

DATE: June 1, 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 – May 2023

Library Service Manager Reports

Administration – Beth Matthias-Loghry, Library Services Manager

JDC Library Program Update (provided by Stephanie Mitchell)

Field Notes: Exploring You, the expressive arts journal I reported on in September 2022, is now in the hands of our youth! Thanks to the collaborative efforts of Marge Pellegrino – our writer-in-residence – and CSO staff Reneé Bibby and Carolina Caples, this colorful and fascinating invitation to reflection and creativity is now given to each youth entering JDC. I hand it to them myself and invite them to dive in and give it a try.

This summer, I will begin the evaluation phase, seeking feedback from youth as well as from the adults who work with them in various capacities. Initial anecdotal feedback is positive; the CAPE school is actively encouraging its use during some school hours and integrating a conversation about using it into their student intake process. We will take the lessons learned in this phase to improve the program and inform decisions for a possible second volume.



Programs Return - PCPL presenters are finally being allowed back inside the facility following a long COVID hiatus and we are currently working on scheduling some fun summer programming. In addition to bringing back our live presenters for yoga, art, music, and other programs, we now have a digital program “suite” ready for virtual programs. I will also use this versatile equipment to demonstrate the world of digital resources available through PCPL as well as bring these youth up to speed on technologies and skills they will need in school and the work world. The digital divide disproportionately affects these young people, and this is a fantastic opportunity to help bridge the gap.



Support Services – Kate DeMeester-Lane, Library Services Manager

Collection Development/Technical Services/Delivery

This month, I offered two internal sessions for staff on how to deal with collections complaints that they receive while working on our public desks or in the stacks. We discussed many of the best practices one would expect, like a focus on educating the public why we do what we do, and reminders that we defend everyone’s freedom to access materials, including anyone making a complaint. Many of these conversations have been targeting LGBTQ+ members of our community, and it was a strongly emphasized point that the Collection Development Office is here to support staff in any situation where a complaint arises. Our LGBTQ+ staff is feeling the weight of negative and often aggressive opinions, so another follow-up from these meetings will be more training opportunities for staff on topics like how to help when you are a bystander witnessing hateful or derogatory speech in the Library and signage that makes it clear that the Library does not tolerate expression of hateful or derogatory feelings towards anyone, whether staff or the public.

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

Website Highlight: Local Interest

Many of our libraries have **art exhibit spaces** to show off the talent of local artists. These exhibits are highlighted on our Local Interest page: <https://www.library.pima.gov/localinterest/>

The Local Interest page also features **Read Local** book carousels, so people can discover regional titles available at the Library and at the Tucson Museum of Art.

Scroll down on the page, and you'll also see our **Online Photo Exhibits**, including public art at libraries, Nuestro Barrio, and A Walk to the Library.

Get Ready for Summer Learning

This year's Summer Learning theme is *All Together Now*, and the Library has a lot in store for families.

On the website at <https://www.library.pima.gov/summer/>, families can discover special summer events and activities, connect to the online reading tracker, find book recommendations, learn how to become a community scientist, and express their inner artist by contributing to Story Sketches.

Finance and Facilities – Sharla Ronstadt, Library Services Manager

In Finance, the accounting staff made two site visits in May. 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 *one* cash handling audit this month and will continue throughout the year. In addition, I am prepared to attend one of our regional all-staff meetings and participate in the Circulation Pro Team meeting this month. We continue to work on the purchase request form and a new tracker to be utilized by staff to provide both efficiencies and tracking and communication on the status of their requests. In addition, we continue to cross-train staff in this department so we may support each other when staff are out and are preparing to complete end of the fiscal year tasks.

In facilities, we are cross-training to learn the Maximo system to enter facilities work requests with additional staff. We are scheduling meetings to review the annual furniture and facilities requests this month. We confirmed facilities project dates for one project involving a branch library closure. Meetings were scheduled to go over general logistics with the Manager, Library Services Manager, and Deputy Director of Public Services for these locations. Closures currently scheduled include Oro Valley Library, closed from May 22, 2023, to May 29, 2023, for work on the customer service desks, self-checkout area, and book drops. In addition, the Joel D. Valdez Main Library and Sahuarita Library will have some work being done this month, but the libraries will remain open during this work. They will have minimal impact on the public use of the facilities.

Facilities Projects - Ken McDonald, Facilities Administrative Specialist

Martha Cooper Library – On schedule: Expansion construction to last approximately 18 months. Progress reports in the future. When we reopen, the library will be nearly double the 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 completed.

Salazar-Ajo Library – Carpet replacement project completed.

FY 2023/2024 Furniture and Facilities Branch Requests – Library Service Managers are reviewing and commenting on their respective branches, they have until May 31 to complete their review process. On June 5th Support Services staff will begin the review and approval process of all branch lists with approved items being submitted to Facilities just after July 1st.