

**Agenda**  
**Denver Public Library Commission**  
Regular Monthly Meeting  
**Thursday, May 17, 2007, 3:30 p.m.**  
Montbello Branch Library  
12955 Albrook Drive

1. Call to Order. K.C. Veio.
2. Approval of Minutes of April 19, 2007, Regular Library Commission Meeting. Commission.
3. Public Comment Period.
4. Report of the President and Members.
  - a. Eleanor Gehres Award. Lois Ann Rovira.
  - b. Denver's Infrastructure Priorities Task Force. Fofi Mendez.
  - c. IPTF Library Advocacy Committee. Karen Rokala.
  - d. Other reports. Commission.
5. Report of the Denver Public Library Friends Foundation. Hanne Lichtenfels.
6. Monthly Financial Report through April 30, 2007. Richard Weinstock.
7. Report of the City Librarian and Staff. Shirley Amore and Staff.
  - a. Written Report Items.
  - b. Education Results Team. Elizabeth Elder.
  - c. Web Marketing Efforts ("You Tube," "Dance Dance Revolution," Summer Reading). Cassi Pretlow.
8. Other Business. Commission.
9. Adjournment. K.C. Veio.

Agenda Item 2

Requested Action: Approval

**Minutes**  
**Denver Public Library Commission**  
**Regular Monthly Meeting**  
**Thursday, April 19, 2007, 3:30 p.m.**  
Denver Central Library, Library Commission Room

Present: Susana Cordova, Suneeta Hazra, Kevin O'Connor, Lois Ann Rovira, K.C. Veio, Sid Wilson.

Excused: Fofi Mendez, Karen Rokala.

Staff: Shirley Amore, Heidi Becker, Pilar Castro-Reino, Gwendolyn Crenshaw, Megan Devine, Eleanor Glover, Letty Icolari, Cori Jackamore, Celeste Jackson, Susan Kotarba, Elaine Langeberg, Diane Lapierre, Rachelle Naishtut, Jo Haight Sarling, Sherry Spitsnaugle, Kristen Svendsen, Richard Weinstock.

Guests: Melinda Lloyd, Denver Public Library Friends Foundation; Steve Hildmann, Martin Deschner, community members.

1. Call to Order.

President K.C. Veio called the meeting to order at 3:40 p.m.

2. Approval of Minutes of March 15, 2007, Regular Monthly Meeting.

K.C. Veio announced a correction to the Minutes that were distributed to the Commission members: Item 6 title should read: "Monthly Financial Report as of February 28, 2007", not "as of December 31, 2006." The Minutes were approved as written with this one correction.

3. Public Comment Period.

The staff and guests present introduced themselves.

4. Report of the President and Members.

a. Shirley Amore reported for Fofi Mendez on actions by the City related to the work of the Public Strategies Group and Denver's Infrastructure Priorities Task Force (see City Librarian report, April 2007, agenda item 11a). The directors of the City's cultural organizations (Denver Public Library, Denver Botanic Gardens, Denver Museum of Nature and Science) have met to discuss working together for the common financial good..

b. Sid Wilson reported that Staff Council initiated a Norman Knight Memorial Fund for the acquisition of DVDs in memory of a favorite customer.

5. Report of the Denver Public Library Friends Foundation.

Melinda Lloyd presented a check for \$221,000 to the Library from the Friends Foundation as this year's endowment disbursement. She also announced that the winner of the Friends Award is Benjamin (Ben) Duke III. He will be feted at the Library on May 22 beginning at 5 p.m.

6. Monthly Financial Report through March 31, 2007.

Richard Weinstock presented this report.

7. Staff Report on Public Computer Use and Privacy.

Jo Haight Sarling presented this report. Library staff will evaluate the effectiveness of current strategies for the next six months and then report back to the Commission.

8. Mission/Values/Philosophy.

Shirley Amore presented this report. This strategic work is the foundation from which the Balanced Scorecard will be created over the next few years. In response to Commission concerns it was clarified that “values” and “philosophy” are for internal use and “mission” which describes what the Library is and will be doing, is external. A presentation on “vision” will be brought to the Commission when all staff have had the opportunity to offer their input.

(A grammatical correction will be made to the Philosophy statement: the word *their* in the second sentence will be changed to *his and her*.)

9. Reports on Human Resources Measures, 2006.

Kristen Svendsen presented the Human Resources Annual Turnover and Employment and Diversity reports for 2006.

10. Report on Customer Service/Satisfaction Survey.

Letty Icolari presented this report. The survey establishes a baseline for the 2007 Incentive Plan that was approved by the Commission last fall. Another survey in May across the library system will be an internal indicator to whether we are moving in the right direction. A final survey in October will be the official one presented for determining results for the Incentive Plan.

11. Report of the City Librarian and Staff.

Along with her written report Shirley Amore reported as follows:

- Material for each month’s Commission meeting is now available to the public on the [denverlibrary.org](http://denverlibrary.org) website as of the Monday evening before the Thursday meeting.
- Interviews with candidates for Finance Director will take place on Monday, April 30.
- The 2006 Annual Report is hot off the press and distributed at today’s meeting.
- An exhibit of art owned by the Library has been hung in the 7<sup>th</sup> floor gallery at the Central Library and will remain up at least until November.
- The State Library’s Return on Investment Survey has been completed. The results of this effort to quantify the value of libraries should be available by mid-2008.
- Kudos to the staff on all the great publicity recently.

Diane Lapierre reported as follows:

- The Evil Companions Literary Award event on April 4 was sold out. Thank you to everyone who participated.
- First news regarding the 2007 Booklovers’ Ball on October 20 is that it will be a “green-tie” event. This will be the first major “green” fundraising gala in Denver.
- Major kudos to Sherry Spitsnaugle for her superb photography and writing of the Annual Report.

12. K.C. Veio adjourned the meeting at 5 p.m.

Submitted by Lois Ann Rovira, Secretary

Agenda Item: 6  
Requested Action: Receive Report

**DENVER PUBLIC LIBRARY  
FINANCIAL STATEMENT PACKAGE**

**April 30, 2007**

**I N D E X**

**FINANCIAL STATEMENT PACKAGE**

<b>Pages 1</b>	<b>ANALYSIS</b>	General Fund Budget versus Actual Analysis
<b>Pages 2-3</b>	<b>REPORT</b>	General Fund Statement of Budget, Expenditures and Encumbrances
<b>Page 4</b>	<b>ANALYSIS</b>	Special Trust Fund, Budget versus Actual Analysis
<b>Page 5</b>	<b>REPORT</b>	Special Trust Fund Report
<b>Page 6</b>	<b>REPORT</b>	Revenue from Operations, Distributions and Transfers

**DENVER PUBLIC LIBRARY**  
**GENERAL FUND**  
**BUDGET VS. ACTUAL ANALYSIS**  
**for the month ending April 30, 2007**

The personnel expenditures in this report reflect the new bi-weekly pay periods through the April 28th pay period (32.7.0% of pay year). Commission reports will include expenses through the last complete pay period of the month.

The City has asked agencies to submit two General Fund Operating budgets for 2008. The first is a flat base budget for 2008 that will maintain the 2007 level of service. Agencies will determine the percent increase needed to maintain this level of service. The other is a reduction budget that cannot exceed the 2007 base budget plus 2%. Agencies must submit reduction proposals to reach the reduction budget limit.

**DENVER PUBLIC LIBRARY  
GENERAL FUND  
STATEMENT OF BUDGET, EXPENDITURES AND ENCUMBRANCES**  
For the period ending April 2007 -33.3% of the Year

<u>CATEGORY</u>	<u>2007 Budget</u>	<u>MTD Expended</u>	<u>YTD Expended</u>	<u>% Spent</u>	<u>Outstanding Encumbrances</u>	<u>Unencumbered Balance</u>
Personnel						
1 Regular	16,771,500	1,268,291	5,389,320	32.13%	0	11,382,180
2 Night Differential	102,403	8,465	33,350	32.57%	0	69,053
3 Overtime	10,033	1,981	11,716	116.77%	0	-1,683
4 Sick/Vacation Payout		9,904	37,059	0.00%	0	-37,059
5 Temporary	381,713	26,658	107,877	28.26%	0	273,836
6 Bilingual Pay	54,900	8,813	35,613	64.87%	0	19,287
7 Benefits	5,090,455	389,366	1,707,702	33.55%	0	3,382,753
<b>Subtotal</b>	<b>22,411,004</b>	<b>1,713,478</b>	<b>7,322,637</b>	<b>32.67%</b>	<b>0</b>	<b>15,088,367</b>
8 Advertising Services	11,370	0	1,543	13.57%	8,477	1,350
Leases						
9 Building	15,000	6,375	6,375	42.50%	0	8,625
10 Equipment	40,000	3,232	9,699	24.25%	30,301	0
<b>Subtotal</b>	<b>55,000</b>	<b>9,607</b>	<b>16,074</b>	<b>29.22%</b>	<b>30,301</b>	<b>8,625</b>
Library Materials						
11 Materials	4,041,950	410,130	1,302,164	32.22%	0	2,739,786
12 Freight	62,233	2,725	24,323	39.08%	4,110	33,800
13 Pre-Processing	350,000	20,588	94,213	26.92%	0	255,787
<b>Subtotal</b>	<b>4,454,183</b>	<b>433,443</b>	<b>1,420,700</b>	<b>31.90%</b>	<b>4,110</b>	<b>3,029,373</b>
Maintenance						
14 Buildings	125,550	7,611	18,923	15.07%	76,747	29,880
15 Garbage, Trash Removal	19,000	1,143	3,392	17.85%	11,608	4,000
16 Equipment	632,997	25,103	116,411	18.39%	135,121	381,465
<b>Subtotal</b>	<b>777,547</b>	<b>33,857</b>	<b>138,726</b>	<b>17.84%</b>	<b>223,475</b>	<b>415,346</b>
17 Minor Office Furn/Equipment	68,421	635	635	0.93%	7,916	59,870
18 Technology Services	400,380	24,274	59,417	14.84%	109,085	231,878
19 Postage	81,300	0	25,027	30.78%	0	56,273
20 Printing/Photo	26,080	6,600	15,937	61.11%	4,712	5,430
21 Professional Services	63,350	2,383	5,215	8.23%	22,880	35,255
22 Safety/Security	31,195	2,243	5,881	18.85%	11,535	13,779
Supplies						
23 Building	234,500	21,565	54,518	23.25%	87,604	92,378
24 Custodial	78,900	8,685	28,483	36.10%	28,938	21,480
25 Library	124,668	9,393	28,513	22.87%	17,547	78,609
26 Office	67,661	9,630	28,097	41.53%	37,643	1,921
27 Printing	52,300	1,973	10,584	20.24%	20,416	21,300
<b>Subtotal</b>	<b>558,029</b>	<b>51,246</b>	<b>150,195</b>	<b>26.92%</b>	<b>192,147</b>	<b>215,688</b>
28 Training/Workshops	31,100	608	2,652	8.53%	0	28,448
Travel						
29 Conferences	12,460	0	0	0.00%	0	12,460
30 Mileage/Parking Allow	21,000	1,496	5,521	26.29%	1,468	14,011
31 Memberships	18,540	650	12,992	70.08%	0	5,548
32 Out-of-Town	8,740	1,556	7,346	84.05%	891	503
<b>Subtotal</b>	<b>60,740</b>	<b>3,702</b>	<b>25,859</b>	<b>42.57%</b>	<b>2,359</b>	<b>32,522</b>
33 Outreach Programming	34,670	1,460	10,612	30.61%	1,950	22,108
34 Official Functions	3,492	254	470	13.46%	1,402	1,621
35 Capital Equipment	102,270	0	10,295	10.07%	0	91,975

DENVER PUBLIC LIBRARY  
 GENERAL FUND  
 STATEMENT OF BUDGET, EXPENDITURES AND ENCUMBRANCES  
 For the period ending April 2007 -33.3% of the Year

<u>CATEGORY</u>	<u>2007 Budget</u>	<u>MTD Expended</u>	<u>YTD Expended</u>	<u>% Spent</u>	<u>Outstanding Encumbrances</u>	<u>Unencumbered Balance</u>
36 City Agency Charges	342,683	13,185	245,309	71.58%	0	97,374
<b>Grand Total</b>	<u>29,512,814</u>	<u>2,296,975</u>	<u>9,457,184</u>	<u>32.04%</u>	<u>620,350</u>	<u>19,435,281</u>

**DENVER PUBLIC LIBRARY**  
**SPECIAL TRUST FUND**  
**BUDGET versus ACTUAL ANALYSIS**  
**for the month ending April 30, 2007**

This April, expenses in the Special Trust Fund totaled \$70,634, consisting mainly of materials purchases and Western History personnel costs. 23.58% of budgeted funds have been expended through the end of the month.

(1) Included in this month's expenses, in the Children's Outreach category, is \$6329 in performer expenses for the Super Saturdays program.

(2) Also included, in the Other Outreach category, is \$5,095 in expenses for adult instructors for the Tu Biblioteca Hoy program. This portion of the program's expenses is funded through a grant from FirstData.

**DENVER PUBLIC LIBRARY  
SPECIAL TRUST FUND**

For the period ending April 2007 - 33.3% of the Year

<u>Project Groups</u>	<u>Budget</u>	<u>MTD Expended</u>	<u>YTD Expended</u>	<u>% Spent</u>	<u>Outstanding Encumbrances</u>	<u>Unencumb. Balance</u>
<b>Outreach</b>						
Summer Reading <small>(Children and Teens)</small>	161,500	1,736	4,201	2.60%	79,814	77,485
After School Programs	26,835	210	8,965	33.41%	110	17,760
Children <small>(Read Aloud, Super Saturdays)</small>	186,800	6,514 <sup>1</sup>	34,517	18.48%	20,779	131,504
Other Outreach <small>(Programs and participation in communities)</small>	31,900	8,586 <sup>2</sup>	9,523	29.85%	9,645	12,732
<b>Outreach Subtotal</b>	<u>407,035</u>	<u>17,047</u>	<u>57,207</u>	<u>14.05%</u>	<u>110,347</u>	<u>239,481</u>
<b>Buildings/Equipment</b> <small>(Meeting Rooms, Photocopier Revenues, Computers)</small>	120,415	2,956	15,922	13.22%	34,731	69,762
<b>Fundraising</b> <small>(Booksale, Rare Book Auction, Booklovers Ball, Direct Mail)</small>	246,175	4,057	30,813	12.52%	3,328	212,034
<b>Materials</b>	218,700	2,527	105,022	48.02%	0	113,678
<b>Staff</b> <small>(Staff, Docent, &amp; Volunteer Recognition)</small>	22,150	188	6,257	28.25%	101	15,793
<b>Discretionary Funds</b> <small>(Branches, Central, City Librarian's Office)</small>	113,654	2,491	31,743	27.93%	33,362	48,549
<b>Western History</b>	<u>914,619</u>	<u>41,368</u>	<u>234,756</u>	<u>25.67%</u>	<u>24,573</u>	<u>655,291</u>
<b><u>Total</u></b>	<u><u>\$2,042,748</u></u>	<u><u>\$70,634</u></u>	<u><u>\$481,720</u></u>	<u><u>23.58%</u></u>	<u><u>\$206,441</u></u>	<u><u>\$1,354,586</u></u>

**DENVER PUBLIC LIBRARY**  
**REVENUE FROM DISTRIBUTIONS, OPERATIONS, AND TRANSFERS**

For the period January 1 - April 30, 2007

(With Comparative Figures for 2006)

	2007		2006	
	April	YTD	April	YTD
<b><u>Operational Activity</u></b>				
Equipment (copiers, printouts)	9,855	32,413	6,593	33,697
Branch and Central Meeting Rooms	2,492	8,675	2,445	8,104
WHG Photographic Services	14,431	38,106	12,763	57,808
Fines	62,742	260,882	55,496	242,089
Lost Books	8,525	36,563	7,662	37,215
Amazon Sales	77	3,333	2,288	9,350
Vending and Café	360	5,985	2,136	7,607
	98,480	385,957	89,383	395,870
<b><u>Distributions</u></b>				
Caroline Bancroft Trust	0	58,270	0	38,882
Frederick R. Ross Library Trust	0	11,806	0	0
DPL Trust	22,008	55,909	24,154	34,847
	22,008	125,985	24,154	73,729
<b><u>Friends Foundation Transfers</u></b>				
Special Use Fund	0	739,939	0	0
Endowment	221,000	221,000	0	0
Others	0	170,519	246	2,013
	221,000	1,131,458	246	2,013
<b>TOTAL</b>	341,489	1,643,399	113,783	471,613

Agenda Item 8a

Requested Action: Receive Report

## **REPORT OF THE CITY LIBRARIAN AND STAFF, MAY 2007**

### **Fresh City Life “Green” Series**

Fresh City Life continues to attract media attention and a growing audience. Approximately 2,000 people attended 60 programs focused on sustainable living. The climax of the series was a conversation with Laurie David, global warming activist and Mayor Hickenlooper. The event held in the Korbel Ballroom at the Colorado Convention Center attracted an additional 1750 people. The event provided a very visible opportunity for the Library to demonstrate its leadership in advancing the Mayor’s Greenprint Denver initiative.

### **Access Denver**

On April 24-25, I had the opportunity to participate in the 2007 class of Access Denver, a program organized by the Metro Chamber Foundation to introduce new leaders to the community. The class of about 50 people heard from a distinguished list of presenters including Governor Bill Ritter, Speaker of the House Andrew Romanoff, Mayor John Hickenlooper, City Council President Michael Hancock, School Superintendent Michael Bennet, and Joe Blake of the Metro Chamber of Commerce. Two of the sessions were held in library facilities, one at Blair Caldwell and one at Central Library. In addition to learning a great deal about important issues in the community, I had the opportunity to meet up and coming community leaders and discuss possible partnerships. I have offered the Vida Ellison Gallery for a class reunion within the next few months so that we can stay in touch and build on the relationships established during the program.

### **Outreach**

- Kelly Brough, Mayor’s Chief of Staff  
(Resulting in an invitation to attend Mayor’s monthly Appointee meetings.)
- City Council District 8 candidate Carla Madison
- Julie Rodriguez re One Book One Denver
- Shana Bastemeyer, Robin Wilson of Checkpoint Systems Inc. (Intelligent Library System)
- Brian Klipp of Klipp, Colussy, Jenks and DuBois
- Advocacy Meeting w/Ciruli Associates, Friends Board and Commission members
- “Culturals” Meeting – Botanic Gardens, Museum of Nature & Science, Ciruli
- Public Library Directors Lunch
- Children’s Manager candidates
- Meeting with Security Staff
- Laurie David Event
- Access Denver
- Susan Spero Anniversary Reception
- Alliance Board of Directors
- Dia de los Ninos

### **Upcoming Events**

Please mark your calendar for the following Library events:

- Tuesday, **May 22, 5 p.m.** Friends Award Presentation to Benjamin Duke III, 5<sup>th</sup> floor Central Library.
- Wednesday, **June 20, 5:30 p.m.** Booklovers’ Ball Kick Off Party, Home of Governor Roy and Bea Romer.

# DENVER PUBLIC LIBRARY

## MONTHLY CIRCULATION REPORT

### APRIL 2007

	<u>ADULT CHARGES</u>	<u>JUVENILE CHARGES</u>	<u>TOTAL CHARGES</u>	<u>% CHANGE 2007 / 2006</u>	<u>RENEWALS</u>	<u>RETURNS</u>	<u>TOTAL TRANSACTION</u>
Athmar	6,048	3,537	9,585	-10.1%	825	16,183	26,593
AutoRenewal	0			10.1%	174,151		174,151
Bear Valley	29,749	8,340	38,089	11.1%	2,476	58,387	98,952
Blair-Caldwell	12,570	2,896	15,466	-9.9%	1,114	23,903	40,483
Bookmobile	2,298	1,790	4,088	3.7%	441	5,148	9,677
Byers	2,448	911	3,359	10.1%	196	6,646	10,201
Central	68,806	13,792	82,598	-1.3%	8,717	142,358	233,673
Decker	9,004	3,291	12,295	-3.6%	690	22,618	35,603
Eugene Field	20,519	7,712	28,231	0.8%	3,092	47,719	79,042
Ford-Warren	5,324	2,374	7,698	3.0%	862	12,323	20,883
Hadley	9,922	4,721	14,643	-6.4%	1,949	22,720	39,312
Hampden	19,804	6,985	26,789	-3.8%	2,134	44,478	73,401
Montbello	13,523	8,099	21,622	4.8%	2,913	30,516	55,051
Parkhill	14,578	10,428	25,006	19.4%	2,477	41,302	68,785
Pauline-Robinson	3,249	2,221	5,470	15.2%	380	9,089	14,939
Ross-Barnum	8,926	5,218	14,144	-5.5%	1,418	21,152	36,714
Ross-Broadway	10,462	1,771	12,233	7.9%	931	21,892	35,056
Ross-Cherry Creek	32,440	5,948	38,388	-7.9%	2,584	61,306	102,278
Ross-University Hills	46,215	12,410	58,625	-1.3%	5,124	88,446	152,195
Schlessman	52,289	18,410	70,699	-3.6%	4,753	103,657	179,109
Smiley	12,481	3,870	16,351	-3.0%	880	28,220	45,451
Valdez-Perry	3,181	1,726	4,907	8.7%	319	7,264	12,490
Virginia Village	17,825	7,871	25,696	10.5%	2,223	42,376	70,295
Westwood*	0	0		0.0%			0
Woodbury	15,474	6,608	22,082	-0.4%	2,273	34,556	58,911
Denverlibrary.org eBooks/Flicks			5,840	15.2%			5,840
<b>APRIL TOTALS</b>	<b>417,135</b>	<b>140,929</b>	<b>563,904</b>	<b>0.1%</b>	<b>222,922</b>	<b>892,259</b>	<b>1,679,085</b>
<b>YEAR TO DATE TOTAL</b>	<b>1,721,131</b>	<b>582,026</b>	<b>2,326,151</b>	<b>0.4%</b>	<b>878,424</b>	<b>3,598,080</b>	<b>6,802,655</b>

TOTAL CIRCULATION  
(Charges and Renewals)

2006 CIRC.	0.7%	2007 CIRC.
781,142		786,826

## Adult Programs April 2007

<b>Program/Activity Name</b>	<b># of Programs</b>	<b>Attendance</b>
Computer Instruction Classes	43	67
Facilitated Book Clubs & Book Discussions	4	33
Fresh City Life Programs	61	1,493
Learning and Language Adult	86	530
Library Event On-Site	68	6,203
Library Informational Programs Off-Site	10	220
Library Informational Programs On-Site	9	178
Tours	8	188
<b>Total</b>	<b>289</b>	<b>8,912</b>

## Teen Programs April 2007

<b>Program/Activity Name</b>	<b># of Programs</b>	<b>Attendance</b>
Computer Instruction Classes	0	0
Facilitated Book Clubs & Book & Movie Discussions	0	0
Library Event On-Site	0	0
Library Informational Programs Off-Site	1	40
Library Informational Programs On-Site	0	0
Tours	6	120
Year Round Student Promotional Visits - Non SOR	1	13
<b>Total</b>	<b>8</b>	<b>173</b>

# Children's Programs April 2007

<b>Program/Activity Name</b>	<b># of Programs</b>	<b>Attendance</b>
After School is Cool	41	809
Computer Instruction Classes	0	0
Experimental School Corp Visits	32	742
Facilitated Book Clubs & Book & Movie Discussions	1	81
Learning & Language Concurrent Children	59	686
Library Event On-Site	2	275
Library Informational Programs Off-Site	6	440
Phone-a-Story Hits	0	0
Read Aloud Program - Volunteer Provided	452	7,684
Read Aloud Program - Staff Provided	287	5,327
Storytime	201	4,405
Storytime Craft Programs	19	788
Super Saturdays	32	1,422
Tours	35	930
Year Round Student Promotional Visits - Non SOR	95	2,422
<b>Total</b>	<b>1,262</b>	<b>26,011</b>

**REPORT OF THE HUMAN RESOURCES DEPARTMENT  
MAY 2007**

<b>Applicants</b>	<b>Total</b>	<b>Percent of Total</b>
Month of April	404	
Male	156	39%
Female	229	57%
Gender Unknown	19	5%
White	162	40%
Black	24	6%
Hispanic	29	7%
Asian	19	5%
Native American	5	1%
Ethnicity Unkown/Other	165	41%
<b>Hires by Gender and Race</b>	7	
Male	3	43%
Female	4	57%
White	5	71%
Black	1	14%
Hispanic	2	29%
Asian	0	0%
Native American	0	0%

<b>Personnel Actions</b>	<b>Total</b>
Shelver applicants tested	61
Vacancy postings	8
Non-retirement separations	6
Retirements	0
Interviews for positions filled	46
Postions filled	7

<b>Turnover</b>	
Year to date	5.0%
Previous year to date	5.6%

<b>Hires</b>						
<b>Name</b>	<b>Postion</b>	<b>Location</b>	<b>Internal/External</b>	<b>Gender</b>	<b>Race</b>	<b>EEOC Code*</b>
Tara Rickard	Librarian	CRK	External	F	W	2
James Ramsey	Mail Clerk	FAC	External	M	W	4
Jorge Bowden	Security Officer	SEC	External	M	H	6
Gwen Vanderhage	Librarian*	CHL	Internal	F	W	2
Caitlin Kelly	Shelver	HMP	External	F	W	4
Greg Pauley	Circ/Security Clerk	SCH	External	M	W	4
Fardosa Shuriye**	Security Officer	SEC	External	F	B	6

**Classification Codes**

1. Officials and Administrators: City Librarian and Department Directors.
2. Professional: Managers, Librarians and other professionals.
3. Technicians: Occupations requiring a combination of basic scientific knowledge and manual skill which includes computer programmers and operators.
4. Office and Clerical: All clerical-type work regardless of level of difficulty, including Shelvers.
5. Craftworkers: Manual workers of a relatively high skill level.
6. Service Workers: Workers such as maintenance workers, guards, custodians and cleaners.

\* This is a professional/managerial position filled within the Denver Public Library.

\*\* Staff member with 2nd language proficiency.

**Information pertains to data collected during the month of April 2007.**

# Community Relations

## Commission Report, April-May 2007

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### Fundraising

#### *Foundation Support:*

- Received grant of \$15,000 from the Colorado Rockies Charity Fund for Summer of Reading – beach ball incentive
- Submitted proposal to Sam S. Bloom Foundation requesting \$5,000 for continued support of Tu Biblioteca Hoy
- Received notification that the Library will receive a grant of \$25,000 from the Buell Foundation for Read Aloud
- Received notification that Post News Charities has approved a grant of \$30,000 for the 2006 Booklovers' Ball

#### *Corporate Support:*

- Worked with Cori Jackamore and the Family Library Cluster to celebrate Target's support of Super Saturdays at Central and seven branch locations

#### *Individual Support:*

- Major donor spring solicitation sent to 300 highest-giving donors
- Annual giving spring solicitation to be mailed to 2,900 donors

#### *Government Support:*

- Submitted first interim report to IMLS re: Tu Biblioteca Hoy grant
- Working with WHG on three proposals:
  - Needs Assessment Program (CCAHA - Conservation Center for Art and Historic Artifacts)
  - Historic Photo Digitization Project (NEH – National Endowment for the Humanities)
  - Archive and Records Project (NHPRC - National Historical Publications and Records Commission)

#### *Events:*

- Planning with Friends Foundation for BLB 10. Kick Off Party scheduled for Wednesday, June 20, at the home of Gov. Roy and Bea Romer, 2775 E. 7th Avenue, Denver, 5:30 – 7:30 p.m.

### Community and Customer Relationships

Supported *Dia de Los Niños*, April 29, with 3,064 children and adults attending programs at the Library.

Coordinating details of Downtown Denver Partnership meeting to be held at Central Library, May 17.

Attended luncheon meeting for Special Events Committee for Democratic National Convention.

Attended Colorado Rockies Charity Fund check presentation with Cori Jackamore.

Sent invitations to over 30 local business leaders to attend breakfast meeting with Shirley Amore, June 1.

Coordinated staff and public events to promote Myron Vallier's book, *Historic Photos of Denver*.

## **Communication**

Completed advertising and placement schedules in support of Summer of Reading.

Updated reporting and tracking materials for Advertising Budgets including Special Trust, General Fund, Tu Biblioteca Hoy and Summer of Reading (SRP).

Brokered in-kind advertising partnerships with KDEN-TV, (Telemundo), Wendy's, First Bank and *Colorado Parent* magazine and coordinated graphic display presence for each sponsor on 2007 SRP collateral materials.

Managed media relations outreach in support of the Laurie David / Mayor Hickenlooper conversation, Thursday, May 3. Approximately 1,500 people attended event at the Convention Center.

Secured and managed interviews necessary for the Internet and Libraries pieces by Colleen Smith, *The Denver Post* ; Coordinated media on behalf of the Library's involvement with *Dia de los Niños*.

## **Misc.**

Hired new Development Associate, Brenda Cook.

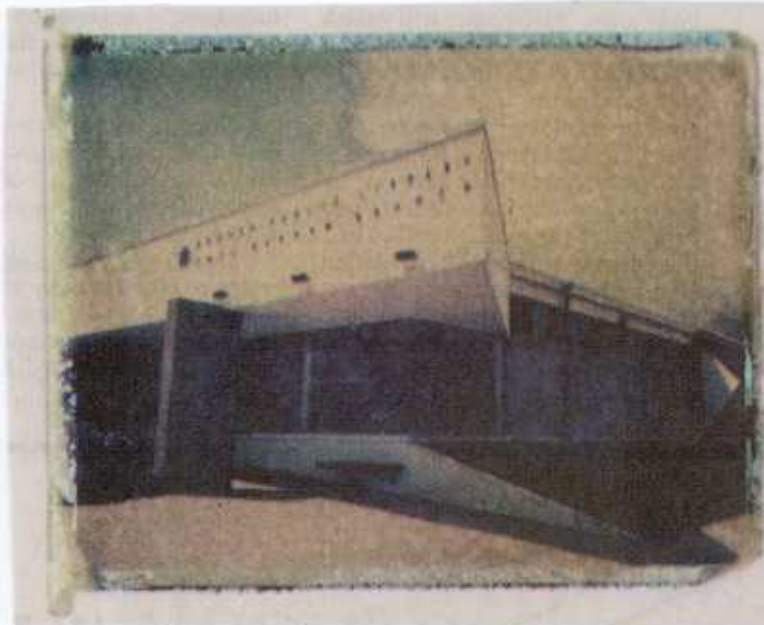
# HIDING IN PLAIN SIGHT

Architects tout 10 overlooked Denver buildings

CURATED BY **KYLE MACMILLAN** • PHOTOGRAPHY BY **GLENN ASAKAWA** • THE DENVER POST

Some high-profile buildings, such as the Colorado State Capitol or Denver Art Museum complex, regularly spur attention and comment — good or bad. But other worthy pieces of Denver architecture, often smaller, lower-budget buildings, are overlooked amid the banality of structures around them.

The Denver Post asked 10 area architects to each choose an underappreciated building and explain why it deserves to be better-known. Their eclectic picks inevitably reflect their design aesthetics and approaches. So next time you're out and about, take a moment to look around. Good architecture could be right down the street.



## ROSS-BARNUM BRANCH LIBRARY

3570 W. FIRST AVE. (1954, LATER REMODELED);  
VICTOR HORNBEIN, ARCHITECT

"I discovered the Ross-Barnum Branch Library a few years ago while trying to escape traffic and find a shortcut to Lakewood. It's the only architecture I've noticed in that west-side neighborhood otherwise cluttered with unremarkable buildings.

"The sophisticated composition of three-dimensional, geometrical forms creates a presence that is recognizable through a windshield at 35 mph. At the same time, the scale of the individual forms and patterned masonry engage the pedestrian on the sidewalk at a human scale.

"The design is strong enough to compete with the visual noise of a busy street, but it's also simple and elegant enough to be a quiet neighbor."

Sean Garrett, Sean Garrett Architecture



## ROSS-BROADWAY BRANCH LIBRARY

33 E. BAYAUD AVE. (1951);  
VICTOR HORNBEIN,  
ARCHITECT

"I just think it's very simple and clean. When I drive by it every morning on the way to work, it reminds me of Frank Lloyd Wright. But it also reminds me of Hornbein, who was the architect for it. It's a nice, modernist building. It cheers me up when I drive by it."

Curt Fentress, president, Fentress Bradburn Architects