah Rose to plan a community event to launch Cleveland READS in Central. Children's Librarian Sonja McCord began a series of COSI Connects lunchbox learning sessions. To celebrate Valentine's Day, Public Services Associate Valerie Gee transformed Kids Café into a fine dining restaurant complete with candles, hearts, flowers and gift bags for the kids.

D3 Woodland (closed for FMP) - Librarian Lanecia Smith assisted with a Maker Mondays Black History Month Edition event at Glenville, where youth created an inspired Alma Woodsey Thomas Mosaic. Manager Estrella attended the St. Vincent Charity Community Health Center Focus Group and the NEO-RLS *Strategic Leadership* webinar and the Literacy Cooperative virtual workshop on 10 Tips for Increasing Diversity, Equity & Inclusion in your Program.

D4 East 131st Street - In cooperation with the Natural History Museum, East 131 presented Body Works, teaching patrons about the human body and its functions. Staff celebrated custodian Mr. Ali's retirement. Librarian Kelli Minter held a board game night. The branch held multiple "express yourself" art workshops and a Tie Dye art workshop.

D4 Fleet - For Black History Month, Librarian Tracie Forfia created a music listening booth for youth in celebration of the civil rights movement. The attendance for Free Tax help increased, averaging 20 patrons a week. Councilwoman Rebecca Maurer restarted her monthly community meet and greet sessions for residents with questions and/or concerns.

D4 Harvard-Lee - Manager Kristen Schmidt joined the Cleveland READS internal committee as a liaison for branches. Youth Assistant Kevin Moore visited Whitney Young School to conduct a preschool Story Time. New partnerships secured this month include a Water Champion from Cleveland Water, coming to assist patrons with utilities, and a Stop Cancer in its Tracks representative from Cleveland Clinic who talked about cancer screenings. The branch received donations of neckties for the 1,000 Ties mentorship program, and books and knitting needles for Crafty Ladies Society and Warm Up Cleveland.

D4 Mt. Pleasant - Staff began a new partnership with Family Promise of Greater Cleveland, a homeless shelter for families, with a focus on family engagement at Story Time. Staff resumed first and second grade Story Times at Andrew J Rickoff. The branch started as host of online tutoring for the system.

Manager Shayla Boyce and Public Services Generalist Jill Collins attended Cleveland Rape Crisis Center's Community Ambassador training. Manager Boyce appeared with Langston Hughes manager Bill Bradford on Cribbs in the CLE, on CBS, to share the library's offerings for Black History Month and Cleveland READS.

D4 Rice - A second Family Literacy Night was held in partnership with Cleveland READS, The Harvey Rice Wrap Around School, Rhonda Crowder, and Margaret Bernstein. Families enjoyed stories and lessons from a local author and a light dinner. Through Sparkle of Joy in partnership with A Special Wish-Northeast Ohio Chapter, Manager Lexy Kmiecik welcomed a family for a personalized Story Time before the branch opened. Children's Librarian Whitney Johnson, custodian Martin Hill, and Manager Kmiecik met with Doan Brook to plan for the Rain Garden this Spring.

D4 Union - Librarian Tamara Steward conducted Valentine's Day and Black History Month Story Times with PreK and Kindergarten students at Miles Park, Woodland Hills E-Prep, and Where Futures Begin daycare. Mrs. Steward led a Wee Read and Play Story Time for toddlers. Youth Assistant Valerie Johnson supported Nathan Hale Elementary, Miles Elementary, and John Adams High School to log Cleveland READS books and minutes and read to scholars. After-school youth participated in coding mini robots using UBTEch kits, painted Valentine's Day art on a canvas, and created a piece of artwork inspired by Jean-Michel Basquiat after a read aloud of *Radiant Child* by Javaka Steptoe.

D5 Addison - Staff focused on engaging community members for Cleveland READS. Librarian Heidi Malinoski performed Story Times at Daniel E Morgan and Wade Park schools on topics for Black History and Lunar New Year. Manager Tamara Means attended the St. Martin De Porres Partners Appreciation Luncheon. In collaboration with Cuyahoga County Solid Waste District, Circular Cleveland, and think[box], the branch hosted a Fix-It CLE workshop, where patrons repaired broken items and clothing.

D5 Collinwood - Clerk Elizabeth Brown-Patterson retired after 33 years of service. Manager Peak and Kiaira Jefferson conducted outreach for Cleveland READS, which was featured in the Collinwood Observer. Story Time continued weekly on Tuesday mornings, with East Clark pre-school and kindergarten classes added to the schedule. Manager Peak attended the parent/teacher conference at Collinwood High School to promote Cleveland READS and spoke at Flex High School in honor of Black History Month

and Cleveland READS. Ms. Jefferson participated in a "Read In" with Intergenerational School.

D5 Glenville - Third Space Action Lab visited Glenville twice to engage patrons about their hopes for the renovation and obtained much feedback. Patrons made pop-up valentines and learned how to fold a letter into a heart shape for the Glenville Snail Mail Club. Senior crafts were available every Tuesday, including three-armed Bridgid's crosses, chalk galaxy art, and paper heart door-hangers. Every Thursday, patrons learned to make various paper objects for Origami Hour including swans, jumping frogs, balloons, and paper cranes. Librarian Lanecia Smith made Black History Month-themed Take n' Make crafts, including Alma Woodsey Thomas mosaics and a Mae Jemison-themed craft. Ms. Smith also conducted Wonder Wednesdays with young patrons using a microscope and assembling models of the human heart, brain, and skeleton.

D5 Langston Hughes - Librarian Christopher Busta-Peck presented Story Times at Willson Elementary School for kindergarten and first grade classes. Youth Assistant Ron English visited the first and second graders at Early Steam Academy for Story Times. The branch offered programs including, Happy Birthday Langston Hughes, African American Artists in Cleveland. Manager William Bradford appeared on the local CBS morning show, Cribbs in the CLE, to promote Black History Month and Cleveland READS. Manager Bradford also appeared on a Cleveland Fox-8 news piece that centered on Langston Hughes' life and his connection to Cleveland.

D5 Memorial-Nottingham - Music by African American artists from various genres was played daily, while items in the collection were displayed to accompany the music. Ms. Childress created a Black History Month calendar of activities. Mr. Benton and Mr. Tully visited 10 daycares and classrooms for Story Time, presented STEM projects, and signed-up children for Cleveland READS. Mr. Tully attended the Collinwood MyCom meeting. Mr. Fillinger attended the Waterloo Merchants Meeting and the Euclid Beach Neighborhood Plan meeting. Partner organization 1,000 Ties hosted a Hygiene Kit giveaway.

EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION

EXTERNAL RELATIONS & ADVOCACY UPDATES:

- *Goal: Increase Elected Officials and Key External Stakeholders' Awareness and Understanding of CPL's Community Impact*
 - **Elected Official Engagement**
 - Facilities Master Plan (FMP) Branch Updates
 - Continued to apprise local legislators of FMP updates for the branch(es) in their jurisdiction.
 - **External Stakeholder Engagement**
 - FMP Branch Updates
 - Continued to apprise community development corporations (CDC's) of FMP updates for the branch(es) in their jurisdiction.

CPL DEVELOPMENT UPDATES:

- *Goal: Align fundraising to support CPL strategic plan*
 - Fundraising
 - Secured Urban Libraries Council Barbershop Books grant
 - Secured funding to continue STEM Robotics program
 - Secured funding to renew the agreement to host the Best Buy Teen Tech Center at Rockport Branch

CPL FOUNDATION UPDATES:

- *Goal: Reach Financial Targets*
 - Continued to advance the Foundation's 2023 financial targets.
- **Cleveland Public Library Foundation**
 - Held quarterly Executive Committee meeting.
 - Held quarterly Development Committee meeting.
 - Held quarterly Governance Committee meeting.
 - Held New Board Member Orientation.

- **Cleveland READS**

- Continued efforts for Cleveland READS, City-Wide Reading Campaign initiatives to reach the goal of one million books and/or minutes.
 - Met with prospective funders to share opportunities for partnership.
- Attended *The Good News Conference Series: A Celebration of Black Excellence* and providing a high-level overview of the initiative.

ADDITIONAL DEPARTMENT EFFORTS:

- Staff participated in webinars including:
 - Bloomerang: Fundraiser Focus week
 - Imagining Freedom with Mellon Foundation
 - Library Support Network: Winter Series

COLLECTION & TECHNICAL SERVICES

Director of Collection and Technical Services Sandy Jelar Elwell, Collection and Acquisitions Manager Olivia Morales, and Acquisitions Coordinator Alicia Naab attended Ingram's iPage Academy webinar on "Select and Order". Ms. Jelar Elwell and Ms. Morales attended Ingram's iPage Academy webinars on "Administer Your Workspace" and "Search and Browse".

Ms. Jelar Elwell attended the Executive meeting of the Women's Employee Resource Group (ERG) and the Women's ERG "Talk on Tuesday" Zoom presentation on "Women's Heart Health: The Female Pattern of Heart Disease".

Collection and Technical Services staff attended the monthly CPL All-Staff Town Hall meeting.

Acquisitions: The Acquisitions Department ordered 6,015 titles and 6,597 items (including periodical subscriptions and serial standing orders); received 8,980 items, 775 periodicals, and 92 serials; added 192 periodical items, 39 serial items, 63 paperbacks, and 393 comics; and processed 854 invoices.

Acquisitions Coordinator Alicia Naab and Collection Management Librarian Laura Mommers worked with representatives at OverDrive to have them acquire a specific title requested by a patron. Although the Library already owned part of the series, licensing

restrictions did not allow for the requested title to be purchased. The patron was appreciative of the explanation provided and OverDrive will alert the Library if there are any changes with this title.

Grid templates and funding information were updated to reflect changes made to formulas and tiers by the Collection Management Department. These changes also had to be made on several vendor websites and required a coordinated effort with Ms. Mommers and High Demand Librarian Dale Dickerson to ensure that all updates were completed promptly so that ordering would not be delayed. Adjustments were also made to the ordering guidelines for Cleveland Public Library copies when placing orders for college collections with assistance from Director of Collection and Technical Services Sandy Jelar Elwell.

Ms. Naab continued to work with OverDrive Public Libraries Account Manager Todd Warhola to address glitches and bugs in the patron notification system that OverDrive is currently implementing in their Marketplace. The Library agreed to beta test the features of the new notification process when OverDrive announced that they would be making these changes. Technical Services Librarian Lisa Kowalczyk continued to assist with the task of assigning categories and applying labels to picture books.

Catalog: Staff cataloged 3,668 titles, including 191 original records and 188 upgrades, created 200 Library of Congress (LC) call numbers, added 4,088 items, completed 204 bibliographic quality control transactions, and transferred 251 titles or call numbers for Cleveland Public Library. The Department also added 4,174 titles, made 242 corrections, and performed 300 transfers for CLEVNET member libraries. Librarians handled 110 email and phone requests from Library staff and 191 requests from CLEVNET.

Technical Services Librarian Michael Gabe cataloged rare material including a 19th century Arabic book about the Quran, a book of Yiddish poetry, and some architecture books for Special Collections. Mr. Gabe also added 70 items for Government Documents. Catalog Manager Andrea Johnson clarified the local procedures for the number of discs after the call number of DVD and Blu-ray sets.

Technical Services Librarian Barbara Satow finalized 15 map records from January and cataloged an additional 13 records in February as part of the Embedded Cataloger's Project. Most of the maps were from the Cuyahoga County Board of Elections,

showing wards for various communities in the 1970s-1980s. Ms. Satow also cataloged a menu card from The Weddell House from 1892, and a collection-level record of Port of Cleveland ephemera.

Ms. Satow copy-cataloged eight Arabic biographies which required either constructing or verifying LC call numbers. With the assistance of Catalog Librarian Perry Huang and Technical Services Librarian Yeshen Dugarova-Montgomery, Ms. Satow identified the languages of five parallel titles used as a cover design on the book, *As you go... the roads under your feet, towards the new future*.

Technical Services Librarian Erin Valentine continued to improve access to CLEVNET titles ordered from Brodart, replacing 1,127 brief records by importing fuller cataloging and merging 185 duplicate records. Ms. Valentine attended two brief Northern Ohio Technical Services Librarians (NOTSL) Board Meetings, assisting in planning the NOTSL Spring 2023 General Meeting and taking meeting minutes in her role as NOTSL Secretary. Ms. Valentine also attended the Music OCLC Users Group annual meeting virtually.

Collection Management: Collection Management selected 2,358 titles and 8,760 items in February and spent slightly over \$193,376 on physical materials.

Collection and Acquisitions Manager Olivia Morales attended the "Harper Collins Library Love Fest Spring/Summer 2023 Adult Preview".

High Demand: The High Demand Department ordered 1,678 titles and 9,500 items; received and added 6,390 items; and processed 446 invoices.

Materials Processing: The Materials Processing Technicians processed 12,317 items for the month.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 4 items to the Main Library for requests and 102 items to fill holds. Main Library received 134 telescopes, the Branches received 203 telescopes, CLEVNET received 30 telescopes, CSU received 2 telescopes and Tri-C received 1 telescope. A total of 370 telescopes were shipped out. The Technicians sent out 448 items of foreign material and in total 7,532 new items were sent to the Acquisitions and High Demand Departments.

OUTREACH & PROGRAMMING SERVICES

Youth Programs

Express Yourself Workshops, facilitated by licensed Art Therapy Studio Therapists, are available at four branch locations in the community, providing an outlet for creative expression and emotional support for youth. Art therapy, an after-school program at West Park, Hough, East 131, and Sterling Branches, allows students to express their emotions, experiences, and thoughts in a safe and non-judgmental environment. Through creating art, youth can process complex feelings, build self-esteem and resilience, and develop coping skills that students can apply daily.

With the return of America Reads tutoring, the library remains a vital resource for students seeking academic support and success. The Cleveland State University America Reads and Viking Corps Tutoring provides tutoring services at thirteen library branches, assisting K-8 students in math, reading, social studies, and science. Tutors provide one-on-one support, both in-person and virtually. Tutoring services are available Monday through Thursday, 4:00-6:00 PM, at the following branch locations: Addison, East 131, Fleet, Fulton, Garden Valley, Glenville, Hough, Langston Hughes, Memorial Nottingham, Rice, Rockport, South Brooklyn, South.

FamilySpace, a neighborhood hub designed specifically for families with young children, is open at Hough Campus and Carnegie West Branch during accommodating times for each community. Family Space is a community-driven initiative providing families with the resources to raise happy, healthy children. The goal is to create a safe and accessible space where families can play, learn, and grow together. FamilySpace is funded through a generous investment from Cuyahoga County's Invest in Children and United Way of Greater Cleveland. Sandy Nosse, Family Engagement Specialist, coordinated the February Grand Openings for each location.

Both Hough and Carnegie West families celebrated with music, storytelling, balloons, and play—February 2023 total attendance: 293.

Young Scholars Academy is a program based on the latest Ohio State Standards and early childhood education best practices. Library staff develops a curriculum for children ages 3-6, offering two classes to meet the needs of beginner preschoolers (ages 3-4) and transitional (ages 4-6). As part of the program,

all enrolled families have access to the program's parent partner, Mrs. Kelli McCorvey.

In February 2023, there were three 0 - 3, Read to Me Playdates: two at Carnegie West Branch and one at Rice. The total number of participants: 51. At 0-3, Read to Me Playdates, families can enjoy interactive play, storytelling, and other activities that encourage young children's ability to learn and grow. This program is made possible by a generous Bruening Foundation Grant.

Man Up, CLE is a youth empowerment conference empowering youth to lead and read. On Friday, February 24, 280 students were greeted by Cleveland Public Staff, and the Rock and Roll Hall of Fame volunteers before participating in several morning breakout sessions. The conference concluded with a keynote presentation by Nick Brooks, author of Promise Boys, his debut YA novel. All attendees received a copy of Promise Boys, courtesy of the Cleveland Public Library.

Adult Programs

LegalWorks, a non-profit organization that provides a wide range of legal services to youth and adults in need, is available at three Cleveland Public Library branches: Mt. Pleasant, Glenville, and Fulton Branch. LegalWorks offers various services, including advice and counseling, community education, and advocacy. Through this program, experienced attorneys and legal professionals assist patrons with wills, record sealing, child support, driver's license reinstatements, etc.

Legal Aid offers monthly free advice clinics and referrals at rotating Cleveland Public Library locations. Volunteer attorneys and Legal Aid staff assist patrons with money, housing, family, employment, etc. Glenville Branch hosted the February Legal Aid Advice Clinic; Jefferson Branch is scheduled for March.

ASPIRE GED classes returned in January 2023 Downtown at Cleveland Public Library. Classes are held Tuesdays and Thursdays, 10:00 AM - 1:00 PM. Experienced instructors cover a range of subjects, including mathematics, science, social studies, and reading and writing. These classes help participants prepare for the GED exam and achieve their educational goals.

The Event Services team works closely with external and internal partners in managing meeting room reservations and AV logistics to host events, meetings, and programs. The AV support is available upon request. Meeting room reservations are now publicly available. As this new process is implemented, Mrs. Heidi Stirtmire, OPS Manager, continuously works with all stakeholders.

Professional Development

Charles Byrd, Director of Education, and Bernadette Lemak, OPS Coordinator, attended a two-day conference in Powell, Ohio. The Best Foot Forward Conference featured high-quality professionals in K-12 after-school and summer learning, building ideas and excitement around out-of-school time activities—networking, workshops, and hearing from keynote guest speakers were vital conference components.

MARKETING & COMMUNICATIONS

EXECUTIVE SUMMARY

In February, the Library celebrated Black History Month with events focused on Black authors and culture and heritage. CMSD students visited the Main Library Campus on February 24 for a day of breakout sessions, empowerment, and a keynote from Nick Brooks, author of *Promise Boys*. FamilySpaces opened at Carnegie West Branch and Hough Campus on Friday, February 11 and Saturday, February 12. Families that attended were able to play and learn, enjoy music, balloon twisting, coloring, food, and more.

Our marketing efforts included media releases, social media and digital (cpl.org, Off the Shelf, community calendars), and printed materials.

Library Programs & Services

Objective: *Remain relevant by promoting programs and services to help Greater Clevelanders thrive.*

FACILITIES MASTER PLAN: Work on reimagined branches continues. Patrons enjoy being back at the new West Park Campus.

MEDIA COVERAGE:

<https://www.wkyc.com/article/news/local/cleveland/mission-possible-cleveland-public-library-building-its-future/95-4175fdec-2572-4433-91e9-7d14130b4129>

CLEVELAND READS INITIATIVE: The Cleveland Reads challenge began January 1. Users can register online at clevelandreads.com and join the challenge to read 1 million books or 1 million minutes. Branches can assist in signing people up as well. The website stats update weekly to reflect new sign-ups and logged books/minutes. Interviews and promotions are running across radio and all major TV news stations.

MEDIA COVERAGE:

<https://fox8.com/news/voices-of-unity-cleveland-reads/>
<https://www.youtube.com/watch?v=R3w64joxkhk>

WRITERS UNPLUGGED: The first two Writers Unplugged programs were held via livestream. On February 2, Tracy Clark joined us to discuss her book *Hide*, a page-turning mystery. On February 9, Cleveland native Wanda Morris joined us to discuss her debut book, *All Her Little Secrets*.

MEDIA COVERAGE:

Tracy Clark:

<https://www.facebook.com/clevelandpubliclibrary/videos/586241452837812>

Wanda Morris:

<https://www.facebook.com/clevelandpubliclibrary/videos/876468936892191>

FAMILYSPACE OPENINGS: FamilySpaces opened at Carnegie West Branch and Hough Campus on Friday, February 11 and Saturday, February 12. Families that attended were able to play and learn, enjoy music, balloon twisting, coloring, food, get signed up for Cleveland READS and more.

MEDIA COVERAGE:

<https://cpl.org/play-learn-grow-with-cleveland-public-librarys-familyspace/>

BLACK HISTORY MONTH: The Library hosted several programs including Writers Unplugged with Black author and Cleveland native Wanda Morris, the Man Up! program for young men with keynote by Nick Brooks, and more. The 38th Annual Dr. Martin Luther King, Jr. Commemorative Celebration aired several times

during the month on WUAB CW43 and WOIO 19News. It can be watched on cpl.org as well.

MEDIA COVERAGE:

<https://www.cleveland19.com/2023/01/12/unsung-hero-darriel-taylor-nominated-brightening-futures-younger-generations/>
<https://laprensanewspaper.com/index.php/2023/02/08/cpl-celebrates-black-history-month-with-educational-programming/>
https://www.bikecleveland.org/bike-cle/events/20-miles-of-smiles-black-history-month-edition/2023/02/?utm_source=rss&utm_medium=rss&utm_campaign=20-miles-of-smiles-black-history-month-edition

MAN UP, CLE: The Library welcomed CMSD students to the Library for a day of breakout sessions focused on empowering young men. All attendees received a signed copy *Promise Boys*, written by Nick Brooks who was the keynote speaker

PHOTOS:

<https://photos.app.goo.gl/EmPEAh38Vkc5cu4T7>

MEDIA COVERAGE:

<https://laprensanewspaper.com/index.php/2023/02/08/cpl-celebrates-black-history-month-with-educational-programming/>

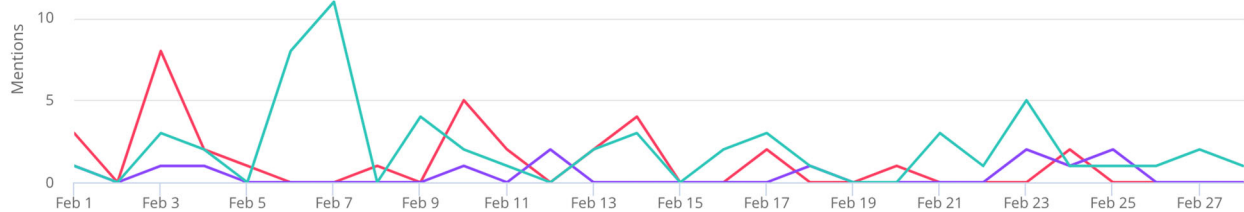
NEWS 5 TV SPOTS: As part of a paid campaign, the library had short interviews that were aired on News 5. Topics focused on Cleveland READS and included: How to Find the Right Book!; Audiobooks Count too!; and Graphic Novels

MEDIA COVERAGE:

<https://www.news5cleveland.com/cpl>

PUBLIC RELATIONS OVERVIEW

Cleveland Public Library garnered 103 mentions for the month of February reaching more than 19 million via national and local TV news, radio, and online and print.



Mentions 103 Audience 19,821,243 Publicity \$9,199,454

















SOCIAL MEDIA SUMMARY

Broadcasts: Marketing continues to explore streaming opportunities, conversations, and content that promote learning and timely topics. Popular examples include:

- **Book Drops (recommended reading by CPL)**
- **Board Meeting:** The board meeting was recorded and livestreamed on Facebook for public to view
- **Page Count:** Podcast series belonging to Ohio Center for the Book
- **Writers Unplugged:** Authors in conversation

Other digital content included storytime videos, footage for news spots, livestream for Writers Unplugged and Board Meeting, and the Book Drops series. Throwback posts documenting CPL's rich history continue to be popular. Other content that performed well included posts about Cleveland READS at Ice Fest, pop culture references with staff, Rihanna's music catalog in our collection (Superbowl halftime).

Most Popular Posts by Platform:

<p> Cleveland Public Lib... Wed 2/15/2023 11:50 am EST</p> <p>Who wore it better?</p>  <p>Total Engagements 770</p> <p> @Cleveland_PL Fri 2/17/2023 9:06 am EST</p>	<p> Cleveland Public Lib... Fri 2/17/2023 9:06 am EST</p> <p>It's our birthday! 🎉 On February 17, 1869, Cleveland Public Library officially opened on the third floor...</p>  <p>Total Engagements 691</p> <p> @Cleveland_PL Sun 2/12/2023 8:50 pm EST</p>	<p> Cleveland Public Lib... Thu 2/2/2023 11:00 am EST</p> <p>#TBT If you are looking for an example of the adage 'A picture is worth a thousand words', today's...</p>  <p>Total Engagements 683</p> <p> @Cleveland_PL Wed 2/15/2023 11:50 am EST</p>	<p> Cleveland Public Lib... Sat 2/11/2023 2:08 pm EST</p> <p>We're at Ice Fest until 3pm! Warm up inside for storytime, sign up for the Cleveland Reads challenge, a...</p>  <p>Total Engagements 364</p> <p> @Cleveland_PL Thu 2/16/2023 11:00 am EST</p>
<p>It's our birthday! 🎉 On February 17, 1869, Cleveland Public Library officially opened on the third floor...</p>  <p>Total Engagements 271</p> <p>Likes 164</p> <p>@Replies 8</p> <p>Retweets 33</p>	<p>Not subscribed to a streaming service? You can still revisit Rihanna's hits on Hoopla with you...</p>  <p>Total Engagements 135</p> <p>Likes 48</p> <p>@Replies 1</p> <p>Retweets 11</p>	<p>Who wore it better?</p>  <p>Total Engagements 125</p> <p>Likes 45</p> <p>@Replies 0</p> <p>Retweets 5</p>	<p>#TBT Clevelander Dorothy Dandridge lounges on the set of the film Porgy and Bess (1959). Movie...</p>  <p>Total Engagements 94</p> <p>Likes 36</p> <p>@Replies 1</p> <p>Retweets 11</p>

PROPERTY MANAGEMENT

Carpenters/Painters

- Eastman Reading Garden- backfilled uneven pavers with sand and cemented the openings.
- Rice branch- installed an aluminum threshold to exterior walk where there's a change in materials from poured cement.
- Fleet branch- removed all damaged ceramic tile from men's public restroom and temporarily backfilled with a cement finish.
- External Relations- began remodeling five book carts for book sale.
- Fulton branch- walkthrough assessment for storage closet build.

Maintenance Mechanics

- Installed ionization at Sterling branch
- Installed new chilled water control valves on air handler unit 3 & 4 at Lakeshore facility.
- Installed new fan coil unit in Main shipping dept.
- Upgraded lighting in Main children's area 4th floor.
- Pulled data cable on floors 7, 8 and 9 LSW for cameras and phones.
- Replaced gas valves and limit controls in boiler at Rockport branch.
- P.M's on boilers and air handler units at branches and Main.
- Repaired restroom door latch controls at Langston Hughes and Mt. Pleasant branch.
- Replaced light fixtures in LSW Auditorium projection booth to dimmable LED's and made repairs to wiring, also removed old A/C unit.
- Re-lamped Auditorium projector and upgraded walkway lighting to LED.

SAFETY & PROTECTIVE SERVICES

Safety Services

2-1-23: CPD called out to Rice regarding possible juvenile with weapon on the Harvey Rice campus. No injury or arrest. Rice branch locked down temporarily as a precaution while CPD investigated.

2-1-23: EMS called to Harvard Lee re: patron with medical condition (OD).

2-2-23: 911 called to Fulton for a patron with a medical emergency.

2-2-23: E 50/Woodland. While in transit from CPL property, Supervisor Caldwell stops to assist male with medical emergency and administers NARCAN until EMS arrives.

2-2-23: EMS called to Fulton for male with medical/psych emergency. Patron to Metro.

2-3-23: EMS/Mobile Crisis called for a patron experiencing a psych emergency. Patron left property prior to emergency services responding.

2-6-23: Staff/SPS @ Hough discovered a firearm in an unattended bag. CPD was notified. In the interim, the owner of the bag realized the firearm had been discovered and fled when police made contact. It was realized that upon leaving he had left two juveniles (teens) at the branch. Police contacted the juvenile's parent who responded to the branch to retrieve her kids. Police confiscated the weapon and made a report for felon in illegal possession of firearm (2023-37341).

2-7-23: One Juvenile was struck in the face with a wooden stick while playing outside of Rice branch. Injury prompted SPS to notify EMS. Juvenile was transported to University Rainbow hospital. Juvenile didn't know phone or address.

2-9-23: Main-Police notified re: Chevy Impala with PA plates (LXF 6208) blocking CPL book drop drive.

2-16-23: Rockport put in temporary lockdown due to a fight outside the branch. One of the participants is alleged to have brandished a firearm. CPD responded and once scene was secure normal operations ensued (CPL SIR 23-0173/CPD 2023-047706).

2-17-23: First responders called to C. West for incoherent patron refusing to leave branch (23-0177).

2-17-23: @ E 131 Partially dressed Intoxicated male taken to Marymount (SIR 23-0174)

2-18-23: C. West-patron experienced a medical emergency requiring EMS. The patron was transported to Metro (SIR 23-0178).

2-18-23: C. West. Patron experienced medical emergency and requested EMS. Patron was transported to Metro (SIR 23-0180).

2-22-23: E 131-patron experienced a medical emergency. Transported by EMS to south point hospital (23-0182).
 2-23-23: Citizen appeared at 525 Superior prior to CPL opening expressing suicidal ideation. First responders were notified, but patron left prior to their arrival.
 2-28-23: CPD on scene at Rockport due to missing teens at property (SIR 23-0193).

**PROTECTIVE SERVICES
 Activity**

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Feb 2023	1908	26	89	12	107	65
Jan 2023	1485	23	27	15	114	63
Dec 2022	1393	18	20	20	76	39
Nov 2022	1332	19	65	10	96	42
Oct 2022	1490	24	41	9	120	33
Sept 2022	1406	14	38	34	86	62
Aug 2022	1639	6	33	30	80	61
July 2022	1613	9	44	37	103	28
June 2022	1752	19	60	17	75	45
May 2022	2046	19	90	9	109	35
April 2022	2129	23	29	32	143	49
Mar 2022	1782	25	31	12	134	67
Feb 2022	1665	28	50	16	123	60

Special Attention, Special Events, and Significant Incidents

2-2-23: Media at West Park and Main Branch
 2-3-23: Early entry required for John Marshall HS chess team.
 2-8-23: Media at Langston Hughes, MemNot
 2-9-23: Media visit at Hough
 2-16-23: St Augustine Child Enrichment at YS
 2-17-23: Cleveland Foundation 8a-early entry
 2-18-23: ACN group in early at LSW
 2-24-23: Man Up Cleveland
 2-24-23: Gallagher Middle School at Clark-Fulton.
 2-25-23: Several Regional Law Enforcement Org reporting hate group activity aimed at Jewish religious groups. Special Attention provided to CPL properties and patrons.
<https://jewishjournal.com/news/356502/jewish-groups-brace-for-possible-day-of-hate/>.
<https://chicago.suntimes.com/2023/2/22/23611081/chicago-police-jewish-communities-vigilant-when-neo-nazi-group-has-declared-national-day-of-hate>.

2-26-23: Jewish Federation of Cleveland meeting at CPL downtown campus

2-27-23: WKYC at Clark-Fulton

Protective and Fire Systems

2-1-23: Work with Legal/Health & Safety to get no parking signs at branches to address unauthorized parking.

2-1-23: Shelving project on 7th LSW -SPS conducting Fire Watch

2-15-23: Fire Alarm Inspection at CDF/Woodland

2-17-23: LSW fire pump controls and the fire pump are not operable. **SPS doing fire watch for LSW.**

Administration

2-2-23: Met with Legal and PS Senior director re: mandated reporter questions from staff at Mt. Pleasant

2-8-23: Participate in on-going Cleveland Reads internal steering committee.

2-16-23: Met with Legal & Accounting re: Guardian contract irregularities.

INFORMATION TECHNOLOGY & CLEVNET

- Jamie Mason and various CLEVNET staff started Admin Training with SirsiDynix. Training is virtual and interactive with a live instructor presenting. Our subscription allows us up to ten attendees per training. Training will continue throughout the month of March.
- Jamie Mason visited Mentor Public Library to get a tour and speak with Cheryl Kuonen, new Executive Panel member.
- On March 21, Brian Leszcz, Megan Trifiletti, and Jamie Mason met with the new director of Ritter Public Library in Vermilion, Ohio and briefed her on what CLEVNET is, services that we provide, and what we can do for the library.

Team Activities:

SOLUTIONS

- The entire solutions team (Andy Busch, Jesse Scaggs, Brian Leszcz) worked to test Bitwarden (a replacement password manager for LastPass) and decided that the product was

superior to LastPass and started migrating CLEVNET staff to it.

- Jesse Scaggs continued to take point on the implementation of the new storage array (Nimble) for the State of Ohio Communications Center [SOCC]. The entire Solutions team met with HP on February 9 to go over the setup. The solutions team is still working on a way to deliver the unit to the SOCC.
- The Solutions Team also met with Logicalis on February 1, 2023, about the next steps for the tenant migration. The software team is going to get the licenses prepared for the first libraries to have in their new tenants and Logicalis projects they will be able to start the first round of migrations in early March.
- The Solutions Team attended the first in-person PC Tech SIG meeting since COVID on February 3, 2023, at the Brunswick branch of the Medina County District Library. The biggest part of the discussion was taken up with the impending retirement of Larry Finnegan.
- Brian Leszcz and the software team worked extensively with Overdrive to migrate from SIP authentication (insecure) to Web Services (much more secure) for eBook users.

HARDWARE

- Reconfigured two virtual appliances at Orrville and Fairport Harbor to reflect the changes in Active Directory DNS servers for web filtering.
- Creation of a new Clevnet.org Domain Controller (itclev-socc-dc02) to replace the 2012 R2 Domain Controller.
- Assisted Cleveland Heights and Madison with their Deepfreeze console updates, requiring updated licensing.
- Orrville's State of Ohio Communications Center [SOCC] Domain Controllers were upgraded.

NETWORK

- Network equipment upgrade at Willoughby Eastlake Public Library Eastlake location.
- Installed new switch at Lorain Public Library Avon branch location.

- Installed a new security switch at Stow Munroe Falls.
- Installed a new Power over Ethernet [POE] switch at Andover for upcoming Voice over IP [VoIP] migration.
- State of Ohio Communications Center [SOCC] preparation for Nimble storage solution and 2 fabric switches.

Executive Panel Updates:

- Panel met February 6, 13, and 27. February 27 was an in-person meeting at Shaker Heights Public Library for all Clevnet staff to have an opportunity to speak to Panel members about succession planning for the Director of IT position.