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**DATE:** June 5, 2025

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

**FROM:** Marissa Alcorta  
Deputy Library Director

**SUBJECT: Community Engagement and Support Services Report – May 2025**

This month of May was focused on planning and participating in the recruitment process for the next Library Director for PCPL. I was part of the panel for first round interviews at the beginning of May. Out of that interview process, three candidates were chosen that will participate in the second round of interviews in late May, where staff and community stakeholders can meet candidates and ask questions. We have wonderful candidates and hope to continue with the recruitment process in a timely manner.

I also worked on a partnership with the Pima County Health Department on their Cooling Centers initiative. 18 of our library locations will be cooling centers, where our community can come in and get out of the extreme heat. PCHD provides supplies, such as bottles of water, cooling towels, and Liquid IV packets (electrolytes) for customers to utilize. Our official timeframe as a cooling center is June 2-August 30<sup>th</sup>. But we will be open our regular hours so anyone needing somewhere to come in out of the heat can do so year round. The difference during this period is the extra resources we will be receiving to give out.

**Community Engagement Library Services Manager – Alina Rowe**

For the month of May my team and I worked on sending all our summer reading program items to all our branches. This year the theme is "Color Our World". To fit this item, we created a Lotería board that participants can complete for a great prize. Our summer reading program begins June 2nd to August 2nd.

This month I was able to attend the Net Inclusion Conference. Some of the sessions I attended were, Bridging Health & Technology: Telehealth in Alaska's Native Communities, Empowering Communities with Student Led Digital Skills Training, and Seven Star Communities: Lessons Learned from Digital Inclusion Efforts in Indian County. These sessions helped me make connections with people from around the United States and learn about how different organizations are working to provide digital access, skill building, and how to help community members who are hesitant about technology but need the skills to thrive.

This month we welcomed our new Latine Program Manager! We are super excited to welcome our newest member!

### **Latinx Community Engagement Manager – Vacant**

### **Workforce and Economic Development – Matthew Landon**

#### *Job and Career Help*

May 2025 saw the final cohort graduate from the Digital Skill Building pilot project at Sam Lena-South Tucson Library. This class was a collaboration with Pima Community College Adult Basic Education where students learned computer basics, how to use email, and google applied skills. The spring session of Literacy Connects wrapped up in May. Literacy Connects provides for the library online and in-person English Language Classes, Computer Classes, and GED classes. Our office wants to expand digital skill building classes at libraries and is talking with Literacy Connects about offering ‘train the trainer’ type sessions.

Also, in May, planning and promotion came together for the summer Writer-in-Resident, Logan Phillips, whose poetry and prose work, *Reckon*, comes out next year. His residency starts with workshops, one-on-one consultations, and a writing group in July at Valencia Library and wraps up in August with workshops for kids aged 8 to 13 at Santa Rosa Branch. PCPL is committed to continuing the Writer-in-Residence program despite cuts to the Institute of Museum and Library Services. Each year since 2016, the program captured the attention of the community and successfully created and inspired new authors and much new writing.

We ramped up interviews, orientations, and enrollment of Career Online High School students this month after receiving funds for additional scholarships from the Library Foundation. There are currently 43 students actively enrolled in the program with an additional 11 who completed the prerequisite course successfully since April 23, 2025. Most of the potential students we interviewed were interested in getting their high school diploma so that they could both motivate their kids to do well in school and to be role models for them. They are all interested in getting their high school diploma to improve their job and career prospects.

### **Collection Development Library Services Manager-Kate DeMeester-Lane**

As we approach the end of the fiscal year, I thought it might be of interest to learn more about how we spend our materials budget without going over. Each year, we progress through our materials budget with funds that are encumbered (ordered but not arrived or paid) and expenditures (ordered, arrived and paid). We order many of our books six months or more in advance, and as a result, publication dates may shift. In mid-June, we look at our encumbrances and consider the items that will not arrive on time for June 30, since we may not pay for any items that have not arrived. Although these funds are technically still encumbered since we do not cancel orders because of the end of the fiscal year, we can safely know that they will in fact be billed against the new fiscal year and we can spend this money.

Freeing up these funds allows us to put an extra bit of the budget into our digital collections. One of the comments we hear most often about collections is that folks wish we could have shorter wait times for all materials. Since these items are expensive, sometimes have long hold lists, and can be invoiced and paid immediately, this offers us a great opportunity to speed up some of our hold lists by adding more copies on titles with the longest wait times. This allows us to come very

close to spending all our available materials budget for the fiscal year, as well as boosting customer satisfaction around digital materials. It's a win for everyone!