

# Upstairs, Downstairs

*What's going on behind the scenes at the Cedar Rapids Public Library*

---

5-5-2008

## Administration

- The African-American Historical Museum has received word that their Big Read grant proposal has been funded for \$20,000! CRPL and other Iowa libraries are partners in this statewide project. The Big Read will focus on Zora Neale Hurston's Their Eyes Were Watching God. Activities and events will take place next year.
- The first Out Loud! visit from author Bruce Hale was successful. He was an extremely entertaining speaker! He also contributed a drawing of his famous character, Chet Gecko, for the Zerkane collection, thanks to quick thinking from Ron Neil of the Friends and Marie of the Foundation.
- The Building and Services committee is in the process of sending out RFQs for architects for the downtown revitalization.
- The Priorities Task Force—made up of Christina (Chief), Roger, Pat and Carol, has completed its first assignment. The group has identified and prioritized various internal housekeeping issues we need to address. The group accomplished this task in just one week! Further information on these tasks will be shared at staff meetings.
- A second task force—the SOD task force—is underway. This group includes Carol (chief), Pat, Karen, Rebecca and Christina. The charge of this group is to study the Supervisor of the Day assignments and procedures in order to streamline them.

## From the STEAM (Supervisory Team) meeting, 4/30/08

- Downloadable training is available on PDF – contact Rebecca for more details
- Downloadable will begin with a 'soft launch' in May, with a larger promotional effort to soon follow
- Final details are being coordinated for the Summer Reading Program

## Iowa Substance Abuse Information Center

- As part of the 35<sup>th</sup> anniversary celebration, the ISAIC website [DrugFreeInfo.org](http://DrugFreeInfo.org) features the history of the organization, as well as an overview of the current services. Many thanks to Katy, Dixie, Jean, Renee and Sandy for all of the work they did to coordinate a wonderful open house celebration! The ISAIC staff are very dedicated to helping Iowans access the resources they need everyday, and they planned a wonderful event to share with their fellow CRPL employees.

## IT

- We had several training sessions in preparation for the Audible Download Project.
- iBistro server died and was resurrected on Monday.
- Print Station has been given the Info Desk fits all week. Various problems.
- Self Check in Children's area died on Tuesday night. Fixed on Wednesday.
- Checkpoint Server went into a beeping mode on Monday. It would beep every 2 seconds. This soon became tiresome and Leon was able to fix it.

## Maintenance

- The lawn has received its first seasonal treatment.
- We received notice from the supervisor of the day on Tuesday that someone had attempted to steal, in broad daylight, two sections of the bike racks near the flagpole. They were observed removing the anchor bolts with a hand wrench. We quickly purchased some heavy steel anchors and sunk them two inches into the concrete to hold the bike racks in place.
- On Thursday we power washed both front entrances to the building.
- We are fabricating an oak thermostat mount where there is no support to hold a thermostat.
- Some of the ceiling has gone back up in the information workroom. There has been a minor issue on ducting and control work on one of the five pumps in that room which should be cleared up on Monday.

- All three of the old pumps in the Teen Scene area have been removed and all three of the new ones have been mounted in place.

### **Children's/Programming**

- Read the River, the intergenerational reading program ended on April 30. Preliminary numbers show 95 families with 231 children and 141 adults participating. Some of the kits are still out so our numbers will increase slightly as they are returned.
- Author Bruce Hale visited the Library. While our audience size was small, the attendees greatly enjoyed his entertaining and informative presentation.

### **Circulation**

- Christina has completed the Public Library Management II course offered through the State Library. Congratulations, Christina!
- The ad for Trevor's former shelver job will be in the Sunday Gazette this Sunday.
- The shelvers are almost done with the shelver manual, just the index and cover needs to be completed, good job Shelvers!
- The Circulation department will miss Roma McIntosh greatly! We are wishing her a fabulous retirement.
- Trevor will be working at the desk for the first time next week. We are thrilled to have a new member on the Circ team.
- The May window dressers at West have done a great job. This month features Susanne Boehm's "Camping " and Penny Frischkorn's "Pretty in Pink". If you are out and about near West come take a peek!

### **Adult**

- Our next non-fiction book discussion will be Friday Night Lights: A Town, A Team, and a Dream by H.G. Bissinger on Thursday, May 15th at 2:00PM.
- We have hired a new full-time reference librarian, Sarah Slack, who will start Wednesday, May 14th.
- The heat pump installation is nearly complete in the Info Workroom, and they are now working on the Teen Scene. The Teen Scene computers have been moved temporarily while this area is under construction.

### **Ask Marian**