



**Rochester
Public Library**
More Than You Think



**Monroe County
Library System**
www.libraryweb.org

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TO: RPL and MCLS Boards of Trustees
FROM: Patricia Uttaro, Director
DATE: February 26, 2018
SUBJECT: Monthly Report – February 2018

Joint RPL & MCLS Board Action Items

Proposed FY19 Central Library Budget (Agenda Item II.1)

For the FY2018-19 fiscal year, the Central Library faced an approximate \$200,000 gap, based on a loss in revenue and wage/salary increases (contractual cost-of-living adjustments and NYS minimum wage law). Benefit costs were roughly flat this year, with a slight reduction based on retirements from FY17 and current year; total benefits costs are approximately \$35,000 less in FY19 (\$3M) compared to FY18.

The gap was closed through the elimination of three full-time position vacancies, and the elimination of several part-time positions. However, new part-time positions, a new full-time position, a transfer from Branch administration and a part-time staff to full-time conversion mitigates operational impacts with a net FTE decrease of 0.2 positions. Other savings came from reductions in library materials (\$36,400) utilities savings from efficiencies (\$20,000) and communications costs (\$13,100). For revenue, State Aid is projected with the Governor's proposed 4% budget reduction, given the uncertain statewide fiscal environment. Revenue losses from decreased fine and fee collections are offset by the proposed introduction of private event rentals at Central, based on a detailed feasibility study by Causewave Community Partners. Detailed summaries of expense and revenue changes by department are included in Board reports.

Based on 2017 MCLS expenses under budgeted allocations, the projected MCLS fund balance is approximately \$223,713, pending final County year-end close. The projected *available* balance is \$153,713, based on June MCLS Board action to allocate funds to the Automation Trust Fund. The minimum fund balance required by the MCLS fund balance policy is \$70,400, based on 1.5% of the MCLS 2018 budget.

The proposed budget was reviewed by the Joint Boards Finance Committee on February 14th; the recommendation from RPL Trustees on a 5-1 vote was to submit the budget as reviewed and accepted by the committee.

The proposed budget was reviewed by the Joint Boards Finance Committee on February 14th; the recommendation from MCLS Trustees, while tied on a 1-1 vote, endorsed submitting the budget as reviewed by the committee to the full Board.

We are continuing to revise the Central Library Development Aid (CLDA) budget, based on legislative adoption of the state budget and evaluation of FY18 expenditures. How expenses within the proposed FY19 budget will be allocated for CLDA will be submitted for Board approval in the spring.

BOARD ACTION REQUESTED: Approval of the proposed 2018-19 Central Library Budget.

RPL Board Action Items

Proposed FY18 Community Library Budget (Agenda Item III.4)

Each year, the City Office of Management and Budget establishes a Base Level Allocation (BLA) amount to be met with each department's budget proposal. This year, a reduction of \$326,400 was requested. To limit the impact on

public operations, it is recommended to shift an Area Coordinator manager from Branch support to the Collections Manager vacancy in Central, eliminate remaining (vacant) book distribution part-time staff, and modify the operations of Branch administration to add a full-time outreach and community service librarian. Other operating savings were realized from reducing materials budgets (\$28,000), utilities (\$25,000), part-time page hours and other minor savings. In addition to operating reductions, capital allocations of furnishings and facilities repairs and reduction of scope of the Winton Children's Room renovation totaled \$261,500 in capital cost reductions for FY19.

The proposed operating and capital reductions exceeded the BLA, in part to pursue a proposal to increase full-time staffing at branches in the areas of early childhood services. Two part-time Librarian I positions at the Arnett and Douglass branches are incorporated as full-time, and a third part-time position is proposed as full-time from the Wheatley branch, underwritten by a charitable trust allocation (award pending). The full-time positions are intended to address continued turnover in library staffing at the branches, as well as to support *Raising A Reader* partner sites in the respective library service areas after conclusion of the AmeriCorps grant program this fall. Other minor staffing and service changes are reflected in the attached documents. The proposed budget was reviewed by the Joint Board Finance Committee on February 14th and endorsed 5-1 by the RPL Finance Committee.

BOARD ACTION REQUESTED: Approval of the proposed 2018-19 Community Library Budget.

Winton ESOL Classes - Agreements and Amendments (Agenda Item III.5)

Last month, the Board accepted a \$10,000 American Library Association (ALA) grant award, the *American Dream Literacy Initiative* to provide English for Speakers of Other Languages (ESOL) classes and materials at the Winton Branch Library. The grants team has recommended Melinda Borshoff to provide ESOL classes, at an hourly rate of \$28 for a total of 75 hours (\$2,100). The team has also recommended current Wheatley TASC (Test Assessing Secondary Completion) instructor Melissa Parrish to provide classes at the same hourly rate, amending her existing agreement to include 70 additional instructional hours (\$1,960). The total fees of \$4,060 shall be covered by the ALA grant, with balance to be utilized for class materials and supplies.

The grant, associated programming and professional services described above shall begin in March and end in October 2018 – note the original grant acceptance was initially provided with an end date of June, 2018. ALA has clarified the grant period can extend through fall, 2018.

BOARD ACTION REQUESTED: Approval of a Professional Services Agreement with Melinda Borshoff, for the services described, for an amount not to exceed \$2,100. Approval of an Agreement Amendment with Melissa Parrish, for the services described, for an amended amount of \$1,960, for a revised amount not to exceed \$6,560.

3D Printing Policy Revision (III.6)

RPL developed a policy and procedure on 3D printing several years ago when the first printer was installed at Sully. A new printer has been added to the Central Library Carlson Patent & Trademark Center, which has necessitated a revision to the original policy. The primary revision is the change to a flat fee of \$1.00 per hour for printing an object. A copy of the policy is included with this packet.

BOARD ACTION REQUESTED: Approval of the revised 3D Printing Policy for RPL.

MCLS Board Action Items

CampbellNet Solutions Professional Services Agreement (Agenda Item IV.3)

Library Automation Services has identified data communication needs with various network equipment infrastructure. CampbellNet has provided services at member libraries and for LAS for several years. The contractor will bill for services rendered at a rate of \$150 per hour. If there is a need for parts or equipment replacement, MCLS will pay state contract pricing, or the actual cost paid by the contractor. The total amount of the contract will not exceed \$5,000 with a term of January 1, 2018 to December 31, 2018 and is funded from the 2018 MCLS operating budget.

BOARD ACTION REQUESTED: Approval of a professional services agreement with CampbellNet Solutions for an amount not to exceed \$5,000.

Report Items

Patricia Uttaro, RPL Director

Recommended Reading/Watching

- For the Love of Libraries: How Libraries Use Content to Tell New Stories - <http://contentmarketinginstitute.com/2018/02/libraries-content-stories/>
- Do Librarians Discriminate? https://lj.libraryjournal.com/2018/01/opinion/backtalk/librarians-discriminate-backtalk/#_
- Modern Libraries Innovate to Better Serve Their Communities - <http://www.cbc.ca/radio/spark/383-dangerous-data-libraries-and-more-1.4516637/modern-libraries-innovate-to-better-serve-their-communities-1.4516679>
- ALA Program Model: LROC - <http://programminglibrarian.org/programs/library-resource-outreach-center-health-central>
- The Branch - <https://www.dropbox.com/s/asu0o50wl9kgha8/The%20Branch.mp4?dl=0>
- Imagining a Fine Free Future - <https://americanlibrariesmagazine.org/blogs/the-scoop/imagining-fine-free-future/>

Upcoming Events

- March 1, 11:00 am – Press conference to announce an interactive exhibit at Central in partnership with Center for Community Health URMC to acknowledge Colorectal Cancer Awareness Month.
- March 12, 5:30-8:00 pm – Library Trivia Night at Lost Borough Brewing to support New Yorkers for Better Libraries. If interested, see me for more information.
- April 11, 5:30 pm – Rochester Business Journal “Woman of Excellence” Awards – As you know, I was selected to be part of the inaugural class for this award. Ned and I will provide information later in the month regarding attendance at the dinner.
- April 13, 6:00-9:00 pm – The Big Pencil Awards – I was recently informed by Alexa Scott Flaherty of Writers & Books that I have been selected to receive the WAB Big Pencil Award as “an individual who has made lifelong contributions to Rochester’s literary community.”

Central Library & MCLS Office Updates

Assistant Directors Sally Snow & Tolley Reeves, EdD, reporting

Assistant Director Snow worked with County Attorney Brett Granville to follow up on an incident with Jeremiah Williams, a patron who has been banned from the system for lewd behavior. He recently appeared and was recognized at the Douglass Branch. Staff at Douglass called the Rochester Police Department and told them Williams was banned. Williams denied ever receiving the banning notice (he received it in court in the Town of Rush) so the officers let him go. Erin Clarke, Branch Supervisor at Douglass, is following up with RPD to get a photo of Williams receiving the barring letter she printed and handed to him. Snow is following up with Granville to see if we can get an Affidavit of Service to show police if Williams shows up again, so he can be arrested on trespassing charges. All libraries have been instructed to call 911 if they see him.

Snow visited OCLC (Online Computer Library Center) for a two-day focus group consisting of directors from mid-sized urban libraries. OCLC is interested in development of new products and asked the group what challenges libraries are facing regarding marketing their services. Pictured is the group touring the data center that houses WorldCat, OCLC's online catalog.



The new Rochester Public Library website is largely finished, although the RPL Web Team continues to make small tweaks and improvements to the site. Next steps will include assigning responsibility for content updates and training staff responsible for that work. Since the launch date on 12/27/17 the page has had 4,029 total visits, with the most visited pages being Local History and Genealogy and the Central & Branch pages.

Snow gathered a team to review the wayfinding signs at the Central Library. Moving of divisions and time have made some of the signage, incorrect, irrelevant and just plain tired looking. The team is charged with finding the best placement for signs, as well as developing a cohesive design scheme and finding economical ways to create signs in house. At the first meeting, the team - Snow, Ana Suro, Corinne Clar, Kristin Spath, Andy Coyle, and Jessica LaManna looked for examples of signs in other libraries and gathered ideas. Team members are making notes on current sign placement and will reconvene in March.

MCLS Office Statistics, Sally Snow reporting

Overdrive (January):

- eBook Circulation: 30,141
- Audiobook Circulation: 15,611
- Video Circulation: 165
- Total: 45,917

Interlibrary Loan:

- Lending
 - Requests Received = 762
 - Requests Filled = 327
- Borrowing
 - Requests Received = 42
 - Requests Filled = 35

Central Meeting Room Totals for January:

- Total Number of contacts: 54
- Outside inquiries and tours for people who show up and want to see the rooms: 18
- City/County: 13
- Staff: 42
- Number of rooms/events booked for the month of December: 115

Social Media, Alicia Gunther reporting

Facebook

- Page views - 690
- New page likes – 47
- Page Reach – 44,724 people
- Post engagements – 4,729
- Checked in and mentions – 23 people
- Facebook Events Calendar

RPL-MCLS Director's Report – February 26, 2018 (Continued)

- Individual events reached - 20,040 times.
- Visitors went to our full events calendar 2,015,
- 528 people engaged with the event on Facebook or linked to our MCLS page through the event
- Video Views – 9,542
- Responded to 6 messages on Facebook

Twitter

Profile Visits

- Rochester Public Library – 1,009
- Monroe County Library System – 403

New Followers

- Rochester Public Library – 28
- Monroe County Library System – 2

Engagements

- Rochester Public Library - 231
- Monroe County Library System - 27

Favorites

- Rochester Public Library - 112
- Monroe County Library System - 18

Mentions

- Rochester Public Library - 54
- Monroe County Library System - 23

Instagram

- New Followers – 47 (792)
- Likes – 312
- Comments on a post - 15
- Mentions – 4
- Saves - 2
- Engagements - 329

Constant Contact Newsletter

- Subscribers who opened newsletter – 1,286
- Click through – 201
- New subscribers – 21

Google+

- Profile Followers - 1
- Collection Followers - 5
- Post Shares - 2
- Views - 87
- Likes - 2
- Comments - 0

YouTube Channel

- Video views – 357
- Videos added to playlists – 9
- New subscribers – 2
- Shares - 10
- Likes - 2
- Comments - 0

Shipping, Frank Russo reporting

The department processed 669 Hold totes and hauled 6,391 total totes in the month of January. This is a 2.5% increase in overall volume when compared to the month of January, 2017.

On January 16th, the freight elevator for the loading dock broke down forcing the department to use the staircase for loading and unloading the trucks and also for receiving deliveries. The elevator remained out of order until the afternoon of the 18th. A total of 906 totes with a total estimated weight of roughly 32,000 pounds were brought up and down the stairs during this time. In true Shipping Department form, there were no backlogs on the number of items sorted and no injuries from the strenuous work.

Library Automation Services, Brenda LaCrosse reporting

- Closed 583 Helpdesk tickets this period; 55 tickets currently open
- Took action on 108 emails from Patron Inquiries account
- Assisted 23 patrons through the overdrive.inquiries email account
- Assisted 11 patrons and staff members through the webmaster account
- Created 7 new email accounts. Deleted 6
- Approved 27 reviews in CatalogPlus
- Ran and distributed 82 CARL Report Requests. (12 custom)

Outreach Services, Melanie Lewis reporting

General Services and Programs

- Outreach Station Team selected, charged, and packed 822 materials for 12 circulating stations, and fulfilled 108 special requests.
- Added 3 new homebound patrons
- Outreach Librarians selected and delivered 475 titles and digital downloads to 34 homebound patrons. Mailed 3 digital cartridges with 72 audiobook titles.
- Mailed one reference packet to 1 homebound patron.
- Outreach distributed 17 “Making Moves” reentry resource packets to currently incarcerated individuals, Transitional Coordinators and parolees.

Station Visits:

- Highlands at Pittsford – This was my second visit to the Highlands at Pittsford. They are one of our higher-loss stations and there's been some staff turnover. They invited me to their recreation department meeting, which was ideal as I got to talk to everyone involved.
- The Villages at Unity (Greece) – Met with Resident Services Supervisor about beginning station services. The Villages at Unity is an assisted living facility located on Long Pond Road. There are 40 apartments, mostly inhabited by women ages 70-102.

Outreach

- Outreach Librarians conducted one small group (8) presentation to men in the Monroe County Correctional Facility's Bridges to Education Program. We shared reentry information about resources available in the JIC (Job Information Center), RPL, and community.
- Provided Monroe County Correctional Facilities, Henrietta and Downtown locations with over 175 paperback titles.
- Completed the collection and delivery (some via MCLS Shipping) of over 35 boxes of clothes for RSCD #9 Winter Clothing Drive to support families new to Rochester as a result of Hurricane Maria.
- Outreach Coordinator attended monthly meeting of #9 School Community Engagement Team.
- Outreach Librarians and Information Desk Librarian Magdy Carrillo attended a meeting with Dr. Tisha Smith, Director of Inmate Drug and Alcohol Treatment Programs about bringing more programming to the Monroe County Correctional Facility (Henrietta and Downtown).

January 2018 Outreach Spotlight

Extension patron Ann Parsons is a published author! Her first novel, *The Demmies*, has been close to 40 years in the making. It began as a braille manuscript, written on a Perkins Braille Writer, and has ended up, after going through several incarnations, in print. Ann was born blind. Her personal struggles with obtaining information and with writing led her to pursue a career in education. Ann runs her own business tutoring adults who are blind or deaf-blind in learning braille and various assistive technologies. When Ann isn't working or writing, she enjoys reading, especially mysteries, science fiction, and fantasy. She is a choral singer and a swimmer, too. Ann has been an Outreach patron since 2009.



About *The Demmies*

The Demmies were the public's darlings, but they led a double life. By day, they posed for pictures, were guests on TV shows, and helped to increase knowledge about genetic engineering by taking part in scientific experiments. By night, they faced Dr. Albert Lud's unauthorized experiments and his torture. Was there something better for the genetically engineered, foot-high humans? Could they escape? If they did, could they find food, shelter, and freedom from the ogre who tormented them? Could they trust any of the "big folk" to help them? These were some of the questions that kept Alex Kenyon awake at night. His daughter, Ruth, wondered what made a human being. Was it size? Was it intelligence? Was it belief in God? What made her know she was a human being, even though only nine inches tall? This is the story of how Alex's and Ruth's questions are answered.

Technical Services, Gabe Pellegrino reporting

Technical Services Internship – Adriana Schubmehl began an internship in the department, supervised by Gabe Pellegrino. Adriana currently works as head of Processing at the Irondequoit Public Library and serves on the Circulation Desk and does linking of materials. She is working on a Master of Library Science degree. So far Adriana has observed the work done in Technical Services with a special emphasis on Acquisitions, including invoice entry, receiving, and approving; creation of vendors in the CARL ILS and requesting them in MUNIS; entering requisitions in MUNIS; payments in the Serials module; placing special orders; contact with vendors; conferring with Central staff; procedures for *Rochester History* subscription files; responding to a request for copies from an out-of-town subscriber; adjusting and correcting encumbrances; cancelling subscriptions; verifying New York State Contract information; and ordering direct by phone. Adriana has also observed some original cataloging on a gift book, with some instruction on basic MARC data. Further instruction will continue with more in-depth information and perhaps some hands-on practice in acquisitions, cataloging, processing, weeding, and collection analysis, including application of information gleaned from reports from CollectionHQ. Adriana is with Technical Services for 10.5 hours per week through April 2018.

Children's Services, Tonia Burton reporting

In January, Central Children's staff provided over 100 storytimes and other family events, and served over 1,500 children, parents, and teachers. The most popular event was a Paw Patrol Party where children and their parents visited eight "rescue mission" stations. The stations varied from a reading corner to assembling a simple Paw Patrol puzzle to throwing bean bags into a cardboard house to "put out a fire." Statistically, children from low-income families watch more television, so staff were hoping to draw more families to the library with an event based on a popular TV show. They were not disappointed! Here is a Raising a Reader child from ABC Headstart visiting the Central library for the Paw Patrol Party in her Paw Patrol pajamas. She had a blast!



Outreach/Community Contacts

- Burton attended a planning meeting for a grant, *Ready to Learn Community Collaborative for Early Learning and Media* at WXXI. Partners are WXXI, Rochester Public Library, and Rochester City School District. Other community partners will be brought in as appropriate. The goal is to create a Community Collaborative for Early Learning and Media (“CC-ELM”), an innovative model of community engagement designed to extend the reach and impact of the Ready To Learn content in low-income communities.

Each CC-ELM consists of local networks of community partners – including organizations focused on home visitation, family health, early learning, and community technology, as well as museums and libraries – working to give all kids the best possible start. Within each Collaborative, public media stations serve as the educational media partner and work to embed RTL's rich resources into effective community programming that serves low-income children and families. A series of outreach interventions designed for informal/formal learning environments are being implemented in communities nationwide, including Family Creative Learning workshops, camps for after school and summer learning, and flexible activities designed to work in a variety of formats that expand the reach, use, and impact of the assets.

The objective of the CC-ELM is to give children ages two to eight from low-income households a stronger foundation in early science and literacy learning by engaging them, their families, and their caregivers with Ready To Learn's high-quality digital and hands-on educational content. This is a planning grant which ends April 30, 2018. The group also met with Principal Eva Thomas at School 57 and will collaborate with parent events already in place to begin focus groups.

- Librarians Miranda Hazen and Kathy Wolf provided ten separate storytimes for the kids at the MetroCenter YMCA. Hazen also provided three separate storytimes for the kids at TLC Adventures in Childcare.
- Burton attended a meeting at the East Rochester Public Library with the East Rochester Police Department and Youth Department to discuss policy and procedures for unattended children. There had been a surge of unattended children not abiding by the Patron Behavior Policy at the library and causing issues throughout the building. Library Director Meredith Fraser and Children's Librarian Kelly Rosengren requested Burton attend to help them create a supportive and proactive environment.

Teen Central

Spotlight on a Legacy: Rochester Young Scholars & SUNY Geneseo

Teen Central has been fortunate to collaborate with the Rochester Young Scholars tutoring program that originated from SUNY Geneseo and was founded by Susan Preston Norman. This relationship began in 2009, and places education students from SUNY in Teen Central on Saturdays during the college semester. These education students provide tutoring for high school students. Future educators gain valuable real-life skills in group management and instruction, and youth get help with their school subjects. This group also feeds students lunch on Saturdays, which helps fuel their brains to concentrate more successfully on their work.

Although this program has been supported by generous donors, the most heartfelt and meaningful donors are Mr. and Mrs. Ryan in honor of their son, Sean. Sean was an undergraduate student at SUNY Geneseo and on track to be a future educator before his young life ended in a tragic accident. One essential component to the program has been Sean's Trunk, a large antique trunk filled with books to give to Rochester youth so that they have more books in their homes. Sean himself was an avid reader. We celebrated Sean's legacy with a remembrance ceremony, a book “tasting” event, and gave away books to youth of all ages. Sean was an amazing person who loved books and helping kids understand the world.



imagineYOU, John Hylton reporting

ImagineYOU Compilation CD Project (Outreach Update)

The imagineYOU CD project is starting the second half of recording and is still recruiting young artists. Josh Pettinger and John Hylton have started an outreach effort that uses a new artist application. This application will help us find musically inclined youth. We will be reaching out to high schools to recruit youth who are interested in music production. Pettinger and Hylton will release the imagineYOU artist application soon in the attempt to reach out to a wider range of kids who are musically inclined and have a passion for music production. This will give youth a better access to our lab and spread the word to the masses that ImagineYOU is a great way to start a path in digital skills learning.

https://docs.google.com/forms/d/e/1FAIpQLSdz25Dr8_MSXWaQj4wzxmyDyHNrJ5Ge-TyDwk4DBW8hToeRtA/viewform?c=0&w=1&usp=mail_form_link

imagineYOU lab walk-ins and tours

The imagineYOU lab has experienced an increase in the number of people who want to tour the lab and see what is available. The Thomas family pictured here learned about imagineYOU on the Central Library's website and decided to visit. John Hylton provided a tour and showed them some of the works the youth created. The Thomas family was very interested in coming back and using the space to create something cool.



Learning & Teaching Piano

ImagineYOU is a place where learning, exploration, and sharing occur daily. Here, Yoshua helps Jennifer learn how to play piano using tutorials on YouTube and books from the library. Youth sharing their knowledge of things with other youth helps our lab grow and become a place of learning, acceptance and sharing.



Art and Literature, Nanci Nugent reporting

Art Programs

- **Stuff It! Sewing Woodland Animals** - Stuff It! Sewing Woodland Animals, is a series of classes where students will learn to sew four different stuffed animals, birds, owls, rabbits, and squirrels. Librarian Nanci Nugent taught the first class to 10 students where they sewed a bird and chick. Students used felt and cotton fabric to create the birds. Nugent showed them how to use the sewing machine, how to stuff with a hemostat and how to hand sew with a running stitch. Students were excited to learn some hand sewing with embroidery floss. All said they will be back for the next class, where they will create an owl.

- Forest Bathing - Forest Bathing, a contemplative or “mindful” walk in the woods when one stops to appreciate Nature has become a very trendy and popular practice with proven health benefits. Healing author, Madis Senner, has been practicing what he calls Earth Healing for 15 years. He spoke in the Rundel Conference Room on Forest Bathing and Earth. It goes beyond Forest ‘Bathing’ and looks to connect with Mother Earth and begin to feel her energies and essences. Senner provided a listing of local pilgrimage places that have the power to heal and raise our consciousness. Some of those places have proof positive results: the homes of Harriet Tubman, Frederick Douglass, Susan B. Anthony, Gerrit Smith and others. Madis' book on the sacred sites in Northstar Country has been very popular.

Literature Programs

- Poets Walk: The Power of Words and Art - Kitty Jospe, local poet, teacher and MAG (Memorial Art Gallery) docent, gave a very intimate presentation in the Rundel Arts Room on the limitless potential of art and poetry to increase our powers of perception. Kitty shared poems from the MAG's Poets Walk, paired with images of paintings and sculptures, and discussed how each illuminates the other.
- Writing to Heal: A Six-Part Series - This was taught by Anais Salibian, who has a practice in therapeutic bodywork and teaches writing classes locally. This class has proven to be our most popular writing class yet. Designed to promote self-discovery and healing through journaling, poetry and storytelling, the process that Anais teaches is ideal for people who want to gain insight into their own lives or are looking for a way to achieve well-being during illness and/or stressful situations.

Rosetta Stone - The Arts and Literature Division has added a new database called Rosetta Stone, which enables users to learn thirty different languages. Currently, the database is available remotely only to City of Rochester residents, although it can be accessed by anyone in the Division.

Business & Social Sciences – Darlene Richards reporting

Programs

- Patents & Intellectual Property Considerations - Linda Halliburton coordinated the program, “Patents & Intellectual Property Considerations for Small Business Owners,” co-sponsored with the College at Brockport Small Business Development Center (SBDC). There were 25 attendees along with the presenters Carla Vazquez of the SBDC and Dave Bassett, enrolled Patent Agent.
- Grant Writing - Darlene Richards coordinated the well-attended program “Three Ways Nonprofits Can Stand Out and Get Approved for Grant Funding” presented by Margit Brazda, a nationally certified grant professional and owner/founder of Grants4Good LLC.

Consultations

- Darlene Richards met with a professor from Alfred State who was looking to write grant proposals for Allegany County to fund a Food to Table project. She is interested in the agriculture industry, farming, community gardens, and a year-round farmer's market. Her project is sponsored by the Visiting Arts and Scholar Committee of Alfred University.
- Richards also met with a volunteer from MAC Academy for Refugees, which serves refugee youth ages sixteen to twenty-one. They already have a five-year federal grant, but are looking for additional funding to help serve additional students.
- Richards met with a woman from the Greece United Church of Christ who was looking for information about fitness camp programs.
- Richards met with a young man from St. Peter's Kitchen looking to fund a food pantry and a part-time social worker.

- Richards met with a man from the Seneca Falls Development Corporation. He had attended a program last fall and had remembered that Darlene would assist people with the Foundation Directory Online Professional. The gentleman was looking for grants for a farmer's market, woman entrepreneurship, woman-owned businesses, community improvement, economic development and programs for residents.
- Richards met with two people from the Outreach Community Center. The center has counseling for drug and alcohol addiction, provides clothing, one-on-one counseling, and advocate for people who have court matters. Richards assisted them in finding information on grants for a food pantry and computer lab.
- Linda Halliburton provided research and information for aspiring entrepreneurs who had the following business ideas: independent nurse consultant; business consultant; online business; real estate investment; training program to teach immigrants safe food handling/preparation to sell food such as pastries; real estate investing and flipping homes; commercial cleaning business; real estate investing; machine shop expansion; and online business.

Anecdotes

- The Division was contacted by a *Democrat & Chronicle* reporter, who was doing background research for a story and seeking the text of a 1984 City of Rochester Local Law. The reporter was very appreciative when Jeff Levine and Linda Halliburton located exactly what he needed for his research in the Division's reference stacks in an archived older copy of the City Charter. The reporter's story referencing the Local Law of 1984 was recently published in the *Democrat & Chronicle*.
- Elizabeth Ingham, a representative from the KIVA microloan program, has been on our floor every Wednesday. Darlene Richards spoke with her and learned that 47 loans have been made through KIVA Rochester. Most of the people who have applied for loans have either learned about the program through the library or applied for the loans at the library.

Science and History, Jennifer Byrnes reporting

Meetings

Jennifer Byrnes attended Health Care Chamber Rounds sponsored by the Greater Rochester Chamber of Commerce. She learned a lot about how Rochester compares to the rest of New York State and the U.S. in areas such as number of insured people and health care spending per person. Jennifer met with Chris Cooley and Billy Rue of ROC Community co-working. They discussed the potential to have a regular co-working group meet at Central. Jennifer also attended the Asset Partnership meeting where the UniteUS software platform was debuted to members of the community. This platform will link service providers to decrease time needed for referrals and paperwork. Jennifer met with Beatriz LeBron of Rochester Regional Health to discuss the possibility of extending LROC hours with their case managers. Jennifer Byrnes and Sarah Bishopp Velez attended the monthly LROC meeting with Andy Carey and guest Lexy Wilford from Huther Doyle (HD). HD will have their case managers staff LROC in the near future, so we can offer extended hours.

Programs

- The Mobile Dental Unit was on site two times this month. They were scheduled for three visits but the extremely cold weather causes the unit to not function properly. Nurse Barb met with 53 people. LROC served 87 and Volunteer Legal Services Project served 8.
- "An Introduction to Feldenkrais: Pain Relief through Mind/Body Awareness." Sam Nelson, a Guild Certified Feldenkrais instructor, led a class on the Feldenkrais. It uses slow, gentle movements to help learn self-awareness and improve mobility.

- Person Centered Housing Options, one of the Library Resource Outreach Center agencies, has started a regular series of classes to be held at Central. The first one is “Effective Parenting” and will be held on February 12th at 11am.
- Steve Nash hosted the NY Serves Upstate New York (NYServes.org), a consortium of services, resources and care for military service members, veterans and their families. This was the Initial Progress Review for a new software platform, UniteUS that has been licensed for care coordination.
- Steve Nash and Alla Levi worked with staff from Honeoye Falls-Lima Middle School to bring twenty-six 8th grade students to Central to conduct research for projects they are entering in the regional NYS History Day at the Genesee Country Museum. Several Divisions assisted with this visit.



Outreach

- Jennifer Byrnes and Kate Meddaugh were guests on the Friday Morning Show on WBER 90.5. They discussed the Chester Carlson Patent & Trademark Center and its services for 30 minutes.
- Steve Nash attended the monthly chapter meeting of the Vietnam Veterans of America, Chapter 20. Each month Steve makes connections with veterans and speaks about Central's resources. He also attended the monthly program and the annual meeting for the Greece Historical Society.

Consulting

For the Patent Center, Kate Meddaugh helped 22 people with Intellectual Property needs this month: 11 in person, 5 by phone, 2 by letter and 4 by email. This does not include the number of questions answered but reflects individual patron interactions. Meddaugh's annual report on the Patent Center is included with this packet.

Anecdotes

- Nurse Barb met with a patron whose blood pressure was 212/120, which is dangerously high. He admitted that he went off his blood pressure medication and hadn't seen his doctor in 4 years. Nurse Barb called his primary care physician and the doctor advised him to go to the emergency room. Nurse Barb called Medicaid Taxi and the patron was picked up and sent to Strong. Hopefully, he avoided a stroke because of the intervention. Also, a first-year medical resident from the University of Rochester stopped in to talk to Nurse Barb. She said she had never been to Central before and was amazed at all the different programs and services we have to offer.
- One of our regular patrons came up to Alla Levi and said: “Miss Alla, I'm sitting at a table over there and I'm watching you work with people and I think to myself, I love that woman!” Over the years, this patron and Alla have talked about the struggles in his life (he is now on track) and he is grateful for the pep talks and the moral support Alla has given him. Alla writes: “Many people just need to be heard, understood and know that someone cares.”

Circulation/Information, Cynthia Dana reporting

Statistics

- New borrowers registered—160
- Card renewals—242
- Replacement cards—136
- RRLC cards issued—4
- Notarial acts—72 (performed by 3 staff members)

Information Success Stories

- Brian DiNitto assisted a 67-year-old patron, who is new to computers, set up his laptop. He is retired and runs a hot dog stand in the summer. He needs to learn the computer because NYS now requires him to send in his sales tax numbers online. Brian spent an hour getting his Wi-Fi and Gmail to work and exploring Craigslist.
- A woman who works as a paralegal took the Microsoft Excel class here at the Central Library. She needed to learn how to total values, and transfer values from several sheets onto one sheet in Excel. Brian covered those topics in the class. After the class, he took her up to the 3rd floor to find some Excel reference books and brought her to the circulation desk to get her first adult library card. She has not been in the library since she was a child visiting the Rundel Children's Room. She stated "My, the library has changed quite a bit!"
- A woman came in to make a sound recording to submit for her daughter's audition for School of the Arts. The staff helped her record the music to a second smartphone and convert the file to an .mp3 format to save it on a flash drive, a requirement for the dance audition. She was very grateful that she could do all this at the Central Library. She visited the next week to tell us that her daughter's audition went very well and to thank the Information Center staff with helping with the music recording.

Local History, Christine Ridarsky Reporting

Programs

- Barb Koehler presented one public genealogy program at Central Library (her monthly TGIS: Think Genealogy It's Saturday series) and three programs at town libraries (one at Fairport, one at Webster, and one at Winton).
- Dan Cody of the Rochester Historical Society presented January's edition of Rochester's Rich History, speaking on "Rochester Mobilizes for the Great War."
- A group of students from Honeoye Falls-Lima Middle School visited to conduct research for their National History Day projects. Michelle Finn assisted two groups that were working on projects relating to the woman suffrage movement, while Brandon Fess assisted a student who was working on a paleontology project. The woman suffrage projects benefitted greatly from the rich primary sources available in the Local History & Genealogy Division, and from the sources we have digitized and made available online through Rochester Voices (rochestervoices.org) and the library's website.

Community Outreach/Meetings

- Interest continues in the traveling version of the woman suffrage exhibition *Because of Women Like Her... Winning the Vote in New York State*. In January, Michelle Finn worked with staff at the Brighton Memorial Library and the Chili Public Library to mount exhibits at those locations. Nine additional sites are scheduled to host the exhibit in 2018: Webster Public Library, Pittsford Community Library, The Little Theatre, Mendon Public Library, MCC Brighton Campus Library, Gates Public Library, Greece Historical Society, Penfield Public Library, and the Monroe Branch Library. More host sites will be added as the year progresses. **More than 44,000 visitors have seen the traveling exhibit since October, 2017.**
- Ridarsky continued to represent the City and the Library on the Frederick Douglass Bicentennial Commemoration Committee and met with that group once. She also attended a public event on January 4 to announce the committee and celebratory plans. For information and a calendar of events, visit <http://www.cityofrochester.gov/FrederickDouglass200/>. Ridarsky was a guest on WXXI's Connections with Evan Dawson to discuss the celebration (<http://wxxinews.org/post/connections-re-energizing-legacy-frederick-douglass>) and also prepared a historical exhibit on the Douglass monument for the No Soil Better exhibit that opens at the Rochester Contemporary Art Center on February 2. For information on the exhibit, visit: <http://www.rochestercontemporary.org/exhibitions/no-soil-better-art-the-living-legacy-of-frederick-douglass/>.

- Brandon Fess continues to represent the library on the planning committee for the Anthony Mascioli Rainbow Dialogues: A Bridge from the Past to the Present, a daylong event scheduled to take place in the library in March in collaboration with the Out Alliance. The event will highlight the numerous archival collections that the library has acquired from the Out Alliance over the past few years documenting Rochester's LGBTQ history. Fess attended one meetings of the committee in January. Ridarsky also met once with the committee chair, Evelyn Bailey.
- Finn hosted two meetings this month with staff and students from the University of Rochester to discuss plans for the upcoming community exhibit on the Life and Work of Lewis Henry Morgan. This exhibit will be a collaborative project hosted by the Local History & Genealogy Division in fall 2018. As part of this project, Finn has been advising UR students in creating a research guide on Morgan to add to the patron resources that are available in the Local History division. The guide is now complete and will soon be disseminated to the public.
- The Local History & Genealogy Division/Office of the City Historian received multiple requests for information from local reporters this month, including Berkeley Brean (News10NBC), Jane Flasch (Channel 13 WHAM), Wakisha Bailey (News 8 WROC), and Tianna Manon (*City Newspaper*). In addition, Fess also worked with Brian Steblen of DeBergerac Productions to meet needs for historic images for a video on Frederick Douglass he is producing for VisitRochester.

Collections

- Consulting archivist Stephanie Mathieu continued work this month on the 2017-18 Documentary Heritage Program grant project. She completed arrangement and description of collections received from the Out-Alliance donations, the Rochester Sports Memorabilia collection (mainly Red Wings and Amerks ephemera), and wrote an accessioning guide for the Division.
- Additional work was facilitated by an intern and a volunteer. Intern Kaye Knoll accessioning the last of the collections transferred from the Strong Museum several years ago and began creating a finding aid for the John Reay papers (related to his work as a patent medicine salesman, 1857). Volunteer Susan Potera is continuing to inventory and organize maps and ephemera.
- The division accepted one new archival collection in January, the William Frederick Popp detective ledgers, which detail the daily activities of Mr. Popp as a Rochester police detective between 1920 and 1939.

Digital Projects

Our digitization service provider, IRIS Resources, this month completed digitization of Frederick Douglass' newspapers (*Frederick Douglass' Paper* and *Douglass' Monthly*), along with the *Rochester Freeman*, a pioneering abolitionist paper edited by Myron Holley in 1839 which Douglass credited in *The Life and Times of Frederick Douglass* as one of his inspirations both to publish a newspaper and to live in Rochester. (*The North Star* was digitized last year.) We will begin mounting these papers to the library website and New York Historical Newspapers in coming months. This is the library's primary contribution to the Frederick Douglass bicentennial celebration in 2018.

Volunteer/Intern hours

Docents from the Rochester Genealogical Society volunteered 12 hours in January and assisted 6 patrons. In addition, we were assisted by two volunteers (Susan Potera – 7.75 hours; Nancy Martin – 21 hours), three college interns (Karen "Kaye" Knoll, RIT – 8.5 hours; Diana Batchelor, SUNY Brockport – 30 hours; Samantha Bradley, SUNY Brockport – 30 hours), and one intern from Lifetime Assistance (Ben Mitchell – 12 hours). In addition, 8 volunteers from the Genealogy Round Table of Monroe County continued inventory and create a searchable database of the family file folders that the organization had previously donated to Local History (16 hours). In all, volunteers and interns contributed 125.25 hours of service to the division.

Branch Library Updates

Assistant Director Tolley Reeves, EdD, reporting

Branch Facilities and Operations Plan Update

On January 12, the BFOP Evaluation Team interviewed Hester Street via teleconference. As a result, Hester Street was selected as the consultant for the Branch Facilities and Operations Plan. A Kickoff meeting is scheduled for February 5, to discuss expectations and next steps. The consultant will work closely with me, Joan Lee and the Branch Planning Advisory Committee.

Community Outreach

I had the opportunity to meet with Miguel Melendez and Gildred Aponte from Ibero to discuss community connections and future collaborations. Presently, they're planning a safe play summer program. This summer program will provide a safe neighborhood play area for kids. Ibero is interested in having RPL provide some storytimes during the outdoor play period.

Site Supervisors Annual Meeting

On January 28, I met with all of the site supervisors to discuss performance indicators, new goals, new ideas and training. The performance indicator action plans afforded the site supervisors an opportunity to fully assess their collections, weeding process, circulation numbers and outreach efforts. During the meeting we were able to discuss the impact of Netflix, Hoopla, Overdrive, and other online services.

Branch Administration, Sarah Lydon reporting

Meetings/Teams

- AmeriCorps - The AmeriCorps team continues to work hard and interact with an impressive amount of people throughout their service. Throughout January, the cohort as a whole assisted with 64 story times with 518 attendees, assisted 46 individuals with job searching, resume development, tax assistance, computer use, and held 4 special programs with 26 attendees. Unfortunately, due to illness and other outside factors, the community navigators had a slower month with only 6 programs with 26 attendees. However, this month brings our Year 3 attendance total up to 105, which means we are ¼ of the way to our goal of 100 attendees for Year 3. We have a very busy month planned throughout February, with 10 programs planned for the month. It will be a busy month, but we are looking forward to seeing what we can accomplish! We are looking forward to our Parent Engagement Night with School #57 in early February.

Shawnitea Ragans has taken on organizing the community board at Lincoln and has made some important connections. Ragans has been active in working closely with the UNITY Block Association by the Lincoln branch. She has been assisting them with planning a Black History Month celebration for the end of February and is looking forward to the event. Ragans has also been making connections throughout the community such as attending meetings held by the Joseph Avenue Business Association.

Branch Outreach, Shamika Fusco reporting

Outreach & Storytimes

January 8 Community Childcare
January 13 Rotary Charter Night
January 20 Rochester City School District
January 25 Public Market
January 25 Hobart Street Free Library
January 25 January 9th Ward Free Library
January 25 Maytag Laundry
January 26 Monroe County Corrections
January/30 Community Childcare



RPL attended the Rochester City School District Expo to share information about upcoming events in the Library. I was also able to go and chat with schools from my service area to network about upcoming events.

Rotary Club of Rochester Southwest is officially chartered as of January 13th 2018. The club has 21 members and I have been nominated as Vice President. My

focus is to keep the organization informed of library information and services. I look forward to piloting projects that the Library and Rotary can partner with in the future to better the southwest Rochester community.



Safe To Be Smart Program Highlights, Derrick Coley reporting

- **The Arnett site:** Shetora Banks chaperoned a group of teens to the “Game Changer Media Day” at the Sully Branch library. The teens participated in the Martha Madison Science Technology Engineering Arts and Math (S.T.E.A.M), gaming exhibition. The youth played Martha Madison and the new augmented reality game called, “Martian Math.” The teen participants received a “Game Changer” t-shirt and refreshments for their participation.
- **The Phillis Wheatley site:** Lynnisha Bostick-Beckford chaperoned a field trip with the teens to the movie, “Wonder.” The movie was about a boy with a facial deformity who wanted to fit in. She had the teens relate about times when they wanted to fit in and what happened. The youth shared about “not fitting in” because of size, hair, clothes, neighborhood, skin color, and ethnicity. The youth said they had received unkind treatment, and threats. Bostick-Beckford collaborated with a Zumba instructor Rosalind to work on the winter blues with the youth. The youth were treated to an hour of Zumba dance instruction.
- **The Maplewood site:** Mark Dixon chaperoned a group of teens to the “Game Changer Media Day,” at the Sully Branch library. The teens participated in the Martha Madison Science Technology Engineering Arts and Math (S.T.E.A.M), gaming exhibition. The youth played Martha Madison and the new augmented reality game called, “Martian Math.” The teen participants received a “Game Changer” t-shirt and refreshments for their participation. Dixon facilitated a S.T.E.A.M program with water beads for the teens to guesstimate how many were in a container filled with ordinary tap water. Dixon conducted a life-skills program with teens while playing UNO. The teens playing UNO had to communicate the music, and other hobbies they liked to do with each other.
- **The Lincoln site:** Vera Haygood collaborated with YA/librarian Jacob Bigelow for building strategies with Legos. Haygood hosted board gaming and Wii videogaming programs for teens during Regents exam week. Haygood continues to assist teens with homework, online employment applications, and Internet assistance.
- **The Sully site:** George Carter facilitated the Game Changer Media Day event at the Sully Branch with Second Avenue Learning and library staff. The event exposed dignitaries and guests to the Martha Madison digital gaming series created by Second Avenue Learning game developers. Second Avenue Learning uses concepts in Science Technology Engineering Arts and Math (S.T.E.A.M), in the Martha game while gaining exposure to science terminology and concepts needed to advance with-in the game. The visitors also got to play a brand new augmented reality game called Martian Math for 3rd grades and above.

Carter provided food and refreshments for all attendees. Carter also facilitated a program for remembrance of Dr. Martin Luther King Jr's birthday. The teens had to use the computers to watch and listen to the "I Have a Dream" speech, then join in the group discussion about the other notable aspects of Dr. King's life up to his assassination. The teen participants learned that Dr. King's life provided Americans with more than just a holiday.

- Teen Central site: Lydia Williams-Hylton has been assisting teens and young adults with problems of dropping out of school and homelessness using collective impact strategies, along with contacting the parents with teens' consent. The service agencies Williams-Hylton have reached out to are Department of Social Services, Center for Youth, Probation Department, Hillside, and Salvation Army. She hosted a gaming done differently event for teens. The teens played UNO with oversized cards and chess games to establish relationships with teens they don't usually socialize with. Also, she oversaw a group of teens that wanted to conduct their own teen talk without an adult facilitator.

Southside Branches, Jennifer Lenio reporting

Branch Strategic Plan Progress

Education & Engagement

In the fall of 2017, Arnett unfortunately lost the Homework Helpers assistance with after school tutoring. I reached out to my University of Rochester contact, Colleen McCarthy, Director, UR Local Government & Community Relations, and asked if she might be able to assist us in finding University of Rochester students or professors who might be interested in tutoring at Arnett. At the end of January, we learned from Colleen that she had identified two students who were interested and who will be contacting Bruce Tehan about this possibility.

Stewardship & Curation

Lori Frankunas at Wheatley has done a lot of research and has created a plan to spend this year's Rippey Trust money that comes via the Friends & Foundation of RPL. Highlights of her plan are the purchase of: lightweight, tilt top tables for the meeting room, replacing old, very heavy tables that were difficult to move; stackable audience chairs for the meeting room, replacing old worn chairs; new media; shelving; a permanent bench for the garden; a trash can for the garden; and a new bike rack.

Arnett - Bruce Tehan reporting

Programs

- Although not considered "library" programs, the Genesee Valley Little League uses the Arnett Branch Library on most Saturdays during January to sign children up for the 2018 season and children and volunteer tutors use the library on most Saturdays during January to practice for an upcoming spelling bee.
- Adult Librarian Anne Brown reports that they held their first 2018 Music Series Concert in early January. Despite snowy weather and slippery roads, they had a great audience that thoroughly enjoyed the fun and upbeat Brazilian music. The concert featured the Eastman Community School's Brazilian Percussion Ensemble, with a few songs that included guitar and vocals. This concert was a great kickoff for their annual series and they are looking forward to concerts from more talented Rochester community members in February, March, and April.
- Arnett hosted the 19th Ward Community Association's annual Martin Luther King Jr. Day Celebration. The program featured a keynote address by Rochester City Judge Hon. Maija Dixon and performances by children and teens from the neighborhood. Judge Dixon grew up in the 19th Ward and is a current resident. She spoke about having the confidence to be who we are meant to be and fulfill our dreams, but also the importance of returning to our roots. The children also sang about having confidence and shared their dream careers with us. Due to the snowy weather, the original soloist couldn't make it in to perform, but luckily a brave young lady volunteered to step in and learned the solo song that morning. When audience members complimented her after the event, she simply said, "The other girl couldn't make it, what else was I going to do? Someone had to sing it so I had to learn it." Her great attitude and willingness to help out was an example of the community values that Dr. King himself inspired. Local teens also reenacted the "I Have a Dream"

speech and performed an original spoken word poem. Once again, it was a wonderful community event with local media coverage that continues to be a well-loved tradition in the 19th Ward! We also received some good coverage by the news media:

<http://www.whcc.com/news/19th-ward-celebrates-dr-king/4743056/>

<http://southwesttribune.com/news/annual-19th-ward-community-association-mlk-jr-luminary-evening-celebrating-beloved-community/>

- YA Librarian Katie Powell reports that an artist from Roc City Henna taught teens about the history of mehndi—the use of henna to create body art designs. In mid-January, Indians celebrate a harvest festival called *Makar Sankranti*, which is celebrated in part with mehndi designs. The presenter talked about this celebration and the significance of the art form, and then teens got to practice henna on each other. Everyone enjoyed the program, and two participants got to take home a bottle of henna.



Douglass - Erin Clarke reporting

- Ned Davis (Friends & Foundation of RPL) generously provided us with \$1,200 to offset the cost of programming, food, and essentials for our Frederick Douglass birthday week celebration. There were two re-enactments (2/14 and 2/16) as well as cupcakes, juice, and birthday cards for patrons to sign. We've partnered with both the Douglass R-Center and School #12 to make the week a success.
- Shawn Dunwoody stopped by to let me know that he is working with School #12 to create a new mural on the school-facing side of our library. I was hoping to see if I could arrange more artwork, so this is great news for us.
- Ngo says their activities with the Rec Center have been very busy this month. More kids want to come over and it is hard to limit how many they can have over at a time. They play a lot of Bingo and play on the iPads. The kids love the new games Ngo has added to the iPads. Toca Boca games are the best!



Monroe - Mary Clare Scheg reporting

Programs

Basketful of Warmth - This will run through the winter season. The girl scouts plus some other patrons are keeping these baskets full of coats, hats, gloves and scarves. This has been a wonderful addition to our Branch and highly popular with our patrons.

Anecdotes/Other:

- One of our regular patrons has been working with LROC (Library Resource Outreach Center) to secure an apartment. I have been sending and receiving e-mails on behalf of this patron. E-mailing is one of the quickest ways to get in touch with LROC. This has been working out very well since LROC knows that they can reach this man at the library. The good news is that our patron finally got an apartment. Now they will be working to get him food stamps and other services. LROC comes to Monroe the first Friday of every month.

- Alice, pictured with her mom, turned one year old at Babies & Books on January 30, 2018. Alice has been a regular participant in our infant story time since she was 3 weeks old, and she has spent at least 15 hours with us during story time since February 2017, and even more time playing and socializing. Alice and her mom, and sometimes Grandma Sue, have made their bonds with each other grow at the library through reading, singing, and playing, and they have created friendships with other babies and parents as well.



Wheatley - Lori Frankunas reporting

Programs

- The Phillis Wheatley library was fortunate to host the “Take It Down: Organizing against Racism” display. The exhibit houses a panel from the Dentzel Carousel (Ontario Beach Park) that displayed “pickaninny art” for more than 100 years. The art is dehumanizing and racist, especially in its portrayal of black children. There was some interesting programming that happened around the display, especially the January 17th session. It was great to see people turn out to talk about racism in Rochester and what can be done about it. There was such great conversation that we let the event run over time. We wanted every participant to get a chance to speak their mind. We are hoping that when the display travels again, it will come back to Phillis Wheatley Library.
- Children’s Librarian Alexandra Haehn reports that their Zumba/Hula Hooping day brought the most children at one time so far this month. Ms. Rosalind came and did both programs with the children because they have small attention spans. By doing short spurts of each, all the children had fun and got some exercise.



Winton - Dennis Williams reporting

Programs

Adult Librarian Pat Finnerty reports that one of the programming highlights of the month was their “Genealogy 101” program with Barb Koehler from the Central Library. It was extremely successful with 22 people attending. Koehler did a great job walking people through the steps involved in researching their family history. The program was followed by Q&A. Finnerty displayed books on genealogy and several were checked out. She is going to do a follow up program in the future based on the success of this program. Several of the patrons who attended this program were not regular Winton library patrons.

Community Outreach/Meetings

Jeanne Slocombe paid a visit to both Generations Day Care and School #46 in January. Finnerty continues to reach out online via social media and Next Door. She also attended the Writers & Books’ book discussion leaders meeting for this year’s Rochester Reads selection. Finnerty feels it was not only helpful for how to lead a book discussion, but another way to promote the library.

Northside Branches, Joan Lee reporting

Branch Strategic Plan Progress

Education & Engagement

Lincoln

The Toy Library received a \$2,000 grant from the Rochester Area Community Foundation. These funds will be used for purchasing toys and equipment, including two sensory tables that will be used for special programming. This will allow us to offer water and sand play, as well as messy science activities. *Strategic Goal: Promote learning, provide fun and deliver creative and innovative experiences for our diverse populations*

Stewardship and Curation

Lincoln

New carpet was installed in the Adult area and Conference room. Jason took advantage of the carpet installation to re-arrange the adult book and seating area. In addition to shifting the collection, he weeded and spruced up the entire area. That, along with the new lighting, has really transformed the branch. I appreciate Bill, Gene and Luis who labored to get the work done in short time frame. *Priority #3: Our library facilities are more welcoming and efficient.*

Other

There was a spike of incidents at Lincoln, requiring calls to 911 and a request for extra patrols from City Security and RPD. There were several calls that involved domestic violence between known patrons, but the majority of the calls were related to opioid use in the public restrooms.

I recently became aware that there is at least one transitional house for people dealing with substance abuse in the neighborhood. I also learned that there once was a “Safe Injection Place” in the area, but was closed several months ago. I believe these are two contributing factors to the problem the library is experiencing. I have been in contact with Trillium Health, RPD, and other agencies to solicit their input on our situation. We have added a temporary security guard for Lincoln, who should start soon. In the interim, the public restrooms are kept locked; staff will monitor the use, denying access to suspects or non-library users in order to curtail the problem.

Charlotte - Paul Tantillo reporting

Programs

We had our annual visit from the Amerks moose. This is becoming something of a tradition for us. The program includes meeting the moose, story time with an Amerks team member, a demonstration of hockey equipment, trivia prizes, an autograph session, and a free hockey ticket for each person in attendance. We always get a decent turnout, and this year, a family even came from out-of-county.

Anecdotes/Other

- Kim Whittemore received a nice note from a mom whom she had assisted. The mother was looking for books for George, her precocious four-year old. Whittemore suggested the Magic Tree House series. George's mom took her suggestion and a few days later wrote “Just wanted to let you know that George absolutely loves the Magic Tree House series. We only checked out Dinosaurs Before Dark and Midnight on the Moon and he can't wait to check out more this week. He's been wearing his back pack, packed with a compass and flashlight, and pretends he's Jack going on adventures. So great!!! Thank you!”
- Both Paul and library page Amber Vallentin attended Opioid Overdose Training at the Central Library on January 25. The training was efficient and thorough, and we now have 3 staffers who've received Narcan [overdose medicine] training, as clerk Donna Owen took training at the last Staff Day. Vallentin seems to have a particular interest in emergency medical response. In June, she took the City-sponsored AED/CPR training. This training included instruction in the Heimlich maneuver [emergency choking response]. Vallentin hasn't had a chance to use what she learned in the library, but we firmly believe no education is ever wasted. Case in point – this month, her mother began choking at home at the dinner table. She sprang into action, performed the Heimlich maneuver, and quite possibly saved her mother's life! Vallentin says she didn't even need to think...she just jumped up and applied what she had learned in the emergency training class.

Lincoln - Jason Gogniat reporting

Programs

- Another large public community meeting was held at Lincoln in January after hours. The event was held by the Joseph Avenue Business Association and the Nature Conservancy, led by Professor Emanuel Carter, regarding the use of vacant lots along and near Joseph Avenue. Participants were polled on their ideas for the vacant lots.
- Healthcare Navigators stopped again in January to assist patrons with registering on the New York state Health Exchange for insurance. Once again, several recent transplants from Puerto Rico stopped by to sign-up for health insurance.

Outreach

- Library Assistant Sarah Fitts-Romig presented a program on the Toy Library and value of play for professional development credit for the infant toddler staff of the Volunteers of America.
- Rosa Diaz visited the Ibero-American Action League's Centro Doro for seniors. Diaz registered several more of the seniors for library cards and promoted the library's Spanish computer classes. Diaz also checked out Spanish language books to many of the patrons remotely.
- The Toy Library's partnership with Cara Rager at WXXI continues. Travel Kits developed through the partnership were sent to School 8 right after the holidays. WXXI videotaped the staff at School 8 talking about the partnership with the Toy Library and WXXI. Fitts-Romig shares:

I thought you might like to see and have pictures of the WXXI/ Toy Library Travel Kits that are ready to be delivered to School 8 and GCCS. This has been a fun project with input from teachers along the way. Cara Rager from WXXI did all the purchasing with leftover grant money from the Jim Henson Co. We brainstormed with her on the contents. The topics are Water Play, Science Lab and Woodland Animals. There is much interest in kits of this kind and I look forward to conversations about where to go from here. My dream is to have about 100 Travel Kits in circulation to enhance play in the RCSD classrooms. The cost would be about \$12,500.

FYI, School 8 has had 6 Travel Kits at a time shared between their three K classrooms all year. I have been delivering them and rotating new ones in. The teachers are very happy with this arrangement and the kids are thrilled. I've been doing the same kind of delivery and pickup arrangement with School 10 for the last three years, 8 kits at a time shared between two kindergarten classrooms.



Other

- Several professional development sessions for Rochester City School District teachers were held at Lincoln's conference room. The teachers were given a tour of both Lincoln and the Toy Library and given a brief presentation of the history the branch and the resources we make available to public. Many of the teachers were unaware of the Toy Library and the large Spanish-language collection available at Lincoln.
- New carpet was installed in the Adult area and Conference room. Many patrons have complimented the library on the new look. Thanks to the hard work and dedication of Bill Hough and Gene Siembor we also completed a significant remodeling of the Adult area. After significantly weeding the Adult books, Hough and Siembor cut down the Adult stacks from approximately 8 feet high to around 4 and a half feet high. As a result, the Adult area is even brighter and there are better sight lines for staff and patrons.

Meetings/Outreach

- Sarah Fitts-Romig – presented a program on the Toy Library and value of play for PD credit for the infant toddler staff of VOA (Volunteers of America).
- Meeting with Laura Lintz about the Veterinarian Theme Kit for use in family programming at Henrietta Library in February.

Lyell - Pat Connor reporting

Programs

- In January, we had a return visit from Eric of DreamBikes Rochester. He gave a demonstration of winter maintenance in our meeting room. This month's audience included teens and adults. We are pleased to see him continuing to reach out to the bicycle riders in our neighborhood. DreamBikes posted photos and information about the night on their Facebook page.
- Cherelin continues to provide extensive help to patrons on computers and personal devices. During the month of January, her bilingual skills were called into action on several occasions; in particular, she spent a considerable amount of time helping a recent arrival from Puerto Rico with job searching and applications. There was a lot of translation happening as many of the forms were unavailable in Spanish on the Internet.

- Programs for children and families included: Baby, PreSchool and Pajama storytimes; Toddler Dance Party; Martin Luther King Day Celebration; craft afternoons; and game nights. Emily Baker, PT Librarian I, also scheduled a Blackout Poetry session for teens and tweens. Baker and Cherelin worked together to plan and carry out a coloring club for teens and adults.

Community Outreach/Meetings

Patricia Connor, Branch Supervisor and Children's Services Librarian, exchanged emails with Lyn Ewell of Generations Care on Stenson Street. After conversations, monthly visits were set up for three classrooms at the Center. The first set of visits took place in January. Connor found both the children and the teachers to be welcoming and enthusiastic and all are looking forward to future visits. The children were given library card registration forms to take home and bring back for the February visit. Connor also continued monthly visits to the PreK at School #17.

Anecdotes/Other

- We were pleased to welcome back several "missing" patrons during the month of January. Both of them reported that they now are working and are unable to get to the library as often as they used to. Naimah M. said, "this is more than a library; it is a personal experience coming to Lyell where there are staff and people who know you."
- Patron Ann D. donated several boxes of hot chocolate mix and cups with the request that we put out hot chocolate on days when it is cold. We were happy to do that on several of January's coldest days.
- Connor was given a donation of handmade children's hats and scarves by a member of Bethany Presbyterian Church (Greece, NY). Her neighbor had supplied sets last year when the congregation did a donation drive for Lyell and she wanted to donate again this year. They were very happily received by our youngest patrons.
- Notary Requests: 12

Maplewood - Johanna Buran reporting

Programs

- The Maplewood Book Club met to discuss The Chilbury Ladies' Choir by Jennifer Ryan which they all enjoyed. They will be reading My Grandmother Asked Me to Tell You She's Sorry by Fredrick Backman. Terry Kelly, our adult librarian has been working with Carol Lattuca from AmeriCorps to set up a resume workshop in February.
- LEGO lab continues to be a big hit among all ages. Another popular activity is the many crafts that Nancy Cholewa creates with the children. Some of the crafts they made were beads and bells bracelets and heart cut-outs to get ready for Valentine's Day. Children also colored pages to celebrate the upcoming Take Your Child to the Library Day. Storytime featured numbers in January. They made a number train, counting cards from 1 to 5 and then a matching game with mittens. They enjoyed making little engines and using stickers to match numbers.
- The teens and tweens continue to enjoy the coloring pages. There were teen volunteers from Aquinas who helped prep for the arts and crafts and wiped down the toys for story times. There will be the Story Book Cook to celebrate Valentine's Day which the teens and tweens are very excited.
- With the new semester, students from St. John Fisher have started volunteering again. Some are returning while there are a couple of new volunteers. There is a program that they started the last week of January and it's called Seeds of Success. Seeds of Success is a resiliency and social-emotional learning program offered through St John Fisher College Center for Service Learning. A small group of students from St. John Fisher will meet once a week with six children in first grade to third grade. The program uses books, games and activities that teach five seeds of resiliency: autonomy, social competency, problem solving, persistence, purpose and future.

- Caitlyn Stahovic-Barnes went to Nazareth Elementary at their new location across from Sacred Heart Cathedral and she collaborated with their librarian Sister Anna to visit during their library time. The classes visited were Pre-K to second grade. They read stories and talked about the library. There were 104 library card applications given out. The kids were very excited. Stahovic-Barnes will visit again for grades 3-6 after Memorial Day weekend to talk about Summer Reading. After the visit to Nazareth Elementary, Stahovic-Barnes had two first graders that came to see her at Maplewood.



Anecdotes/Other

One of the students from the citizenship classes passed her test. Her name is Somphone Singviray and she is from Laos. Evanna DiSalvo submitted a 2018 New York Library Association (NYLA) proposal “Partners in English Language Instruction.” If accepted, it will be a joint presentation with Lake Avenue Baptist Church and ESOL Associates of Rochester.

Sully - Maria-Heeks-Heinlein reporting

Programs

- The Safe to Be Smart program and the Sully Branch Library hosted a Media Day with Second Avenue Learning. Children and teenagers were able to test and play educational video games. Participants also had direct access to the video game designers, so they could ask questions or give feedback on the games. In case the games were not enough, the participants were given a tee-shirt, pizza, and cake. Teenagers from another city branch library also attended the program. This writer would like to thank George Carter for coming up with the idea of using sliders, so we could move some shelving to make space for this program.
- One of the 5th graders picked a new book off the shelf, The Youngest Marcher, and asked to read it with Jen Nesbitt. Although it started out as more of an obligation for her to just get the 15 minutes of reading done, I noticed how it really grabbed her attention as she read. It’s the story of Audrey Faye Hendricks, the youngest child to be arrested for marching against segregation. The story captured her attention and she had a lot of comments to make as she read. Instead of looking at the clock, she sat with me and read the entire book, and voiced her feelings and opinions about it. Such a wonderful moment of literacy in action, which was made even better with a brand-new book that was historical, timely and relatable to this smart young lady!

Anecdotes/other

- We would like to thank Gene Siembor and Bill Hough for helping us move some shelving to get the teen area ready for the Second Avenue program. The staff and teenagers who use this space liked the new look of the space, so we decided to not move the shelving back to the original location. One of our regular teenage patrons told this writer, “Ms. Maria, I really like this new area. It feels more like a hangout place now.”
- One of our clerks, James Mitchell, told me about a conversation he had with one of our patrons this month. A few weeks prior to this interaction, the patron needed some things printed for a job that he applied for. The patron did not have the money to pay for the prints at that time, so Mitchell printed it out for him and told him he could bring the money back another day. The patron came in to the library a few weeks later to pay for his prints and to tell Mitchell that he ended up getting that job. The patron also decided to get a library card at that time.

Town Libraries Update

Town Library Liaison, Bernadette Brinkman, reporting

Chili Public Library – Jeff Baker, Director

The newly renovated Make-a-Story room has new open hours on Tuesdays and Wednesdays; no registration required. The room is filled with STEAM-related gadgets and activities: robots, coding games, 3-D printer, sewing machine, and more.

East Rochester Public Library – Meredith Fraser, Director

East Rochester is looking at display tables to add to its upstairs Reference area, with possible funding from Mark Johns' office, and is also looking at new lighting fixtures for the downstairs foyer to add brightness to the lobby area.

Fairport Public Library – Betsy Gilbert, Director

In January and February, every kindergarten class in the Fairport School District visited the library. The children who didn't have library cards were issued cards as part of their visit. Barb Koehler, from the Local History Division, and Kate Meddaugh, from the Carlson Patent Center, have given talks to the Fairport librarians about the services they offer from the Central Library. Koehler has also taught public programs on genealogy services.

Greece Public Library – Cassie Guthrie, Director

Greece held a ribbon cutting for the Creation Station at its main branch on January 25th. Located directly behind the Information Desk, the Creation Station will be used for a variety of maker opportunities, including 3D printing. The space will also include 10 Cricut machines, graphics tablets and a button maker. The Creation Station was made possible by a state grant secured by Senator Joe Robach.

Henrietta Public Library – Adrienne Furness, Director

Henrietta's Department of Public Works has finished prepping the site of the new library so it's ready for the foundation crews to come in and start work, which they hope will happen within the next month. The library is looking at a tentative opening of February, 2019. The new building will have a geothermal HVAC system, and the architectural plans are just being finalized. The process has been a very positive, collaborative one, and the library is enjoying planning for how its organization will grow into the new space. The director is very happy with how things are going. Updated floorplans, construction updates, and frequently updated FAQs are available here: <http://hpl.org/newbuilding>.

Irondequoit Public library – Terry Buford, Director

Work will begin soon on the installation of a natural-gas-powered, full-building backup generator at the library, with hoped-for completion by July 4. This project is partially funded by grants from Senator Rich Funke and Assemblyman Joe Morelle.

Ogden Farmers' Library – John Cohen, Director

Ogden is hosting a wine and chocolate after-hours event at 7 p.m. on February 16th.

Parma Public Library – Leslie Boedicker, Director

Parma's new floor has been installed and the painting process will begin shortly. It also has new carpet in the display window. The Teen Lounge is in the process of being painted to delineate its space as a separate haven. The new yoga classes have been a big hit. Titles include: *The Ants Go Marching*, *Goldilocks and the Three Bears*, *The Tale of Peter Rabbit*, *There Was an Old Lady that Swallowed a Fly*, *The Very Hungry Caterpillar*, and *We're Going on a Bear Hunt*. All are conducted in yoga form and presented with books on the subject. The new Bind-a-Book and In Stitches groups have had great attendance for only having the first meetings of each.

Penfield Public Library – Bernadette Brinkman, Director

Penfield has two new Board members, Rachel O'Neill and Barbara Power.

Pittsford Community Library – Rhonda Rossman, Director

Rossman met with Congressman Errigo on February 2 with Sally Snow to discuss state library funding.

Rush Public Library – Kirsten Flass, Director

The town of Rush is celebrating its bicentennial, and the library is partnering with the Rush Historical Society all year long with programs and classes geared toward Rush town history. Many of the library's book clubs, craft classes, and musical events will support the bicentennial theme.

Webster Public Library – Terri Bennett, Director

Webster has a new full-time Librarian I, Hannah Ralston, who replaces the irreplaceable Anna Souannavong.

Selected Meetings & Outputs

Director Uttaro (January 13 – February 12, 2018)

Brie Harrison; Sally Snow; Ana Suro; Tolley Reeves, EdD – one-to-one meetings (monthly)

FFRPL Executive Director Ned Davis (monthly)

City Chief of Staff, Alex Yudelson (monthly)

City Senior Management Team (monthly focused meetings)

Monroe County Assistant County Executive, Michael Molinari (monthly)

Central Library All-Staff Meeting (monthly)

MCLS Board (monthly)

MCLS Directors' Council (monthly)

MCLS System Services and Operations Committee (monthly)

New York State Library – Department of Library Development conference call (monthly)

Public Library System Directors' Organization (PULISDO) conference call (monthly)

RPL-MCLS Management Team (weekly)

RPL Board (monthly)

Brockport-Seymour Library Director, Carl Gouveia

Central Library Supervisors

City of Rochester Finance Director, Charles Benincasa – financial audit RFP kickoff

City of Rochester's Office of Community Wealth Building's Brittany Wells; Brie Harrison – Central Library tour

City of Rochester Senior Analyst, Kate May re Mayor Warren's Dashboard

Frederick Douglass Branch Library Site Supervisor, Erin Clarke

Growing Downtown Rochester's Vivian Palladoro and Rochester Philharmonic Orchestra's President and CEO, Curt Long

Late Night Traveling Library Show Planning Team (two meetings)

Monroe Branch Library's Site Supervisor, Mary Clare Scheg at Monroe Branch Library

MCLS Directors' Retreat at Chili Public Library

MCLS Mentoring Program – Mentee phone calls (three)

Narcan Training – Kate Gleason Auditorium - Dr. Marielena Velez de Brown, Monroe County's Deputy Commissioner of Public Health for Monroe County

NY State Assemblymember Steve Hawley at Seymour Library (Brockport) with other MCLS advocates

NY State Senator Patrick Gallivan at Henrietta Public Library (with other MCLS advocates)

NY State Legislative Aide to Senator Michael Ranzenhofer, Jay Grasso, at Genesee Street District Office

Parent Leadership Training Institute's Civic Design Team at Rochester Area Community Foundation

Pioneer Library System Director, Lauren Moore – phone call

Roc the Future Executive Director, Jackie Campbell at The Children's Agenda offices

Roc the Future Executive Team

Rochester Roc the Future's Summer Learning Collaborative Action Network at United Way offices

RPL Branch Library Facilities and Operations Planning Consultant, Hester Street conference call

Rochester Regional Library Council Executive Director, Laura Osterhout – conference call

Sully Branch Library at the Thomas P Ryan Community Center – Media Day

Wheatley Branch Library Site Supervisor, Lori Frankunas at Wheatley Branch Library
Winton Branch Library Site Supervisor, Dennis Williams at Winton Branch Library

Email Activity – January 2018

Name	Send Actions	Receive Actions	Read Actions
Uttaro, Patricia	1,494	3,845	2,619
Snow, Sally	596	1,971	1,212
Reeves, Tolley	726	1,406	1,308
Harrison, Brie	639	1,471	1,717