



June 17 Library Commission Meeting

Join online at: <https://us02web.zoom.us/j/85490156539>

or via telephone: 1-312-626-6799, Webinar ID: 854 9015 6539

June 17, 2021 Library Commission

Call to Order

Introductions

Approval of Commission Minutes	Approval	Commission
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April 15, 2021- Regular Commission meeting	Approval	
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3a 2021-04-15 Library Commission Minutes.pdf

April 27, 2021- Library Sustainability Study Session	Approval	
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3b 2021-04-27 Library Sustainability Session Minutes.pdf

Public Comment Period

Report of the President and Members	Receive	
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Report of the Friends Foundation	Receive	Jeff Riley
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Report of the City Librarian	Receive	Michelle Jeske
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7 City Librarian Report.pdf

Approval of the 2022 Budget Request	Approval	Amber Lindberg
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8 2022 Proposed Budget.pdf

Approval of the Revised 2021 Closure Schedule	Approval	Michelle Jeske
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9 Updated 2021 DPL Holidays and Closures.pdf

Approval of the Interim Executive Committee.	Approval	Cathy Lucas
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10 Interim Executive Committee.pdf

2021-2023 Strategic Roadmap and 2021 Action Plan Update	Receive	Kirsten Decker
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New ArtPark Branch Library Update	Receive	Annie Kemmerling
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Central Library Renovation Update	Receive	Rachel Fewell
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Other Business

Adjournment

Appendices

11 June DPL in the News.pdf

12 Commission Statistics Report - 2021 April-May.pdf

13 Commission Report Q1.2021 (Start of new format).pdf

Agenda Item 3a

Requested Action: Approval

MINUTES

The Denver Public Library Commission

Regular Bi-Monthly Meeting

Thursday, April 15, 2021, 8:30 a.m.–11:30 a.m.

Online

The meeting can be joined via this link: <https://us02web.zoom.us/j/85490156539>

Or via telephone: 1-312-626-6799, Webinar ID: 854 9015 6539

Present: savinay chandrasekhar, Cathy Lucas, Laurie Mathews, Michael Niyompong, Sonya Ulibarri

Staff¹: Ozy Aloziem, Danielle Brooks, Amy Brimah, Friends Foundation; Marianna Castillo, Bec Czarnecki, Kirsten Decker, Jina Dunn, Rachel Fewell, Olivia Gallegos, Jennifer Lay, Michelle Jeske, Anne Kemmerling, Elaine Langeberg, Zeth Lietzau, Amber Lindberg, Erika Martinez, Christina McClelland, Seana O’Grady, Stephanie Pinales, Jeff Riley, Friends Foundation; Lauren Seegmiller, Taylor Schaffter, Bria Ward

1. Call to order.

The meeting was called to order at 8:32 a.m.

2. Introductions.

Commissioners and staff present introduced themselves.

3. Approval of Commission Minutes from February 18, 2021. Commission Minutes were approved as written.

4. Public Comment Period.

NA

5. Report of the President and Members.

Mathews reported that some small committees have been working to gather information about potential future funding for the library and meeting with external consultants. She looks forward to bringing this information forward to the full Commission and we will be scheduling an additional meeting as a study session to share this information. Lucas noted her appreciation for Mathews’ work on this and agreed that this conversation is critical.

savinay reported that he has been onboarded since his first Commission meeting and was able to connect with Lucas so he is feeling caught up.

¹ Names of attendees are captured as accurately as possible given the limitations of using Zoom and people dialing in.

Lucas reminded Commissioners that there is a Commission spot that needs to be filled and to please let her know if you have anyone in mind to recommend to the Mayor.

She is also very excited that libraries are open to the public now and thanked library staff.

Lucas is meeting with all of the Commissioners one on one and is enjoying getting to know everyone and their passion. She hopes that there may be an opportunity for a retreat later in the summer, possibly in person.

6. Report of the Friends Foundation. Jeff Riley

Riley reported that the Friends are doing well and running ahead of budget for revenue and better than budget on expenses for this year. There is a lot of activity around the A Story Still to Tell campaign. The Friends are in conversations with donors trying to reach their goal by the end of the calendar year or sooner. They are also working on the naming process for named spaces at Central and will bring recommendations to the Commission at the June meeting along with some materials. Riley noted that he has also been involved in conversations regarding DPL and financial sustainability. The Friends will have a large role and Riley is working with his Finance Committee, Board, and Advocacy Committee to pursue the work and they are excited about it.

Riley also noted some recent highlights and thank yous. They had a program with the Denver Metro Chamber called 'Your Conversation With.' It featured Jeske as the speaker and was very well attended. Riley thanked Jeske for her participation, noting it was great positioning in the business community for the Friends and DPL.

The Friends also hosted a program in cooperation with the library called 'What You Get With Your Library Card' and that was done with the VF Corp. It was well attended and received great feedback from VF employees about how they could use the library. He thanked librarian Jenn Dewey who spoke to the Friends Board and presented with VF.

Last week was National Library Week and Riley hopes Commissioners saw some of the promotions around that. One of the Teen Advisory Boards got the Mayor to proclaim it was National Library Week. Throughout the week, the Friends celebrated a staff appreciation day, a fundraising day, and an advocacy day. There was great social media engagement and it raised more than \$10,000 on Library Giving Day. That amount is more than they expected and much more than the Friends has raised in the past for similar events.

The next event is part of the Books and Beyond series and is on April 24. It will feature Bobby Stuckey, a restaurateur, James Beard award winner, and author. Riley hopes people will be able to join. Riley thanked DPL EDI Manager Ozy Aloziem for also participating in a Books & Beyond program that focused on EDI and noted it, too, was very well attended.

Riley introduced the new Friends Foundation Board chair Amy Brimah. Brimah thanked the Commission for having her in attendance and said she is excited to work with everyone. She hopes that once COVID restrictions ease, perhaps both bodies can tour some branches together or find another opportunity to get to know each other better. She is excited to have Commissioner Mathews as liaison to the Friends Foundation and thanked her. She invited Commissioners to reach out to her or Riley at any time particularly around issues regarding sustainable funding. Brimah also noted she may have someone with a legal background to recommend as a potential Commission candidate.

7. Review of Friends Foundation endowment and fundraising. Amber Lindberg

The first report is about the use of the 2020 endowment distribution and fundraising funds. DPL received \$250,000 from the endowment fund from the Friends. These are funds that are invested by and managed by the Friends Foundation and include restricted and unrestricted resources.

In 2020, DPLFF distributed \$23,000 to collection development. Our Western History and Genealogy department (also noted as special collections and digital archives) received \$205,000. \$2,500 was allocated to community awards and administration. The unrestricted portion included \$18,000 which was all spent on collection materials.

This report also includes the expenditure of 2020 fundraising funds. We received \$200,000 in unrestricted fundraising revenue from the Friends Foundation. This was spent on collection materials, building a study room at the Montbello Branch, materials for the Community Technology Center, and some was allocated to Western History and Genealogy.

Lindberg then moved on to the 2021 endowment request. We're excited that the Friends Foundation has increased its distribution to \$300,000. This will result in an increased allocation across programs. Due to the timing of the report, the library has already received the first half of the distribution from the Friends.

Upon motion by Ulibarri and second by Niyompong the 2021 endowment request was passed.

Lindberg noted the remarkable partnership with the Friends Foundation and expressed gratitude for the great relationship.

8. Review financial reports. Amber Lindberg

Lindberg noted that this first quarter report includes all of the year to date activity up till March 31, 2021. DPL has continued to operate on reduced funding, hours, and services compared to pre-pandemic operations. However, overall DPL is on track with its spending targets. Approximately 24% of the general fund was spent by March 31st.

The majority of activity occurs in the General Fund. We do still reflect an operation reserve we set aside internally of \$1.7 million. This was not mandated by the City but done by the library out of an abundance of caution in case further cuts were needed in 2021. DPL is optimistic about the funding situation this year now and will release the reserve if we can. Lindberg also noted the maintenance agreements, which include software licenses we use throughout the year. The timing of these invoices cause them to reflect heavy spending early in the year. Some other budget lines reflect lower spending to date but we expect them to pick up pace along with our reopening and as COVID restrictions ease up.

In other funds Lindberg noted the Special Trust Fund and that the operational activity revenue line is under collected. These are revenue sources generated by customer fees. DPL is still not generating revenue for copies or meeting rooms. It is unlikely that we will meet the revenue target in this line this year.

As noted before, we have received the first half of the endowment distribution. This increased amount will help make up for some operational shortfalls in 2021.

Almost half of Special Trust Fund expenditures is restricted. They are for programs most of which have continued throughout the pandemic.

Undesignated revenues include the Friends Foundation fundraising distribution. This will be allocated in April as programs have been identified to support with this funding.

Grant funds are also programs that have continued through the pandemic and are multi-year commitments.

As DPL has closed out financial records from the last meeting, Lindberg has harder numbers on how DPL ended 2020 in terms of actual to budget spending. Only .6% of the budget was unspent in comparison to 2% unspent in the past.

Mathews asked for some clarification about the \$1.7 million reserve. Lindberg reiterated this was done out of caution in case the economy continued to flounder and the City came back for additional cuts. However, the economy does seem to be recovering and we are talking to the City about stimulus funds and are not anticipating that we will need all, if any, of this reserve. We are starting to release some of it and are using it towards personnel which is one of our largest shortfalls, about \$1.2 million of the reserve is personnel. The remaining is more for operational supplies and we are looking to reallocate those in alignment with our strategic plan this year.

Lucas asked if it is possible to save the reserve for a rainy day. Lindberg responded that as it is City General Fund money we are not allowed to roll it over. Any unspent General Fund is returned to the City at the end of the year.

Ulibarri asked about the grant revenue, noting it appears to make up just a quarter of the Special Trust Fund budget, and wondered if Lindberg noted any trends or had concerns related to shifts in services and COVID impacts. Lindberg responded no and that a lot of services DPL has been providing we will continue to provide. She noted that grant funding is somewhat unpredictable and DPL has been fortunate that some of the grantors have been valuable relationships to DPL for quite some time.

9. Report of the City Librarian.

Jeske started her report stating that all but four libraries are now open to the public. They are open 4–8 hours a day, Tuesday–Saturday, which is a significantly reduced schedule compared to pre-pandemic. Jeske and Neighborhood Services Director Annie Kemmerling have been visiting branches and have said they are busy and people are excited to be back. Staff, understandably, have had mixed feelings about all of this and it is a lot of change from the past 14 months. Jeske thanked all front line staff and all teams for their patience, tenacity, and courage. There has been a huge effort from staff to get to this place. DPL is also continuing with curbside service and maintaining the same hours. We will be sticking with the current open schedule so we can understand usage and as we evaluate what is happening with the budget.

We are continuing to add some new services and resources. Customers are now able to print from their own device or from a chromebook. There is a new Spanish ebook program for children called MakeMake. We are continuing to expand services to communities who need us such as immigrants and refugees and people experiencing homelessness. We are continuing to provide interesting and well attended virtual programming for all ages, answer questions, help people with technology inside and outside, and do all of the regular work - even if it looks different.

Any staff who wanted to be vaccinated had the opportunity to do so at a well organized clinic. Jeske gave many thanks to Laurie Mathews and Councilman Clark's office for their efforts to include DPL staff.

Renovations are all going really well. There are some permitting and other small delays but mostly going smoothly.

There are some new opportunities arising that could help our budget and provide funds for critical services, but they are also not sustainable funding sources. We have received more than \$850,000 in federal funds to date from the CARES Act and FEMA. A lot of it came through our relationships with other City agencies who received funding. The City

is also expecting to receive funds from the American Rescue Plan. There is a mechanism for agencies to apply for funding when those funds arrive. However, there is no guidance yet on how that money can be spent or how much Denver will receive so there are a lot of unknowns. It makes planning quite difficult. Money we receive would likely be used to restore staffing and help with economic recovery. DPL is also expecting to be able to apply for American Rescue Plan funding through the Colorado State Library but that process is also undetermined. DPL has been advocating for state funding for libraries and getting some good responses. We have also advocated for the Build America's Libraries Act which Representative Diana Degette co-sponsored. DPL also posted an opinion piece in the [Colorado Sun](#). The team has been working hard to find any possible funding source. The uncertainty has been difficult. Staff want to know when schedules will improve, when in-person programming can resume and what summer will look like. We simply don't have answers right now with this level of budget uncertainty and changing public health guidance.

We are getting a lot of great media coverage and having opportunities to present about the library. People seem very interested in what the modern work of the public library is and specifically our response to the pandemic. Jeske asked that Commissioners let her know if there are opportunities for us to connect with groups and organizations. It is helpful to our fundraising, community engagement, and marketing efforts for people to really understand what we are doing.

Jeske also shared the new Engage brochure and noted that it has been made more accessible for people with visual impairments.

Lucas acknowledged the great work of library staff and Jeske's leadership in navigating an unprecedented year.

Mathews asked for clarification about the number of hours the system is open and the impact on staff. Jeske responded that when DPL first started reopening only nine branches opened for four hours a day. Those branches went to eight hours a day this week and the branches that are just opening are now open for 4 hours a day. Until we know if we will get stimulus funds we don't feel like we can expand beyond that. DPL is down about 80 FTE. Everyone is getting paid. Most staff are in branches whether the building is open to the public or not. We are still offering curbside service eight hours a day and there is work happening in the branch. Staff is also doing virtual programming. There are still staff in hybrid mode working remotely and at their location. Jeske noted the issue with stimulus funds, if we get them, is that if they fund positions it would be limited term which further speaks to the need for sustainable funding. It's still very uncertain and the messaging we are receiving is that we will not see full funding restored.

10. Review and approval of 2021-2023 Strategic Roadmap.

Jeske thanked Kirsten Decker for her leadership on this work as well as all of the supporting teams and staff who participated. Jeske reviewed the document in the packet (see attached). Charting the Course was launched in 2019 to envision the library for future generations. Through extensive staff and community engagement efforts the library established a new mission, vision, and values to better reflect the organization's aspirations. The values then became values in action to describe the purpose of the library's work and to give tangible meaning to the values by providing a clear desired outcome, result, or goal that we want to provide to staff and the community. Values in Action teams were formed and developed 84 recommendations on how to live these values. Many of the recommendations overlapped and varied in specificity. Since then, staff engaged in

prioritizing these recommendations and all of this work culminated in providing the foundation for Charting the Course: A Strategic Roadmap.

The strategies and actions recommended by the Values in Action Teams were grouped thematically and multiple values are reflected across the strategic themes and objectives. Once adopted this will become an action plan with detailed steps and objectives which will guide the allocation of library time and resources to achieve our identified objectives. This roadmap will guide our work for the next three years.

In summary: Our Values in Action articulate why we do what we do, our Strategic Roadmap is what we will do, and our annual Action Plan is how we will do it.

We chose to call it a Strategic Roadmap versus a Strategic Plan because plans include specific details of actions, timing, and resource needs. DPL wanted something more adaptable as trends, technology, and community needs change. A Roadmap recognizes the dynamic nature of the Denver community, best practice, and the role of libraries. It encourages realistic action planning based on available resources.

If the Roadmap is approved the Strategy and Evaluation and Finance teams will work with the teams who own the various actions to identify resource needs and create a 2021 annual plan to outline what is already funded and what is anticipated to be completed within this fiscal year. That action plan will be published in June of this year. Quarterly sessions will be held with owners of funded actions within each strategic theme to share progress and problem solve. Next week managers will receive communication from the budget leadership team as this Roadmap will be the foundation for 2022 budget planning.

Lucas asked about key performance metrics and Jeske responded that DPL has indicators for all of the Values in Action and some are things we already measure. The indicators were actually created first and have been tweaked as we have gone through the process. Some data will be hard to track. Decker noted that the Strategic Roadmap utilizes results based accountability methodology. The idea is the collective impact model at the community level and looking at high level community indicators. For example, for welcoming everyone we will look at visits per capita. We have indicators that will look at population level results and as we move into annual action planning we will work with departments to identify operational metrics. In addition, there will be project level performance measures. DPL will also be reporting back to the Commission with progress on the Strategic Roadmap.

Commissioners voiced support for the Roadmap. Commissioners Ulibarri and Niyompong noted their appreciation for how clear it is and how you can see the values in action throughout and how equity in particular is woven in.

Jeske thanked Decker again for all her work on this process.

Upon motion by Ulibarri and second by Mathews the 2021-2023 Strategic Roadmap was approved.

11. Other Business.

NA

The meeting was adjourned at 9:34 a.m.

Minutes submitted by Bec Czarnecki on behalf of Laurie Mathews

Agenda Item 3b

Requested Action: Approval

MINUTES

The Denver Public Library Commission

Library Sustainability Study Session

April 27, 2021, 6:30–8 p.m.

Online

The meeting can be joined via this link: <https://us02web.zoom.us/j/84452832952>

Or via telephone: 253 215 8782, Webinar ID: 844 5283 2952

Present: Jehan Benton-Clark, savinay chandrasekhar, Cathy Lucas, Carlos Martinez, Laurie Mathews

Staff: Bec Czarnecki, Mabel Darling, Jina Dunn, Rachel Fewell, Olivia Gallegos, Elissa Hardy, Michelle Jeske, Zeth Lietzau, Amber Lindberg, Erika Martinez, Bria Ward, Stacey Watson

Friends Foundation Members: Nicole Capage-Brown, Amy Brimah, Mark Ferrandino, Brittany Morris-Saunders, Jeff Riley, Laurie Troge

1. Call to Order.

The meeting was called to order at 6:30 p.m.

2. Introductions.

Commissioners and staff present introduced themselves.

3. Public Comment.

NA

4. Library Sustainability Presentation and Discussion.

Michelle Jeske and Laurie Mathews gave a presentation on Denver Public Library Sustainability (see attached). Jeske asked to hold questions and discussion until the end.

Q&A

- Are we allowed to use DPL's budget to fund the task force?
 - DPL will partner with the Friends Foundation on funding. In speaking to outside consultants, we confirmed it would be fine for the library to facilitate a community task force to look at the long term sustainability of the library.
- How visible is the Task Force phase?
 - We will make it known that we are creating a task force to study dedicated funding. We will seek community members to serve on the task force.
- Are there certain things we need to have defined in respect to DPL's relationship with the City and what we can and can't do during this process?
 - We are not the first agency to go through this and that is why it is helpful to

- engage with consultants who are familiar with potential processes.
 - Even if DPL does not ultimately pursue additional funding through a tax measure we will seek a legal agreement to help define our relationship with the City.
- Are there opportunities on the expense side that we have not explored that would reduce the amount of money we need to seek? What has our due diligence been and are there adjustments we need to make to the Strategic Plan before looking at revenue enhancements?
 - The library always works to improve budget management and we have come a long way in that regard. Even as we continue to find efficiencies, the level of deferred maintenance and lack of personnel are currently such that we are hampered in our ability to achieve the goals on the Strategic Roadmap. One of the pros of sustainable funding models is greater transparency such that taxpayers will have much greater visibility into what we do and how we spend our funds. Currently, the library's budget is buried in the City's long budget document and certain sections, such as deferred maintenance, are listed elsewhere.
 - For example on transparency: In the scenario of a library district, they are subject to annual external audits. A library district is different from a special district in the state of Colorado. They are governed by different state statutes.
 - Personnel is about 80% of our budget and with the reductions of the last two years it has meant DPL has reduced services and hours. We are currently below our baseline.
- DPL talks about getting more people to utilize service. Do we need to think about scaling back and serving existing users?
 - It isn't an issue of demand. We want to make sure our users understand the breadth of what the library offers. It is also about equity and making sure the library is reaching the populations that may need our services the most.
- What has the communications process and community engagement process looked like for other libraries that have pursued sustainable funding?
 - Advocates for Boulder Public Library are pursuing this right now. They have a fairly different situation as Boulder has a city manager and a smaller city council. There is a vocal task force so the issue has been very public for a couple years. The city council is now engaged in the process.
 - We've gotten good counsel on the process and timelines. Usually, you start with the task force. It's not quiet but it's doing the business of figuring out what might be best for the library and the community and building champions to support the task force's recommendations before going to the public. You also do polling as you go.
- Will a task force look in depth at whether to recommend a hybrid relationship with the City or a district?
 - Yes, we want the task force to establish what is the most viable and responsible option for the library and the community.
 - We want to message that the task force is about finding out how DPL can provide the most value to its citizens.

- Are there some pitfalls we are not currently considering?
 - This is just a conversation right now. The recommendations will help us make the decision about what to do and when.
 - It was noted that being in strong communication with the City is important as is having a really genuinely diverse and open minded task force. You want both users and critics.
- What is the size of the task force?
 - We will have as big of a community group that is recommended by the consultant to capture the voices of the community.

Groundwork, Next Steps, Discussion

Jeske, Mathews, and library and DPLFF staff have been doing some groundwork and gathering advice on how to move forward. Mathews noted that we still want to talk more formally to the Mayor's office but had a positive preliminary meeting with Alan Salazar. There are also ongoing conversations with the Friends Foundation whose support is vital to this effort. Jeff Riley, the Executive Director of the Friends Foundation, has been very involved and helpful.

Since all potential options look at some type of tax measure to increase library funding, the earliest we could go to the ballot is 2022. Mathews recommends hiring a consultant to help convene a task force.

Jeff Riley noted the purpose of the Friends Foundation is to support the library and it is in its mission to support the library through advocacy and fundraising. The question for the Friends at this point is just what the library wants to do and then identifying how to support it. It would be helpful for the Friends to know what funding is needed and for how long. There are a few decision points in order to approve and potentially fundraise for this effort.

Friends Foundation Board member Mark Ferrandino shared that he has helped twice with the bond and mil ballot measures for Denver Public Schools. That has brought approximately \$1.5 billion in revenue to the school system over the last six years. He reiterated that the process has been similar from the standpoint of having a task force and then moving into a campaign. He said that citizen engagement on a task force really helps ensure an authentic and thoughtful process.

We will also have a small steering committee that two Commissioners will be a part of to help organize the work with the consultant and work as a liaison between the Commission and the task force. As the Commission is the governing body of the library, ideas, recommendations, and thoughts will come back to this group in public meetings.

Mathews asked if the Commission is on board to work with the Friends Foundation to bring in experts to support this effort. This does not currently need a vote, just a nod of approval to move forward so the Friends Foundation and staff have direction. The cost for consultants will likely be billable hours and somewhat flexible. There was approval to move ahead if funding is available and less than a 10% change to the budget which is generally what triggers Commission approval. The Commission agreed that this needs strategic approval not budget approval and those present agreed this is the right direction.

Lucas thanked Mathews and Jeske for their work on this. Mathews expressed she is happy to talk to anyone who would like additional information.

5. Other Business.
NA

The meeting was adjourned at 7:57 p.m.

Minutes submitted by Bec Czarnecki on behalf of Laurie Mathews

Agenda Item 7

Requested Action: Receive Report

June 2021 City Librarian Report

[June Library Updates](#)

[COVID Response](#)

[Central Library](#)

[Collections, Technology and Strategy](#)

[Communications & Community Engagement](#)

[Equity, Diversity, & Inclusion](#)

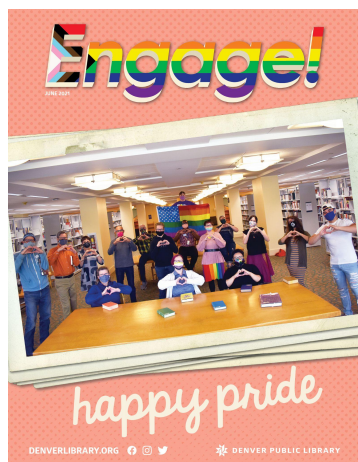
[Finance & Facilities](#)

[Human Resources](#)

[Neighborhood Services](#)

[Stories of Impact](#)

June Library Updates



Pride Month

This month we're celebrating Pride Month! We are sharing stories and titles to recognize and celebrate the [LGBTQIA+ community](#). Explore [books, movies](#) and [events](#) for all ages to learn more and celebrate Pride with the people in your life. Read more in June's issue of [Engage!](#)

Our Children's department has created a book and resource list to celebrate Pride Month. They share various book formats to explore for yourself and the kids in your life to share and introduce stories centered around the LGBTQIA+ experience. To view the list, click [here](#).

Our Teens department has a curated selection of titles as well, along with resources and local events to share. To view, click [here](#).



Summer of Adventure is here!

It runs from May 25 - August 21

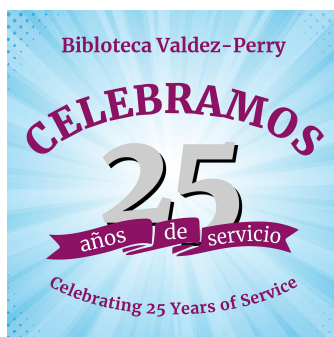
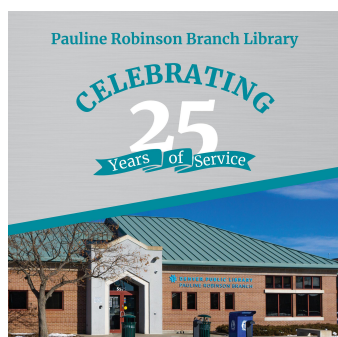
Here are the important dates:

- May 25: First day to register
- June 25: First day to pick up Completion Prize
- August 13: Last day to register
- August 20: Last day for the Maker Challenge
- August 21: Last day for prizes

To register and learn more, visit denverlibraryadventures.org

All Ages Maker Challenge

The Maker Challenge is our annual showcase of the amazing talents people have, where you can upload an image, video, and/or sound recording of something you've made - a painting, something you've cooked, a quilt, a robot, a song - to share it with the rest of Denver and be entered to win prizes. To join and learn more, click [here](#).



Valdez-Perry and Pauline Robinson Branch Libraries Celebrate 25 Years

Both branches first opened in their neighborhoods in 1996 and celebrated their 25th anniversaries in April. Each branch adds to the fabric of the neighborhood. Libraries are more than just buildings. Our staff make these buildings come to life. We are proud of the current and past staff members from

both branches who have developed a community hub for the neighborhood and created lasting relationships with both of these communities in the past 25 years.

COVID Response

As you can see below, in some ways, the library may seem kind of normal again, and in other ways, not so. All branch libraries are open five days a week, with reduced hours compared to pre-pandemic. We are doing a combination of virtual and outdoor in person programming. Hybrid staff are transitioning slowly back to office spaces although the Central Library renovation is preventing an immediate full return. With the significant shift in public health guidance regarding COVID since our last Commission meeting, our largest challenge now is funding and staffing. We have multiple opportunities to obtain funding but do not know how much we might receive, when we will receive it, and whether those funds will be sustained. This has made planning difficult and is causing significant challenges with staffing levels and schedules.

Nonetheless, as you'll see, the team continues to provide tremendous service to the community.

Central Library

The renovation at Central continues with significant progress on the first floor public restrooms, in preparation for a limited services, first floor opening in the coming weeks. Major moves of materials have taken place throughout the building and demolition has begun on the former Children's Library location and on the first floor in the Hoyt building, formerly New Releases. Construction work is expanding from the south east corner (public restrooms) of the building to a staging area with a crane on the north lawn for demolition and construction of a new Large Programming Space and new Children's Library.

Community Resources (CR) is working in coordination with Denver Indian Health and Family Services (DIHFS), Denver Indian Center, and MDHI. Led by a Community Resources Peer Navigator, the Community Resources Native American Talking Circle is gaining more traction externally from partners and attendees. These Circles are bi-weekly and the collaborative effort with DIHFS provided an opportunity for DIHFS to provide vaccinations to attendees. In continued support of our partners with the Colorado Village Collaborative, and collaboration with Digital Inclusion, CR visited the Tiny Homes to connect residents with phones and plan support of new SOS sites and support the transition to Park Hill and Regis. CR is now engaged with Denver City Outreach Court and attending Outreach Court at Haven for Hope along with MHCD. Between Outreach Court dates, CR is engaged with the Outreach Court team in street outreach to promote the program and opportunity to resolve low level crimes through community service. CR continues to collaborate with DDPHE's Wellness Winnie program, and plans to continue to provide service to the Denver community through this partnership. The CR team will support efforts at the Solution Center as it moves forward to support the Denver community. CR will collaborate with the Denver Street Outreach Collaborative to help support community members as they are moved from the COVID protective action hotel rooms, as well as assist in focusing on families experiencing homelessness, and access to vaccines.

Children's Library (CHL) continues to support Mobile Services, outdoor services at the Central

Library, cover shifts at branches and provide virtual services. We completed our collection and office space moves and the vacated Children's Library has been turned over to the contractors for demolition.

Special Collections and Digital Archives (SCDA - aka Western History & Genealogy and Blair-Caldwell African American Research Library) has kicked off a diversity audit of their archival collections. The Diversity Audit will help us understand more about who our collections are created by and who they are about. The information we learn will guide us in future collecting, digitization, and cataloging efforts. With over 5,000 collections, the work will be done by SCDA department staff as well as volunteers across the DPL staff. We plan to complete the audit by the end of the calendar year.

Books & Borrowing (B&B) librarians and CTC staff continue working together to provide robust Tech Access and Advisory Services for our downtown customers. The only downside of this wonderfully rainy spring has been rain delays and the occasional cancellation of outdoor computing. Saturday hours are going well and morning prep has transitioned from starting propane heaters to setting up canopies for shade from the sun.

Borrower Services continues to support curbside and window hold service along W. 13th Ave. Central teams are working together, outlining logistics for Central's forthcoming floor 1 opening. Curbside hold pick up will remain in place to provide convenience for busy downtown customers, even after Central's doors reopen. B&B Shelves continue shifting the 700s and optimizing the layout of temporarily relocated collections.

The Community Technology Center (CTC) offers monthly technology virtual programs, including [Online Shopping](#) on June 19, as well as virtual [tech help appointments](#). Many of our tech help appointments lately have helped people get started with the new [circulating Chromebook and hotspots](#). The CTC team also continues to offer outdoor computing at Central and were able to expand to add outdoor computing services on Saturdays in April. We continued our work supporting 2021 commitments of technology access for people who are unhoused with weekly outreach to 5 respite shelter sites and SOS sites, bringing laptops and hotspots to facilitate online access and build relationships with residents. We are also preparing to offer computing indoors at Central when the building opens this summer, which means we're working with IT colleagues to create a mini-CTC computing lab on the first floor of Central.

Reference Services continues to staff [AskUs chat reference](#) which provides 24/7 availability to customers. So far for 2021 we're averaging 1357 chat sessions per month and 699 email responses and chat follow up tickets per month. Switchboard staff mostly working from home during the Central renovation are answering an average of 2399 calls monthly in 2021. Mail reference, which largely serves the incarcerated, is averaging 169 letters answered/month, a 22% increase over our 2020 average. We consider this an important part of our 2021 Commitments populations work to better address the needs of vulnerable customers. Our chat and email reference questions this year include assisting vulnerable customers with technology access for the unhoused/low income, activities and transportation for the disabled, vaccinations, homebound materials delivery, affordable housing, resources for immigrants and refugees and accessing unemployment assistance. Our first two quarterly Reference Survey samples for 2021 indicate that system-wide staff have answered an estimated 5200 reference questions from vulnerable customers to assist them with accessing social services and economic

relief. Reference Services provides reference skills training to staff system-wide and we are working on increasing staff comfort level with vulnerable customer questions to help reduce some of the demand on CRS staff. So far this year, this includes staff classes on using Udemy to serve jobseekers, Operation Hope's work to increase financial literacy for vulnerable customers with credit and money management issues, and tips for helping customers avoid harm from misinformation. We've also provided Staffweb Ref Skills blogs to assist staff with helping customers access economic impact payments through the IRS and to provide updates about assisting customers with COVID-19 vaccination access.

Collections, Technology and Strategy

The Collection Development Office (CDO) completed purchases funded by the State Grant for Libraries. Highlights include: expanded Storytime Reference Collection to deepen and diversify the books used in storytimes across the system, a subscription to MakeMake, a database of authentic Spanish language interactive books for children, expanded Spanish language children's holdings in print and ebook/audio ebooks. We purchased more materials for new Welcome to Reading kits to create kits for new reading levels, increase kits at more locations, and create a pilot of Spanish language kits. We also duplicated titles in digital versions to provide access during the closure.

The expansion of our World Language collection is underway and we placed our first orders for children's materials in Arabic, Amharic, Tigrinya, and Somali. For the last several years we have only purchased Spanish and Vietnamese language materials and we are excited to be serving more people in our community.

CDO partnered with EDI Manager Ozy Aloziem to present the first EDI Coffee Chat where staff discussed the tension between intellectual freedom and anti-racism. Topics included: What do we do when our commitment to Intellectual Freedom bumps up against our commitment to Anti-Racism? What suggestions do you have to help us reconcile this conflict? Do we approach the children's, teen, and adult collections differently? The questions generated a lot of good discussion and we plan to continue the conversation and grapple with this question for some time.

We are partnering with the Denver Housing Authority (DHA) to implement Pop Up Library Devices at their housing sites. These devices allow anyone near the hotspot to download ebooks for free to their own device, no library card required. Customers are prompted to register for a card and become regular library users. The DPL Pop-up Library will rotate to a different grouping of three DHA properties per month.

The Sam Gary, Gonzales, and Hampden ideaLABs have all reopened to the public in a limited capacity, and the Montbellow and Hadley ideaLABs will be reopening shortly. Recording studios within the labs are still closed at this point.

We are piloting in-person appointments for technology help at some of our branches, with plans to expand that program based on the pilot.

We continue to partner with others both within and outside of the City & County of Denver to

move forward on a citywide Digital Equity Plan. That group has consulted with JVA Consulting, who worked with the community to develop a Community Opportunity Assessment. The Digital Equity Plan group will use that as a guide to start building strategies, and we anticipate adjusting our services as appropriate to be as effective as possible at closing digital divides.

Communications & Community Engagement

Communications

Our communications team continues to support system wide efforts to increase awareness of library efforts. The team has been working on Charting the Course materials for internal and external use, the launch of the Summer of Adventure program and most recently the team worked on developing and implementing an advocacy plan for the City's RISE Denver infrastructure process. The team is also beginning the plans for the Latino Awards for Hispanic Heritage Month. This team continues to manage DPL newsletters with relevant information including a monthly email newsletter to City leaders including Mayor's Administration, City Council members and other elected officials to share our efforts through COVID.

Partnerships

The team has been awarded four grants for \$51,000 focused on early learning efforts since our last update. There were 12 proposals for \$2,057,000 focused on our capital campaign, EDI,



older adults, healthy food for kids, and special collections. The team also supported the Summer of Adventure program by developing partnerships with Cottonwood Institute to provide a compass course and Thrival Kits (Thrive + Survival = Thrival) at Schlessman (pilot using grant funding from Lowry Foundation); Avid4Adventure, a family kayaking course (limited opportunities, but free); Conflict Center Peace Boxes; and Colorado Mammoth. The Thrival Kits are supply kits

that include the Cottonwood Institute Explore Outside Handbook and several basic outdoor supplies including a tarp, paracord, compass, and bandana. Peace Boxes are specially designed for households with kids ages 4-10 and offered in Spanish or English. The Boxes are geared around helping children understand their emotions and options in communication. We are distributing 500 of these system-wide.



This team is also getting ready to start rolling out a new strategic partnership check-in and evaluation model, and will begin gap analysis in Q3-4 to locate gaps between partnerships and priority populations and commitment areas.

Community Engagement

Our team has coordinated system-wide vaccine clinics with partners over the past several months. 3,429 people have been vaccinated through DPL-hosted clinics: Bear Valley from March 7-May 23; Blair-Caldwell two dose clinic May/June (partners 9Health, Safeway, Mayor's Office and DDPHE); Valdez-Perry two dose clinic May/June (partner UC Health). We are currently planning a monthly clinic at Blair-Caldwell and the possibility of additional clinics at

Montbello and Ford-Warren with Denver Health.

For our more traditional community engagement efforts, we launched an internal Community Engagement Advisory Council to work on strategy and implementation of the five year plan. We are planning for community conversations at 2-3 branches in Q3-4. More information to come.

Mobile Services and Outreach

Our outreach team is in full summer mode. The team has added additional stops at a variety of pools, schools, food distribution centers and other summer related stops to reach our priority populations. Our outreach includes book giveaways, access to our collections and the promotion of library services and programs such as Summer of Adventure. Our outreach team is engaged and collaborates with a variety of system wide efforts, departments and committees to expand our reach. For example, we participate in existing talking circles led by our Community Resource Services.

We encourage you to follow our journey on Facebook at Denver Public Library Bookmobiles for a weekly schedule of where this team will be.

Marketing

Our Marketing team has been busy supporting the entire organization with a variety of projects and needs including re-opening signage needs for all branches, Summer of Adventure marketing collateral (bilingual activity guide and other collateral) and Annual Report among others. This team has also been leading systemwide efforts such as Asian Pacific Islander Heritage Month and Pride Month. Earlier this year, we re-envisioned our Engage and Conexiones marketing collateral and the team has been working on getting the organization back on schedule for a monthly distribution. Engage is now a monthly magazine that includes programming information, highlights of services and brand journalism stories. The Marketing team continues to expand and tweak our social media presence and works with branch social media admins from branches to have a coordinated online presence.

Special Projects

CCE has also been working on a few special projects including:

- Renaming of the Byers Branch - We have created a community committee to lead this effort and hosted 2 meetings in May. The internal committee is working on next steps related to the feedback provided by the community committee.
- RiNo Branch Naming - The team is working with Councilwoman Candi CdeBaca on naming the new branch in the RiNo neighborhood. The naming process will begin in July.
- Five Points Engagement - The team continues to work with neighborhood members on the needs surrounding Blair-Caldwell. We are also participating in the City's efforts led by DOTI on infrastructure projects in this area of the city.
- Globeville - We continue to engage with the community regarding potential for a new branch in the neighborhood. We recently worked on the RISE Denver advocacy plan to engage community members.

Equity, Diversity, & Inclusion

Our EDI manager continues to work on developing a cohesive EDI strategy. The City has asked all City agencies to create and submit an EDI plan by July 31st. We have identified five overarching EDI priorities: Organizational Commitment, Social Impact, Training & Evaluation,

Library Access and Staff Inclusion & Internal Equity. While the focus of the priorities may shift from year to year, the overarching priorities themselves will remain the same. We are now working on aligning current efforts and plans around these priorities.

Our E-Team has taken the Intercultural Development Inventory. Grounded in a comprehensive, cross-culturally validated model of intercultural competence, the IDI has demonstrated value and effective use across cultural communities. Intercultural competence is the bridge between diversity and inclusion and research shows that intercultural competence is critical to team performance. Each member of the E-Team will be working on their individual IDI learning plan to increase their intercultural competency over the next 6-9 months. A targeted EDI training needs assessment will be administered to this group to identify training needs and create targeted learning opportunities for this group. In 9 months, the E-Team will complete the assessment again to examine growth in intercultural competence.

We held our first EDI coffee chat in May. These conversations are intended to provide staff across the organization with intentional space to discuss complex and difficult topics. This allows for conversation about important EDI topics as well as room for staff to practice dialoguing across differences. May's conversation was centered around Intellectual Freedom and DPL's commitment to antiracism. Over 100 staff participated in this great discussion. June's coffee chat will be informal discussion about the identities, experiences, and histories of our LGBTQ+ community members.

The E-Team will be launching a system-wide EDI listening tour this month. Our goal is to share the EDI work that has happened, the EDI work that is and will be happening and to learn more about the work each department has done around EDI. We hope to learn about EDI concerns and perceived barriers to supporting this work. We want to assure staff that we are committed to this work and that they have our support. We will then work together to begin to identify measurable actions each department can take to support our equity vision and these actions will ultimately inform our robust 5 year EDI strategic plan.

Finance & Facilities

Facilities

As with many other teams, the Delivery team has been operating with fewer vehicles and staff this year. A recent auto accident decommissioned one of our box trucks used to move collection materials and supplies between library locations. Our limited fleet is shared among Delivery, Custodial and Maintenance teams so we are feeling the crunch of the smaller vehicle pool for operations. We are working with the City on a replacement vehicle, but know these can take months or years to recover. Delivery operations remains flexible and continues to evolve with reopening by moving materials throughout the system and managing surplus equipment and storage needs. We are also optimistic about the upcoming recruiting for a Delivery Lead position to help with the demand. The Maintenance team is continuing work on processes and procedures, updating old processes and creating new documentation as needed. The department leadership is digging into our ticketing system to produce reports for more effectively managing maintenance needs and making decisions. The team is working hard providing preventative, corrective and emergency maintenance at each of our locations. The Custodial team continues to modify scheduling and cleaning practices to meet the

ever-changing needs as we proceed through reopening. Custodial is working very hard on the spring startup of landscape maintenance.

Multiple bond renovations and Facilities Improvement Team (FIT) projects are also ongoing with Kevin Delohery, our Facilities Manager, representing DPL by ensuring key stakeholders are in the conversations and advocating for funding for library projects. Bond projects Kevin is currently engaged in are: Byers and Smiley branches which recently reached completion, Central is underway, Blair-Caldwell branch is finishing design, and Athmar and Pauline Robinson branches are heading towards the design phase. Some notable FIT projects currently in process include an HVAC upgrade at Green Valley Ranch that is in full swing, and at Ross Cherry Creek a roof replacement and HVAC upgrade has just finished the bid phase. Between funding, design, bid and construction, FIT projects often take a couple of years to complete and at any time there are many projects in various stages of progress throughout the library system.

Finance

The 2022 Budget process is in full swing now. Since our last update, we have met with the Library Commission Finance Committee with our 2022 Budget Proposal (included in this meeting packet). And while the economy is beginning to enter a recovery phase, the City will still be working with a flat operating budget for next year. With approval of the Finance Committee, we submitted the proposed current level of service budget to the Budget Management Office (BMO) on May 21. The Budget Leadership Team continues working closely with BMO on data and program information for the annual budget book which will be printed in September. The City also confirmed they will be receiving \$308 million in American Recovery Plan Act (ARPA) Federal stimulus funding over the next 12 months. While some of this stimulus will be used for restoration of service reductions due to the pandemic, there are also opportunities for other community investments based on direct input from the public. Though the City has been clear all along that there will not be a full restoration of services, we are optimistic the library will receive some of this much needed funding to begin filling positions and support existing gaps in supplies and services budgets. Throughout these many budget conversations, BMO is also transitioning the library to a new analyst to represent us in the budget process. While this is normal practice for BMO, we felt well represented by our previous analyst during the past four years and know there will be some growing pains to introduce a new analyst to DPL, our operations, and our unique relationship with the City.

Security

In the last two months, the Security Department has continued its focus on re-opening preparations and support of the branches that have already opened back up. Training for security and non-security staff has also been a major focus to continue operations and prepare for additional customers and staff in our facilities. In addition to Security staff training on such topics as Verbal Conflict De-escalation, 2021 Library Commitments, and Customer Service Approach, all department members received refresher Narcan training. Security Department trainings facilitated for non-security staff included two American Red Cross First Aid/CPR/AED trainings (14 team members) as well as several initial and refresher Narcan trainings for more than 25 team members. Since branches re-opened, we have continued to provide a mobile security officer at least 4 days a week providing both security assistance and guidance to our branch front line staff. Additionally, we continue to coordinate closely with our Central Library Renovation Project Manager as well as our many contractors to ensure we're providing positive support and assistance as necessary for the renovation efforts. After losing our previous

Continuity of Operations Planning Agency Continuity Coordinator earlier this year, another Security Supervisor stepped into this role; he received his initial training from the City Office of Emergency Management and has been attending city-wide Continuity meetings. Three additional Security team members are scheduled to attend the American Red Cross First Aid/CPR/AED Instructor Training over the next few weeks. This will allow us to continue to provide instructor support and additional training classes to the entire organization.

Human Resources

Our HR Operations team has been focusing on continued recruitments, including harder to fill positions on the Custodial and Facilities teams. In addition to these recruitments, the team is tracking the sources for our paid job postings to diverse job boards to calculate the ROI for recruiting budgets.

HR Operations is also continuing to partner across the system with Wellness initiatives, including some upcoming proposals on Wellness hours and the potential for a dedicated Emergency/Hardship Fund for staff.

Our Learning Team continues to work with internal staff trainers and subject matter experts to roll out important learning opportunities to all staff. Most recently, we've worked with our Security team to co-develop and share elearnings that will help staff prepare for the potential of an active shooter scenario in our spaces. We also launched a program around May's Mental Health Awareness Month that featured elearnings and highlighted the various library wellness and wellbeing resources that are available to staff. This program was developed in collaboration with our EDI Manager, Ozy Aloziem, our Leave Coordinator, Lisa Cordova, and our Workplace Wellness and Safety Team. Mental Health Awareness offerings continue into June when we will be hosting three informal discussions for supervisors to share and learn about how to support the mental health of their team members.

The Learning Team has also just onboarded our newest team member, Jacob McWilliams, who is focusing on supervisor and leadership development. Jacob has hit the ground running and is already in the process of assessing current learning opportunities at the library that touch on these themes. There will be more supports for DPL supervisors arriving soon, something we know there is quite a bit of demand for internally.

Neighborhood Services

Programming

As DPL is now open and mask and social distancing requirements have been lifted, we are working on evaluating each virtual program to determine if it comes back in-person, when and where. We will continue to do some virtual programming and are even assessing what hybrid programming could look like - with some people attending in-person and others online. Storytimes and 1:1 plaza appointment services are currently piloting programs. DPL is also starting a planning process for a diversity audit of programming.

Summer of Adventure (SOA) is kicking off at the branches to the excitement of staff and customers. While virtual programming continues to happen across the system, customers are

happy to enjoy in-person services and some new resources! Virginia Village has planted two low water gardens from Resource Central. Both are thriving and attracting pollinators and lots of love from the community.

We're also pleased to announce that the ideaLAB at Hampden is officially open. It is the first Open Lab since March 13, 2020, and turnout has been good. Customers are thrilled to see the lab open again, just in time for SOA and the summer maker challenge. It's slightly different than before, with reservations now required for the laser cutter and 3D printer (a new addition at Hampden), and we've also added a second Cricut machine that can do even more than the first one. The room has been rearranged, but everything else is much like it was before closing, with doors open and full access to the other ideaLAB tools.

We're excited to announce that [Denver Days](#) are back! From June 21– August 8th branches will be having an in-person program to encourage “neighbor getting to know neighbor.” J

We're looking forward to [Radically Reimagining Healing for Racial Stress and Trauma](#) with Dr. Gail Parker, Wednesday, June 23, noon-1:30 p.m. hosted by DPL's EDI Manager Ozy Aloziem.

In anticipation of opening the Art Park Branch, we encourage everyone to “Like” the Art Park Branch FaceBook page [here](#). We are already thinking about programming for the location and will be collaborating with RiNo Arts District on Al Fresco Family Nights every Tuesday.

Older Adult Services

Older Adult Services Coordinator Amy Delpo is being recognized as a [Library Journal 2021 Mover and Shaker](#). We are proud of Amy and the work she is doing!

We're looking forward to our summer program offerings. In honor of Pride month, we are hosting a documentary screening and discussion about the Stonewall Uprising. In June and July there will be two creative aging masterclasses in partnership with Think 360 Arts -- Songwriting with Jenny Stafford and Drawing with Tony Ortega. We will also start experimenting with in-person programs in July with a Memory Cafe concert at Schlessman and Memory Cafe Walks! with the Bookmobile at Crestmoor Park.

Youth Services

[Summer of Adventure](#) has begun and is off to a good start! As of June 3rd we have 2,688 youth registered for the program. All branches are receiving kits to distribute for Early Learning, K-5th, and 6th-12th groups in June, July, and August in lieu of in-branch programming. Children and families also have the opportunity to participate in outdoor compass courses, scavenger hunts, and sidewalk courses at most branch locations. Also, the outdoor storytime pilot at Green Valley Ranch was a success! We are hoping to offer the service at more locations by July.

Summer meals are being offered at Athmar Park, Bear Valley, Hadley, Montbello, Schlessman Family, and Westwood locations beginning June 7. Schedules are listed on the Summer of Adventure [website](#).

The Youth Belong Task Force received funding to survey young people and hold focus groups in order to better understand what will help youth feel welcomed in our libraries. Survey

development is happening now, and we hope to connect with (and pay) young people for their feedback in the fall.

Bond and Other Renovations

We are wrapping up a drainage project at University Hills that began in November. We will be happy to have the east side of the parking lot back, a new sidewalk along the building, and new landscaping.

We are happy to announce the Byers Branch Library was opened to the public this past Tuesday, June 15. Aside from mostly new furniture throughout, the Byers branch renovation features a new teen space. In addition, a major improvement is the restoration of the building's inside stairs to their original 1918 location. This eye-catching beautifully designed stairwell is sure to please our customers.

Another focal point at the branch is an early learning space designed in collaboration with the Children's Museum of Denver and funded by Constellation Philanthropy using an innovative investment process similar to that of Shark Tank.



Smiley opened to the public on May 18. Some features of the renovation include a completely upgraded community room and a four-person study room in the basement. Another essential improvement is a new exterior book drop which will make staff and customers' lives much easier. Returns now come directly into the building, so staff no longer will be hauling cold and/or wet books in from the elements.

Smiley's public art piece: A Life Cycle Story has been installed. Learn more about the sculpture, <https://denverpublicart.org/public-arts/a-life-cycle-story/>.

Blair-Caldwell is in the midst of reviewing design development cost estimates and preparing to enter the construction document phase. During this time the design team will be reviewing

carpet, lighting, furniture and finishes selections. This bond project encompasses the renovation of the first floor and includes showcasing the branch's collection. [Here is some more information about the Blair-Caldwell bond project.](#)

Stories of Impact

"We just completed a trip to Denver to visit our children and our grandchildren. We've gotten into the habit of reading to our 6 year old granddaughter at night to compensate in part for our inability to visit over the last year. I wanted to compliment you on the ease and convenience of being able to access your collection while we were there. I expect that we will continue to use the library when we return. We will make a contribution to the Foundation. Thank you." - submitted by staff via Stories of Impact

We received some library love and kudos from well known local Asian American writer, Gil Asakawa who recently read our recent blog from Western History & Genealogy covering the [history of what was Denver's Chinatown](#).

**Gil Asakawa**
21h · 🌐

Nice work of historical research on the DPL website!

**Colorado Asian Pacific United - CAPU**
22h · 🌐

The Denver Public Library's Brian Trembath has researched and written a blog post about Denver's Chinatown, the anti-Chinese race riot of 1880, and the sojourne... [See More](#)



HISTORY.DENVERLIBRARY.ORG

What happened to Denver's Chinatown, and its residents?

On the afternoon of October 31, 1880, two Chinese men were attempting to enjoy a game of pool at a saloon on 16th and Wazee known as John's Place when a group of men began accosting them. Despite several attempts to cool the situation down, and spirit the Chinese men to safety, the incident quickl...

Agenda Item 8

Requested Action: Approve 2022 Proposed Budget



DENVER PUBLIC LIBRARY

2022 Proposed Budget Submission

ECONOMIC OVERVIEW

The economy appears to be moving from pandemic response to recovery. No additional budget cuts are expected for 2021 and the City continues to share a more positive economic outlook for 2022. The City and County of Denver Budget Management Office (BMO) has shared information about projections for 2021 and 2022. As expected, sales and use tax, which makes up half of the General Fund revenue, was the hardest hit in areas such as food and drinking services, hotel accommodations, and clothing stores. Looking forward, the City economists are expecting to see rapid growth beginning mid-2021 due to continued successful vaccination, increase in consumer spending and domestic tourism recovery.

What this means for DPL is we are starting with a base budget set at the 2021 level. While there is no reduction to our budget this year, we've seen an almost 8.5% decrease to our budget from 2019 to now, which is over \$4.4 million. We will evaluate and optimize our existing current levels of service in 2022 and continue seeking avenues for interim and sustainable library funding.

FEDERAL STIMULUS

Recent federal legislation, such as the American Rescue Plan Act (ARPA) and the American Jobs Plan Act (if passed), will allow the City and County the ability to meet some unfunded agency budget needs. DPL has submitted requests to be included in the prioritization for ARPA federal funding and is currently waiting to hear from BMO what will be approved through the City Council process. These requests were largely to reinstate the budget reductions experienced in 2021 which primarily focused on staffing. If requests are not all approved for 2021 funding, we will resubmit them for possible 2022 funding.

The American Jobs Plan Act has not yet been approved, though the City is preparing for additional funding through this act for capital and infrastructure needs. DPL submitted several requests for library renovations and new library branches focusing on the City's [Six Year Capital Improvement Plan](#). Projects not funded federally may be considered for local funding through a ballot initiative this fall.

BUDGET PRIORITIES

Priorities for 2022 will be maintaining and restoring library services and continuing to advance our Strategic Roadmap. In 2021, DPL took advantage of the unused budget reserve by turning this funding into an internal investment fund. This fund was used to support Strategic Roadmap and other high priority service investments. A similar investment fund will be established in 2022 to continue the work of our Strategic Plan and support managers in operational work.

The City's 2022 Budget Process will prioritize Equity and Financial Sustainability, specifically: Economic Recovery, Housing and People Experiencing Homelessness, and Safe Communities. Budget Managers will be responsible for considering a set of EDI-focused questions in the submission of the Current Level of Service (base budgets) and requests for additional funding.

Our budget will also continue to further align with our Strategic Roadmap bringing our values to the forefront in all facets of the library's work. We will focus on the primary themes of **Access & Enrichment**, **Space & Place**, and **Culture & Organizational Health** over the next three years.

LIBRARY FUNDS

The General Fund is supported completely through an annual distribution from the City. And while the library has more autonomy than most City agencies, City oversight still exists in approving full time equivalent (FTE) staffing levels and in allocating budget between the three categories of *personnel*, *supplies and services*, and *capital*. The distribution amount varies each year as the library requests additional resources for projects or personnel, limited-term distributions from previous years' lapse, or nominal increases are added for wage or benefit increases. No fund balance is maintained by the library because all unspent budget is returned to the City each December 31. While moving toward a recovery mode, economic conditions resulting from the COVID-19 pandemic will leave the General Fund budget flat for 2022. In accordance with the budget timeline established by City Charter, the 2022 base budget was submitted to the Budget Management Office on May 21 following approval from the Library Commission Finance Committee.

The Special Trust Fund reports sources of revenue that are generated internally by the library or flow through the DPL Friends Foundation. The sources, intent, and amount of funding in the Special Trust Fund vary widely from year to year as they are dependent on fundraising, economic conditions, and operational changes. As a result, the library's level of flexibility in spending these resources also varies. Any unspent budget is retained by the library and reflected as fund balance that may be expended in future years. If any single change is over \$100,000 or the total change is more than 10% we will submit an amended budget to the Library Commission for approval.

Grant funds vary from year to year and may be funded with private, local, state or federal sources. While some grants flow through the DPL Friends Foundation, the grants reported here all come directly to the City and follow the City's contracting and reporting processes. How and when these resources are spent is at the discretion of the grantor making these the most rigid of the library's funding streams.

2022 BUDGET TIMELINE

Below are the next key dates in the 2022 budget cycle:

June 18 - *Special Trust Fund and Grants Funds budgets submitted to BMO*

July 20 - August 24 - *DPL budget presentations to CFO and Mayor*

September 15 - *Mayor's recommended budget made public*

October - *City Council hearing for Mayor's budget*

November - *BMO and City Council approve/appropriate budget*

November - December - *DPL Library Commission approves final budget*

PROPOSED BUDGET REPORTS

The first report below is a summary of the 2022 proposed budget for all library funds including revenue sources and expenditures by operational division.

Denver Public Library					
2022 Proposed Budget Summary					
		General Fund	Special Trust Fund	Grant Funds	Total Library Funds
Revenue					
	Distribution from City and County of Denver	\$ 47,679,158			\$ 47,679,158
	Friends Foundation Transfers		979,379		979,379
	Other Revenue		115,000	1,026,475	1,141,475
	Endowment Distribution		300,000		300,000
	Operational Activity		146,000		146,000
	Total Revenue	47,679,158	1,540,379	1,026,475	50,246,012
Expenditures					
	Neighborhood Services	17,246,632	707,879	806,475	18,760,986
	Collection, Technology & Strategy	11,607,574	165,000	150,000	11,922,574
	Central Library	7,061,672	555,269	70,000	7,686,941
	Finance, Facilities & Security	6,430,548	64,000		6,494,548
	Administration	3,007,775	349,100		3,356,875
	Communication & Community Engagement	1,308,932			1,308,932
	Human Resources	1,016,025	27,856		1,043,881
	Total Expenditures	47,679,158	1,869,104	1,026,475	50,574,737
Change in Fund Balance			(328,725)		(328,725)
Fund Balance, Beginning (estimated)			1,366,115		1,366,115
Fund Balance, Ending		\$	\$ 1,037,390	\$	\$ 1,037,390

The next report depicts our 2022 proposed budget for the General Fund only. Revenues and expenditures are shown by type for the library as a whole and the 2022 budget is shown alongside the 2021 revised budget for comparative purposes. Additional details are provided in the Notes section below.

Denver Public Library						
2022 Proposed Budget - General Fund						
				2021 Revised Budget	2022 Budget	
					Proposed	\$ Change
						% Change
Revenue						
	Distribution from City and County of Denver					
		Personnel		\$ 38,264,394	\$ 38,259,733	\$ (4,661)
		Supplies and Services		9,818,324	9,419,425	(398,899)
		Capital		101,101		(101,101)
		Total Revenue		48,183,819	47,679,158	(504,661)
Expenditures						
	Personnel					
		Salaries		27,042,165	27,097,247	55,082
		Benefits		11,222,229	11,162,486	(59,743)
	Supplies and Services					
		Books and Education Materials		5,685,562	5,558,446	(127,116)
		Maintenance Agreements		1,098,122	1,256,467	158,345
		Professional Services		579,301	678,770	99,469
		Utilities		271,411	224,610	(46,801)
		Repair, Maintenance and Construction		272,882	255,100	(17,782)
		Operational Supplies and Materials		259,820	187,250	(72,570)
		Leases and Rentals		146,425	301,572	155,147
		Office Supplies and Furniture		105,700	209,874	104,174
		Travel and Training		100,163	144,434	44,271
		Administrative Expenses		764,678	434,088	(330,590)
		Technology Supplies and Equipment		34,260	168,814	134,554
	Capital			101,101		(101,101)
		Total Expenditures		\$ 47,683,819	\$ 47,679,158	\$ (4,661)

The final report in this package contains the 2022 proposed budget for the Special Trust Fund and grant funds. Again, 2021 comparative information is provided and additional details are provided in the following Notes section.

Denver Public Library					
2022 Proposed Budget - Other Funds					
		2021 Revised Budget	2022 Budget Proposed	\$ Change	% Change
Revenue					
	Operational Activity	\$ 195,000	\$ 146,000	\$ (49,000)	-25.1%
	Endowment Distribution	200,000	300,000	100,000	50.0% 7
	DPL Friends Foundation Transfers	834,554	979,379	144,825	17.4%
	Grant Revenue	427,983	1,026,475	598,492	139.8%
	Other Revenue	66,000	115,000	49,000	74.2%
	Total Revenue	1,723,537	2,566,854	843,317	48.9%
Expenditures					
Special Trust Fund					
	Restricted				
	Neighborhood Services	769,992	700,879	(69,113)	-9.0%
	Central Library Administration	161,214	347,769	186,555	115.7% 8
	Collection, Technology & Strategy	10,292	55,000	44,708	434.4%
	Communication & Community Engagement	10,000		(10,000)	-100.0%
	Human Resources	200	200		0.0%
	Unrestricted				
	Central Library	242,900	207,500	(35,400)	-14.6%
	Collection, Technology & Strategy	151,468	110,000	(41,468)	-27.4%
	Communication & Community Engagement	1,589		(1,589)	-100.0%
	Administration	11,000	3,000	(8,000)	-72.7%
	Finance, Facilities & Security	64,000	64,000		0.0%
	Human Resources	32,000	27,656	(4,344)	-13.6%
	Neighborhood Services	44,100	7,000	(37,100)	-84.1%
	Undesignated	108,445	346,100	237,655	219.1% 9
	Total	1,607,200	1,869,104	261,904	16.3%

			2021 Revised Budget	2022 Proposed Budget	\$ Change	% Change	
		Grant Funds					10
		Institute for Museums and Library Services	181,955	70,000	(111,955)	-61.5%	
		State Grant for Libraries	155,280	150,000	(5,280)	-3.4%	
		Healthy Food for Denver's Kids	60,748	806,475	745,727	1227.6%	
		Temple Hoyne Buell	30,000			0.0%	
		Total	427,983	1,026,475	628,492	146.8%	
		Total Expenditures	\$ 2,035,183	\$ 2,895,579	\$ 890,396	43.8%	

Notes

General Fund

- Salaries and Benefits are flat in comparison to 2021 but a reduction of 7.25 full time equivalents (FTE) is being offset by mandatory increases such as minimum wage and benefit changes. The reduction is due to the ending of limited term positions and loss of FTE as the budget is reallocated for new positions that meet priority needs.
- In 2021, Professional Services received a one-time increase of \$500,000 for ADA remediations; this funding has been removed for 2022. Otherwise, 2022 supplies and services budgets remain the same as 2021.
- Library management has the authority to move budget between lines during the base budget request process. Several lines below have been modified from the 2021 Revised Budget because of adjustments for priority expenditures or continued improvement of account coding.
- The Leases and Rentals line includes the lease and utilities for the new River North Art Park branch location.
- Administrative Expense is reduced primarily due to releasing the 2021 reserve and is partially offset by the creation of the internal investment fund. Approximately \$300,000 has been set aside for this purpose and budget managers are currently preparing submittals which will be prioritized and made available on January 1st.
- Capital is not historically budgeted during the base budget request process, instead budget transfers are made from the Technology Supplies and Equipment line into Capital as needed.

Other Funds

The estimated balance available in the Special Trust Fund at December 31, 2021 is \$1,366,115; this is displayed as Fund Balance, Beginning (estimated) on the 2022 Proposed Budget Summary report. If the revenue and expenditures occur as budgeted, there will be a remaining balance of \$1,037,390 at the end of 2022.

- In 2021, the Friends Foundation determined that the endowments were performing well enough that an increase in the annual distribution could be increased from \$200,000 to \$300,000.

- 8.** Included in the Central Library line is funding for Special Collections and Digital Archives. There is a significant increase from 2021 due to a planned spend to continue digitization of the collection.
- 9.** Undesignated budget is primarily generated through unrestricted donations from the DPL Friends Foundation. As priorities are identified, these funds are reallocated to various budgetary lines during the year.
- 10.** Grant funds include a federal grant from the Institute for Museum and Library Services for Special Collections and Digital Archives which ends mid year 2022. The State Library is anticipated to provide another year of funding for collection materials. In 2020, we received a Healthy Food for Denver's Kids local grant which continues through 2022. Our partnership with Temple Hoyne Buell for Early Learning continues but will be processed through the Friends Foundation instead of through the City.

Agenda Item 9

Requested Action: Approval

DPL 2021 HOLIDAYS AND CLOSINGS - *updated to reflect removal of furlough days and no Booklovers Ball at the library***PAID HOLIDAYS**

New Year's Day	January 1	Friday
Martin Luther King Jr. Day	January 18	Monday
Presidents' Day	February 15	Monday
Cesar Chavez Day	March 29 (<i>observed</i>)	Monday
Memorial Day	May 31	Monday
Independence Day	July 5 (<i>observed</i>)	Monday
Labor Day	September 6	Monday
Veterans Day	November 11	Thursday
Thanksgiving Day	November 25	Thursday
Christmas Day	December 24 (<i>observed</i>)	Friday
New Year's Day	December 31 (<i>observed</i>)	Friday

UNPAID CLOSINGS

Independence Day	July 4	Sunday
Thanksgiving Eve (Close at 4pm)	November 24	Wednesday
Christmas Day	December 25	Saturday
<i>New Years Day</i>	<i>January 1, 2022</i>	<i>Saturday</i>

Agenda Item 10

Requested Action: Approval

Vice President Sonya Ulibarri is on sabbatical until September 27, 2021. The proposed interim executive committee until her return is:

- Cathy Lucas, President
- Laurie Mathews, Vice President
- Carlos Martinez , Secretary



Communications and Community Engagement

Earned Media

April 7 - June 9, 2021

There are a total of 97 news clips

News: (29 news clips in this section)

[Toddler Storytime with Wendy \(Video\)](#) - Spot On Colorado

[Toddler Storytime with Gina \(Video\)](#) - Spot On Colorado

[Aging Masterfully: Libraries support older adults with senior-specific wellness programming](#) - American Libraries Magazine

[Saturday Matinee Film Discussion: DRUNKEN MASTER II with Walter Chaw and Helen Knode](#) - Spot On Colorado

[Toddler Storytime with Ms. Rachel \(Video\)](#) - Spot On Colorado

[All Ages Storytime with Liesel \(Video\)](#) - Spot On Colorado

[Reading, Making & Exploring is Rewarded at Denver Public Libraries](#) - Mile High On The Cheap

[Toddler Storytime with Miss Val \(Video\)](#) - Spot On Colorado

[Libraries let you try before you buy, and cookbooks are just the beginning](#) - The Washington Post

[Denver Public Library's free Summer of Adventure youth reading program starts today](#) - Colorado Politics

[The Denver Public Library's Summer Of Adventure Free Teen Reading Program Begins Today | Focus On Denver](#) - Glendale Cherry Creek Chronicle

[Toddler Storytime with Miss Val \(Video\)](#) - Spot On Colorado

[Libraries let you try before you buy, and cookbooks are just the beginning](#) - The Washington Post

[Local libraries starting summer reading programs](#) - Denver 7

[Reading, Making & Exploring is Rewarded at Denver Public Libraries](#) - Mile High On The Cheap

[All Ages Storytime \(Video\)](#) - Spot On Colorado

[Read, Make, and Explore this Summer with Denver Public Library](#) - Denver & Englewood, Macaroni Kid

[3 new public art pieces on display in Denver](#) - 9News

[Older Adult Services at the Denver Public Library](#) - AARP

[Best Of Shopping & Services: Best Free Service Personalized Reading Lists Denver Public Library](#) - Westword

[Serving the Community at All Times](#) - American Libraries Magazine

[Denver Public Library: Maker Challenge ~ Now through August 20, 2021](#) - Macaroni Kid

[SPOTLIGHT... on Laura Ruttum Senturia](#) - Yellowscene Magazine

[Executive Voice: Interviews with the biggest business executives, thought leaders and changemakers \(page 18\)](#) - Denver Business Journal

[Opinion: As Denver's libraries reopen, the need for federal help becomes more critical](#) - The Colorado Sun

[Most Denver library branches reopen](#) - FOX 31

[Most of the remaining Denver Public Library branches will reopen to the public on April 13](#) - Tweet, CPR

[Denver Public Library is reopening even more branches](#) - Denverite

[Most Denver library branches reopen](#) - FOX 31

DPL mentions: (55 mentions in this section)

[Chicana activist Magdalena "Madge" Gallegos remembered as Denver storytelling icon](#) - The Denver Post

[Join us for Denver Public Library's Songwriting Masterclass with Teaching Artist Jenny Stafford](#) - Tweet, Think 360 Arts

[HARROWED GROUND: A battle over people without homes camping in public heats up with summer](#) - Sentinel Colorado

[Library service through a post-COVID lens at ALA Annual Conference & Exhibition \(Virtual\)](#) - Press Release, American Library Association

[27 Things To Do in Real Life and Virtually This Week in Denver](#) - 303 Magazine

[Resources for Queer Writers and Readers with Denver Public Library](#) - Tweet, The Center On Colfax

[Crow Talkers Gallery Opening June 5: Featuring works by Native American artists Frank Howell, Earl Biss, Rance Hood and others](#) - Alamosa News

[Loud Librarians Lead - Vlog for May 2021](#) - South Dakota eNewsletter

[A Dozen Things to Do for Free in Denver This Week](#) - Westword

[Arlington Heights Library's 8,000-square-foot makerspace will be one of a kind nationwide](#) - Daily Herald

[Local Libraries of Things Help to Address #DigitalInequity](#) - Blog, Bluesyemre.com

[L.E. Phillips Memorial Library holding "Advancing Racial Equality" workshop](#) - WEAU, Wisconsin

[Arlington Heights Library's 8,000-square-foot makerspace will be one of a kind nationwide](#) - Daily Herald

[A chunk of RiNo about the size of 10 football fields just got rezoned to make way for a development that'll include housing](#) - Denverite

[5 projects selected to improve public health around Suncor Refinery](#) - 9News

[War of the Flowers](#) - Denver, All Events (Guadalupe "Lupe" Briseno was inducted to the library's [César Chávez Latino Leadership Hall of Fame](#) in 2020 as well as the [Colorado Women's Hall of Fame](#) for her actions and leadership for social justice.)

[Escondido library's shelves, once brimming with titles, now lie bare](#) - The San Diego Union Tribune

["Your Conversation With" Keeps the Dialogue Going](#) - Denver Metro Chamber

[Ex-teacher gets 7 years in prison for sex with juvenile detention inmate](#) - New York Post
[Former Cherry Creek teacher sentenced to 7 years for sexual relationship with juvenile inmate](#) - FOX 31

[Want to Become a Citizen? Free Virtual Workshop May 15](#) - Westword

[ZOOM EVENT | Is it safe out there yet? Town hall to address questions about vaccines, herd immunity](#) - Colorado Politics

[Saturday Matinee: Walter Chaw and Larry Fessenden Discuss "Chinatown"](#) - Tweet, Brazos Pictures

[Bonneville's time in Wyoming explored in "Captain Benjamin Bonneville's Wyoming Expedition: The Lost 1833 Report"](#) - Wyoming Tribune

["The Yearling" A Rocky Mountain city provides a happy ending for a pinto pony and his Brobdingnagian red chair](#) - Atlas Obscura

[Three signs of Denver's arts and culture comeback: Free events, longer hours, more access](#) - The Know, The Denver Post

[Opinion: City's culture built on backs of legends](#) - The Colorado Spring Business Journal

[Park Hill Bookstore: 'A Bookstore Is A Matchmaker'](#) - Park Hill Community

[Free Downtown Denver Walking Tours Are Up And Walking Again](#) - Mile High On The Cheap

[6 New and Best-Loved ABC Books](#) - Colorado Parent

[System for unemployment benefits exposes digital divide](#) - USA Today

[System for Unemployment Benefits Exposes Digital Divide](#) - U.S. News & World Report

[Social workers in Gwinnett libraries help residents with varied needs](#) - The Atlanta Journal

[History Colorado digitizes Denver-area KKK ledgers](#) - Denver 7

[A new digital divide: People without smartphones struggle to get Colorado unemployment benefits](#) - 9News

[6 New and Best-Loved ABC Books](#) - Colorado Parent

[A New Digital Divide: People Without Smartphones Struggle To Get Colorado Unemployment Benefits](#) - CPR News

[Chicago Public Library to yank six Dr. Seuss books from shelves](#) - Gruntstuff

[Día Del Niño Celebration Includes Free Admission To Several Museums](#) - CBS Denver

[Driver Killed In High-Speed Crash Near Sloan's Lake](#) - CBS Denver

[What's Working: The top occupations hiring in Colorado](#) - The Colorado Sun

[Local Libraries of Things Help to Address Digital Inequity](#) - StateTech Magazine

[Friday Three For All from Denver Public Library 4/16 9 am-6 pm](#) - reddit

[Spring 2021 ACC Library Services Equity Symposium](#) - Tweet, AAC teaching & Learning Excellence Division

[How a picture of 20 Black women inspired a Denver neighborhood](#) - The Denver Post

[Public Libraries Can Tap into Eligible Funds Worth Billions](#) - Governing.com

[Where to Get a Free Library Card Online to Use on Overdrive \(State-by-State List\)](#) - Blog, Pretty Opinionated

[Books for Grieving Children](#) - Colorado Parent

[The Most Beautiful Library in Every State \(slide 7 GON Branch Library\)](#) - MSN.com

[Why you should use the library as a valuable — free! — resource for cookbooks, kitchen tools and more](#) - The Frederick News Post

[The Ultimate 3-Day Denver Itinerary](#) - Blog, The Blonde Abroad

[HRGS April 2021 Presentation: Forensic Genealogy](#) - Highlands Ranch Genealogical Society

[StevesBrain Announces the Launch of Its Website of Stories Designed to Make People Feel Happier](#) - EINPresswire

[Silver linings: For some faculty, a year of remote learning had unexpected benefits](#) - Colorado State University

[Rolling with the Times: How Mobile Services Innovated During COVID](#) - School Library Journal

Photo/resource credits: (13 clips in this section)

[The KKK Ruled Denver A Century Ago](#) - Daily Colorado News

[Restless native: High-graders resist everything but temptation](#) - Blog, Colorado Restless Native

[First director of Colorado Museum of Natural History appears on Denver KKK list](#) - The Denver Post

[Reader: Merge Lakeside Amusement Park and Casa Bonita Into One Tourist Trap!](#) - Westword

[How three days in 1921 forever changed #Pueblo](#) - Blog, Coyote Gulch

[The river of lost flows: Is the #AnimasRiver drying up? A look back at the dwindling last century says yes](#) - Blog, Coyote Gulch

[Meet the Commerce City Family Caring for Baby Doe Tabor's Piano](#) - Westword

[The Amache internment camp, as told by Japanese American survivors and descendants](#) - The Denver Post

[THE HOLLY Takes Aim at Denver's Dirty History of Dealing With Gangs](#) - Westword

[Colorado's 13 Most Iconic, Historic Restaurants And What To Order When You're There](#) - Glendale Cherry Creek Chronicle

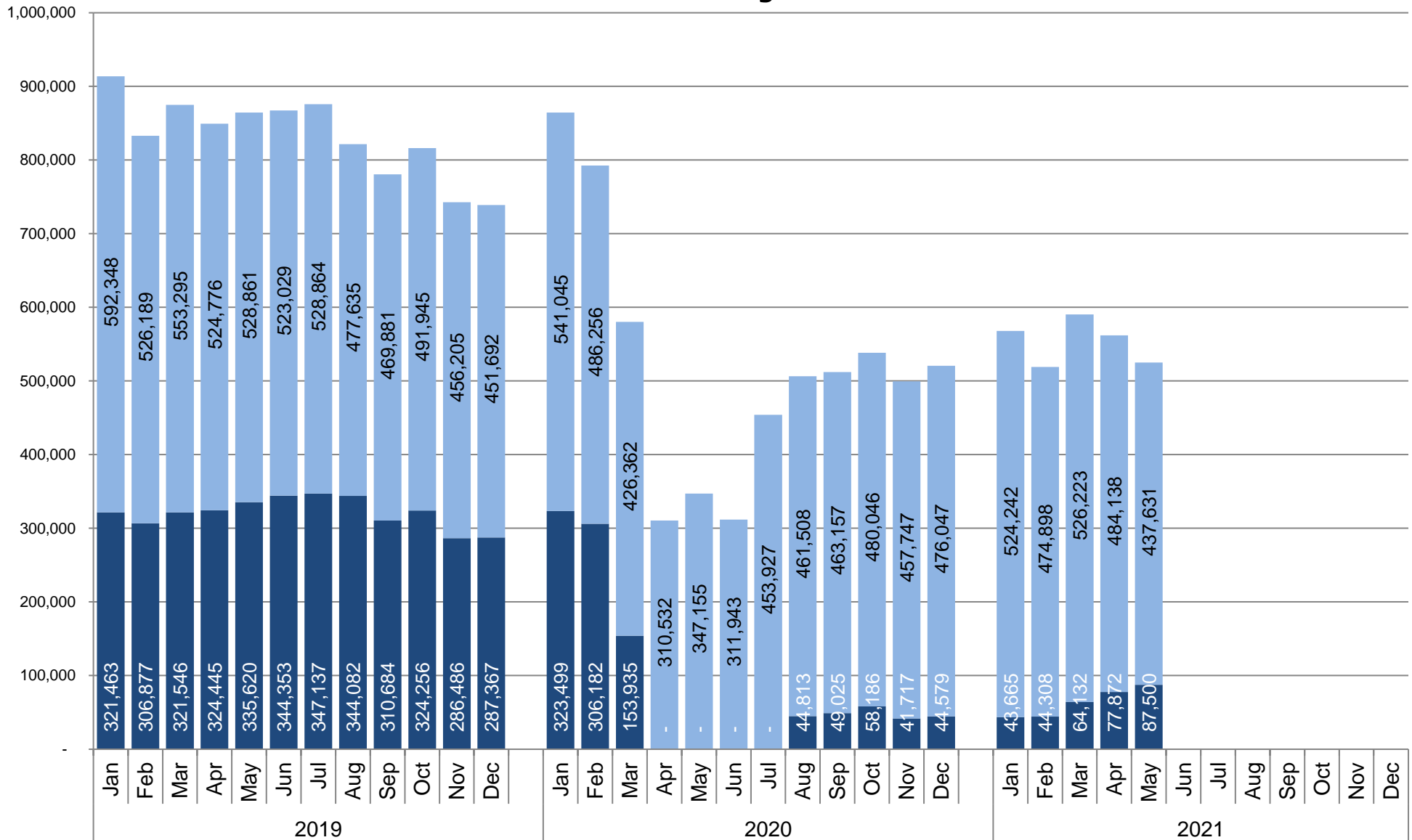
[Historic Colorado KKK membership documents, newly published](#) - Denverite

[History Colorado Pulling Back the Hood on Denver's KKK Past](#) - Westword

[Camp Hale: 10th Mountain Division](#) - The Historical Marker Database

Denver Public Library Total Visits By Month

■ Online
■ In Person



- ➔ All DPL locations closed on March 16, 2020 in response to COVID-19. Curbside services began July 7, 2020, except Smiley and Byers (closed for renovations).
- ➔ Smiley Branch Library resumed service February 1, 2021
- ➔ 9 locations reopened for half-day in-building service Tue-Sat beginning March 9, 2021. Remaining branches (except Central, Smiley, and Byers) opened for half-day service on April 13, while the 9 pilot branches moved to full days. May 19 all open branches resumed full-day service Tue-Sat (Westwood Tue-Fri).

Online visits - total website visits by session, from Google Analytics

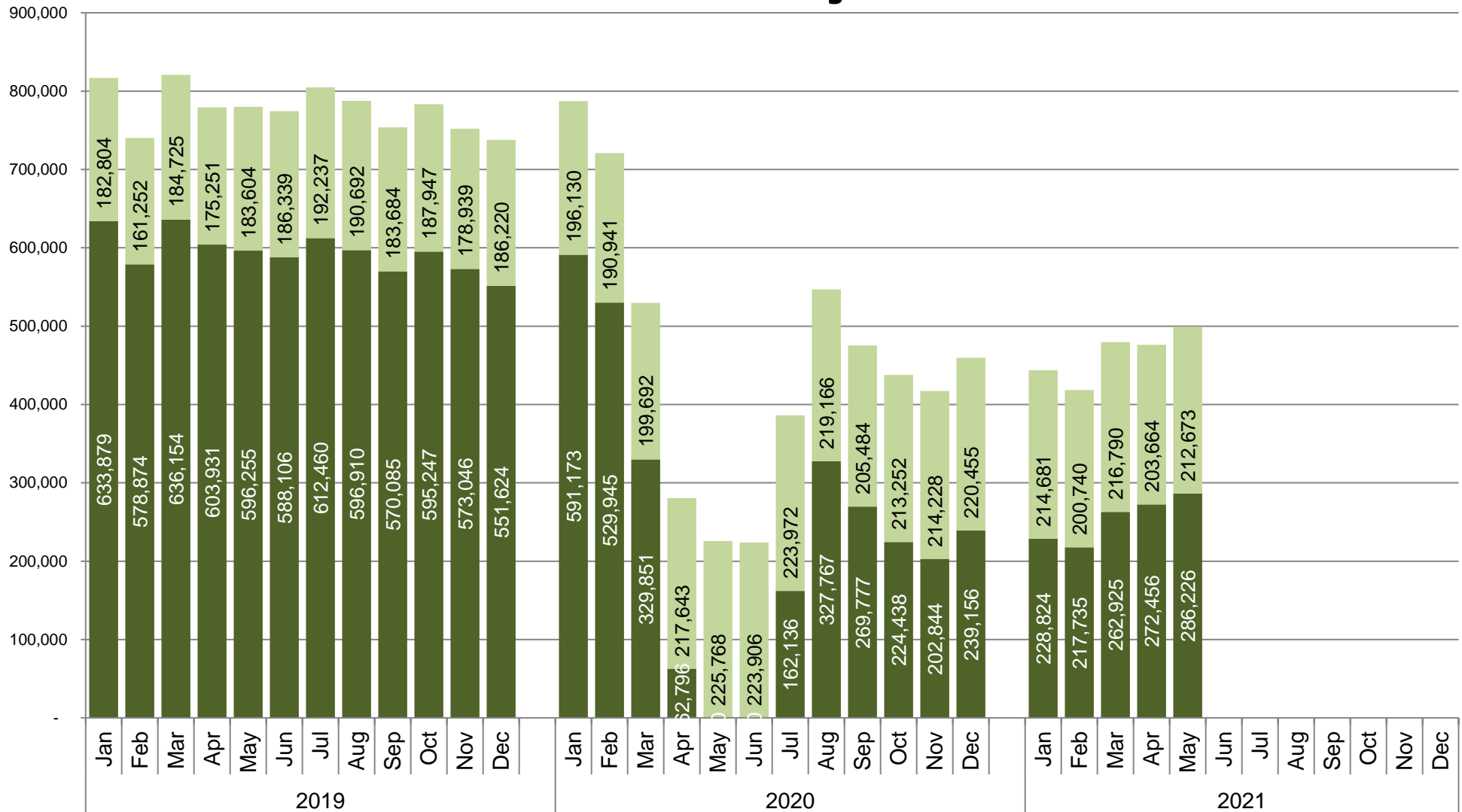
In Person visits - total door count from all locations, as collected by Trafsys doorcounter system.

Denver Public Library

Total Circulation By Month

Downloads

Materials



→ All DPL locations closed on March 16, 2020 in response to COVID-19. Renewals of physical materials can still accumulate.

→ Curbside Services commenced at all locations on July 7, 2020, except Smiley and Byers (closed for renovations).

→ Smiley Branch Library resumed service February 1, 2021

→ 9 locations reopened for half-day in-building service Tue-Sat beginning March 9, 2021. Remaining branches (except Central, Smiley, and Byers) opened for half-day service on April 13, while the 9 pilot branches moved to full days. May 19 all open branches resumed full-day service Tue-Sat (Westwood Tue-Fri).

→ RB Digital (e-magazines) added a subscription feature that allows customers to opt-in to auto-checkout of new issues for favorite titles in November 2018.

→ MacMillain publishers ebook embargo (limiting libraries to a single copy of any title for the first eight weeks after publication) took effect on November 1, 2019.

Downloads - total downloads, including electronic books, movies, magazines, and music, as reported by CDO

Materials - total circulation of physical materials at all locations, including auto-renewals from Polaris ILS

Denver Public Library

Monthly Circulation by Branch

May 2021

Location	Total Circulation	+/- Previous Month	2021/2020 Year/Year	YTD Y/Y
Athmar Park	2,605	↑ 289	↑ 2,564	-34.0%
Bear Valley*	12,186	↓ (526)	↑ 12,112	-16.4%
Blair-Caldwell African American Research Library	2,597	↑ 507	↑ 2,558	-54.8%
Byers	0	→ 0	→ (10)	-100.0%
Central Library	14,245	↓ (1,341)	↑ 13,570	-62.6%
Decker	8,311	↑ 627	↑ 8,278	1.6%
Eugene Field	12,423	↑ 498	↑ 12,366	19.4%
Ford-Warren	7,501	↑ 869	↑ 7,437	-4.7%
Green Valley Ranch*	9,170	↑ 533	↑ 9,110	-37.3%
Hadley	2,858	↑ 341	↑ 2,839	-48.2%
Hampden*	14,295	→ (129)	↑ 14,223	-14.3%
Mobile Services (Bookmobiles)	2,285	↑ 26	↑ 2,284	-44.9%
Montbello	2,401	↑ 317	↑ 2,364	-42.7%
Park Hill	18,612	↑ 2,296	↑ 18,489	-1.0%
Pauline Robinson	2,434	↑ 82	↑ 2,424	-24.5%
Rodolfo "Corky" Gonzales*	8,963	↑ 388	↑ 8,885	-42.0%
Ross-Barnum	2,914	↑ 369	↑ 2,882	-37.4%
Ross-Broadway	8,689	→ 0	↑ 8,657	17.6%
Ross-Cherry Creek*	19,255	↑ 180	↑ 19,133	15.6%
Ross-University Hills*	31,776	↑ 473	↑ 31,623	4.9%
Sam Gary*	39,723	↑ 772	↑ 39,624	-1.3%
Schlessman Family	25,676	↑ 2,762	↑ 25,536	-12.7%
Smiley	5,989	↑ 1,786	↑ 5,974	-68.2%
Valdez-Perry*	1,062	→ (157)	↑ 1,043	-18.0%
Virginia Village	14,940	↑ 2,481	↑ 14,879	-11.3%
Westwood*	1,275	→ (217)	↑ 1,274	-29.7%
Woodbury	14,002	↑ 537	↑ 13,948	42.8%
Denverlibrary.org Downloadables	212,673	↑ 9,009	↓ (13,095)	1.8%
Total	498,860	↑ 22,772	↑ 270,971	

→ All locations closed beginning March 16 in response to COVID-19. Curbside Service commenced on July 7, 2020, except for Smiley and Byers branches which are closed for renovations.

*9 locations reopened for half-day in building service Tue-Sat beginning March 9, 2021. These locations added full days Tue-Sat beginning April 13, while all other locations but Smiley, Byers, and Central began half days. Smiley opened for half days on April 28. All branches except Central and Byers were open full days as of May 19, 2021. Westwood is only open Tue-Fri 10-5. Byers and Central are still closed due to ongoing renovations.

Denver Public Library

Monthly Circulation by Branch

April 2021

Location	Total Circulation	+/- Previous Month	2021/2020 Year/Year	YTD Y/Y
Athmar Park	2,316	↑ 166	↑ 1,721	-48.7%
Bear Valley*	12,712	↑ 579	↑ 10,297	-34.2%
Blair-Caldwell African American Research Library	2,090	↑ 103	↑ 1,539	-66.3%
Byers	0	→ 0	→ (286)	-100.0%
Central Library	15,586	↓ (1,648)	↑ 4,869	-69.1%
Decker	7,684	↓ (1,011)	↑ 5,824	-18.9%
Eugene Field	11,925	→ (329)	↑ 11,827	-5.5%
Ford-Warren	6,632	↑ 636	↑ 5,153	-26.5%
Green Valley Ranch*	8,637	↑ 1,000	↑ 6,397	-52.9%
Hadley	2,517	↑ 326	↑ 1,635	-60.3%
Hampden*	14,424	↑ 838	↑ 10,550	-33.3%
Mobile Services (Bookmobiles)	2,259	↑ 209	↑ 2,257	-58.1%
Montbello	2,084	↑ 210	↑ 2,039	-56.0%
Park Hill	16,316	↑ 75	↑ 12,386	-23.6%
Pauline Robinson	2,352	↑ 48	↑ 1,949	-40.9%
Rodolfo "Corky" Gonzales*	8,575	↑ 817	↑ 4,671	-56.2%
Ross-Barnum	2,545	→ (81)	↑ 1,867	-51.2%
Ross-Broadway	8,689	↓ (791)	↑ 7,153	-5.6%
Ross-Cherry Creek*	19,075	↑ 1,658	↑ 15,924	-11.5%
Ross-University Hills*	31,303	↑ 2,305	↑ 24,939	-19.4%
Sam Gary*	38,951	↑ 4,853	↑ 29,220	-25.7%
Schlessman Family	22,914	↑ 208	↑ 15,305	-32.3%
Smiley	4,203	↑ 820	↑ 4,165	-81.1%
Valdez-Perry*	1,219	→ (164)	↑ 922	-33.2%
Virginia Village	12,459	↑ 401	↑ 12,334	-32.8%
Westwood*	1,492	↑ 72	↑ 1,218	-44.2%
Woodbury	13,465	↓ (1,779)	↑ 13,400	16.2%
Denverlibrary.org Downloadables	203,664	↓ (13,126)	↓ (13,979)	3.9%
Total	476,088	↓ (3,605)	↑ 195,296	

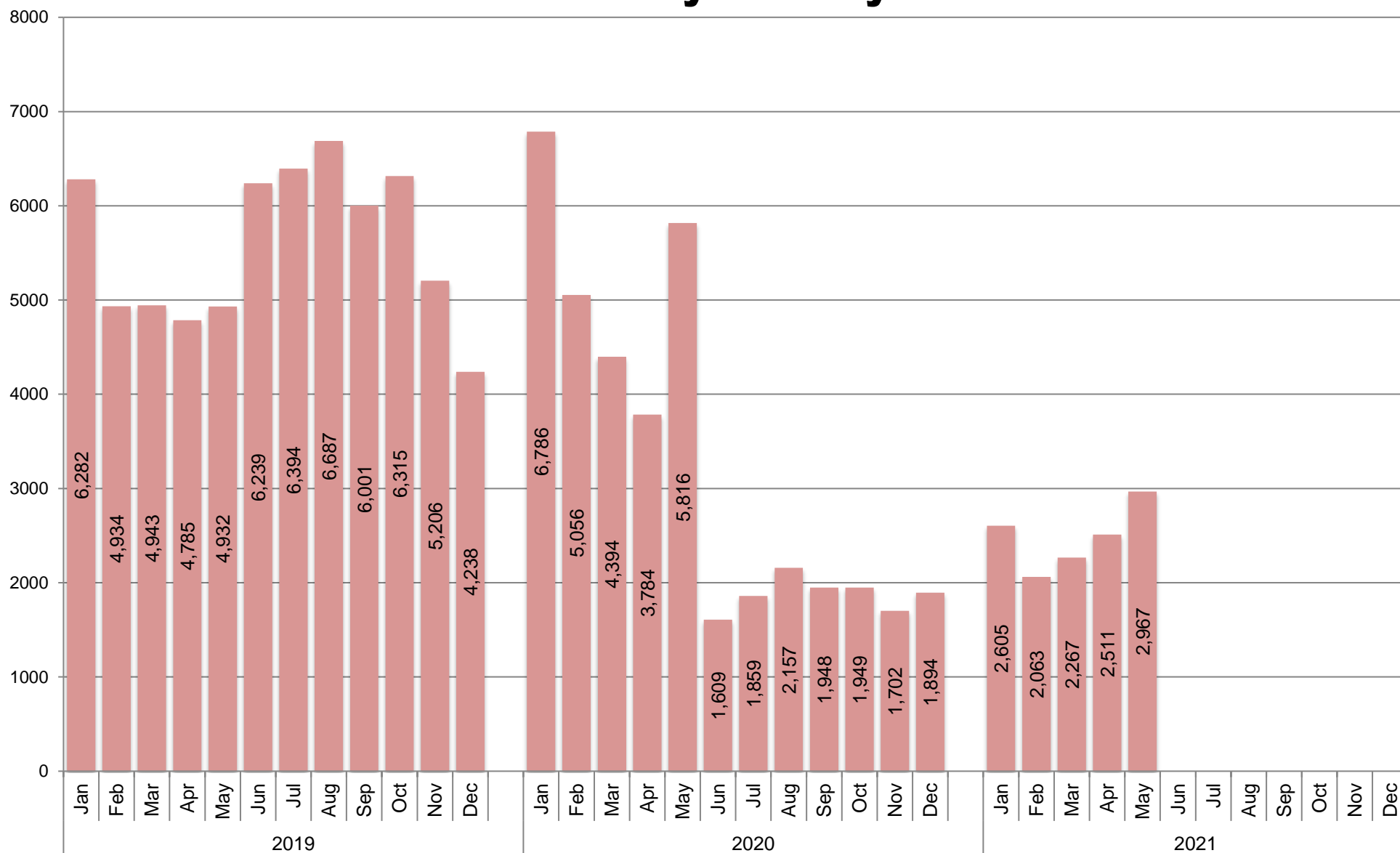
→ All locations closed beginning March 16 in response to COVID-19. Curbside Service commenced on July 7, 2020, except for Smiley and Byers branches which are closed for renovations.

*9 locations reopened for half-day in building service Tue-Sat beginning March 9, 2021.

Denver Public Library

Total New Library Cards By Month

■ New Cards



➔ All DPL locations closed on March 16, 2020 in response to COVID-19. Curbside services began July 7, 2020, except Smiley and Byers (closed for renovations).

➔ Smiley Branch Library resumed service February 1, 2021.

➔ 9 locations reopened for half-day in-building service Tue-Sat beginning March 9, 2021. Remaining branches (except Central, Smiley, and Byers) opened for half-day service on April 13, while the 9 pilot branches moved to full days. May 19 all open branches resumed full-day service Tue-Sat (Westwood Tue-Fri).

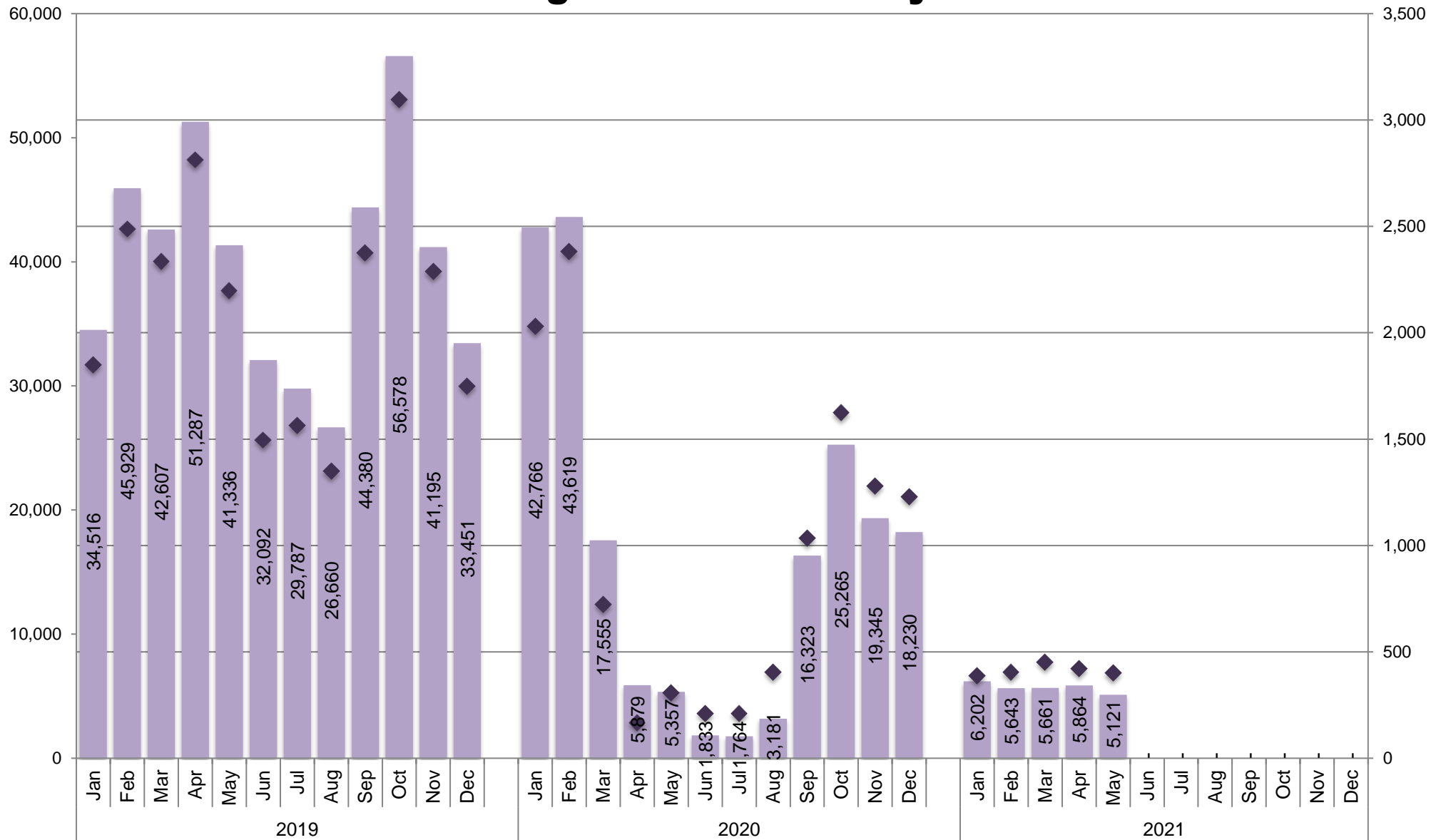
• **New Cards** - total number of new library card registrations (including computer user only cards), from Polaris.

Denver Public Library

Total Program Attendance By Month

■ Attendance

◆ Sessions



➔ All in-person programs were cancelled starting March 12, 2020 and all DPL locations closed on March 16, 2020 in response to COVID-19. Virtual programming was introduced starting March 27, 2020, with only live views counting for attendance totals. Spring Read Aloud sessions pending.

Attendance - total program attendance from all locations, as submitted to Events Management tracking application (includes programs, library events, storytimes, and tours).

Sessions - total number of program sessions offered (as defined in Attendance), as submitted to Events Management tracking application

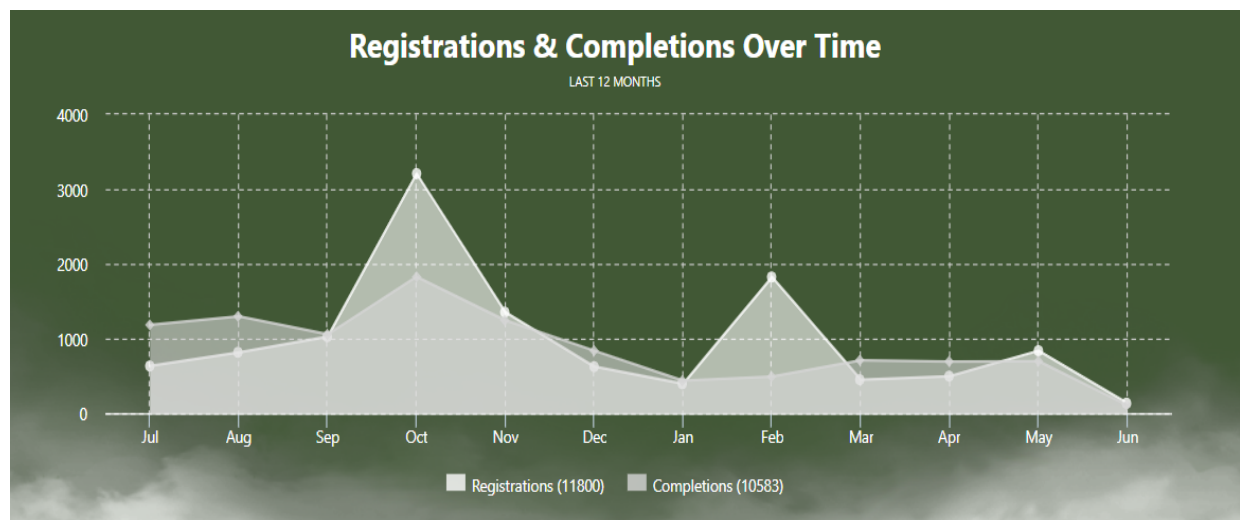
Learning in the Time of COVID

Human Resources Commission Report, Spring 2021

When DPL began sending folks home due to the pandemic, learning opportunities and how we engage with staff was yet another aspect of work that needed to pivot to suit a changing climate.

The HR learning subteam went to work on canceling or rescheduling in-person learning opportunities, and coming alongside various groups and trainers around DPL to create new opportunities and repackage existing ones. DPL's staff trainers quickly adapted to online formats for meetings and discussions on platforms like Google Meet and Zoom.

During the past year, we saw a dramatic increase in staff accessing online learning opportunities:



Some of the offerings developed during this time were:

- A Conversation about Masks
- Conversational Spanish for DPL
- Leave Overview for Supervisors during the Time of COVID-19
- A four-stage elearning focused on the various stages of reopening, including staff safety
- Numerous Wellness-related offerings to support staff
- A virtual, month-long Staff Appreciation event focused on supporting staff, during Oct. 2020
- Building Relationships through Cultural Humility

Currently, in Q2 of 2021, in-person learning opportunities are reserved for skills that require a physical presence (specific tech skills, First Aid/CPR/AED training, for example). As guidelines around social distancing and masks ease and COVID-19 cases decrease, we are looking forward to holding more in-person sessions in Q3 and Q4 of 2021.

The learning team continues to encourage virtual and hybrid learning opportunities moving forward with the hope that these formats help address previous staff concerns around access to learning (i.e., having to commute to another work location, finding/paying for parking, scheduling conflicts, etc.).
