

**DATE:** February 1, 2024

**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

**SUBJECT: Support Services – December 2023**

**Library Service Manager Reports**

***Administration*** – Beth Matthias-Loghry, Library Services Manager

**Retirement Announcement:** Margie Farmer, who has worked with me as the Literary Arts Librarian, has announced her retirement from the Pima County Public Library, after an enriching career spanning more than 48 years with PCPL. Over the course of her career, she has had supporting various roles, each one providing her with a unique perspective on the evolution of library services.

She got on board with the library as the Young Adult librarian at the Woods Branch, a time when the card catalog was the norm, and the concept of a computerized library holdings system was unheard of. Witnessing the transformation from those times to our current reliance on individual computers at our desks reflects the remarkable progress in library technology.

Margie has contributed to various facets of library services, but she says the favorite job she has held has been as the Pima County Public Library Literary Arts Librarian, where “the focus is connecting community members with authors and books.” She has been particularly proud of her involvement in initiatives such as the Writer in Residence program, the Tucson Festival of Books, and *the Southwest Books of the Year* publication. Margie’s focus has consistently been on infusing all these programs with diverse voices, with special attention given to the narratives of the Latino and Indigenous communities.

Farewell Margie, I will miss you...

***Support Services*** – Kate DeMeester-Lane, Library Services Manager

**Collection Development/Technical Services/Delivery** – Victoria Salajko, Librarian III

This month, the Collection Development Office (CDO) renewed purchasing of eBooks and eAudiobooks from Overdrive, after the Board of Supervisors voted to increase the annual award amount for our contract with Overdrive, to 1.5 million. This will allow us to continue purchasing materials in Overdrive, to keep up with rising demand from library patrons, for digital materials.

The CDO team also completed purchase of materials for the Opening Day Collection of the Martha Cooper Library. This was a significant time investment for staff, as they reviewed and analyzed thousands of books, both new books not included in PCPL's catalog, and familiar favorites, in order to select the ones that will fill the shelves of the newly renovated library when it opens next year.

The CDO team also met with representatives from one of our vendors, NoveList. NoveList is a service that helps connect readers with books that match their interests and preferences. It is one of the tools we use for reader's advisory requests, when patrons ask for book recommendations. NoveList has a new feature, call NoveList Select, that is available to patrons through our catalog. When looking at a title in the catalog, scrolling down the page, patrons will find a "View all from NoveList" link. There is a tool on this NoveList select page, called Story Finder, where you can click on appeal terms for the title you are starting with, to find other books like it. It's a fun way to discover new books.

As the library is preparing for the closure of the Richard Elías-Mission Library next year, the CDO team coordinated a visit to review the collection at that location. The books in the best condition, and that are still popular, will eventually be sent to other locations so that they will still be available while the library is closed. Books that have not checked out in a few years, or are in poor condition, will be donated. The Friends of the Pima County Library will receive some donations. Other books will find new homes through PCPL's Many Nations Team.

### ***Finance and Facilities*** – Sharla Ronstadt, Library Services Manager

In the area of Finance, the accounting staff will have completed one site visits in December to branch libraries. These site visits are an excellent opportunity for branch libraries and accounting staff to get to know each other and learn about the various accounting processes that impact public services. We scheduled three cash-handling audits this month and will continue throughout the year. I presented to Managers the new purchase request tracker and form at their Public Service Manager Meeting receiving good feedback. I continued to take on additional responsibilities and tasks with the transition of the Deputy Director Position and look forward to working with the new Deputy Director. In addition, I have been focusing on changing the workflow because of staff leaving to ensure tasks are being completed in a timely manner.

Regarding facilities, we have completed the key inventory reviews and following up on outstanding facilities requests. We have started attending planning meetings regarding Martha Cooper Library re-opening and Mission Library closing for renovations. We are still installing additional sensors and improving data collection for public attendance to libraries.

### **Facilities Projects** - Ken McDonald, Facilities Administrative Specialist

No new facility updates to report.