

DATE: April 6, 2023

TO: Library Board, Pima County Public Library
Board of Directors, Friends of the Pima County Public Library
Board of Directors, Friends of the Pima-Green Valley Library
Board of Directors, Friends of the Kirk-Bear Canyon Library
Board of Directors, Friends of the Arivaca Library
Board of Directors, Friends of the Oro Valley Public Library
Pima County Public Library Foundation Board

FROM: Michelle Simon
Deputy Director, Support Services

SUBJECT: Support Services – March 2023

Library Service Manager Reports

Administration – Beth Matthias-Loghry, Library Services Manager

Tucson Festival of Books Preliminary Report

Report prepared by Beth Matthias-Loghry, TFOB Steering Committee Representative

Priscilla Oliveras best-selling author wrote PCPL festival coordinators a thank-you. “Muchísimas Gracias... I wanted to my sincere gracias to you and everyone involved with the Pima County Library and Nuestras Raíces.” She wanted us to pass on her gratitude for the invitation, and “for all you're doing to shine a light on the work of authors, illustrators, and creators who are sharing stories about nuestras comunidades.” Oliveras, like all the authors, hopes to see us at the Festival again soon ... The 2023 Tucson Festival of Books (TFOB) was back in force, as TFOB sponsorship chair Phil Tygeil said; it was “wonderful and mesmerizing.” Our authors and panel moderators were the same. Moderator and UA Associate professor Christina Ramirez wanted to “add to the GRACIAS ... the panels were all really engaging and exciting. Thank you for letting us be a part of the celebration of the books, the authors, and the gorgeous weekend in Tucson.”

So many are in awe about all it takes to make TFOB work. There is no other book festival quite like it. In this year, where masks were not mandated, “many smiles were clearly in evidence ... the festival is joyful.” PCPL was happy to be in that festival happy place: to intersect with the TFOB mission of a literate community, and to encourage a public that is actively reading and appreciating the diverse culture, heritage, life-ways, and uniqueness of the region we live in.

It takes a host of dedicated and talented staff who join our steadfast TFOB programming and outreach coordinators, Margie, Hassael, Kendra, Carl, and Amy Morris to make it such a great experience. I should be thanking them each one of them independently, but they send their thanks first! “Thank you for giving me the opportunity to moderate,” says staffer Kelsey, “it was very rewarding and fun. The authors were amazing! I hope I can moderate again in the future.”

PCPL makes many connections with thousands of community members at and around TFOB. PCPL venues, genre tracks, workshops: Nuestras Raíces, Teen Activities, Southwest Books of the Year hosted 15 events featuring 45 authors to packed audiences. There were snaking lines for the book signings – some panels authors had to jostle with the panel before them, as they took turns for seats. Author/reader engagement was evident. The Bookmobile was again a feature on the mall, hosting almost three thousand guests over the weekend, and issuing many library cards. The Bookbike was back, in the courtyard of the Nuestras Raíces venue giving out hundreds of free books, and information about Library programs and services. As always, PCPL supported the building of home libraries and learning as staff gave out more than 2000 books and grab 'n goes which included hands on activities for children and teens.

Speaking of teens, PCPL Virtual Program Support Librarian and outreach specialist Carl Murdoc reported that we had an incredible number of youth interviewers (44) representing PCPL Teen Advisory boards, youth interns, and four high schools. These teens read the works of and moderate a recorded interview as they promoted festival authors that write for teens. Travis Cooper, a member of the Youth Health Action Team Intern mentor said, "Interviewing Adam Rex will definitely be one of the biggest highlights of my year. The entire TFOB interview experience was great. Creating questions that were both fun and interesting was a challenge, but the difficulty was worth it!" Daniel Nayeri, one of the other subjects of the teen author interviews, also appeared at the Woods Library the Friday before the festival, as Welcome to America's inaugural author appearance event. (I cannot wait to listen to the Teen Author interviews when Carl posts them.)

Finally yet importantly, Nuestras Raíces Program Collaborator Loren Cruz, and Hassael coordinated with the TUSD Mexican American Student Services to host a TFOB outreach at Safford Middle School. Approximately two hundred and fifty 6th grade students gathered for presentation of Roni's Ashford's book Raulito and Chicano heritage. Every attendee got a signed book from PCPL, Roni, and an invitation to the Festival courtesy of our very own Latinx Program Manager (Hassael.) Governor Castro's daughter, Beth Castro and her daughter attended. As Loren says, "TUSD and SUSD are hungry for more outreach opportunities, and PCPL would be smart to invest in young scholars from these public institutions. A step in addressing literacy and information inequality is going directly to the communities that historically have less resources and" make connections as information professionals.

PCPL Administration, the Literary Arts Office, and our representatives from the TFOB Children's, Book and Author Steering Committees, and an assigned internal TFOB Advisory team will once again convene internal After Action Review (AAR) about the Festival so that we can continue to meet our strategic promises and improve on the experience.

Support Services – Kate DeMeester-Lane, Library Services Manager

There are some exciting developments in progress this month! First, the Collection Development Office (CDO) and I started taking an online course called "How to Build and Defend Inclusive Collections" which is offered by Library Journal. A foundational pillar of our Collection Development Policy is that we want to have materials for everyone. That does not mean that the same items will work for every person, but rather that our collections include such a range of diversity that every person in Pima County can find materials that represent them and their worldviews. The importance of inclusiveness is not always readily apparent to the people we serve, and we want to improve how we teach folks about the myriad of ways we defend every person's [Freedom to Read](#). Protecting this freedom for everyone in Pima County is crucial for a free flow of information and ideas at the library, as well as an informed citizenry beyond our doors.

Thanks to our remarkable and hard-working Technical Services Team (TSV), we are now able to order unprocessed materials more frequently from Amazon. This means more effort for them, as items from Amazon are not processed in the same manner as materials that arrive from our other vendors. However, the benefit to us is that a much wider variety of materials is now available. Because of all they do to make sure materials are findable and accessible, we can make this wonderful change.

Finance and Facilities – Sharla Ronstadt, Library Services Manager

In Finance, the accounting staff made one site visit in March to the Miller Golf Links Library. It was an excellent opportunity for the branch library and accounting staff to get to know each other and learn about the various accounting processes that impact public services. We scheduled two cash handling audits this month and will continue throughout the year. I am reviewing the Purchase Request Form and looking to create an electronic Adobe version to improve the process of requesting supplies and mapping out various internal processes. In addition, we updated internal documents and the staff intranet regarding updated Mileage Reimbursement Forms. We sent out communications to staff regarding the new increase in the reimbursement rate from .445 to .625 per mile.

Regarding facilities, we are receiving 2023-2024 Branch Furniture and Facilities requests from Public Service Managers due by the end of the month. In addition, we confirmed facilities project dates for three projects that will involve a branch library closure. Closures currently scheduled include **Kirk-Bear Canyon Library, closed 3/15/23-3/19/23 for new shelving and furniture; Himmel Park Library, closed 3/17/23-3/20/23 for a new service desk install;** and **Salazar- Ajo Library, closed 4/24/23- 5/5/23 for re-carpeting.** Meetings were scheduled to go over general logistics with the Manager, Library Services Manager, and Deputy Director of Public Services for these locations.

Communications and Systems Office Web Team – Jen Maney, Program Manager

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How to sync Libby between devices

Speaking of Libby, did you know you can sync what you're reading or listening to across more than one device? This works for your wish list, loans, holds, tags, reading progress, bookmarks, notes, highlights, and [added libraries](#).

Read more at <https://www.library.pima.gov/blogs/post/how-to-sync-libby-between-devices/>.

Facilities Projects - Ken McDonald, Facilities Administrative Specialist

Martha Cooper Library – Expansion construction to last approximately 18 months. Progress reports in the future. When we reopen, the library will be nearly double size. The 13,554 square foot building will give us more room to offer services to the community. We are expanding the children's space, teen's area, programming rooms, and adding study rooms. We will also have a much larger space for books! You will enjoy our expanded collection and comfortable places to read. The large meeting room will connect to an outdoor, shaded meeting area with a sliding glass wall, allowing for large-scale indoor and outdoor events. Solar panels will provide a shade structure with benches to use Wi-Fi in a shady spot. The grass area out front will be enlarged as well.

Esmond Station – Parking lot expansion is proceeding with berms one & two and basins completed. Curb work is completed. Project is on schedule despite rains previously. Paving is complete, pole lighting and stripping should be complete by end of March. The monument sign will be replaced with one that sits higher off the ground and creates better visibility from the road. The sign should be completed in the next few months.

Salazar-Ajo Library – Carpet replacement project scheduled to begin April 17th and be completed April 24th.

FY 2023/2024 Furniture and Facilities Branch Requests – Request forms were open for input by branch managers on February 1, 2023, they have until March 31 to submit their requests. After March 31 the Library Service Managers will review and comment on their respective branches, they have until May 31 to complete their review process.