

MEETING MINUTES EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, January 17, 2018 6:30 P.M.

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

Members Present: Socorro Castro, Tori Foreman, Adam Goodman, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro

Members Absent: Sandra Smith

Staff: Teri Campbell, Karen Danczak Lyons, Heather Norberg, Kim Hiltwein, John

Devaney

Presiding Member: Benjamin Schapiro, President

ALL TO ORDER/DECLARATION OF QUORUM - A quorum was present and President Schapiro called the meeting to order at 6:30 pm.

CITIZEN COMMENT – No citizen comments

CONSENT AGENDA

A. Approval of the December Bills and Payroll and Minutes of September 06, 2017 Special Board Meeting, December 7, 2017 Special Board Meeting, and December 20, 2017 Regular Meeting Vaishali Patel moved to approve the Bills and Payroll and the minutes of the three meetings. Margaret Lurie seconded the motion and it was approved by voice vote.

INFORMATION/COMMUNICATIONS

A. .Robert Crown Branch Library Project Update- Karen Danczak Lyons reported that five groups were interviewed for the Construction Manager position. John Devaney, Library Facilities Manager, represented EPL in the interview and selection process. From the interview process, two firms were recommended to the City, including Bulley & Andrews and WB Olson, Inc. The City will begin the negotiation process.

LIBRARY DIRECTOR'S REPORT

A. Director's Report- Karen Danczak Lyons reported that a new Programming Task Force will begin to evaluate Library program effectiveness. The Task Force is staff-led and they will work to inventory existing programs as well as align programs with the strategic plan. Adam Goodman said that as the head

of the Management Committee, he would like to be involved in the Programming Task Force. The Library is excited to begin a new Spanish-language storytime beginning in January. Bilingual Storytime will likely take place one Saturday a month. EPL is also recruiting speakers to present on the effects of childhood trauma on learning. This will be part of regular series and the first speaker will be Rainbows for All Children. Evanston Public Library will be one of the first libraries to address this subject. Benjamin Schapiro asked about multi-lingual programs to ensure that everyone in Evanston can access this important information.

STAFF REPORT

- A. Administrative Services Report –Teri Campbell reported the Library is still posting expenses to the 2017 budget and is still waiting for transfer from endowment and for the state per capita grant. She announced the retirement of Kathleen Lanigan and introduced new staff members Heather Ross, Susan Monroe, Randy Alford. Benjamin Schapiro asked about any changes to HR policy or to policies regarding data migration to the new system. Karen Danczak Lyons will share this information at the February Board Meeting.
- B. Big Read- Heather Norberg and Kim Hiltwein presented on the 2018 Evanston Reads, which focuses on the the award-winning book *Citizen* by Claudine Rankine. The book was chosen in collaboration with ETHS and was selected for its potential to inspire conversations about race and racism. The kick-off event will be February 11 and includes a panel discussion facilitated by Alicia Crosby of the Center for Inclusivity and small group discussions. Numerous events will take place from February through April, including poetry readings, a screening of the film "Whose Streets?," presentations by Northwestern faculty, The Human Library, and an event at the Northwestern Block Museum. Ten book discussion groups will meet throughout the community and all ETHS sophomore humanities classes will be reading <u>Citizen</u> as well. Evanston Reads is supported by a grant from the National Endowment for the Arts and provides for 1,000 copies to be distributed throughout the community. Adam Goodman recommended reaching out the Northwestern's Women's Center for additional speakers and help promoting the programs. Benjamin Schapiro commended the staff for breaking down silos in the community and ensuring the community was engaged in this important conversation. Heather Norberg also credited all the Library staff who helped put this event together.

BOARD REPORTS

A. Development Committee – Margaret Lurie shared that the Fund for Excellence campaign is still calculating totals and that 2017 was a strong

fundraising year. More details would be included in the annual report. Shawn lles reported that the Development Committee is considering a benchmarking project, examining 10 peer libraries and their efforts around fundraising. Benjamin Schapiro asked which libraries were being considered. Iles and Lurie reported that St. Paul was the gold standard and they were also considering Skokie, Oak Park, and Aurora. Iles also reported that the Development Committee is recruiting additional members from the community. Benjamin Schapiro asked for them to share a job description and he would disseminate the opportunity.

NEW BUSINESS

- A. **Library Director Evaluation Process** Benjamin Schapiro reported that it was time to begin the yearly Director Evaluation Process. He proposed that Adam Goodman lead the evaluation process. The Board approved this with a unanimous voice vote.
- B. **Move to Adjourn Meeting** Tori Foreman motioned to adjourn the meeting at 7:06pm. The motion was seconded by Socorro Castro and approved by voice vote.

Respectfully Submitted,

Vaishali Patel

Next Meeting: Wednesday, February 21, 2018 at 6:30 pm Evanston Public Library, Community Meeting Room.

Library Director's Report January 17, 2018

Updates:

My thanks to the Board of Trustees and staff for their participation in the process resulting in the passage of our 2018 Budget. A more detailed presentation and discussion of the main library renovation with the City Council will be scheduled early in 2018.

We launched our EDI assessment with a series of meetings with the Administrative team. In the weeks ahead we will be coordinating schedules to continue the conversations with key stakeholders in Evanston.

Our circulation of materials - both physical and virtual was over 1 million items once again in 2017: 1,040,371. This total includes the 786 times that the Wi-Fi hotspots circulated at the Evanston Public Library in 2017. Please Note: This Wi-Fi hotspot circulation total does **not** include numbers from the schools.

Programming Task Force:

In December the programming task force met for the first time. This task force is made up of representatives of all areas of services. This group is tasked with developing an internal program and external program evaluation form that aligns with the Library's mission and strategic plan. These forms will take into account staff time, evaluation of programs and outcomes too. The first meeting of this group was very successful. Members have begun drafting the internal form and external program evaluation forms and creating new events categories. This task force will also make recommendations on the amount of off - desk time needed for program planning. In the future, the task force may be asked to consider the most effective way to gather information on programming to meet expressed areas of community interest and how to link EPL programs to meet these community needs.

Outcomes:

This task force will be working on ensuring that all programming that the Library produces aligns with our mission and goals. These forms will help staff to think about who their programming is serving and how it is meeting community needs and interests. These forms will help steam line work for staff.

Summer Reading 2018:

The summer reading theme for 2018 will be *Reading Takes You Everywhere*. The summer reading committee decided to make the program even more focused on reading this year versus reading or completing activities. Instead of counting minutes or books, participants will count days. Reading for 30 days means you've completed the program. Participants will be able to read more than 30 days and there will be bonus activities too. One activity that kids, teens and adults can participate in this summer is writing and designing post cards and sending them to refugees, through http://anyrefugee.org/. All service areas are in the process of finalizing their events for the summer reading program brochure.

Outcomes:

The Summer Reading Program focuses on literacy for all ages; encouraging youth to read throughout the summer and adults to be role models for youth. Adults can demonstrate that reading is important and an activity that can be enjoyed at any age. If youth and families can't make it to the Library to take part in this program, once again, we'll be producing the Summer Reading Program throughout the community in parks, summer camps and at partner locations

as part of their summer programs. Reading during the summer helps stop the summer slide that affects many students each year.

3D Printing:

It's been over a year since Teen Services launched the *3D Printing on Demand* service. Teens in grades 6-12 get two free 3D prints each month; if they want to submit more than 2 prints then the additional prints are produced for a small fee. Teens can select the color filament that is used to produce their 3D print. We've had 241 prints submitted from December 2016-December 2017, most months average 18 prints submitted a month.

Outcomes:

This services supports equity of access, literacy and innovation. The service is available to Evanston teens in grades 6-12 and the first two prints are free. Students can finish projects that they started in school, create part of a costume, design new accessories and more. Since 3D printing is becoming more a part of our lives, this service helps teens learn about the different software that can be used for designing objects and good resources for finding objects to print. Students often move through an iterative design process when submitting pieces: learning what to if something is their design is too big for the printer and going back to the drawing phase when their object did not print as they had envisioned. Finally, students can turn their 2D ideas into 3D objects.

Outcomes:

Assessments, Metrics and initiative results:

		As	sessr	nents	, Metri	cs an	a initi	ative r	esuits	S:			
					Comput	er/Intern	et Use						
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	FYTD
Main	4,023	4,090	4,057	4,083	4,015	4,505	4,472	5,023	4,060	4,364	3,911	3,984	50,58
North Branch	201	227	265	244	252	260	250	-	220	301	242	200	2,66
CAMS	473	453	465	477	527	527	524	616	555	494	510	492	6,11
Computer Lab	242	197	220	181	197	205	180	180	180	180	180	180	2,32
erall Computer/Internet Use	4,939	4,967	5,007	4,985	4,991	5,292	5,426	5,819	5,015	5,339	4,843	4,856	61,68
					We	bsite Visi	ts						
All Location	55,468	48,541	52,269	44,632	43,173	43,187	42,205	45,110	41,924	42,966	42,076	39,837	541,38
					v	Vifi Users							
All Location	25,449	25,114	26,969	25,171	26,957	27,358	25,848	26,785	27,535	30,640	28,532	25,000	321,35
					Lik	orary Visits	s						
Main	27,390	26,711	34,402	41,249	40,502	46,245	44,373	45,837	39,156	42,290	37,696	34,944	460,79
North Branch	3,790	4,005	4,109	4,058	3,815	4,785	4,453	-	2,500	4,000	3,745	3,823	43,08
CAMS	3,164	3,426	3,515	3,440	3,638	4,156	4,072	4,553	3,827	3,955	3,495	3,393	44,63

Partnerships and collaborations: Social Services at the Library- Quarter 4.

Our social work program has had 187 encounters this quarter. 5 student interns have also been available to provide extra coverage at the library. In partnership with Jill Skwerski, we had our first mental health program which had 10-15 people in attendance. In January, EPL is partnering with Children's Advocacy Center to provide a free seminar on the effects of trauma on childhood development. Justine also

provided training for staff to help them gain understanding of the struggle for individuals and families experiencing homelessness and poverty. Justine has provided 1100 minutes of support/consultation for library staff this quarter.

Additional Metrics:

Total number of encounters =187
Evanston Residents =162
Time spent with Patrons (in minutes) = 6807
Referrals to Resources =122
Staff Support (in min) =1100
Number of Housed patrons=84
Number of Homeless patrons=103

Children's Services Highlights from Jan Bojda and team include:

Author event:

Wilson hosted an author event with Useni Eugene Perkins and Pe'Tehn for the release
of Hey, Black Child! (1 session). 85 year old poet, playwright, and activist Useni Eugene
Perkins gave a beautiful talk on his life and career and discussed the release of his very
first children's picture book Hey, Black Child!. 6-year-old viral sensation Pe'Tehn recited
the famous poem that is the heart of the book.

<u>Outcomes:</u> This author attracted 45 diverse attendees meeting our intended goal of hosting an author of interest to our African American community.

• Star Wars Program for Grades 2 to 5 (1 session). 21 3rd to 5th graders had fun with games and activities created by Wilson that are Star Wars based. Participants made Chewbacca puppets, enjoyed a Star Wars Mad Lib, and put together some rocking lightsabers with LED finger lights and straws.

Outcome: Attracted some attendees not normally seen at the library.

 See children's Outreach Highlights for details on our inhouse Hour of Code Events with Mbots!

<u>Outcomes:</u> Children in grades 3-5 were able to learn some drag and drop coding and experience working with robots.

 Caldecott Party: Wilson coordinated a successful series of book discussions around some of 2017's outstanding picture books. This series culminated in a party where the top choices from earlier month's groups were available for review and a final winner selected. (Bojda, Balla, Antolin, Mathews, Kennelly and Meyer all participated in the overall program) And the winner was: Wolf in the Snow by Matthew Cordell.

Wilson was asked to share his formula for this program with a neighboring librarian wanting to replicate it at her library.

Feedback from one of the participants: A 5th grade boy in our Caldecott Club said that the program was one of the best and most interesting programs he has ever been to. He loves talking about books and art and was very happy to have a chance to take part in our program and learn about new books.

<u>Outcomes</u>: Many of the parents and children are repeat attenders from last year's program and commented on how much they learned and enjoyed the program. Introduces many of the participants to the Caldecott award and selection process. Allows a number of staff to hone or demonstrate their skill as discussion leaders.

From Meyer:

A patron, Catherine Kane was waiting for a hold to be placed, she got to reminiscing about her past with this library. She said that she had 2 kids in preschool during the polar vortex when all the schools closed ("and lived to tell the tale!") and said that the only reason she made it through that time was EPL's Main Children's Room.

Since I go to a lot of theater in Chicago, I know that Catherine is also known in Chicago Theatre circles as Kate Fry -- she just closed performing the title role of Emily Dickinson in *The Belle of Amherst* at the Court Theater. A thrill!

<u>Outcomes</u>: This demonstrates the value our space is as a community gathering space and the lasting impact it has on how our users remember and view the library.

Ongoing events:

Graphic Novel Book Club discussed Only Child.

<u>Outcomes</u>: Supports literacy, critical thinking, social and emotional intelligences.

We take a two week break from our two big drop in storytimes at the end of December, but still had two sessions of each.

<u>Outcomes:</u> These programs support early literacy by reinforcing the early literacy skills of talking, reading and singing, creating a regular library habit and introducing our favorite books to children, families and care providers. Our drop in programs also provide an opportunity for families to attend a story time during the weeks our registered programming does not take place.

The goals above also hold true for all our early childhood storytimes.

Winter Break Events:

Children's hosted a variety of events for children and families over the break. In December we had family films. We also made felt terrariums, did coding, made space frames using some of our items from our NASA@your library grant including the green screen and a Big Blue Block building event.

<u>Outcomes</u>: For our STEM and Maker programs, participants were able to learn and practice skills that many participants have not had a chance to try at home or school.

Upcoming programs:

From Gonzales:

Bilingual Storytime is a Go! (with the support of Miguel, who is bringing in an artist to run the craft.) We are producing our first storytime on Saturday the 27th from 11:00-12:00. Since I will not be running the craft, I will only have to be off desk for half an hour. The artist Piloto will then run the craft in the art garden. Since we only have a few weeks to promote the first one, I'm expecting a soft open. My plan is to produce the Bilingual Storytime every fourth Saturday, so

that it is easy for the patrons to remember. I'm hoping to have the support of the entire Team on this new adventure!!!

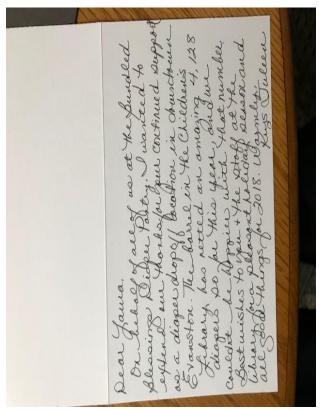
Children's Outreach Highlights from Laura Antolin include:

Community Partnerships:

Bundled Blessings:

A year ago I formed a partnership with Bundled Blessings, the only diaper pantry in Evanston. It is a mission outreach program of First United Methodist Church of Evanston, who supplies diapers to families in need through partnerships with local social service agencies. The diaper pantry works with nine partner agencies serving up to 300 children in the local community and distributing up to 15,000 diapers each month. We have a year-round diaper collection barrel in the Children's Room to collect new and unused diapers (as children grow out of them). Our patrons have been incredibly generous in donating 4,128 unused and unneeded diapers to our barrel.

http://faithatfirst.com/serving/bundledblessings/



Rainbows for All Children:

Laura Lindroth from Rainbows for All Children, a national organization, which runs free support groups for grieving children, has been in contact with me since September. Rainbows works with school social workers to offer their services. We've talked about how the library could partner with them and after having trouble getting their program off the ground at a local church site, Laura asked if it might be possible to hold the group at the library "Since the Evanston Public Library is so centrally located, familiar and comfortable to

children and families, and is obviously secular, it would be an ideal place for us to have a Rainbows group."

We worked out space in the Children's Public Conference Room to begin on January 22 -March 20 - three children have signed up which is the number needed to go forward. Information was sent through D65 e-backpacks before break and the library will also publicize this program. According to Laura Lindroth "...EPL will be the PREMIÉR library site for Rainbows in our 34 year history for the whole U.S.!! Pretty cool!! I think this could really take off and be a great idea for many communities all over. It's truly a perfect place to hold these types of groups. Thank you for being willing to meet the challenge and make this happen.

Best. Laura https://rainbows.org/



ANNOUNCING: A NEW RAINBOWS FOR ALL CHILDREN SUPPORT GROUP FOR CHILDREN WHO ARE GRIEVING A LOSS OR EXPERIENCING A TRAUMATIC EVENT

Open to All 1st & 2nd Graders Mondays 4:00PM-5:00PM January 22 - March 26, 2018 Evanston Public Library 1703 Orrington Avenue Evanston, IL 60201

What a Rainbows support group can do for your child/ren:

- Improve their school attendance, behavior and academic performance
- Help develop and strengthen their problem-solving and communication skills
- · Alleviate their depression and anxiety, emotional pain, and suffering
- · Reduce the likelihood of destructive behavior

Unlike traditional individual therapy, children are able to grieve, communicate, and heal among their peers. They no longer feel alone in their grief and gain confidence from group support.

About Rainbows

Headquartered in Evanston, Rainbows for All Children is an international, nonprofit organization that trains volunteers at community-based sites to lead structured, age-specific support groups for children 3-18 years old who are grieving the loss of a family member as a result of death, separation/divorce, incarceration, deployment, deportation, life-threatening illness, or other traumatic, life-altering events

For more information or to register contact Kate Jordan at 847-864-8977



'As a parent of four children who attended Rainbows. I can speak with experience that the group helped explain to my children what divorce is, allowed an environment for them to bond with others in similar situations, and taught them empathy and understanding in a way couldn't. Parents can have a difficult time providing help for their children due to their own grief. This is a way to give them the help they need." - Miguel, Father of Rainbows Participants

When I first started Rainbows I was a young, scared little girl. I felt all alone in the world. I lacked any self-confidence and I felt all my life's obstacles were because of something I had done wrong. Rainbows helped give me courage and strength." - Abigail, Rainbows Alum



Rainbows for All Children 614 Dempster Street, Suite C | Evanston, IL 60201 | 847-952-1770 | www.rainbows.org

SEED Training:

I completed 30 hours of SEED Training in December and I have chosen to attend Beyond Diversity in January. I am committed to working in the library and the community towards understanding privilege, implicit bias and towards equity, diversity and inclusion.

Communityworks grant:

- Books were purchased to augment and replace Home Daycare provider Book bags and Book Bags were delivered to Home Daycare providers and centers (IWSE, Kindercare and YMCA Head Start).
 - Impact: Children are supported in their early literacy development and ready for kindergarten through their family's access to books, information and resources. Resources and quality of the early literacy activities provided by Home Daycare providers and centers are significantly increased.
 - <u>Outcome:</u> 20 Book Bags were delivered (14 Book bags to home providers and 6 Book Bags were delivered to centers.) Home daycare providers will have additional resources to increase literacy.

Y.O.U.:

- Visited Oakton Y.O.U. and picked up books
- Visited Walker Y.O.U. and checked out books to afterschool youth
- Visited Washington Y.O.U. and checked out books to afterschool youth
 - Impact: Through these partnerships, library services will be expanded to provide more equitable access to programs and services.
 - Outcome: 42 books checked out to youth at Walker; 32 books checked out to youth from Washington. Students show excitement and interest in choosing their own books to read - 100+ books are provided for students to choose from.

D65:

K-Tours:

Kindergarten students from Kingsley and Willard toured the Children's Room in December and participated in a library card drive. The children are also invited to return with their parents (130 students; 76 library cards)

- Impact: Through partnerships, information about and equitable access to library services will be expanded. All children gain familiarity with the library services.
- <u>Outcome</u>: Total of 473 D65 students have toured the Children's Room thus far, heard a storytime and participated in a craft activity; 277 new library cards were issued; 13 Skokie library cards for kindergarten students were entered in our database; 51 families returned to the library and received a new book.

K-LEAP Let's Play Post Office:

We had 2 Post Office playdates: one for Walker and Washington and one for Orrington and Willard. Kindergarteners addressed envelopes to 5 different animals, weighed and stamped their mail and with their parents delivered mail to the 1-, 2- and 3- floors of the library. All of the parents were very gracious and thanked us for the opportunity to participate in a K-LEAP play literacy session. Many stayed afterwards to read and check out books in the Children's Room.

Approved March 21, 2018

- Impact: Library resources and early literacy practices are shared with children and their families.
- <u>Outcome:</u> Total: 83 participants (33 families) -- 44 participants (18 families) from Walker and Washington; 39 participants (15 families) from Orrington and Willard.













LEAP at JEH:

Pizza LEAP in Head Start/PFA and Special Ed classrooms

- Impact: Library resources shared and early literacy skills gained through participation in programs for at-risk children
- <u>Outcome</u>: Library staff presented early literacy program to 314 preschool students and 74 teachers/staff in 26 classrooms

Dawes Afterschool stories and STEM/craft activity:

Read 2 books and the kids did lava lamp STEM activity.

- Impact: Library resources and STEM/craft experiences are shared with children (Title I school)
- Outcome: 33 participants (30 students, 3 staff)



Washington Afterschool stories and STEM/craft activity:

Read 2 books and the kids made star wars lightsabers

- Impact: Library resources and STEM/craft experiences are shared with children (Title I school)
- Outcome: 35 participants (32 students, 3 staff)

PACT at JEH:

Pizza LEAP play and craft - this PACT program followed Pizza LEAP in the classrooms so the children were the experts and showed their parents how to play. Families took home felt pizzas and cut out paper ingredients

- Impact: Library resources are extended to at risk children and their families. Early literacy skills gained through participation in PACT storytime/activity.
- <u>Outcome:</u> 32 people participated: 13 families consisting of 17 kids, 13 adults and 2 staff.

• STEAM Club w/Ms. Laura at JEH

Families participated in Math activities: including matching colored craft sticks to their pictures; making geometric shapes using craft sticks; counting with LEGOs using patterned sheets and also making their own patterns; making a math wheel using numbered clothespins; and matching numbered bean bags with numbered felt squares on the ground. STEAM Club offers families an introduction to STEAM topics and to learn experientially- D65 STEM staff attended and talked with families. Families brought home their math wheel, a plastic bag with craft sticks and pattern sheets, blank LEGO sheets to color in and match w/LEGOs at home and sheets with pictures of geometric shapes to practice and continue learning at home.

• Impact: Library resources shared to engage families. Early literacy/STEM skills gained through participation in programs for at-risk children and their families.

 <u>Outcome:</u> 34 people participated: 14 families consisting of 18 kids, 14 adults and 2 staff.





Approved March 21, 2018





Approved March 21, 2018













STEM/LEAP and storytime session in 2 toddler classes at Doorway to Learning (Family Center):

The STEM math program consisted of patterns and counting: matching colored craft sticks to their pictures on paper; counting and matching different sized plastic bears and matching pompoms to their colors. This program was conducted in the two Toddler classrooms.

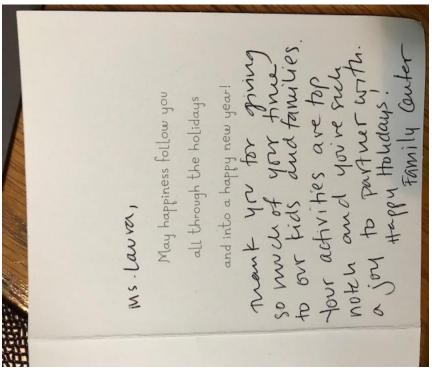
The LEAP unit I introduced was Pizza. This program was conducted in one Toddler classroom and one 1-2 year old classroom. In the Toddler classroom children concentrated primarily on making felt pizzas and cutting plastic ones. In the younger classroom, the children all practiced cutting the plastic pizzas and baking them in the ovens.

- Impact: Library resources are extended into the community, and early literacy/STEM skills gained through participation in programs for at-risk children.
- <u>Outcome</u>: Led STEM activity about math with 16 kids and 6 staff in the Toddler classes; introduced Pizza LEAP with 16 kids and 7 staff in one Toddler class and in 1-2 year old class. Total: 45 (32 kids, 13 staff)

• Learning & Growing at the Family Center:

Storytime and PACT activity for Home Visiting Families - families participated in technology STEM activities using force and air. Families practiced using pipettes to drop colored beads of water on waxed paper and straws to blow the water droplets together and apart. They also used straws to launch paper rockets. Families took home pipettes to repeat the activity at home and their rockets.

- Impact: Reinforcing positive interactions with books and the library and skill acquisition through PACT art/STEM activities.
- <u>Outcome</u>: participants 5 (2 kids, 2 adults, 1 staff): fine motor and STEM skill-building and encouraging parents to work with their children.



IWSE Storytimes:

- Storytimes and songs for infants-preschoolers at Baby Toddler Nursery and for infantstoddlers at Teen Baby Nursery.
 - Impact: Library resources shared and early literacy skills gained through participation in storytimes for at-risk children.
 - <u>Outcome</u>: Teen Baby Nursery cancelled due to holiday; 70 (55 children, 15 staff) participants at Baby Toddler Nursery.

Book Buddies:

- Storytime and craft w/NU JumpStart student coordinator and student volunteers at Learning Bridge Early Learning Center and Reba Early learning Center. One Book Buddies session in December at Learning Bridge and the last one until the April in this location. JumpStart volunteer coordinator shares theme, finds volunteers and brings craft; I do a short storytime and bring 2 bags of library books to share with the preschoolers. The preschoolers are always really excited to see the NU students and were very sad to say goodbye to their Buddies.
 - Impact: Library resources are extended into the community and early literacy skills gained through participation in storytimes for at-risk children and NU students benefit from participating in community service program.
 - <u>Outcome</u>: 32 (18 children; 12 NU volunteers, 2 staff) participants at Learning Bridge.











COE Community Centers:

- After School programs:
 - Visited and provided star wars lightsaber crafts to students at Fleetwood (K-1; Fleetwood 2-3) and checked out books to students at Robert Crown and provided lava lamp STEM activity.
 - Impact: Reinforcing positive interactions with books and the library and skill acquisition through art/STEM activity.
 - <u>Outcome:</u> 19 participants in activity at Fleetwood; 30 participants at Robert Crown and checked out 17 books.





Robert Crown Afterschool

Family Focus:

For Hour of Code, I did 2 programs of Coding with mBots for 3^{-c-5} graders. This offered me the opportunity to use materials purchased for our STEMeX grant and to apply what I had learned from working with our expert. The girls were particularly engaged and worked through the tutorials. Two kids in the afternoon group were so engaged that we pushed the program to almost 2 hours in order for them to work through as many tutorials as they could.

- Impact: Reinforcing positive interactions with library and skill acquisition through STEM activity.
- Outcome: 21 participants in activity at Family Focus









Hour of Code 3⁻⁻5⁻⁻ Grade at Family Focus

STEM at the Main Library:

For Hour of Code, Jan and I offered two Coding with mBots programs for kids in 3⁻⁻⁻⁵ Grade. The first was a mixed group and the second was only for girls. The kids were very collaborative in working through the tutorials. We were able to again use materials purchased for our STEMeX grant and to apply what we had learned from working with our expert. We also offered a Family Coding with mBots program for families with children in grades K-5. After each of the programs, the children and families expressed interest in coming back to work with the same robots. I am planning to offer another program for families who have already worked through the tutorials to apply their knowledge to some challenges. I think we could do the same for the kids who came to the Hour of Code programs.

Impact: Reinforcing positive interactions with library resources and STEM skill-building are shared with children and their families.

Outcome: Total: 12 participants for Hour of Code-Coding with mBots; and 32 participants (11 families) for Family Coding with mBots. Acquisition of coding practice and skills and family learning.









Hour of Code 3rd-5th Grade at Main Library









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Approved March 21, 2018









Family Coding with mBots at Main Library

Teen Services Highlights:

Programming



Loft Lab: Icee Challenge

Eleven people attended the Loft Lab: Icee Challenge event on December 2. Tyler worked with Rebecca Daugherty, formerly of Science in Society at NU, to plan and present this program. They used Next Generation Science Standards techniques to introduce participants to different scientific principles, including the second law of thermodynamics and data collection. Participants created an insulated cup using a variety of common objects with intent to help prevent brain freezes. Participants then filled their cups with ice and used digital temperature

sensors to track their temperatures over a period of time.

<u>Outcomes</u>: Overall, this program met almost every metric of success laid out in the planning process. Attendance exceeded expectations. Participants were engaged with their projects and demonstrated a greater understanding of the principles involved by the end of the program. The Loft Lab program series continues to develop positively. YA staff are currently planning an additional two programs in February and March.

Anime Club

Tyler hosted the second Anime Club on December 7. Eleven teens attended the event. Participants watched episodes of different anime shows and connected over their shared interest in different Anime shows. Tyler also worked with participants to make anime themed vinyl stickers using the library's vinyl cutter.

<u>Outcomes:</u> The Anime Club continues to grow. Over half of the participants were new to the Loft and about half the teens who attended the previous Anime returned for the second meeting.

Everyone was engaged with the different activities. The majority of the participants were middle school aged. Anime Club will start earlier in February to make it more accessible to middle school students.

3D Thursday

Tyler hosted the second 3D Thursday: 3D Design and Printing class. Three teens attended the class. Participants designed and then later printed an earbud wrap.

Outcomes: Overall, the event went well. The small class size is ideal for an event such as this. The 3D design software has a high learning curve and a smaller class allowed Tyler to give more individual attention to each participant. Tyler did observe improved performance as the class progressed. One participant returned from the first class the previous month. The two other participants were new to this program. Tyler also provided written instructions for participants to use instead of just following along. This allowed participants to work on their projects independently. This method seemed to work well. Tyler is considering expanding this to videos as well.

Hacking Electronics



Tyler offered the first Hacking Electronics class in the Loft on December 10 in support of Computer Science Education week. Nine teens attended the event. Participants designed their own electronic maze using galvanized wire and cardboard then programmed microcontrollers to sense when a player touched the wire triggering LEDs and a sounds.

<u>Outcomes:</u> This program achieved the goals set during the planning process. There was a maximum number of participants at the program. The majority of participants were engaged with the activity. They also demonstrated a great understanding of the resources used by the end of the program. A few participants even worked on developing their projects further, such as adding a "life system" and a finish line mechanic. This initial response to this first program is encouraging. Tyler is planning follow up programs for January and February.

Future Program Planning

Summer 2018

Tyler met with Renee and Kelly Rooney on December 21 to discuss potential programs and camps for summer reading 2018. They continued to discuss ideas for weekly camps throughout the summer. They are currently planning camps related to robotics and video game design. At least half the camp slots will be reserved for students who underperform or who are underrepresented in STEM fields. We will work with EvanSTEM and D65 to reach these students.

Tyler, Renee, Kevin and Elacsha are also planning additional summer programs for teens. Some will be a continuation of active series programs as well as some new standalone programs. We are looking into partnering with Y.O.U. and MetaMedia on specific programs that tie into services that all three organizations offer.

Loft Winter/Spring Programs

The YA staff is planning new series programs that will start on Thursdays in January. There will be a program every Thursday starting at 4:30 pm. In addition to the Anime Club and 3D Thursday, Tyler will be starting a drop-in LEGO robotics program. Renee and Elacsha will also begin offering Teen DIY programs on regular basis again.

Tyler is also working on creating some gaming tournaments.

Community Outreach and Engagement:

D65:

Renee Neumeier spent a week at the North Branch presenting to all of the Haven 6th grade students (approximately 264 students) on library services for teens. At the end of the presentation, Renee and the Haven librarian, Amy Odwarka booktalked different titles from the Rebecca Caudill nominee list. North Branch staff requested all the books for the booktalks so students could check them out during their visit. North Branch also made new cards and replaced old cards leading up the the library visit.

Y.O.U.:

After School Enrichment

Tyler is working Y.O.U. to offer enrichment programs here at the library for their after school program. Tyler will lead a seven week robotics program using different resources, such as Ozobots, Spheros, and LEGOs. Y.O.U. middle schools students from Nichols will be coming to EPL once a week for 8 weeks starting in mid-January.

Street Outreach Team

Staff from the Y.O.U. street outreach team have been keeping regular hours on Mondays at the Loft. Teens in the Loft have been able to connect with Y.O.U. and talk through issues their having or have been connected to resources they need.

City of Evanston Youth and Young Adult Division

Renee and Tyler met with Kevin Brown, Porschia Davis and Nathan Norman to learn more about their new programs and initiatives, to share what teen services staff has been working on and to talk about possibilities for collaboration. One program idea that came up was a job fair or series of programs featuring jobs that have shorter training programs or are more

entrepreneurial like beautician, tattoo artist and DJ. Kevin and his team are working with ETHS on a similar program and now have connected EPL to see if there's a role for us to play.

EvanSTEM:

- Met with staff from MetaMedia, Y.O.U. and ETHS to discuss how we can all thoughtfully connect our middle school students and their families with information on different STEM courses they can sign up for at ETHS.
- The Makerspace group continues to work on planning the March Mini Educator Innovation Fair that will be hosted at the Library; Dr. Shirin Vossoughi from Northwestern University has been confirmed as one of the keynote speakers, Her research has focused on equity in making.
- City of Learning launched their platform through Code65 at D65. Overall this pilot was a success with many students logging on and activating their accounts. This group is now focusing how to get outside providers to use the site for their programs.

Collection:

- Renee and Tyler weeded the nonfiction and graphic novel collection.
- Tyler created two display posters for the Loft. The first was a passive guide designed to help people select a science fiction book based on likes and dislikes. The second was a top ten list of the most circulated YA books of 2017.
- Renee, Tyler and Kevin have been working on refreshing the manga series that is in the YA collection, ordering new volumes we may have missed and replacing lost volumes.
- Renee has been shifting the YA fiction collection inside the Loft. Once the shifting is completed, one or two of the audiobook collections from outside the Loft will be moved inside to leave more room for the graphic novels and nonfiction collection. We will also be pulling all the World Language materials and putting them in one area in the Loft.

Community Engagement Highlights from Jill Skwerski include:

ACA Navigator

- A year end report from our ACA navigator includes the following stats:
 - 213 patrons received assistance
 - 61 enrolled in either Affordable Care or Medicaid
- Compared to 2014 stats which were as follows:
 - 84 patrons received assistance
 - 39 enrolled in Affordable Care or Medicaid

<u>Outcome</u>: The library's role and commitment to providing access to health information and health literacy has resulted in 61 people attaining health care coverage through visiting the Evanston Public Library.

Community Book Distribution

- 850 books were given away through Community Engagement at the following locations/events:
 - 2nd Baptist Church 200 childrens, teen and adult books donated to their annual basket giveaway program. This marks our 4th consecutive year of supporting this event.

 Mayor's Annual Food and Toy Giveaway - gave out 400 books to Evanston residents of all ages attending this annual event.



 Produce Mobile and Hillside Food Pantry - 250 adult, teen and kids books were given away during December visits at these monthly library pop-up locations.

<u>Outcome</u>: Connecting and engaging our residents through access to library materials at locations where they naturally gather and attend reflects our commitment and effort to the provision of equitable access.

LifeSource Blood and Marrow Drive

 Hosted another successful blood and marrow drive that resulted in 26 successful donations and 6 deferrals. Next drive will be during summer months.

<u>Outcome</u>: Reflects ongoing engagement and commitment to events that support the broader community. From our rep at LifeSource:

Thank you for hosting your drives with us and for saving lives right here in our community. You know that volunteer blood donations provide a safe and adequate blood supply for our community.

Please extend our gratitude to everyone who gave unselfishly of themselves to help others. Their generosity will help Chicagoland area friends, family and neighbors in need, including cancer patients, critically ill newborns, burn survivors, accident victims, transplant patients and many, many more who have illnesses requiring treatment with blood products.

As always, on behalf of LifeSource and the patients, who are the ultimate beneficiaries of your generosity and efforts, thank you for saving lives through your Blood Drive.

Latino Engagement Highlights from Miguel Ruiz include: Community Engagement

Latino Engagement Conversations: Developed formalized plan for latino community engagement through the *individual relational meeting* model in collaboration with Cradle 2 Career and Evanston Latino community leaders, to be implemented in spring 2018. The model focuses on establishing authentic conversations with community residents regarding their lived-experience.

<u>Outcom</u>e: Established a formal partnership with Evanston Cradle 2 Career and enhanced relationships with local community leaders regarding community engagement.

Access To Care Navigator: Established a partnership which will bring health insurance resources to individuals with high insurance, no insurance, or those not eligible for health insurance, planned to begin in Spring 2018.

<u>Outcome</u>: Provides a new partnership for the Library that reaches out to our low-income and vulnerable populations regarding opportunities to obtain health insurance.

UIC Student Tour: Provided a library tour for an undergraduate Latina student interested in public librarianship.

<u>Outcome</u>: Presented EPL as an opportunity for recruitment and volunteer opportunities for an individual interested in librarianship.

Professional Development

Diversity Study Task Force Report: In collaboration with ILA (Illinois Library Association) colleagues, assisted in developing and publishing an ILA report on recruitment and retention recommendations of diverse candidates for the ILA and library community.

<u>Outcome</u>s: The report offers recommendations and strategies that can be implemented at the library level, which has been shared with the EPL administrative team to consider as we move forward with hiring staff at all levels.

Neighborhood Services highlights from Connie Heneghan included:

Beyond our regular storytimes and programs, at North Branch we hosted all of the 6th grade classes from Haven for orientation and book talks by Renee Neumeier and Haven librarian Amy Odwarka, gathering a large collection of titles for checkout.

The highlight of December was winter break. We provided programming for families and adults including:

Passive programs like a scavenger hunt, guessing jar, book recommendations, and bow play:



Programs that included a cookbook show & tell for adults, a family movie night, stories and crafts:

A Happy Noon Year Celebration,



Approved March 21, 2018





a variety of story and craft activities.







and a safe and friendly space to spend time with others in the community or just read together.



Staff Rec:

Eleanor Oliphant is Completely Fine (Fiction Honey.G) Barb Levie

Staff Activities:

Bridget Sweeney and Paula Shapiro attended the Main Children's Room summer reading planning meeting.

Connie Heneghan attended RAILS Youth Services Managers meeting, visited the Foster Senior Group at Fleetwood-Jourdain twice, attended the City Council meeting on Dec. 11 and the Central Street Neighbors Association meeting.

Adult Services Highlights from Heather Norborg and team include:

Book Discussions:

KeepinitReal:

Ten members of the Narrative Non-Fiction book group (Keepinitreal) met to discuss *Killers of the Flower Moon* by David Grann on Dec 5.

Graphic Novel Book Group:

Six members of the League of Graphic Novels Readers group met to discuss *Bitch Planet Vol 1*, by Kelly Sue DeConnick & Valentine De Landro. Our January book is *The Best We Could Do* by Thi Bui.

ReadAbility Book Group:

This weekly group is for adults with disabilities. We spend 3 months reading a book aloud and discussing together. This month we finished reading I AM THE MESSENGER by Marcus Zusak. We consistently get at least 6 regular members per meeting, and sometimes have up to 10 people attend. The participants are enjoying the book and ask lots of questions about the meanings of words since there are a lot of Australian colloquialisms. This month the group chose the new book for the next session, which will run from January to April, 2018. They chose *House Rules* by Jodi Picoult.

Mission Impossible Dostoevsky:

- -- In December, Russell Johnson led 5 *Brothers K* discussion groups and Heather Norborg, Lorena Neal, Kim Hiltwein, and Jeff Balch each led one.
- -- Russ Johnson wrote discussion questions for the discussion groups. Added them to the blog's Resources page.

Goals: Keep people engaged, reach new audiences, and keep the discussions fresh.

<u>Outcomes</u>: Book discussion groups promote the library strategic goals of engagement and literacy. The ReadAbility group also improves Access to the library's resources for adults with disabilities.

Author Events (Russ Johnson):

-- *Ugly Prey* Reading (12/7) - Promoted the reading via EPL's Facebook and direct email. Wrote a welcome/author intro and arranged for Jeff Garrett to serve as library contact during the event. Coordinated with Maintenance on room and tech set-up.

<u>Outcomes:</u> Continued our support of local authors, offering readings of high profile books, and offering programming of interest to Chicago and women's history buffs.

-- Dorothy Day Reading (12/9) - Promoted the reading via EPL's Facebook and direct email. Wrote a welcome/author intro and arranged for Kim Hiltwein to serve as library contact during the event. Coordinated with Maintenance on room and tech set-up.

<u>Outcomes:</u> Continued to offer readings of high profile books and programming for those interested in social issues and activism, women's history, and religion.

Other Events:

--Where Rivers Meet: Songs and Stories from Masters of Arabic Music (12/10) - Jeffrey Garrett welcomed and introduced three musicians from the Crossing Borders Music Collective, which celebrates master musicians from around the world. This program was full, with standing-room only.

Ongoing Projects:

Off the Shelf Blog (Russ Johnson)

-- NU Scientific Image Winners @ EPL (12/13)

Local Art @ EPL (Russ Johnson)

- -- Assisted with the installation of the NU Scientific Images Exhibit (12/5)
- -- Added a website blurb and promoted it on EPL's Facebook page and Evanston Arts Buzz.
- -- Worked with Miguel to coordinate a January exhibit by the ETHS DREAMER's Club and the Kids GLOBAL network. Planned the show installation for 1/9/18.
- -- Scheduled new exhibits by Masood Bolorforoush (April 2018) and Charles Steele (May 2018).

BOOKS ON WHEELS (Julie Rand)

- 4 new patrons this month.
- Sent welcome letters to new BOW patrons
- Met with Kim Hegelund, Heather and Teri Campbell to discuss BOW policies (12/6)
- Followed up with delinquent patrons about lost, overdue books.
- Requested BOW statistics for 3Q2017, specifically circulation details such as number of items, type of items (e.g. books, DVDs, audiobooks).
- Spoke with Jonah Meadows of Patch.com about BOW program. He is writing an article about book delivery services to homebound patrons.

Free Book Distribution sites (Jeff Balch):

distributed approx. 400 books in December (minus 100 returns).

Training and Meetings:

Russ Johnson attended the first meeting of the Programming Committee. Kim Hiltwein attended the SRP Committee meeting.

Technical Services Highlights from Tim Longo and team include:

Items Added December 2017

Adult at Main=1288 Adult at North=68 Adult at CAMS=18

Total adult items=1374

Juvenile at Main=458 Juvenile at North=36 Juvenile at CAMS=13

Total juv items=507

YA at Main=26 YA at North=1 YA at CAMS=1 Total YA items=28

Total items added to collection in December 2017= 1909

December 2017 - Carts Ordered: Amazon: 44.24

Patron Requests:

Received 33 patron book requests for the month of December. Will purchase 16 of the titles suggested in the new fiscal year.

Received 1 patron audiobook request for the month of December. Will purchase 1 of the titles suggested in the new fiscal year.

Staff Requests:

Heather: 1 suggestion. 1 purchased.
 Marlene: 1 suggestion. 1 purchased.
 Julie: 1 suggestion. 1 purchased.
 Renee: 6 suggestions. 6 purchased.

Donations:

Adult Gift Books Added to the Collection: 113
Adult Gift DVDs Added to the Collection: 13
YA Gift Books Added to the Collection: 1

Weeding:

Books Sent to Repair: 19 Most Wanted Titles Weeded: 47

Most Wanted Titles Added to the Circ Collection (Main): 2 Most Wanted Titles Added to the Circ Collection (North): 7

Crown Vending Machine Titles Added to the Main Circ Collection: 8

Crown Vending Machine Titles Weeded: 9

Grubby Books Weeded and Replaced by Gift Books: 33

Damaged Books Weeded: 108 Other Books Weeded: 13

CDs Weeded: 7

Old Editions of New Books on Standing Orders Pulled: 66

Additional old travel & test books pulled: 142
Books Sent to be Relabeled, Cataloged, etc.: 12
Audiobooks Sent to be Relabeled, Cataloged, etc.: 8
CDs Sent to be Relabeled, Cataloged, etc.: 1
Books from the "Lost" report replaced: 6

Weeding Plan for Nonfiction (700s)

Missing: 29 Weeded: 214

Displays

First Floor - Holiday Titles

Second Floor Front 12/1 - New York Times Best Books of 2017

Second Floor Back 12/1 - Protest Posters

Second Floor Front 12/15 - MENA

Second Floor Back 12/15 - New York Times Best Books of 2017

Staff Picks: Holiday Picks from Staff

Volunteer Highlights from Mary Kling include:

- Interviewed 3 new volunteers
- Received requests for additional volunteers from Staff: Circulation, Concierge, Adult Services: ReadAble Book Club for adults with disabilities, The Loft, and Free Book Distribution Packing
- Placed new volunteers in Children's (1) and Circulation (1)
- Monitored Volunteer Evanston website for referrals and verification of hours logged by volunteers
- Updated volunteer information in Raiser's Edge
- With Julie Rand, continued planning process for Human Library event as part of the Big Read, scheduled for Sunday, April 15, 2018

Outcomes:

• Connected community members and students with meaningful volunteer opportunities in order to provide expanded service to EPL staff and patrons

Upcoming events of Note:

Know Your Rights Program Monday, February 26, 4:30-5pm, The Loft, Main Library

Staff from the Moran Center will present the facts on what an individual's constitutional rights are when someone is pulled over by the police and recommended responses in police situations. The Moran Center's goal is to provide Evanston youth and their families with the tools to make positive life choices, the support to successfully emerge from a challenging legal situation, and the ability to thrive in the local community as productive citizens. To that end, their programmatic approach focuses on legal representation, social work services, youth advocacy, and restorative justice services.

Adult Services Future Program Planning:

Russ Johnson:

-- Susan Cherry Reading - Designed a lobby poster for her 1/11 poetry reading. Designed a flyer and distributed it throughout the Main Library and branches. Added website and calendar blurbs, and promoted the reading via EPL's Facebook and direct email.

Goals: Continued our support of local authors, and offered programming of interest to poetry readers.

-- Kevin Coval Reading - Designed a lobby poster for his 1/29 poetry reading. Designed a flyer and distributed it throughout the Main Library and branches. Added website and calendar blurbs, and promoted the reading via EPL's Facebook and direct email. Submitted a Marketing Request to Jill Schacter and arranged for Bookends to handle sales.

<u>Goals:</u> Offer readings by high profile writers and programming that supports Chicagoland's talented poetry scene. Also hoping to attract Kevin to return for Big Read program in April.

-- Local Author Showcase - Organizing a memoir-focused event on 3/14 featuring three local writers. Patti Waldmeir will read from her book *Chinese Lessons*, and I have feelers out to other local memoir writers for the other open slots.

<u>Goals:</u> Continue our support of new and localish authors by starting an ongoing "showcase" event that will broaden the reach of these local books while best utilizing staff time.

-- Tips for Living Reading - Working on the flyer and poster for this 4/19 reading by debut suspense novelist Renée Shafransky.

<u>Goals:</u> Continue our support of new and localish authors and offer programming of interest to fiction readers.

-- Evanston Literary Fest - Met with John Wilson and Lynn Haller about planning for the 2018 fest. Nailed down the dates of May 12-20. Discussed hosting a local author showcase and open mic.

<u>Goals:</u> Continue our support of the Evanston lit scene and offer programming of interest to lit lovers of all types.

Julie Rand:

- --Prepared poster and flyer for WINTER SOWING workshop scheduled for January 13, 2018
- --HUMAN LIBRARY (4/15): Met with Heather and Mary to discuss how to set up the Human Library at EPL; Emailed Kathy Lyons at Center for Independent Futures about helping us find "books".

Evanston Reads: Citizen: an American Lyric (Kim Hiltwein and Heather Norborg)

Planning continues for the 2018 community-wide read of *Citizen: an American Lyric* by Claudia Rankine. The program will run from Feb-April, 2018. In addition to book discussions of the title, there will be a kick-off event with the Center for Inclusivity, poetry readings by Nate Marshall, Parneshia Jones, Kelly Norman Ellis and Krista Franklin, films, a lecture on the 14th Amendment, and more. Goals: Engagement, Access & Literacy

Excerpts from Patron feedback:

In re. To the 12/15 Crossing Borders Collective concert: "... that performance yesterday was remarkable! The sound tech crew did a better job than is typical at a lot of the commercial venues that offer music 'for a living'-i.e. just right. The haunting quality of the ouds really 'made the scene'. For some of the numbers, two players performed on them at the same time, something I don't think I've heard before. The instrument is already very resonant, by virtue of the large internal cavity, but when there are two, side by side, the resonances seem to interact somehow, creating a very punchy but multi-layered texture. As a listener, I found that the sensation was as though the strings were running directly through my head. Good vibrations, as they say."