PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
June 21, 2023   5 pm
RUTH HOLLEY LIBRARY

PIKES PEAK LIBRARY DISTRICT
ppld
**Cultivate spaces for belonging,
personal growth, and strong communities**

REGULAR MEETING OF THE BOARD OF TRUSTEES

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT (*3 Minute Time Limit per Person*)

IV. REPORTS
      A. Friends of the Pikes Peak Library District Report (Rita Jordan)   *Five minutes*   (p. 2)
      B. Pikes Peak Library District Foundation Report (Lance James)   *Five minutes*   (p. 3)
      C. Financial Report: April 2023 (Randy Green)   *Ten minutes*   (p. 4)
      D. Public Services Report (Tammy Sayles)   *Five minutes*   (p. 12)
      E. Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report   (p. 26)
      F. 2022 Facts & Figures (Jeremiah)   (p. 38)
      G. Chief Librarian's Report (Teona Shainidze-Krebs)   *Five minutes*
      H. Board Reports
          1. Internal Affairs Committee Report   *Five minutes*
          2. Liaison comments
          3. Trustee comments

V. PRESENTATION

      A. Manitou Springs Carnegie Library renovation (Denise Howell, John Graham)   *Twenty minutes*

VI. BUSINESS ITEMS
      A. Consent Items
      Consent items shall be acted upon as a whole unless a specific item is called for discussion.
      Any item called for discussion shall be acted upon separately as "New Business".
          1. Minutes of the May 17, 2023 Board of Trustees meeting   (p. 74)
      B. DECISION 23-6-1:   Resolution to approve Manitou Springs Carnegie Library lease

VII. EXECUTIVE SESSION

      A. The Board will enter into Executive session to discuss specialized details of security arrangements or investigations as authorized by C.R.S. §24-6-402(4)(d);

VIII. ADJOURNMENT

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at
https://ppld.org/board-trustees

Friends of the Pikes Peak Library District JUNE 2023 Report

The focus of the Friends BOD in May was to finalize preparations for the Literary Awards, held on June 3. "No rest for the weary." We are now focused on Latina Voices, because September will be here before we know it. Looking to be more effective in what and how we do things, we are collecting topics for our BOD retreat to be held in August.

Sales for May	(Gross)	
	Amazon	$1,412
	eBay	$4,763
	Web storefront	$95
	East Bookstore	$3,223
	Library 21C	$1,681
	Penrose	$344
TOTAL SALES		$11,518

In April, eBay instituted an International Shipping Program for qualified Top Rated Sellers. We were able to opt in, and our first international sale was to Mexico on April 12th. We have since sold books to the United Kingdom, Poland, and Germany. We ship to an eBay location in the US; eBay completes the extra paperwork and forwards the item to the buyer, who is responsible for all extra shipping, customs charges and taxes.

REPORT

Received 795 gifts totaling $67,678 in support of 2023 Library Giving Day direct mail and digital campaigns through 31 May

Received Night at the Library fundraiser corporate sponsorships from Berwick Electric and Investment Trust

Submitted Buell Foundation grant application in support of LENA Start

Submitted Union Pacific Foundation grant application in support of fire safety equipment and training

Submitted 2023 Communities That Care grant application in support of Fountain Library Teen Center equipment

Submitted Colorado Springs Health Foundation 2022 main funding opportunity financial report

Met with Colorado Springs Health Foundation representatives for a main funding opportunity site visit

Met with Air Force Academy Business Management major cadets to benchmark the PPLD Foundation against Pikes Peak region charities

Held PPLD Foundation Development Committee meetings

Attended National Library Fundraising Network and Association of Fundraising Professionals meetings

May 31, 2023
Monthly Financial Report

Board of Trustees Meeting
June 21, 2023

	Revised Annual Budget	Year to Date Activity as of May 31, 2023		
		Budget	Actual	Variance
REVENUES				
Property Taxes (1)	33,821,549	23,685,094	24,235,200	550,106
Specific ownership taxes	3,500,000	1,458,333	1,426,854	(31,479)
Total Taxes	**37,321,549**	**25,143,427**	**25,662,054**	**518,627**
Intergovernmental - E-Rate	503,506	209,794	0	(209,794)
Intergovernmental - AEFLA	84,002	35,001	57,189	22,188
Intergovernmental - State Grant	171,706	171,706	171,706	0
Intergovernmental - RHG	57,912	24,130	36,357	12,227
Intergovernmental - IECLE	95,005	39,585	63,043	23,457
Intergovernmental - Capital Restricted	35,798	0	0	0
Fines and fees	67,500	28,125	37,536	9,411
Interest income	38,250	15,938	423,675	407,738
Donations/fundraising	230,000	95,833	268,280	172,447
Employee contributions	612,143	255,060	162,665	(92,394)
Other Operating- Copy sales	45,225	18,844	13,786	(5,058)
Other Operating - Parking lot collections	10,050	4,188	4,576	388
Other Operating- Miscellaneous	4,523	1,885	4,400	2,515
Total Operating Revenue	**1,955,620**	**900,088**	**1,243,213**	**343,125**
Total Revenue	**39,277,169**	**26,043,515**	**26,905,267**	**861,752**
EXPENDITURES				
Personnel Expense	24,617,174	10,529,487	9,748,480	781,007
Operating Expense	14,360,312	6,226,486	4,695,378	1,531,108
Capital Outlay	4,656,376	623,449	328,096	295,352
Total Expenditures	**43,633,862**	**17,379,421**	**14,771,954**	**2,607,467**
Net Impact to Fund Balance	**(4,356,693)**	**8,664,094**	**12,133,313**	**3,469,219**
Beginning Fund Balance (2)	15,355,346	15,355,346	15,355,346	0
Ending Fund Balance (Projected)	**10,998,653**	**24,019,440**	**27,488,659**	**3,469,219**

(1) Includes Interest on Taxes and Payment in Lieu of Taxes

(2) Projected for 2022. After restricted funds are removed, before cashflow reserves are removed

Monthly Financial Report - GENERAL FUND

As of May 31, 2023

	Revised Annual Budget	Year to Date Activity as of May 31, 2023		
		Budget	Actual	Variance
REVENUES				
Property Taxes	30,792,356	21,563,762	22,054,032	490,270
Specific ownership taxes	3,500,000	1,458,333	1,426,854	(31,479)
Total Taxes	**34,292,356**	**23,022,096**	**23,480,886**	**458,791**
Intergovernmental	912,131	246,808	328,295	81,486
Donations/fundraising	230,000	76,667	268,280	191,614
Fines and fees	67,500	22,500	37,536	15,036
Other Operating	98,048	32,683	446,154	413,471
Total Operating Revenue	**1,307,679**	**378,658**	**1,080,265**	**701,607**
Total Revenue	**35,600,035**	**23,400,753**	**24,561,151**	**1,160,398**
EXPENDITURES				
Library Services	11,668,929	4,896,578	4,102,530	794,047
West Region	3,494,194	1,477,912	1,381,699	96,213
Southeast Region	3,555,497	1,503,792	1,301,001	202,791
North Region	3,239,909	1,370,337	1,275,706	94,631
Total Public Services Expenditures	**21,958,530**	**9,248,618**	**8,060,936**	**1,187,682**
Support Services	12,890,704	5,552,229	4,576,190	976,039
Intergovernmental	220,777	91,924	146,473	(54,549)
Designated Funds	355,175	147,990	185,528	(37,539)
Total Operating Expenditures	**13,466,656**	**5,792,143**	**4,908,191**	**883,952**
Total Expenditures	**35,425,186**	**15,040,761**	**12,969,127**	**2,071,634**
Net Impact to Fund Balance	**174,849**	**8,359,992**	**11,592,024**	**3,232,032**
Beginning Fund Balance*	10,151,900	10,151,900	10,151,900	0
Ending Fund Balance (Projected)	**10,326,749**	**18,511,892**	**21,743,924**	**3,232,032**

Monthly Financial Report - GENERAL FUND EXPENDITURE DETAIL *(1 of 2)*

As of May 31, 2023

	Revised Annual Budget	**Year to Date Activity as of May 31, 2023**		
		Budget	**Actual**	**Variance**
General Fund				
Public Services	136,287	57,614	54,218	3,397
Adult Services	753,964	318,463	305,448	13,015
Family and Children Services	838,183	353,677	342,503	11,174
Regional History and Genealogy	718,306	303,528	288,545	14,983
Creative Services	551,372	232,792	191,224	41,569
Knights of Columbus Hall	74,464	31,498	30,884	614
Young Adult Services	491,333	207,454	199,456	7,997
Adult Education	558,369	235,725	168,645	67,080
Collection Management	7,357,789	3,076,055	2,451,689	624,366
Equity, Diversity and Inclusion	188,862	79,772	69,919	9,852
LIBRARY SERVICES SUMMARY	**11,668,929**	**4,896,578**	**4,102,530**	**794,047**
West Region - Administration	273,546	115,630	113,608	2,022
Penrose Library	1,409,045	596,039	583,523	12,516
Cheyenne Mountain Library	513,050	217,016	191,189	25,826
Old Colorado City Library	468,926	198,365	188,328	10,037
Manitou Springs Library	315,784	133,563	129,979	3,584
Ute Pass Library	34,690	14,658	99	14,559
Mobile Library Services	479,154	202,643	174,974	27,669
WEST REGION SUMMARY	**3,494,194**	**1,477,912**	**1,381,699**	**96,213**
Southeast Region - Administration	354,182	149,728	151,597	(1,870)
East Library	1,718,241	726,780	623,867	102,913
Fountain Library	460,551	194,795	147,811	46,984
Ruth Holley Library	456,329	193,019	169,612	23,407
Sand Creek Library	566,195	239,470	208,114	31,356
SOUTHEAST REGION SUMMARY	**3,555,497**	**1,503,792**	**1,301,001**	**202,791**
North Region Administration	127,326	53,740	34,475	19,266
Library 21c	1,536,653	649,951	583,554	66,397
High Prairie Library	406,491	171,951	169,860	2,091
Calhan Library	74,487	31,505	30,470	1,036
Monument Library	579,122	244,981	239,829	5,153
Palmer Lake Library	500	208	(71)	279
Rockrimmon Library	515,330	217,999	217,589	409
NORTH REGION SUMMARY	**3,239,909**	**1,370,337**	**1,275,706**	**94,631**
LIBRARY SERVICES SUMMARY	**10,289,601**	**4,352,040**	**3,958,406**	**393,635**
PUBLIC SERVICES SUMMARY	**21,958,530**	**9,248,618**	**8,060,936**	**1,187,682**

General Fund	Revised Annual Budget	Year to Date Activity as of May 31, 2023		
		Budget	**Actual**	**Variance**
General Fund				
Administration	321,639	135,676	106,441	29,236
Human Relations Office	829,754	349,642	255,500	94,142
Finance Office	1,403,197	732,681	722,775	9,906
Facilities	4,606,201	1,924,970	1,520,071	404,898
Security	1,299,459	549,314	508,502	40,811
Communications Office	1,335,866	562,205	509,660	52,544
Information Technology Office	2,740,135	1,148,830	809,878	338,952
Development Office	354,452	148,912	143,364	5,548
SUPPORT SERVICES	**12,890,704**	**5,552,229**	**4,576,190**	**976,039**
Interdepartmental	220,777	91,924	146,473	(54,549)
GENERAL FUND - UNDESIGNATED	**13,111,481**	**5,644,154**	**4,722,663**	**921,491**
Designated Funds	355,175	147,990	185,528	(37,539)
Total Designated	**355,175**	**147,990**	**185,528**	**(37,539)**
TOTAL GENERAL FUND	**35,425,186**	**15,040,761**	**12,969,127**	**2,071,634**

Monthly Financial Report - CAPITAL PROJECTS FUND (CIP)

As of May 31, 2023

	Revised Annual Budget	Year to Date Activity as of May 31, 2023		
		Budget	Actual	Variance
REVENUES				
Designated Funds - Capital	35,798	10,739	0	(10,739)
Total Revenue	**35,798**	**10,739**	**0**	**(10,739)**
EXPENDITURES				
Capital Fund- Facilities	2,104,219	263,027	176,864	86,163
Capital Fund-Communication	71,329	8,916	6,395	2,521
Capital Fund- IT	2,338,880	292,360	144,837	147,523
Capital Fund- Video Studio	50,407	21,003	0	21,003
Capital Fund- Creative Services	55,744	23,227	0	23,227
Total Expenditures	**4,620,578**	**608,533**	**328,096**	**280,436**
Net Impact to Fund Balance	**(4,584,780)**	**(597,793)**	**(328,096)**	**269,697**
Beginning Fund Balance*	5,103,754	5,103,754	5,103,754	**0**
Ending Fund Balance (Projected)	**518,974**	**4,505,961**	**4,775,658**	**269,697**

Monthly Financial Report - SELF-INSURANCE FUND (SIF)

As of May 31, 2023

	Revised Annual Budget	Year to Date Activity as of May 31, 2023		
		Budget	Actual	Variance
REVENUES				
Property Taxes	3,029,193	2,121,332	2,181,168	59,836
Employee contributions	612,143	255,060	162,665	(92,394)
Other Revenue	0	0	283	283
Total Revenue	**3,641,336**	**2,376,391**	**2,344,116**	**(32,275)**
EXPENDITURES				
Personnel Expense	3,298,098	1,509,878	1,258,525	251,353
Operating Expense	290,000	220,249	216,205	4,044
Total Expenditures	**3,588,098**	**1,730,127**	**1,474,730**	**255,397**
Net Impact to Fund Balance	**53,238**	**646,264**	**869,386**	**223,121**
Beginning Fund Balance*	99,692	99,692	99,692	**0**
Ending Fund Balance (Projected)	**152,930**	**745,956**	**969,078**	**223,121**

2023 Budget
Budget Reconciliation

		General Fund	Capital Fund	Self-Insurance Fund	TOTAL BUDGET
REVENUE:					
December 7, 2022	2023 OAB Budget Ratification	$35,600,035	$35,798	$3,641,336	**$39,277,169**
	TOTAL REVENUE	**$35,600,035**	**$35,798**	**$3,641,336**	**$39,277,169**
EXPENDITURES:					
December 7, 2022	2023 OAB Budget Ratification	$35,667,371	$1,000,000	$3,588,098	**$40,255,469**
January 18, 2023	2023 OAB Budget Adjustment #1	($242,185.23)			**($242,185)**
February 15, 2023	2023 OAB Budget Adjustment #2		$3,620,578		**$3,620,578**
	TOTAL EXPENDITURES	**$35,425,186**	**$4,620,578**	**$3,588,098**	**$43,633,862**
	Net Change in Fund Balance	$174,849	($4,584,780)	$53,238	**($4,356,693)**
	Projected Beginning Fund Balance	$4,651,900	$5,103,754	$99,692	**$9,855,346**
	Projected Ending Fund Balance	**$4,826,749**	**$518,974**	**$152,930**	**$5,498,653**

Public Services Report
May 2023

Compliments

Sent to Senior Associate Carol Scheer (Family & Children's Services) from Senior Associate Allison Presley at High Prairie. I just wanted to share with you that a patron and her mom were very excited to grab a Take and Make recently because "they haven't had a bad one yet" and they've gotten quite a few. They "enjoy them immensely". She's glad you have been able to keep the STEM take and makes going. ☺

A teacher complimented the classroom sets as filling a need for teachers. *This is a much-needed resource for teachers and is a great idea! Thank you so much for this item.*

A patron called Interlibrary Loan to thank them for the great service they provide. He was recently surprised to find that a relative's local library doesn't offer ILL service.

Upon providing eBook information to a patron, Senior Librarian Krista Meier was told, "I am thrilled at your prompt response, including a next step I can take. Gosh, I am now your biggest fan!"

Southeast Region

Access

The Sand Creek Library Makerspace added a new monthly program called Clay Explorations. Participants this month made bird houses and learned the basics of clay work and hand building while connecting with others with similar interests. This has proven to be a popular class as its registration filled up within minutes of opening on Library Market and the class had 100% attendance.

Jane Warren met with the Hearing Loss Association of America Colorado Springs Chapter and demonstrated the Hearing Loop for them, they were very impressed with our system saying it was best they had used and said they look forward to holding meetings at the East Library.

Accountability

In response to patron feedback, Keagan Kellogg obtained items to improve patron use of Studio916 at Sand Creek Library. The first was a new sustain pedal for our piano players, the original one has become faulty and unreliable. The second was a tripod phone holder so patrons can easily film themselves while using the studio. This was suggested by a new podcaster who used our studio this month. He streams or records himself, edits that together with our audio and the audio captured by his guests into video podcasts for YouTube.

Community Connections

Meredith Moore and Jean Carrier attended flex hours at Tri-Lakes Cares. Flex hours are open hours when clients can drop in and talk to resource providers. This is a great outreach opportunity and hopefully we will be able to do this once a month.

Cathy Wood and Brady Nickerson served as judges for School District 11's (D11) Battle of the Books competition. This annual match encourages students to read all the books selected for Battle of the Books. On "Battle Day," teams of students compete against one another to answer questions about the books they read. This year, Cathy and Brady both served as question readers, scorekeepers, and judges. They asked questions about the literature and scored the teams on their abilities to provide correct responses.

Jenny Gaechter from East met with a representative from D11's Adult Education's Family Literacy division to discuss the 2023-24 school year. Later in 2023 PPLD will visit the Roy J. Wasson Academic Campus to provide in-depth resource classes for parents enrolled in the program. Most of the participants are either immigrants or refugees. In-person interpretive services will be provided by D11, and PPLD will prepare handouts in a variety of languages. Target languages for this outreach will including Spanish, Arabic, Ukrainian, Pashtu, Dari, Russian, and Chinese. The mission of this outreach effort is to familiarize new community members with PPLD and discuss the depth of resources available to them and their families.

Shannon McDonald and Mary Gapko continue to sit on two strategy teams for Fountain Valley Communities That Care (CTC). Mary was given more medication lockboxes to give out in the community as a part of the Drug Free Communities Strategy Team. Shannon, as a part of the Community Spaces Strategy Team, has been working on a survey for families and youth in order to move forward with a planned community program.

PPLD staff visited School District 20's Academy International Elementary's International Day and provided a program suitable for approximately 150 children from kindergarten through fifth grade. Brady Nickerson from Library 21c with support from Joy Fleishhacker (FCS) thrilled students and families with a Rock, Paper, Scissors challenge sourced from existing PPLD materials.

Physical and Virtual Spaces
Monument had new hardware installed on the front doors. They are a lot more secure and have crash bars on them now. New automatic door openers were also installed on both the women's and men's restrooms to be more ADA compliant. Library 21 had ADA-accessible door openers installed for the restrooms outside the Venue. Additionally, there was the installation of a ramp for the Venue stage. Since Library 21c's inception in 2014, the Venue stage has hosted countless performances, graduations, and more. The addition of a ramp allows more people to access the stage.

After a year of planning and preparations, Fountain Library has finished a remodel of the back staff workspace. This space was in need of more storage and more private workspaces for staff who needed to attend virtual meetings. It was designed and assembled with input from all staff in the building. Fountain Library closed to the public from May 26 – May 31 to allow for painting and furniture installation.

Staff

Catie Tierney graduated from Neighborhood University, a 10-week program led by PPLD partner organization Council of Neighbors and Organizations (CONO). Classes gave citizens an in-depth look at Colorado Springs' governmental structure and neighborhoods. The program also provided opportunities for students to network with fellow community members. This cohort was Neighborhood University's largest yet with 30 graduates. Alumni plan to continue Neighborhood University's mission by meeting monthly, joining local boards and committees, and supporting future Neighborhood University cohorts.

Anthony Siracusa, Catie Tierney, and Mayor John Suthers at Neighborhood University graduation.

Shannon McDonald was successfully promoted to Library Manager of Fountain Library and started as the full time Library Manager on May 1.

West Region

Access

The adult shelving areas throughout the Ruth Holley Branch were shifted to allow for less bending of taller patrons and those with mobility issues. In addition, other shifting occurred in the children's shelving area that included the lowering of some materials making it easier for children to access them.

Celia Egghart assisted a patron with a research question about interesting stories from local history. The patron helps lead jeep tours around the area and wanted more stories to share. Celia helped him find some books to take home from the Manitou Springs Colorado Collection at the Manitou Springs Library.

Communications

The Mobile Library staff increased the community's awareness of PPLD by attending several events including Fountain Creek Family Fun Day, Remington Elementary Literacy Night and Kids in Parks at Cheyenne Mountain State Park. During these events 354 community members visited the Mobile Libraries and learned about the resources and services PPLD has to offer. Additionally, 140 patrons participated in the craft activities we offered during the events! During the Kids in Parks at Cheyenne Mountain State Park a patron brought her grandchildren back to the mobile several times. The grandmother said she was so delighted she was because she hadn't been on a bookmobile since she was a child and wanted her grandchildren to experience it. While at the event, we had 129 visitors of which 45 participated in the craft and we created three new library card accounts!

Sarah Pottenger assisted a patron through reader's advisory at the Old Colorado City Library, coming up with some titles related to the subject he wanted to read about and placing a hold for him on one of the titles. Days later, the patron found Sarah while she was shelving holds and approached her to thank her for finding the book. He enjoyed it so much that he hoped she could help him find another book by the same author! Sarah shared that it was a joy to put a book in someone's hands and then later find out that it was definitely the right one. Annie Spencer also received many compliments from patrons regarding our collection and the many book recommendations staff members provide.

Using the approved marketing campaign from Communications, Karin Swengel reached out to the Manitou Chamber of Commerce to ensure that the Manitou Library Summer Lawn Concerts

were displayed on their website and the calendar events during the summer. This will help cast a wider promotional net, encouraging more patrons to come to the concert series.

Community Connections

Mobile Libraries partnered with Theatreworks and The Black Forest Community Church to provide "Shakespeare in Your Community." The Mobile Library was parked at the Black Forest Community Church and provided library service for decades. The play, *Pericles*, was offered on a rainy Friday evening. As patrons entered the church, they were offered cookies and coffee to enjoy during the play. Fifty-five community members braved the weather to attend the program. Attendees gushed with praise for the event, PPLD and for Theatreworks.

Annie Spencer conducted two community outreaches at Coronado High School and West Middle School. At both outreaches, Annie promoted PowerPass, various YAS resources, and Summer Adventure, which resulted in getting one teen to sign up early! Additionally, at West Middle School, Annie hosted an escape room utilizing one of Young Adult Services' escape room kits, which was met with much enthusiasm and support from the teacher, who emailed afterwards saying "Thanks so much for the escape room...I really think it was a big success and I have bragged to all my co-workers."

Physical and Virtual Spaces
Ulli Cookson developed a strong rapport with a patron at the Cheyenne Mountain Library, who was having a difficult time and needed a quiet space for a little while. She helped the patron learn how to make study room reservations from his smart phone. Ulli was patient and kind throughout the interaction and empowered the patron to utilize the library's physical space in a way that felt safe and welcoming.

Staff
Bradley Butzin launched video gaming in the teen space at the Ruth Holley Library in May. This included preparing training materials, distributing resources to staff, requesting promotional materials, and witnessing the first teens playing! This contributes to the strategic plan by training staff to provide awareness of Library and community resources.

<u>Adult Education</u>
Access
Classes for English as a Second Language and High School Equivalency are ongoing. Board members are invited to attend a small graduation ceremony to celebrate learners who earned a high school diploma, equivalency (GED), or exit-level English language proficiency this year. Graduation will take place June 16 in The Hall from 3:00pm-4:30pm. Guests are welcome. Light refreshments will be served.

Accountability
Kim Hoggatt from finance and Interim Director Christine Layton continue to collaborate on AEFLA and IELCE grant filing. The full grant amount has been requested for reimbursement.

Communications
The Adult Education team continues to communicate with community partners, patrons, and prospective students about services, programs, and classes.

Community Connections
The Adult Education team continues to participate in the coalition of adult education programs located in Colorado Springs.

Physical and Virtual Spaces
In-person and online classes continue to maximize accessibility. The team is considering other locations to host ESL classes in the coming academic year due to ongoing plumbing issues at Sand Creek that have affected attendance in evening classes.

Staff
Interim Director Christine Layton will transition to a new career field in publishing and will leave PPLD on June 30th.

Adult Services

Access
Deb Hamilton has begun to weed the legal reference collection at Penrose Library. This will provide more space for some of PPLD's subscription collections and she will be able to space the books for easier access to the materials. She also created and distributed a print training handout for Penrose staff so they can become more familiar with the print materials in the legal reference collection.

Accountability
One goal of the El Pomar Grant that funds our Nonprofit Resources is that PPLD provides support to utilize our unique resources throughout Southern Colorado. Katie Edson helped a patron who drove all the way in from a remote tiny town in the San Luis Valley to learn and use Foundation Directory. Katie also provided a virtual reference meeting with a nonprofit board from Salida needing guidance on capital grants. PPLD is only one of 6 public libraries in the state that offer free access to Foundation Directory and of the six we are one of the only ones that have a nonprofit librarian. This means that patrons travel long distances to come and use our services or meet with us. Katie also offers virtual training and assistance to those unable to drive to Colorado Springs.

Communications
On May 1 and May 8, Heidi Buljung coordinated practice sessions for the Book Cart Drill Team to be featured in an upcoming commercial produced by the Switchbacks. On May 12 members of the Book Cart Drill Team (Clint Hager, Jennifer Flatland, Brittany McNeil, Al Weber, Melody Alvarez, and Debbie Vitulli) recorded their routine at the East Library for inclusion in the Switchbacks commercial.

Community Connections
On Saturday May 6, Adult Services held the 17th Annual Pikes Peak Library District Mountain of Authors (MOA) program. Over 200 total attendees assembled at the Venue at Library 21c to celebrate the written word, promote and sell books, learn about topics in writing, and meet and connect with each other. The keynote speaker was *Westword* journalist and author Alan Prendergast, who spoke about his newest book *Gangbuster: One Man's Battle Against Crime, Corruption, and the Klan.* The three featured panelists were author and journalist Patricia

Raybon, author and historian Randi Samuelson-Brown, and *New York Times* bestselling author Marc Cameron. The 45-minute author panel featured information about the authors and their books, conversation about topics in writing and publishing, and a Q&A session with the audience. MOA also featured 33 local authors. These authors showcased their books, met attendees and each other, and attended the panel and keynote sessions. They represent diverse genres and viewpoints, fiction and non-fiction, as well as books for all ages and audiences. Due to space limitations, not all local authors who applied to be a part of the day's events were able to join, so dozens of authors took advantage of an opportunity to be included in the Virtual Author Showcase by preparing videos that are posted on PPLD's YouTube Channel (like this one). The Mountain of Authors planning team, consisted of Heidi Buljung, Bryan Matthews, Melissa Mitchell, Meagan Huber, Joseph Paisley, and Janina Goodwin. Additional support was provided by Shannon Miller from Rockrimmon and Caitlyn Zimmer from Cheyenne Mountain.

Physical and Virtual Spaces
Bryan Matthews oversees LibGuide administration to ensure access to information and services on this platform. Several new guides have been created to further these objectives, and he has been able to assist staff in doing this. Several seasonal guides that he maintains have continued good usage: The 2023 Tax season guide (January to May) had 4,202 views. The Voting and Elections guide for the 2023 Colorado Springs mayor election and runoff (February to May) had 1,051 views. The homepage for the 2023 Mountain of Authors (January to May) had 4,111 views.

Staff
On May 11 Heidi Buljung arranged for staff to attend a facilitator training hosted by local conversation group Food for Thought. Food for Thought provided excellent training for staff on how to facilitate discussions amongst groups with different perspectives, how to remain a neutral facilitator, and how to help move the conversation along if issues arise. Food for Thought has been an excellent partner in the past and will continue to be an excellent partner in the community.

Collection Management
Access
May numbers
- Collection Management received 477 boxes of new materials for the collection
- Almost 1,800 titles were added to the catalog
- 7,796 items and 1,154 magazines were added to the collection
- 192,679 items were checked out from the libraries
- 244,268 eBooks, eAudios, and eMagazines were checked out from OverDrive/Libby
- 2,814 new library cards were issued
- The Interlibrary Loan (ILL) team received 2,726 requests (borrowing materials from and lending materials to other library systems)

- Interlibrary Loan had a turnaround time (time from receiving the request to making the item available to the patron) of four days for articles and 13 days for physical materials.

Accountability

The Collection Management Assistant Workgroup developed a new numbering system for circulating backpacks so it will be easier for staff and patrons to discern what each pack should contain.

A "non-possession" is an item, excluding interlibrary loan items, returned to PPLD that does not belong to the library district. In May, 79 non-possessions were returned to their owners. If the item is owned by another library, Library staff will make every effort to return it via the Colorado Library Consortium (CLIC) courier or mail.

Acquisitions staff finished purchasing materials with the 2022/2023 Colorado State Grant to Libraries award of $171,706.

Marie Duplantis-Webb prepared periodical title lists for all departments and libraries that receive periodicals, so that staff can review titles for 2024 renewal. PPLD has over 1,000 subscriptions comprised of almost 400 different titles.

Community Connections

PPLD catalogers attended a new virtual monthly meeting for Colorado library catalogers to share information and discuss changes in their field.

Colleen Medling and Greg Roes helped Communications staff with the Ziggy library card project, including acquiring the special cards picturing the Switchbacks mascot, distributing them to the libraries, and issuing them to new patrons at a Weidner Field home game.

Amanda Marez-Frutchey and Tania Hajjar attended the volunteer breakfast at Library 21c.

Staff

Janis Moore, a member of the Collection Management Assistants group, was promoted to the position of Senior Library Associate – Acquisitions.

Bridget Bruch joined the PPLD Benefits Committee.

Managers and supervisors in Collection Management reviewed 14 job descriptions for the department as part of the District-wide process to ensure the descriptions are accurate and current.

Creative Services

Access

Two previous Food Industry Training graduates successfully passed the ServSafe Manager test.

Accountability

Dustin Booth gathered data on the volume of reservations, as well as the number of patrons served at the Hall in 2022 and 2023. The number of monthly reservations as well as the number of people that have used The Hall in 2023 has grown steadily. While the hours of operation changed at the beginning of the year, the location continues to grow and help more organizations and individuals.

Sarah Holland created a SharePoint List to house preferred consumables to facilitate easier makerspace purchasing. Scott Crum, C.E.C. (Certified Executive Chef) updated the food inventory pricing to ensure proper accountability when costing out anything that the Kitchen has used/provided while adding additional recipes for the FIT Program as well as the ability to use them for programming.

Communications
The department worked on compiling information for the Creative Services newsletter that went out June 1.

Community Connections
Sarah Holland and Nawal Shahril staffed an outreach table at the MeadowGrass Music Festival.

Jennifer Eltringham compiled, edited, and distributed the quarterly Colorado Association of Libraries newsletter, which goes out to over 600 members throughout the state. She also posted new content as Blog Editor for Library Makers, a national organization for library makerspace staff.

Staff
Ben Dahlby completed the PPLD Leadership Program.

Creative Services hosted the Colorado Association of Libraries Maker Workshop at Library 21c. Ben Dahlby, Jennifer Eltringham, and Becca Cruz presented sessions. Scott Crum offered tours of the Kitchen. Several Creative Services staff attended sessions that covered information on things like data, volunteers, UX for makerspaces, deep cleaning and maintenance of sewing machines, and more.

Nawal Shahril presented the professional development topic in May for the department. She discussed goal setting and accomplishment.

Diversity, Equity, and Inclusion Service
Access
The EDI department works with multiple consultants to provide courses to our Aging population about Aging Well without Injury.

Communications
Shirley Martinez attended the KOAA Community Advisory meeting to review and discuss what is happening in the cultural community of El Paso County. This meeting encompassed multiple community leaders connected to the cultural pulse across El Paso County.

Community Connections
EDI department attended the Fort Carson Pre-Deployment Fair at William Reed Special Events Center at Fort Carson. These service members are deploying to another country. We provide information for them for online library services and in person services for their families that remain at Fort Carson.

Yvette Dow-Rose and Shirley Martinez attended the Senior Expo to provide information to our senior population on the services within the libraries in reference to Senior Lunch and a movie and yellow books.

Family and Children's Services
Access
FCS Services staff visited Otero Elementary, Fremont, Kilmer, Encompass Heights, Springs Baptist Academy, Wildflower, TCA Central, and Aragon for Lightning Lessons. PPLD attended Carnival Nights and STEM nights, and delivered Summer Adventure fliers to Coperni2, Coperni3, Jackson, Colorado Springs Military Academy, Wildflower, Spark Online, Springs Baptist, Carver Elementary, Pioneer Technology and Arts Academy, and Corpus Christi Catholic Academy. Summer Adventure presentations were presented to students at Woodmen Roberts Elementary, Spark Online Academy, Ranch Creek Elementary, Grand Peak, Inspiration View Elementary, and Mountain View Academy. In addition, Family & Children's Services staff throughout the district visited 40 schools and presented to over 7,700 students, teachers, and parents this month. This has been the most successful school outreach in May in recent years.

Dry Ice Lightning Lesson

Accountability
Senior Librarian Evan Childress submitted a grant application to the Half the Sky Giving Circle to request funds to support the LENA Start program. The grants are given by a local giving circle that provides funding to local programs that support women and children. It is an invitation-only grant, and this is the third year we were asked to apply. Grant funds would support the provision of childcare during in-person LENA Start sessions. PPLD will be notified about the grant at the end of June.

Communications
Senior Librarian Joy Fleishhacker and Senior Library Associates Gayle Meredith and Carol Scheer hosted the Homeschool Art reception in the East Library Children's Department on May 2. The event was open to 115 art show participants from across the district and their families. 188 people attended and enjoyed viewing the artwork. Many families expressed their appreciation that the library provides a welcoming forum for their children to display their talent and the opportunity to participate in an event that builds homeschool community.

Community Connections

Senior Librarian Barb Andros and Senior Library Associate Carol Scheer attended the Colorado Springs Utilities Children's Water Festival at UCCS on May 19. They presented an activity that taught about the water shed and water cycle to five classes for a total of 109 students and teachers.

Senior Librarian Evan Childress and FCS Director Melody Alvarez hosted two graduation ceremonies for 14 graduates of the LENA Start program. One graduate, a new mother, hugged the staff at graduation because she was so thankful for this program because it helped with her mental health. She struggled to get all the recordings completed, but attended every class and met another mom to schedule a playdate. The summer LENA Start cohorts will begin in June.

Young Adult Services
Access

Britt Bloom and Becca Philipsen sorted and packaged over 2,500 books to send out for Summer Adventure prizes. They also worked with Clint Hager (Communications) to create a resource sheet on the PPLD website that will provide easy access to Novelist Plus and Common Sense Media reviews for summer prize books. These reviews will help teens and parents select their book prize.

From September 2022 to May 2023, Young Adult Services hosted a teen work-study from the School for the Deaf at the Colorado School for the Deaf and Blind (CSDB). On Thursday, May 11, Larissa Powers attended the Employer's Appreciation Breakfast hosted at the school to thank community partners who built workforce experiences for their senior students throughout the year.

Larissa is in discussions with the Employability Center at CSDB to continue to host Deaf teen work-study students in the coming years.

Communications

In May, Wendy Roberts (High Prairie Library) delivered Summer Adventure collateral to local businesses and organizations, specifically those with waiting rooms where the local population might pick up a District Discovery while waiting. Some of these locations were dentist offices, veterinary offices, physical therapy locations, eye care clinics, insurance offices, and others. She also left Summer Adventure collateral at Patriot High School, Falcon High School, Falcon Middle School, Liberty Tree Academy, Pikes Peak School of Expeditionary Learning, and Banning Lewis Ranch Prep Academy. While doing so, she introduced herself to the office staff of the schools and let them know some of the services offered by the Library District.

Community Connections

Mikaela Fortune worked with a representative from the University of Colorado Colorado Springs (UCCS) to schedule six resource classes and media and information literacy classes for students in the UCCS Pre-Collegiate program.

Danielle Seltenright, Cathy Wood (Library 21c), and other Pikes Peak Library District staff participated in the D11 Battle of the Books competition as a reader and scorer.

Staff

Amanda Franke (Rockrimmon Library) wrote a review of *Lumberjanes* for the Global Literature in Libraries Initiative (GLLI). May is International Young Adult Literature month, and GLLI celebrates by posting a review each day of a book by a non-American author. This year's effort was organized by Julia Torres from Denver Public Library. Check out Amanda's *Lumberjanes* post here!

Becca Philipsen met with her Colorado Association of Libraries Leadership Institute mentee, Emma Embry, of the Bemis Library (Littleton, CO).

2022 Circulation by Facility	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD TOTAL
Penrose	23157	14848	20791	17746	20109	0	0	0	0	0	0	0	96651
Mobile Libraries Total	8716	4738	9191	8207	8572	0	0	0	0	0	0	0	39424
Calhan	1392	1422	1448	1416	1453	0	0	0	0	0	0	0	7131
Cheyenne	21449	20727	23431	21228	21044	0	0	0	0	0	0	0	107879
Fountain	11317	11477	12160	11183	9954	0	0	0	0	0	0	0	56091
High Prairie	23830	22491	25539	22149	23658	0	0	0	0	0	0	0	117667
Holley	13603	12827	14999	13327	13839	0	0	0	0	0	0	0	68595
Manitou	2635	2188	2463	2135	2108	0	0	0	0	0	0	0	11529
Monument	23967	21781	25416	22804	23536	0	0	0	0	0	0	0	117504
Old Colorado City	7371	8081	10073	8770	9265	0	0	0	0	0	0	0	43560
Palmer Lake	974	933	1090	746	1298	0	0	0	0	0	0	0	5041
Rockrimmon	23420	21106	24208	20506	21729	0	0	0	0	0	0	0	110969
Sand Creek	12702	11473	13659	10856	12953	0	0	0	0	0	0	0	61643
Ute Pass	1516	1469	1681	1569	1240	0	0	0	0	0	0	0	7475
Senior Van	1551	749	1198	1115	1150	0	0	0	0	0	0	0	5763
Bookmobiles	7165	3989	7993	7092	7422	0	0	0	0	0	0	0	33661
East	88958	83392	96230	85106	88885	0	0	0	0	0	0	0	442571
Library 21c	62596	58546	67073	59375	63754	0	0	0	0	0	0	0	311344
Parenting	243	187	204	180	182	0	0	0	0	0	0	0	996
Total Physical Materials	327846	297686	349656	307303	323579	0	0	0	0	0	0	0	1606070

YTD CIRC Comparison	2023	2022	% Change
Penrose **	96651	115126	-16.0%
Mobile Libraries Total	39424	43478	-9.3%
Calhan	7131	9361	-23.8%
Cheyenne	107879	110092	-2.0%
Fountain	56091	51375	9.2%
High Prairie	117667	108293	8.7%
Holley	68595	75419	-9.0%
Manitou	11529	10759	7.2%
Monument	117504	120896	-2.8%
Old Colorado City	43560	47719	-8.7%
Palmer Lake	5041	3676	37.1%
Rockrimmon	110969	118724	-6.5%
Sand Creek	61643	62337	-1.1%
Ute Pass	7475	10125	-26.2%
Senior Van	5763	6921	-16.7%
Bookmobiles	33661	36557	-7.9%
East	442571	437981	1.0%
Library 21c	311344	300186	3.7%
Parenting	996	739	34.8%
Total Physical Materials	1606070	1626286	-1.24%

Current Month Comparison CIRCULATION	2023	2022	% Change
Penrose	20109	22270	-9.7%
Mobile Libraries Total	8572	7821	9.6%
Calhan	1453	1781	-18.4%
Cheyenne	21044	21779	-3.4%
Fountain	9954	10080	-1.3%
High Prarie	23658	21482	10.1%
Holley	13839	15294	-9.5%
Manitou	2108	1845	14.3%
Monument	23536	24046	-2.1%
Old Colorado City	9265	9166	1.1%
Palmer Lake	1298	1255	3.4%
Rockrimmon	21729	23306	-6.8%
Sand Creek	12953	12351	4.9%
Ute Pass	1240	1762	-29.6%
Senior Van	1150	1185	-3.0%
Bookmobiles	7422	6636	11.8%
East	88885	87210	1.9%
Library 21c	63754	60225	5.9%
Parenting	182	181	0.6%
Total Physical Materials	323579	321854	0.54%

Circulation Report
By Facility
May 2023

Current Month Comparison VISITORS	2023	2022	% Change
Penrose **	21974	17319	26.9%
Mobile Libraries Total	3069	2579	19.0%
Calhan	577	427	35.1%
Cheyenne	10388	6619	56.9%
Fountain	4606	4364	5.5%
High Prairie	8376	4881	71.6%
Ruth Holley	8315	5826	42.7%
Manitou	3757	3427	9.6%
Monument	8495	6666	27.4%
Old Colorado City	5609	3682	52.3%
Palmer Lake	432	561	-23.0%
Rockrimmon	12233	10579	15.6%
Sand Creek***	6377	7927	-19.6%
Ute Pass	727	790	-8.0%
Knights of Columbus Hall	509	348	46.3%
East	28324	22341	26.8%
Library 21c	29531	25549	15.6%
TOTAL	153299	123885	23.7%
Special Collections	862	866	-0.5%

** Penrose Library closed February 18 - 28; April 10 and 14 - 17, 2023

*** Sand Creek Library closed part or all day for plumbing issues on April 13, 15, 20, 22, 26, 2023

2023 Circulation ITEM Summary

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD TOTAL
Print	250474	229778	270038	237808	249734	0	0	0	0	0	0	0	1237832
DVD	56307	49999	58888	50670	54176	0	0	0	0	0	0	0	270040
CD Music	6673	6523	6710	6304	6115	0	0	0	0	0	0	0	32325
CD Book	6958	5891	7349	6704	7122	0	0	0	0	0	0	0	34024
Playaway	3765	3491	4371	3714	4184	0	0	0	0	0	0	0	19525
Kit	1473	0	0	0	0	0	0	0	0	0	0	0	1473
Game	2196	1932	2201	2020	2154	0	0	0	0	0	0	0	10503
Discovery Kits	0	72	99	83	94	0	0	0	0	0	0	0	348
TOTAL Physical Items	**327846**	**297686**	**349656**	**307303**	**323579**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1606070**
													0
ILL	1149	1219	1486	1390	1327	0	0	0	0	0	0	0	6571
CyberShelf-OverDrive	246312	218039	242975	232484	237911	0	0	0	0	0	0	0	1177721
eReader	2	1	2	2	2	0	0	0	0	0	0	0	9
Hot Spots	68	54	75	67	65	0	0	0	0	0	0	0	329
Cameras & Equipment	57	53	61	77	61	0	0	0	0	0	0	0	309
													0
TOTAL STATE Circ	**575434**	**517052**	**594255**	**541323**	**562945**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2791009**
Freegal Music	5794	5025	5420	4579	5314	0	0	0	0	0	0	0	26132
Freading	109	92	124	49	86	0	0	0	0	0	0	0	460
DVD Player	114	63	70	25	32	0	0	0	0	0	0	0	304
Hoopla	3631	3638	3675	3359	3917	0	0	0	0	0	0	0	18220
Comics	636	647	624	566	778	0	0	0	0	0	0	0	3251
Kanopy	3007	2836	3078	2682	2754	0	0	0	0	0	0	0	14357
													0
CLC	6985	6527	7367	6824	7055	0	0	0	0	0	0	0	34758
Laptop Use	377	225	466	322	480	0	0	0	0	0	0	0	1870
Active Users	199682	198125	198166	199602	201006	0	0	0	0	0	0	0	996581

Monthly Circ by Format

	2023	2022	Change
Print	249734	242247	3%
DVD	54176	58056	-7%
CD Music	6115	6395	-4%
CD Book	7122	7663	-7%
Playaway	4184	3889	8%
Kit	0	1542	-100%
Game	2154	2025	6%
Discovery Kits	94	37	154%
TOTAL Physical Items	**323579**	**321854**	**0.54%**
ILL	1327	1298	2%
CyberShelf-OverDrive	237911	216985	10%
eReader	2	3	
Hot Spots	65	79	-18%
Cameras & Equipment	61	58	5%
Total e-materials	**237978**	**217067**	**10%**
Freegal Music	5314	5368	-1%
Freading	86	87	-1%
DVD Player	32	42	-24%
Hoopla	3917	3684	6%
Comics (included in Hoopla)	778	579	34%
Kanopy	2754	2840	-3%
CLC	7055	6228	13%
Laptop Use	480	206	133%
Active Users	201006	204382	-2%

Penrose Library closed February 18 - 28; April 10 and 14 - 17, 2023

Sand Creek Library closed part or all day for plumbing issues on April 13, 15, 20, 22, 26, 2023.

MTD Total	2023	2022	Change
January	575434	546420	5%
February	517052	499412	4%
March	594255	578679	3%
April	541323	537810	1%
May	562945	540277	4%
June		586297	-100%
July		587929	-100%
August		595485	-100%
September		554320	-100%
October		552444	-100%
November		541154	-100%
December		527011	-100%

YTD Total	2023	2022	Change
January	575434	546420	5%
February	1092486	1045832	4%
March	1686741	1624511	4%
April	2228064	2162321	3%
May	2791009	2702598	3%
June		3288895	-100%
July		3876824	-100%
August		4472309	-100%
September		5026629	-100%
October		5579073	-100%
November		6120227	-100%
December		6647238	-100%

Circulation Report
By Item Type
May 2023

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Penrose	13,428	8,229	13,411	9,453	11,564								56,085
Mobile Libraries	5,368	3,078	6,437	5,562	5,803								26,248
Calhan	815	890	929	776	885								4,295
Cheyenne	13,475	13,051	14,448	12,924	12,554								66,452
Fountain	7,073	6,496	7,346	6,592	4,950								32,457
High Prairie	14,712	13,525	15,530	12,732	13,881								70,380
Ruth Holley	8,114	7,488	8,904	7,934	7,690								40,130
Manitou Springs	1,596	1,401	1,523	1,284	1,389								7,193
Monument	14,739	13,494	15,649	13,617	14,716								72,215
Old Colorado City	5,031	5,043	6,364	5,353	5,482								27,273
Palmer Lake	577	614	644	457	841								3,133
Rockrimmon	14,497	13,061	14,901	12,268	13,089								67,816
Sand Creek	7,404	6,922	7,795	5,899	7,200								35,220
Ute Pass	1,001	866	1,054	1,001	737								4,659
Senior Van	1,178	673	965	895	901								4,612
East	53,107	48,226	56,180	47,636	51,366								256,515
Library 21c	37,622	34,232	39,804	33,487	37,380								182,525
Total	199,737	177,289	211,884	177,870	190,428	0	0	0	0	0	0	0	957,208

YTD CIRC Comparison	2023	2022	% Change
Penrose **	56,085	65,590	-14.5%
Mobile Libraries	26,248	27,585	-4.8%
Calhan	4,295	5,545	-22.5%
Cheyenne	66,452	68,374	-2.8%
Fountain	32,457	31,011	4.7%
High Prairie	70,380	64,019	9.9%
Ruth Holley	40,130	44,694	-10.2%
Manitou Springs	7,193	6,540	10.0%
Monument	72,215	74,368	-2.9%
Old Colorado City	27,273	29,065	-6.2%
Palmer Lake	3,133	2,334	34.2%
Rockrimmon	67,816	73,233	-7.4%
Sand Creek***	35,220	36,520	-3.6%
Ute Pass	4,659	5,921	-21.3%
Senior Van	4,612	4,978	-7.4%
East	256,515	255,724	0.3%
Library 21c	182,525	175,391	4.1%
Total Physical Materials	957,208	970,892	-1.4%

Current Month CIRCULATION Comparison by Facility	2023	2022	% Change
Penrose	11564	12204	-5.2%
Mobile Libraries	5803	4733	22.6%
Calhan	885	974	-9.1%
Cheyenne	12554	13179	-4.7%
Fountain	4950	5865	-15.6%
High Prairie	13881	11920	16.5%
Ruth Holley	7690	8880	-13.4%
Manitou Springs	1389	1094	27.0%
Monument	14716	14467	1.7%
Old Colorado City	5482	5412	1.3%
Palmer Lake	841	700	20.1%
Rockrimmon	13089	13986	-6.4%
Sand Creek	7200	7035	2.3%
Ute Pass	737	1021	-27.8%
Senior Van	901	892	1.0%
East	51366	49647	3.5%
Library 21c	37380	34371	8.8%
Total Physical Materials	190428	186380	2.2%

Current Month e-materials & Summary	2023	2022	% Change
Overdrive	237911	216985	9.6%
eReaders	2	3	-33.3%
Hot Spots	65	79	-17.7%
Total e-materials	237978	217067	9.6%
ILL	1327	1298	2.2%
Cameras/Equip	61	58	5.2%
Physical Materials	190428	186380	2.2%
Total Monthly Circ	429794	404803	6.2%

Circulation without Renewals

May 2023

** Penrose Library closed from February 18, 2023, reopening March 1, 2023

*** Sand Creek Library closed part or all day for plumbing issues on April 13, 15, 20, 22, 26, 2023

Current Month Comparison VISITORS	2023	2022	% Change
Penrose **	21974	17319	26.9%
Mobile Libraries	3069	2579	19.0%
Calhan	577	427	35.1%
Cheyenne	10388	6619	56.9%
Fountain	4606	4364	5.5%
High Prairie	8376	4881	71.6%
Ruth Holley	8315	5826	42.7%
Manitou	3757	3427	9.6%
Monument	8495	6666	27.4%
Old Colorado City	5609	3682	52.3%
Palmer Lake	432	561	-23.0%
Rockrimmon	12233	10579	15.6%
Sand Creek***	6377	7927	-19.6%
Ute Pass	727	790	-8.0%
East	28324	22341	26.8%
21c	29531	25549	15.6%
KCH (The Hall at PPLD)	509	348	46.3%
TOTAL Visitors	153299	123885	23.7%
Special Collections	862	866	-0.5%

Communications Department: Report for June 2023

NEWS COVERAGE

- Total features and mentions:
  - **May 2023:** 93 hits
    Year-to-date: 828
  - **Average per month:** 165

- Highlighted coverage (last month):

  - Several news outlets published articles and news segments about the launch of Summer Adventure, including The Gazette's Pikes Pick, a full article in The Gazette, and news segments from KOAA (including an interview with Melody Alvarez and an interview with a child patron). The segment was previewed or aired 10 times, including as a feature in the morning news on May 31, and Summer Adventure appeared in 8 articles between The Gazette, KOAA, and news aggregate sites reposting articles.
  - CS Indy shared a story covering the library workers union forming, which was reposted by Colorado Times Recorder and The Colorado Springs Business Journal.
  - The Gazette ran a story about W. Michael Gear and Kathleen O'Neal Gear being awarded the Frank Waters Award by the Friends of the PPLD.
  - Colorado Springs Mom Collective posted a guide to Colorado Springs indoor play places on their site, which lists our Family Place Library locations.
  - The Gazette put out a fun story talking about the wealth of interesting resources available at the Library that go beyond books, delving into some of the more unexpected resources, which was reposted by My Colorado Springs News.
  - An opinion piece came out in The Gazette about inclusivity at the Library forcing a political agenda, which was reposted by Colorado Politics.
  - The Library Limelight column examined many ways to experience comics and comic events at the Library, connecting back to Free Comic Book Day earlier in the month.
  - The Gazette wrote about Penrose Library closing due to an altercation between patrons. Details were not provided as information was not available.
  - A few small but fun mentions include:
    - KOAA and KKTV ran news articles and news stories about a gallery display at Library 21c showcasing art created by local foster care youth, foster parents, and other adults involved in the care of foster youth. The story segment aired nine times and appeared in two online articles.
    - The Library was mentioned as a ballot drop off location for the City mayoral election in an article published by The Gazette.
    - KRDO mentioned the Library as a location for an upcoming vaccine clinic.
    - The City of Colorado Springs mentioned the Library in postings about upcoming town hall events that were scheduled to occur at one of our locations.

- In a letter to [The Gazette](#) covering features of Colorado Springs that make it a top pick for being the U.S. Space Command, the author gives PPLD a shoutout for historic photos they used in the article.
- [The Colorado Catholic Herald](#) published a piece about the SMHS program helping teens with business in visual arts, which mentions the teens submitting their creations to our Teen Art Contest.

NOTE: The total figure above includes all tracked and/or known TV, print, online, and/or radio coverage by news outlet, including on-air mentions, print event listings, and stories that ran on multiple newscasts. It excludes online event listings not tracked by our monitoring service, in addition to unconfirmed radio features due to tracking limitations.

DIGITAL MARKETING

- Newsletter statistics (last month):
    - **Number of email addresses targeted:** 129,627
    - **Number of newsletters opened by recipients:** 54,383 (44% of recipients opened the newsletter)
    - **Number of link clicks:** 4,490 (an 8.25% click rate)

- PPLD.org website statistics (last month):
    - **Most popular web pages**, besides the home page: [ppld.org/kids](#)
    - **May totals:**
        - 398,571 total pageviews
        - 231,916 sessions
        - 144,087 total users (new and existing users going to ppld.org)
        - 129,276 New users (users coming to ppld.org for the first time)

- District-wide social media statistics (last month):
    - **Facebook:**
        - **15,634 total followers** (main account – increase of 73 new followers)
            - **14,372 page likes**
        - **32,859 total followers** (For all other accounts combined; increase of 267 new followers)
            - **30,155 page likes**
        - **Main Account**
            - **56,124 post reach –** (the number of times users saw our content)
            - **2,337 post engagement –** (the number of times users interacted with our content through reactions, comments, clicks, reposts, etc.)
            - **108 posts**
        - **All other PPLD accounts combined**
            - **49,900 post reach –** (the number of times users saw our content)
            - **8,075 post engagements –** (the number of times users interacted with our content through reactions comments, clicks, reposts, etc.)
    - **Instagram:**
        - **3,586 total followers** (main account – 39 new followers)
        - **593 total followers** (PPLD Teens)
        - **5,301 total reach –** (the number of times our content was shown on Instagram)
        - **1,477 total engagement –** (the number of times people interacted with our content by liking, commenting, clicking, or swiping, etc.)
        - **108 posts / reels and 84 stories** (content that disappears in 24 hours, appearing at the top of the user's feed)

- Twitter:
    - **5,266 total followers**
    - **10,143 impressions** – (the number of times our content was shown to people on Twitter)
    - **163 engagements -** (the number of times people interacted with our content by liking, commenting, clicking, or swiping, etc.)
    - **300 profile visits/ 52 link clicks**
    - **104 tweets in May**

- LinkedIn:
    - **1,541 total followers** (increase of 24 new followers)
    - **2,081 impressions -** (the number of times our content was shown to people on LinkedIn)
    - **83 engagements** – (the number of times people left a reaction, commented, shared, clicked on, or otherwise interacted with posts)
    - **11 posts in May**

- YouTube:
    - **7,503 subscribers**
    - **52,400 monthly views**
    - **5,851,766 lifetime views**

- **Online video views:** 3,410 on Vimeo

OTHER MARKETING & PROMOTION

News & announcements

- [Ziggy Library Cards](#)
- [Summer Adventure presented by Children's Hospital Colorado](#)

Promotional campaigns, programs, & other activities

Recognitions and celebrations (with Library programs, activities, and resources):

- **Military Appreciation Month**

    - To celebrate Military Appreciation Month, PPLD provided postcards for patrons to send to a patriot:

        A postcard may be a little thing, but the impact of receiving one can be heartwarming. For National Military Appreciation Month, enjoy the simple yet profound act of sending a postcard to the Military Member in your life or community. Stop by your local Library location during the month of May to pick up a no-cost postcard to share with the patriot you respect and honor (while supplies last).

- **Mountain of Authors**
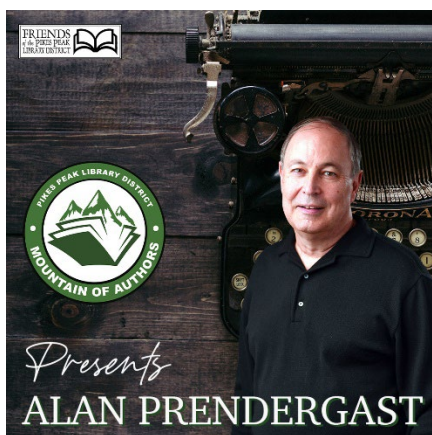
This year's Mountain of Authors event on Sat., May 6 at Library 21c saw a sizeable crowd for this annual program that offers an opportunity for patrons to hear from and network with local and notable authors and learn more about the world of writing and publishing. They also heard from keynote speaker Alan Prendergast, author of *Gangbuster: One Man's Battle Against Crime, Corruption, and the Klan*.

- **Upcoming Promotions**
    - Currently planning the announcement of the 2023 All Pikes Peak Reads title and program
    - Working with Adult Services to finalize the partnerships and schedule for ALA's Americans and the Holocaust exhibit that will be hosted by East Library in September. The official announcement of the exhibit will take place in mid-July.

- **Other Library programs and activities** can be found on [PPLD's event calendar](#).

Partnerships & Outreach Update

- Family and Children's Services is finalizing an agreement with the Westside Community Center to continue providing Summer Adventure and complementary programming at their location through 2024.

- PPLD renewed a long-standing partnership agreement with the Greenberg Center for Learning and Tolerance to store several exhibit panels as they are updated for future use.

- PPLD and the Manitou Music Foundation have partnered to provide a summer concert series in Manitou Springs.

- PPLD renewed its partnership with VITA to provide free tax preparation services to low-income families in 2024. PPLD's partnership helped VITA prepare tax returns for 575 families (for returns filed at both the Penrose and their YMCA location) in which low-income families receive almost $1 million in federal and state refunds.

- Efforts are underway to renew a partnership agreement with Springs Rescue Mission for a digital literacy program to help its clientele better navigate the internet so they can connect with services and information to aid with daily living.

- **Community outreach activities** (excluding school visits):
  - 20 - total events
  - 5,748 - total attendance
  - 4,286 - total impressions
  - Highlights include:
    - Safe Kids Day – May 6
    - Fort Carson Redeployment Fair - May 10
    - Senior Expo Resource for Older Adults – May 11
    - School visits highlighting Summer Adventure – Throughout the month of May

Pikes Peak Culture Pass

- **Partners:** 10 active museums and attractions, adding two new attractions in June
- **May total:** 274 passes issued, 1101 year-to-date (182 in May 2022)
- New partnerships:
  - Two new attractions were added to the Culture Pass program June 12: The Victor Museum in Victor, Colorado, and Michael Garman Museum & Gallery in historic Old Colorado City. With the expansion, the Culture Pass program now offers no-cost vouchers to PPLD cardholders at 12 different cultural attractions spanning El Paso and Teller counties and Denver.

- **Look who has a new Library card! Ziggy, the Switchbacks FC mascot**
  PPLD partnered with the COS Switchbacks to offer a special limited-edition library card featuring their team mascot, Ziggy. The cards are now available at all PPLD locations but are expected to go quickly. As of June 10, 417 Ziggy cards (out of the 500 printed) have been issued at PPLD locations and at PPLD Night with the Switchbacks on June 2.

- **PPLD Night, Fri., June 2**
  The PPLD Book Cart Drill Team was featured on the jumbotron at the Switchbacks FC game on Fri., June 2 as PPLD highlighted the release of the new special-edition Ziggy library card. Fans clamored for the new cards with PPLD staff issuing 85 cards during the game. PPLD patrons and staff cheered on the home team from PPLD's very own seating section. PPLD will return to Weidner Field again July 14 for a second outreach in the Fan Zone.

- **Planning is underway for PPLD to host Kids Con at Colorado Springs Comic Con in August**
  PPLD will once again host Kids Con in the Colorado Springs Comic Con weekend Aug. 25 - 27 at The Broadmoor World Arena. This was the single largest outreach of PPLD in 2022, reaching more than 5,000 individuals. PPLD will bring back many of its popular offerings from last year including a special green screen to capture attendees in another dimension, Makerspace demonstrations, hands-on activities, informational literature, and lots of giveaways.

Projects

Penrose Parking Meters: The final issue with the system operation was resolved this past week and the meters have been steady since that correction. Finance is resolving an issue with our merchant account in order for credit cards to be used. Once that is complete, we'll be ready to "GO LIVE". We've coordinated with the Colorado Springs Parking Enterprise to pause enforcement as Facilities removes the old parking meters and signage is installed. We have not determined a firm date for activation until the merchant account is resolved. We have discussed enforcement with the Parking Enterprise and requested that only warnings be issued for parking violations for the first month in order to give patrons an opportunity to learn the new system.
We're getting close!

Library 21c Turf Conversion: The Turf Conversion has started with the first spray application of chemicals to kill existing Kentucky Bluegrass. When forecast allows, a second application will be applied. No date has be determined for this application at this time. Initial tentative schedule for completion of this project is mid-August pending any weather delays.

Facilities Master Plan: The Facilities Master Plan Request for proposal was released on Friday, May 5 with a due date of June 9th. A total of four (4) proposals were received and are currently under review.

Office Expansion: Facilities is working with an architect for the expansion of the office for the Chief Public Services Officer and Deputy Chief Librarian. Design is expected to be completed by the end of June.

Additional Projects: The Fountain Library staff area reorganization project has been completed. A few furniture items have been backordered but space is functional and much improved for staff daily operations.
Planning for the second-floor staff area reorganization at Penrose is ongoing and in design with the space planner.
Tuck pointing of the Antler's Façade has been completed and we are scheduling exterior paint. Current forecasts are delaying this project at this time.
Carpet replacement in the basement meeting room at Old Colorado City has been completed.
Tuck pointing of brick and the stone staircase at Old Colorado City is near completion. Rain has caused delay in completing the final sections.
Entry walk-off carpet replacement at both main entrances at 21c was rescheduled to June 16th.
ADA stage ramp for 21c was delivered, assembled by Facilities staff and is complete.
Additional deferred maintenance projects are currently planned throughout the district to be completed in-house.

Monthly Statistics

In the month of May, 2023, the Facilities department completed a total of (191) routine visits to district library facilities. Routine visits are done weekly and allow Facilities Specialists and Supervisors to complete any pending work orders, inspect location for safety issues, address minor projects, restock building supplies, and meet with managers regarding any concerns or requests.
Also, in the month of May, 2023, Facilities staff completed a total of (184) demand work orders (work orders submitted by PPLD staff) accounting for (276.66 hours) of staff time and (205) preventive maintenance work orders (work orders scheduled for equipment, etc.) to account for (265.14 hours) of staff time. A total of (389) work orders. Facilities on-call personnel responded to (1) emergency after-hours calls in May, 2023. Emergency calls address issues that cannot wait until the next business day.

Human Resources Report
June 2023
Heather Laslie, Chief HR & OD Officer

Statistics:

- Volunteer

May 2023	Total # of Volunteers	Total # of Hours
Adult Volunteers	132	1022
Teens: Onsite	43	102
Teens: Online	4	9
Friends of the Library	***	716

- Recruitment

Recruitment / Selection Activity	May 2023
Jobs Posted	11
Newly Hired Employees	0
Promoted Employees	7
Transferred Employees	5
Separated Employees	5

- Staffing

Staffing Stats	May 2023
Total Permanent Employees	390
Total Active Positions	426

HR Team Major Projects:

- PPLD continues to be on a "soft" hiring freeze posting most positions internally to allow staff to transfer or promote internally, while cutting costs in the staffing budget line. We continue to struggle to recruit facilities and security staff, so those continue to be posted regularly and externally.
- PPLD continues to complete our annual review of job descriptions to ensure that these are accurate for clarity to staff and for future maintenance for market considerations.
- Completed and passed nondiscrimination testing for Flexible Spending Account; IRS requires that employers who offer an FSA, pass a test showing the plan does not discriminate in the favor of key employees and highly compensated employees
- Continuing to create and finalize compliance portion of Manager Training Camp presentation on ADA, FMLA, Healthy Families and Workplaces Act, and Worker's Compensation.

HR Team Announcements:

- As a reminder, Heather Laslie serves as the PPLD Associate Member to the El Paso County Retirement Plan Board. This is the retirement pension plan to which PPLD full-time employees (in addition to PPLD as an organization) contribute funds. We covered our 2022 audit in the May Board meeting, details can always be found here: https://retirement.elpasoco.com/#1512752179229-4a2f254f-ec36

- Soumya Gollapalli, our Talent Management Supervisor, is out of the office from May 17 to June 30; in the interim, Laurie Jackson, our Human Resources Administrative Specialist, is filling-in on some of the recruiting duties in her absence.
- Held Benefits Team Meeting; team was able to complete the review and update of four personnel policies: 400.2 (Employee Assistance Program), 500.7 (Holidays), 700.2 (Smoking) and 700.3 (Solicitation)
- 12 staff members across the District completed the Leadership Certificate Program.

Information Technology Board of Trustees Report
May 2023

SolarWinds Hybrid Cloud Observability

We will be changing our network monitoring system over from PRTG to SolarWinds Hybrid Cloud Observability. This new system will tie in directly to our already in place SolarWinds Service Desk system that controls our ticketing system and our IT inventory.

SolarWinds will eventually be used to monitor everything on our network that has an IP address and a network heartbeat. This not only includes every computer, printer, etc for patrons and staff but also has the ability to monitor systems for Security, Facilities, etc.

Switching to this type of system falls in line with our new customer service model with its efficiency and effectiveness. We will have eyes on the health of everything, and alerts when anything is down. We will know something is down before many on staff will know it is down. Using a system like this puts us into a new state of proactivity on system down issues and replaces our former reactive state. This sets us up for a new era of customer service level this district has never seen before. Our SolarWinds Hybrid Cloud Observability package also includes log management and analysis, automated discovery, network flow and bandwidth monitoring, configuration management for switches, etc. We are excited to get this all set up and rolled out to the district.

For more information on SolarWinds Hybrid Cloud Observability, please follow this link: https://www.solarwinds.com/hybrid-cloud-observability

Parking Kiosks at Penrose

Work on the Parking Kiosks is ongoing as PPLD works with with Flowbird to program them and get them ready for production. We hope to have them fully operational in June.

InformaCast

InformaCast is a new mass notification system that will be deployed very soon across PPLD. It has the ability to instantly send a message out to all staff computer screens, desk phones, cell phones via text message, etc. Not only will this be an essential tool for our Security team to get the message out about any security incidents, this can also be utilized by other departments to quickly announce outages, upgrades, system down messages, and weather related incidents and closures.
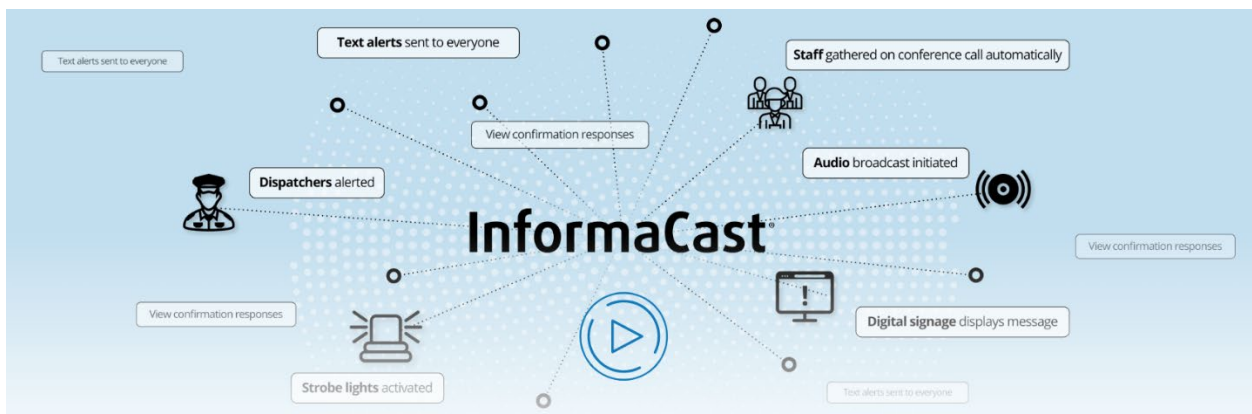
Informacast is now monitoring 911 calls and sending notifications to security and we also have alerts showing up on the security operations center phones. More to come.

For more information on InformaCast, please see their website: https://www.singlewire.com/informacast/

Gaming PCs for Teens

The new gaming PCs for Young Adults have been ordered and are set to arrive and be setup soon, most likely in June. We are excited to be working with Young Adult Services on this project and we think these new systems will really make our patrons happy once we get them up and running on their trial period.

100 New Chromebooks

The 100 new Chromebooks with LTE cellular data will be available to the public very soon. They have all been engraved with the PPLD logo by Juanita Lanaux utilizing our makerspace at 21c. Meetings are ongoing on the Public Services side on how these will be checked out to patrons.

IT Projects for 2023

Multi-factor Authentication for Staff and Board - complete

New TBS Server at Data 102 – complete

InformaCast mass notification system – in progress

Radios for Security - complete

Parking Kiosks at Penrose – in progress

Inventory all IT Capital assets through ERP platform – in progress

Endpoint Manager across all systems (remote computer imaging)

Cord cleanup – cable management at all locations – in progress

SmartSheet Project Management Tool rollout to track all IT Projects – SmartSheet is also being used by Finance, Facilities, Collection Management – in progress

Solarwinds Hybrid Cloud Monitoring – in progress

Pikes Peak Library District

Facts & Figures

2022

PIKES PEAK LIBRARY DISTRICT
ppld

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PROFILE OF PIKES PEAK LIBRARY DISTRICT

About Pikes Peak Library District

From a small reading room established 136 years ago, Pikes Peak Library District (PPLD) has evolved to meet the ever-changing needs of our sprawling and growing community.

Thanks to taxpayer funding, we reinvest in the community by providing residents with access to 16 facilities, three mobile library services, and a large online hub of resources and services that are inclusive and welcoming to all. We strive to make our physical and digital spaces safe and respectful for diverse voices, perspectives, and pursuits; to foster community dialogue and connections; and to help people achieve their goals and dreams in life.

As a national leader and the second largest library system in Colorado, our Library District serves a population of about 700,000 residents across 2,070 square miles of El Paso County. Thanks to an employee base of more than 400 staff and nearly 350 volunteers, PPLD continues to be recognized for its innovative and community-focused services and programs, its commitment to community collaboration, and excellent customer service.

Government Structure

Pikes Peak Library District has one component unit affiliation: Pikes Peak Library District Foundation, Inc. (a discretely presented component unit), which organized in 2003 to raise funds for the sole benefit of PPLD.

PPLD provides library services to all of El Paso County, excluding Security/Widefield School District #3. Security/Widefield and the town of Manitou Springs did not join the Library District when it was formed in 1962. The town of Manitou Springs subsequently voted to join PPLD effective January 1, 2013.

There are 15 library facilities and three mobile libraries covering a service area of approximately 2,070 square miles. PPLD owns eight facilities: Calhan Library, East Library, Fountain Library, High Prairie Library, Library 21c, Old Colorado City Library, Penrose Library Campus, and Sand Creek Library. The District leases the other seven facilities: Cheyenne Mountain Library, Manitou Springs Library, Monument Library, Palmer Lake Library, Rockrimmon Library, Ruth Holley Library, and Ute Pass Library. Additionally, a mobile fleet delivers library services to remote sites and to special non-mobile populations.

PPLD's daily operations at library locations and mbile libraries include circulation, shelving, and security. Library Services encompasses Adult Education; Adult Services; Collection Management; Creative Services; Equitiy, Diversity, & Inclusion; Family & Children's Services; Regional History and Genealogy (including Special Collections); and Young Adult Services. The administrative offices and departments are comprised of the Office of the Chief Librarian and CEO, Communications (branding, marketing, video production, and community relations), Development, Facilities, Finance, Human Resources, and Information Technology.

PPLD's Board of Trustees consists of seven members from the community. The citizen volunteers are appointed jointly by the Colorado Springs City Council and El Paso County Commissioners for a maximum of two five-year terms. The Trustees convene at regular meetings, as well as at special meetings when necessary, to conduct the business of PPLD. Trustees are prohibited by law from receiving compensation, and their duties and responsibilities are defined in law (C.R.S. 24-90-109).

The Board of Trustees is required to adopt a final budget no later than December 15 of each fiscal year. The annual budget serves as a foundation of PPLD's financial planning and control. The budget is prepared by fund and by department. Managers and supervisors may transfer funds within the same expenditure category, but transfers between expenditure categories require special approval by the Board of Trustees.

Pikes Peak Library District

2023 Board of Trustees
Aaron Salt, President
Dora Gonzales, Vice President
Erin Bents, Secretary/Treasurer
Debbie English
Julie Smyth
Dr. Ned C. Stoll
Scott Taylor

2022 Board of Trustees
Dr. Ned C. Stoll, President
Scott Taylor, Vice President
Dora Gonzales, Secretary/Treasurer
Erin Bents
Debbie English
Mina Liebert
Aaron Salt

2022 Library Staff
Interim Chief Librarian and CEO
Teona Shainidze Krebs

Executive Assistant
Laura Foster

Leadership Team
Tammy Sayles, Interim Chief Public Services Officer and Deputy Chief Librarian
Michael Brantner, Chief Safety, Social Services, and Security Officer
Lance James, Chief Development Officer and Foundation Executive Officer
Heather Laslie, Chief Human Resources and Organization Development Officer
Justin Goodwin, Chief Information Technology Officer
Michelle Ray, Chief Communications Officer
Gary Syling, Chief Facilities Management Officer
Randall Green, Chief Financial Officer

Pikes Peak Library District Foundation

2023
Board of Directors
President: Paula Pollet
Vice President: Nadine Hensler
Secretary: Tilah Larson
Treasurer: Patricia Froehle
Ken Beach
Camille Blakely
Melanie Hicks
Neil Marks
Kathleen Owings
Pamela Street

Ex-Officio Members
Randy Green, Chief Financial Officer, PPLD
Lance James, Chief Development Officer, PPLD and Foundation Executive Director
Rita Jordan, President, Friends of Pikes Peak Library District
Teona Shainidze-Krebs, Interim CEO and Chief Librarian, PPLD

2022
Board of Directors
Jennifer Bain, President
Laura Ettinger-Harwell, Vice President
Pamela Street, Secretary
Patty Froehle, Treasurer
Ken Beach
Michael Berniger
Arlen Feldman
Nadine Hensler
Tilah Larson
Kathleen Owings
Paula Pollet

Ex-Officio Members
Randy Green, Chief Financial Officer, PPLD
Lance James, Chief Development Officer, PPLD and Foundation Executive Director
Rita Jordan, President, Friends of Pikes Peak Library District
Teona Shainidze-Krebs, Interim CEO and Chief Librarian, PPLD

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Friends of the Pikes Peak Library District

2023
Board of Directors
President: Rita Jordan
Vice-President: Birdie Miller
Treasurer: Sue Gilbert
Sandra Damm-Hamblin
Beverly Diehl
AnnEliz Harford
Meg Shaver
Wendy Stotts
Pat Webb
Carey Whitfield

Library Staff
Teona Shanidze-Krebs, , PPLD Interim Chief Librarian and CEO
Lance James, Chief Development Officer and Foundation Executive Director

2022
Board of Directors
Rita Jordan, President
Aida Richardson, Vice President
Tim Wolken, Secretary
Sue Gilbert, Treasurer
Sandra Damm-Hamblin
Beverly Diehl
Linda DuVal
Ann Eliz Harford
Dr. Birdie Miller
Meg Shaver
Wendy Stotts
Pat Webb
Carey Whitfield

Library Staff
John Spears, PPLD Chief Librarian and CEO
Lance James, Chief Development Officer and Foundation Executive Director

Facility/Location	Year Service Began	No. of Hours Open/Week	Square Footage	Meeting Room Capacity (Seated)
East Library 5550 N. Union Blvd., Colorado Springs, CO 80918	1987	60	70,153	251
Penrose Library 20 N. Cascade Ave., Colorado Springs, CO 80903	1968	54	78,831	205
Calhan Library 600 Bank St., Calhan, CO 80808	2019	36	2,400	12
Cheyenne Mountain Library 1785 S. 8th St., Suite 100, Colorado Springs, CO 80906	1977	44	8,900	45
Fountain Library 230 S. Main St., Fountain, CO 80817	1979	54	9,582	80
High Prairie Library 7035 Old Meridian Rd., Falcon, CO 80831	2010	55*	6,008	35
Manitou Springs Library 710 Manitou Ave., Manitou Springs, CO 80829	2013	38	1,461	na
Monument Library 1706 Lake Woodmoor Dr., Monument, CO 80132	1975	46	7,536	50
Library 21c 1175 Chapel Hills Dr., Colorado Springs, CO 80920	2014	60	115,058	464
Old Colorado City Library 2418 W. Pikes Peak Ave., Colorado Springs, CO 80904	1917	44	4,909	20
Palmer Lake Library 66 Lower Glenway, Palmer Lake, CO 80133	1982	24**	1,574	n/a
Rockrimmon Library 832 Village Center Dr., Colorado Springs, CO 80919	1989	56	8,668	60
Ruth Holley Library 685 N. Murray Blvd., Colorado Springs, CO 80915	1987	49	10,469	75
Sand Creek Library 1821 S. Academy Blvd., Colorado Springs, CO 80916	1988	52	14,060	75
Ute Pass Library 8010 Severy Rd., Cascade, CO 80809	1956	30	2,123	n/a
Mobile Library Services - 3 vehicles	1954	51	455	n/a
Knights of Columbus 25 W. Kiowa St., Colorado Springs, CO 80903	1995	n/a	11,988	n/a
Total 2022		734	354,175	1,372
Total 2021		694	354,175	1,360

Facility Square Footage - 10-Year History

Library	Address	Owned (O) Leased (L)	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
			Square Footage as of Fiscal Year-End									
East Library	5550 N. Union Blvd. Colorado Springs, CO 80918	O	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153
Penrose Library	20 N. Cascade Ave. Colorado Springs, CO 80903	O	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831
Briargate Library	9475 Briar Village Pt. Colorado Springs, CO 80920	L	8,627	-	-	-	-	-	-	-	-	-
Calhan Library	600 Bank St. Calhan, CO 80808	O	-	-	-	-	-	-	2,400	2,400	2,400	2,400
Cheyenne Mountain Library	1785 S. 8th St., Suite 100 Colorado Springs, CO 80906	L	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900
Fountain Library	230 S. Main St. Fountain, CO 80817	O	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582
High Prairie Library	7035 Old Meridian Rd. Falcon, CO 80831	O	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008
Library 21c	1175 Chapel Hills Dr. Colorado Springs, CO 80920	O	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058
Manitou Springs Library	701 Manitou Avenue Manitou Springs, CO 80829	L	-	2,391	2,391	2,391	2,391	2,391	2,391	2,391		
Manitou Springs Library	513/515 Manitou Avenue Manitou Springs, CO 80829										1,461	1,461
Monument Library	1706 Lake Woodmoor Dr. Monument, CO 80132	L	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536
Old Colorado City Library	2418 W. Pikes Peak Ave. Colorado Springs, CO 80904	O	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909
Palmer Lake Library	66 Lower Glenway Palmer Lake, CO 80133	L	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574
Rockrimmon Library	832 Village Center Dr. Colorado Springs, CO 80919	L	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668
Ruth Holley Library	685 N. Murray Blvd. Colorado Springs, CO 80915	L	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469
Sand Creek Library	1821 S. Academy Blvd. Colorado Springs, CO 80916	O	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060
Ute Pass Library	8010 Severy Rd. Cascade, CO 80809	L	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123
Mobile Library Services	Three (3) vehicles	O	455	455	455	455	455	455	455	455	455	455
Offices	25 W. Kiowa Colorado Springs, CO 80903	O	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988
Total			358,941	352,705	352,705	352,705	352,705	352,705	355,105	355,105	354,175	354,175
Square Footage Per Capita			0.60	0.58	0.57	0.57	0.55	0.54	0.54	0.53	0.53	0.52

Total Number of Hours Open to Public During the Week by Facility	December 31 2022	2021	Change	Percentage Change
East Library	60	60	-	0.0%
Penrose Library	54	54	-	0.0%
Library 21c	60	56	4	7.1%
Community Libraries				
Calhan	36	36	-	100.0%
Cheyenne Mountain	44	44	-	0.0%
Fountain	54	56	(2)	-3.6%
High Prairie	55	35	20	57.1%
Manitou Springs	38	38	-	0.0%
Monument	46	46	-	0.0%
Old Colorado City	44	44	-	0.0%
Palmer Lake	24	-	24	0.0%
Rockrimmon	56	56	-	0.0%
Ruth Holley	49	49	-	0.0%
Sand Creek	52	52	-	0.0%
Ute Pass	30	30	-	0.0%
Total	702	694	46	6.6%
Mobile Library Services	51	50	1	2.0%
Total Non-Overlapping Number of Hours Open to Public During the Week	61	61	-	0.0%

	December 31			Percentage
	2022	**2021**	**Change**	**Change**
Number of Registered Cardholders	287,145	290,737	(3,592)	-1.24%
Number of Colorado Library Card Holders from other Communities Registered with PPLD	6,649	7,494	(845)	-11.28%
Library Service Area Population	677,513	670,046	7,467	1.11%
Children's Population	156,835	155,998	837	0.54%
Patron Visits/Use				
Main Facilities				
East Library	291,793	213,523	78,270	36.66%
Penrose Library	228,040	173,630	54,410	31.34%
Library 21c	328,592	199,241	129,351	64.92%
Knights of Columbus Hall	5,770	1,374	4,396	319.94%
Community Libraries				
Mobile Library Services	36,142	31,148	4,994	16.03%
Calhan	5,830	4,863	967	19.88%
Cheyenne Mountain	107,017	96,320	10,697	11.11%
Fountain	60,153	46,269	13,884	30.01%
High Prairie	81,596	39,470	42,126	106.73%
Manitou Springs	40,892	16,133	24,759	153.47%
Monument	91,796	87,975	3,821	4.34%
Old Colorado City	60,028	45,414	14,614	32.18%
Palmer Lake	6,764	-	6,764	N/A
Rockrimmon	137,231	106,424	30,807	28.95%
Ruth Holley	87,165	60,014	27,151	45.24%
Sand Creek	92,486	72,863	19,623	26.93%
Ute Pass	10,708	6,415	4,293	66.92%
Total Patron Visits	1,672,003	1,201,076	470,927	39.21%
Special Collections (included in PE)	10,722	8,965	1,757	19.60%
Robert Hilbert Nonprofit (included in PE)	437	324	113	34.88%

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Number of Registered Cardholders	262,517	265,826	261,969	259,989	258,129	254,850	278,223	264,444	290,737	287,145
Number of Colorado Library Card Holders from other Communities Registered with PPLD	9,105	9,136	8,905	8,945	9,385	8,768	8,967	8,120	7,494	6,649
Library Service Area Population	598,549	607,457	616,089	623,805	639,625	650,185	662,241	669,874	670,046	677,513
Children's Population	161,608	164,013	166,344	180,903	155,248	157,994	157,772	159,591	155,998	156,835
Patron Visits/Use										
Main Facilities										
East Library	792,451	790,167	668,981	648,808	593,299	583,792	560,496	242,996	213,523	291,793
Penrose Library	587,476	567,127	580,702	554,713	547,791	570,563	605,041	138,971	173,630	228,040
Library 21c	-	297,298	550,687	549,847	528,613	549,170	520,616	164,463	199,241	328,592
Knights of Columbus Hall	-	-	-	-	1,967	1,595	1,051	235	1,374	5,770
Community Libraries										
Mobile Library Services	45,022	43,744	42,243	41,763	43,980	40,522	38,721	20,139	31,148	36,142
Briargate	325,307	112,944	-	-	-	-	-	-	-	-
Calhan	-	-	-	-	-	-	1,292	3,289	4,863	5,830
Cheyenne Mountain	254,913	246,991	233,481	230,389	213,196	208,806	187,376	70,776	96,320	107,017
Fountain	130,425	130,271	117,914	118,405	112,462	109,092	95,680	37,072	46,269	60,153
High Prairie	132,535	122,669	123,426	118,083	115,443	111,063	102,385	27,421	39,470	81,596
Manitou Springs	31,262	42,230	47,829	46,632	50,102	47,982	46,226	6,978	16,133	40,892
Monument	271,502	238,793	221,762	214,461	194,954	196,554	184,719	51,513	87,975	91,796
Old Colorado City	159,479	153,481	160,827	157,031	148,989	143,888	133,306	42,935	45,414	60,028
Palmer Lake	33,814	32,703	23,692	24,449	23,547	20,416	16,574	3,629	-	6,764
Rockrimmon	265,339	267,951	257,977	206,690	214,709	187,432	176,689	73,609	106,424	137,231
Ruth Holley	253,546	244,458	227,337	217,397	217,313	199,769	165,901	54,513	60,014	87,165
Sand Creek	299,988	290,040	282,027	268,945	267,207	268,508	246,819	64,890	72,863	92,486
Ute Pass	23,694	23,763	21,784	18,680	19,227	20,370	17,983	7,341	6,415	10,708
Total Patron Visits	3,606,753	3,604,630	3,560,669	3,416,293	3,292,799	3,259,522	3,100,875	1,010,770	1,201,076	1,672,003
Patron Visits Per Capita	6.03	5.93	5.78	5.48	5.15	5.01	4.68	1.51	1.79	2.47
Special Collections (included in Penrose)	39,909	37,965	37,955	34,887	36,239	29,561	20,399	7,389	8,965	10,722
El Pomar Nonprofit (included in Penrose)	633	611	455	510	479	348	364	126	324	437

Year	Number of Registered Cardholders	Library Service Area Population	% of Registered Cardholders in LSA
2013	262,517	598,549	43.9%
2014	265,826	607,457	43.8%
2015	261,969	616,089	42.5%
2016	259,989	623,805	41.7%
2017	258,129	639,625	40.4%
2018	254,850	650,185	39.2%
2019	278,223	662,241	42.0%
2020	264,444	669,874	39.5%
2021	290,737	670,046	43.4%
2022	287,145	677,513	42.4%

Circulation Summary	2022	2021	Change	Change
Print	3,035,376	2,799,691	235,685	8.4%
DVD	705,273	749,704	(44,431)	-5.9%
CD Music	77,885	80,340	(2,455)	-3.1%
CD Book	90,911	96,065	(5,154)	-5.4%
Playaway	49,718	46,598	3,120	6.7%
Kit	17,992	14,161	3,831	27.1%
Game	25,892	22,455	3,437	15.3%
Total Physical Items	4,003,306	3,809,014	194,033	5.1%
Interlibrary Loan	15,041	12,694	2,347	18.5%
OverDrive	2,627,237	2,504,503	122,734	4.9%
eReaders	26	18	8	44.4%
Hot Spots	953	439	514	117.1%
Cameras & Equipment	675	517	158	30.6%
Total Circulation	6,647,238	6,327,185	319,794	5.1%

| | December 31 | | | Percentage |
	2022	**2021**	**Change**	**Change**
Circulation				
Main Facilities				
East Library	1,081,138	996,323	84,815	8.5%
Penrose Library	279,901	301,424	(21,523)	-7.1%
Library 21c	753,940	681,518	72,422	10.6%
Total Main Facilities	2,114,979	1,979,265	135,714	6.9%
Community Libraries				
Mobile Library Services	103,956	102,001	1,955	1.9%
Calhan	20,547	18,911	1,636	8.7%
Cheyenne Mountain	269,920	279,981	(10,061)	-3.6%
Fountain	126,729	128,429	(1,700)	-1.3%
High Prairie	274,513	236,860	37,653	15.9%
Manitou Springs	26,764	20,883	5,881	28.2%
Monument	295,388	306,924	(11,536)	-3.8%
Old Colorado City	108,515	89,301	19,214	21.5%
Palmer Lake	12,837	7	12,830	183285.7%
Rockrimmon	289,905	288,091	1,814	0.6%
Ruth Holley	180,870	177,529	3,341	1.9%
Sand Creek	154,038	155,569	(1,531)	-1.0%
Ute Pass	22,286	24,510	(2,224)	-9.1%
Total Community Libraries	1,886,268	1,828,996	57,272	3.1%
OverDrive	2,627,237	2,504,503	122,734	4.9%
Interlibrary Loan	15,041	12,694	2,347	18.5%
eReaders	26	18	8	44.4%
Parenting	2,059	1,199	860	71.7%
Hot Spots	953	439	514	117.1%
Cameras & Equipment	675	517	158	30.6%
Total Circulation	6,647,238	6,327,631	319,607	5.1%
Children's Circulations	1,894,634	1,740,858	153,776	8.8%
(included in Total Circulation above)				
Special Collections Use	10,274	8,415	1,859	22.1%
Nonprofit Resource Center Use	93	32	61	190.6%
Freegal	62,120	66,452	(4,332)	-6.5%
Hoopla	39,225	37,520	1,705	4.5%
Freading	1,319	1,335	(16)	-1.2%
DVD Players	971	432	539	124.8%
Kanopy	34,524	32,225	2,299	7.1%

Circulation by Facility - 10-Year History

Fiscal Year	East Library	Penrose Library	Library 21c	Briargate	Calhan	Cheyenne Mountain	Fountain	High Prairie	Manitou Springs	Monument	Old Colo. City	Palmer Lake	Rockrimmon	Ruth Holly	Sand Creek	Ute Pass	Mobile Services	Other	Total	Circ per Capita
									Community Libraries											
2013	2,128,483	1,154,390	-	794,457	-	542,311	274,626	366,472	41,578	563,585	303,649	63,566	536,706	576,746	554,733	45,673	195,332	666,707	8,809,014	14.72
2014	1,983,752	1,049,901	464,794	283,986	-	503,092	249,356	341,333	48,404	502,640	294,604	58,095	474,322	518,641	514,578	39,549	188,500	924,554	8,440,101	13.89
2015	1,621,753	900,407	894,810	-	-	474,082	211,731	326,736	47,067	451,594	284,910	50,653	431,335	457,623	463,715	33,806	179,297	1,184,289	8,013,808	13.01
2016	1,533,028	776,925	888,192	-	-	437,569	199,196	307,167	46,452	415,012	246,141	43,152	385,294	395,346	417,248	31,724	166,186	1,399,642	7,688,274	12.32
2017	1,303,118	714,133	986,551	-	-	386,538	191,400	289,874	47,318	390,805	214,947	44,718	368,714	367,831	370,525	31,623	157,979	1,542,780	7,408,854	11.58
2018	1,325,067	626,308	904,180	-	-	374,674	187,269	284,624	40,953	383,845	193,591	40,011	360,463	338,586	332,100	27,973	148,384	1,762,240	7,330,268	11.27
2019	1,577,714	577,467	1,053,083	-	3,211	421,297	197,568	326,298	52,330	425,456	220,319	47,399	394,445	355,739	361,589	26,234	148,737	2,085,787	8,274,673	12.49
2020	842,299	280,922	565,421	-	13,993	234,309	111,849	182,899	19,148	248,858	120,102	14,068	243,994	177,597	161,651	18,434	92,155	2,538,360	5,866,059	8.76
2021	996,323	301,424	681,518	-	18,911	279,981	128,429	236,860	20,883	306,924	89,301	7	288,091	177,529	155,569	24,510	102,001	2,572,474	6,380,735	9.52
2022	1,081,138	279,901	753,940	-	20,547	269,920	126,729	274,513	26,764	295,388	108,515	12,837	289,905	180,870	154,038	22,286	103,956	2,645,991	6,647,238	9.81

| | December 31 | | | Percentage |
	2022	2021	Change	Change
Reference Transactions				
East Library				
Children's Services	6,248	4,095	2,153	52.6%
Adult Services	8,683	8,771	(88)	-1.0%
Total East Library	14,931	12,866	2,065	16.1%
Penrose Library				
Children's Services *	1,122	905	217	24.0%
Adult Services *	14,955	20,707	(5,752)	-27.8%
Not split by services **		-		
Special Collections	3,392	5,425	(2,033)	-37.5%
Total Penrose Library	19,469	27,037	(7,568)	-28.0%
Library 21c				
Children's Services***	5,360	2,888	2,472	85.6%
Adult Services***	10,145	6,627	3,518	53.1%
Not split by services **		-		
Total Library 21c	15,505	9,515	5,990	63.0%
Community Libraries				
Mobile Library Services	1,369	802	567	70.7%
Calhan	720	779	(59)	-7.6%
Cheyenne Mountain	4,070	7,954	(3,884)	-48.8%
Fountain	3,391	3,293	98	3.0%
High Prairie	1,261	2,508	(1,247)	-49.7%
Manitou Springs	2,322	3,746	(1,424)	-38.0%
Monument	1,702	6,385	(4,683)	-73.3%
Old Colorado City	2,482	2,129	353	16.6%
Palmer Lake	1,002	-		
Rockrimmon	10,766	6,213	4,553	73.3%
Ruth Holley	2,676	3,212	(536)	-16.7%
Sand Creek	2,025	7,331	(5,306)	-72.4%
Ute Pass	1,229	1,571	(342)	-21.8%
Total Community Libraries	35,015	45,923	(11,910)	-25.9%
Total Reference Transactions	84,920	95,341	(11,423)	-12.0%
Interlibrary Loan				
Items loaned to other libraries for their patrons to check out (includes unfilled requests)	7,242	7,438	(196)	-2.6%
Items borrowed from other libraries for PPLD patrons (includes unfilled requests)	23,144	19,610	3,534	18.0%

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Reference										
East Library										
Children's Services	26,793	25,145	21,122	21,422	22,447	22,227	20,077	2,468	4,095	6,248
Adult Services	65,355	60,483	50,226	38,806	35,863	37,890	29,646	8,730	8,771	8,683
Total East Library	92,148	85,628	71,348	60,228	58,310	60,117	49,723	11,198	12,866	14,931
Penrose Library										
Children's Services	11,965	11,209	9,410	8,411	8,336	7,368	5,225	589	905	1,122
Adult Services	93,772	83,606	82,958	61,038	59,045	51,616	47,398	10,199	20,707	14,955
Not Split by Services								13,417	-	-
Special Collections	18,803	19,698	20,280	16,097	18,703	15,896	16,679	4,681	5,425	3,392
Total Penrose Library	124,540	114,513	112,648	85,546	86,084	74,880	69,302	28,886	27,037	19,469
Library 21c										
Children's Services	-	13,087	20,815	19,673	23,540	21,881	22,831	4,289	2,888	5,360
Adult Services	-	16,677	30,517	24,849	24,274	21,271	18,642	3,460	6,627	10,145
Not Split by Services								1,823	-	-
Total Library 21c	-	29,764	51,332	44,522	47,814	43,152	41,473	9,572	9,515	15,505
Community Libraries										
Mobile Library Services	35,522	42,251	42,939	2,023	1,962	1,719	1,424	768	802	1,369
Briargate	43,221	15,432	-	-	-	-	-	-	-	-
Calhan	-	-	-	-	-	-	215	721	779	720
Cheyenne Mountain	54,020	40,062	46,319	46,755	45,855	43,113	25,442	14,558	7,954	4,070
Fountain	19,572	24,502	21,682	24,588	21,921	20,095	8,818	2,441	3,293	3,391
High Prairie	13,449	14,162	18,056	17,171	15,822	13,436	11,655	6,180	2,508	1,261
Manitou Springs	980	3,620	2,826	4,355	6,085	5,703	8,032	1,375	3,746	2,322
Monument	32,368	28,892	20,710	25,226	26,365	25,910	26,605	16,224	6,385	1,702
Old Colorado City	16,133	15,677	16,271	17,129	15,582	12,372	13,184	4,590	2,129	2,482
Palmer Lake	8,803	7,771	6,112	5,919	5,247	3,150	2,269	1,021	-	1,002
Rockrimmon	49,139	43,209	47,139	55,864	24,153	21,886	21,394	10,432	6,213	10,766
Ruth Holley	35,437	39,550	37,898	39,231	48,892	39,556	24,558	4,536	3,212	2,676
Sand Creek	34,495	39,733	35,125	32,618	36,929	34,246	53,020	6,015	7,331	2,025
Ute Pass	2,443	1,615	2,027	3,150	4,354	4,169	4,986	2,136	1,571	1,229
Total Community Libraries	345,582	316,476	297,104	274,029	253,167	225,355	201,602	70,997	45,923	33,646
Total Reference Transactions	562,270	546,381	532,432	464,325	445,375	403,504	362,100	120,653	95,341	83,551
Reference Trans. Per Capita	0.93	0.89	0.85	0.73	0.67	0.62	0.55	0.18	0.14	0.12
Interlibrary Loan										
Items loaned to other libraries for their patrons to check out (includes unfilled requests)	44,758	39,843	38,161	34,773	26,536	22,095	14,677	8,834	7,438	7,242
Items borrowed from other libraries for PPLD patrons (includes unfilled requests)	32,825	34,053	31,951	31,866	35,326	37,227	39,230	17,279	19,610	23,144

| | December 31 | | | Percentage |
	2022	2021	Change	Change
Inventory of Online Catalog				
Audio Visual				
Video (VHS and DVD)	55,849	57,898	(2,049)	-3.5%
Audio (CD and Audiobook Players)	31,263	32,103	(840)	-2.6%
Music (CD)	9,913	9,595	318	3.3%
Software (CD Rom)	221	221	-	0.0%
Video games	2,910	3,106	(196)	-6.3%
View)	3,024	3,207	(183)	-5.7%
Total Audio Visual	103,180	106,130	(2,950)	-2.8%
eInventory				
eBooks	276,102	265,708	10,394	3.9%
eAudio Books	127,813	116,928	10,885	9.3%
Downloadable Videos	-	19	(19)	-100.0%
eMagazines	4,310	3,909	401	10.3%
Total eInventory	408,225	386,564	21,661	5.6%
Print Material				
Books	555,743	567,031	(11,288)	-2.0%
Magazines	17,311	17,652	(341)	-1.9%
Manuscripts	2,231	2,044	187	9.1%
Maps/Blueprints	1,837	1,842	(5)	-0.3%
Microforms	2,870	2,870	-	0.0%
Pamphlets	2,653	2,650	3	0.1%
Government Documents	1,619	1,620	(1)	-0.1%
Equipment	1,166	1,267	(101)	-8.0%
Total Print Material	585,430	596,976	(11,546)	-1.9%
Total Inventory	1,096,835	1,089,670	7,165	0.7%
Inventory by Classification				
eInventory	408,225	386,564	21,661	5.6%
Children's Materials	240,846	244,364	(3,518)	-1.4%
Young Adult Materials	21,606	21,036	570	2.7%
Adult Materials	426,158	437,706	(11,548)	-2.6%
Total Inventory	1,096,835	1,089,670	7,165	0.7%
Special Collections	53,162	52,458	704	1.3%
(included in Adult Materials)				
Turnover Rate	5.60	5.50		
Number of Titles Added During Year	20,535	21,349	(814)	-3.8%

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Inventory of Online Catalog										
Audio Visual										
Video (VHS and DVD)	115,866	122,824	96,194	95,285	97,998	88,454	78,448	67,523	57,898	55,849
Audio (CD and Audibok Players)	42,436	42,972	37,194	36,365	37,786	34,711	34,092	33,707	32,103	31,263
Music (CD)	39,209	38,166	22,657	20,967	20,565	18,025	16,133	14,109	9,595	9,913
Software (CD Rom)	895	895	234	241	243	236	223	223	221	221
Video games	5,703	6,334	5,198	4,610	5,319	4,276	3,668	3,399	3,106	2,910
Multi-Media Kit	3,236	4,609	4,412	4,092	4,492	4,219	3,786	3,353	3,207	3,024
Total Audio Visual	207,345	215,800	165,889	161,560	166,403	149,921	136,350	122,314	106,130	103,180
eInventory										
eBooks	53,976	74,658	88,722	160,205	139,968	162,015	253,504	239,175	265,708	276,102
eAudio Books	12,238	18,158	23,077	30,275	37,981	49,004	61,832	98,299	116,928	127,813
Downloadable Videos	1,040	1,040	627	166	133	156	173	14	19	-
eMagazines	4,950	1,359	1,461	1,461	1,691	1,692	1,456	1,428	3,909	4,310
Nook Book Copy	5,632	5,632	-	-	-	-	-	-	-	-
Total eInventory	77,836	100,847	113,887	192,107	179,773	212,867	316,965	338,916	386,564	408,225
Print Materials										
Books	861,881	873,946	679,962	652,793	662,016	647,624	621,810	598,673	567,031	555,743
Magazines	35,881	34,404	27,515	25,556	26,610	24,464	23,883	20,778	17,652	17,311
Manuscripts	585	585	1,216	1,519	1,900	1,900	1,900	1,899	2,044	2,231
Maps / Blueprints	1,632	1,666	1,704	1,796	1,822	1,831	1,831	1,833	1,842	1,837
Microforms	3,332	3,492	3,448	3,479	3,420	3,430	2,856	2,856	2,870	2,870
Pamphlets	2,538	2,574	2,620	2,623	2,640	2,644	2,649	2,650	2,650	2,653
Government Documents	1,249	1,350	1,407	1,371	1,476	1,571	1,603	1,612	1,620	1,619
Equipment	725	684	766	843	874	1,444	1,482	1,492	1,267	1,166
Total Print Materials	907,823	918,701	718,638	689,980	700,758	684,908	658,014	631,793	596,976	585,430
Total Inventory	1,193,004	1,235,348	998,414	1,043,647	1,046,934	1,047,696	1,111,329	1,093,023	1,089,670	1,096,835
Inventory by Classification										
eInventory	77,836	100,847	113,887	192,107	179,773	212,867	316,965	338,916	386,564	408,225
Children's Materials	350,974	356,400	291,794	277,352	282,101	274,363	263,407	256,073	244,364	240,846
Young Adult Materials	33,683	36,000	29,645	29,332	29,283	27,047	25,446	22,598	21,036	21,606
Adult Materials	730,546	742,101	563,088	547,259	555,777	533,419	505,511	475,436	437,706	426,158
Total Inventory	1,193,039	1,235,348	998,414	1,046,050	1,046,934	1,047,696	1,111,329	1,093,023	1,089,670	1,096,835
Special Collections	44,456	45,473	47,350	48,496	50,108	50,998	51,415	51,963	52,458	53,162
(included in Adult Materials)										
Turnover Rate	7.67	7.09	8.43	7.71	7.43	7.35	7.81	5.63	5.50	5.60
Number of Titles Added During Year	35,198	23,533	23,841	25,244	21,600	21,600	21,871	18,113	21,349	20,535
Holdings Per Capita	1.99	2.03	1.62	1.68	1.64	1.61	1.68	1.63	1.63	1.62

| | December 31 | | | Percentage |
	2022	2021	Change	Change
Online Database Access				
Locally-Developed Selections				
LibGuides	271,253	254,871	16,382	6.4%
Local Authors	7,679	1,409	6,270	445.0%
Total Locally-Developed Selections	278,932	256,280	22,652	8.8%
Paid Subscriptions				
AllData	679	778	(99)	-12.7%
America's News	16,490	32,738	(16,248)	-49.6%
Ancestry Library Edition	72,451	150,569	(78,118)	-51.9%
A to Z Maps	1,932	2,879	(947)	-32.9%
Biography in Context	1,354	1,457	(103)	-7.1%
Colorado Grants Guide	86	141	(55)	-39.0%
Consumer Reports Website	12,747			
Culture Grams	45,557	15,955	29,602	185.5%
DearReader	24,560	9,195	15,365	167.1%
DemographicsNow	551	426	125	29.3%
Ebsco/WorldCat State Package	399,794	184,649	215,145	116.5%
Find My Past	582	389	193	49.6%
Fold3	747	2,099	(1,352)	-64.4%
Foundation Directory Online	886	719	167	23.2%
Gale Business: Entrepreneurship	208	317	(109)	-34.4%
Gale Business: Plan Builder	1,350	2,042	(692)	-33.9%
Gale in Context: Elementary	6,208	4,080	2,128	52.2%
Gale Legal Forms	734	746	(12)	-1.6%
Gale Virtual Reference Library	4,867	2,783	2,084	74.9%
HelpNow/JobHelp	15,746	18,315	(2,569)	-14.0%
HeritageQuest Online	22,301	23,485	(1,184)	-5.0%
Heritage Hub	3,324	424	2,900	684.0%
History in Context - World	11,717	8,624	3,093	35.9%
History in Context - US	9,636	7,587	2,049	27.0%
Learn on Demand now "Custom Guide"	129	21,758	(21,629)	-99.4%
Literature Resource Center	4,057	1,616	2,441	151.1%
Lynda.com now "LinkedIn Learning"	4,016	8,607	(4,591)	-53.3%
Mango Languages	16,212	12,308	3,904	31.7%
Morningstar Investment Research Center	1,968	10,511	(8,543)	-81.3%
MyHeritage	19,738	14,137	5,601	39.6%
Newspaper Archives	27,937	29,982	(2,045)	-6.8%
Nineteenth Century U.S. Newspapers	2,366	2,130	236	11.1%
NorthStar Digital Literacy	656	125	531	424.8%
Novelist Plus, Novelist K-8, NextReads, NovelistSelect and LibraryAware	49,615	46,436	3,179	6.8%
Opposing Viewpoints	11,256	5,919	5,337	90.2%
Reference USA now "Data Axle"	27,136	29,093	(1,957)	-6.7%
Resume Maker	79	2,169	(2,090)	-96.4%
Testing & Education Center now "Peterson's T	2,399	428	1,971	460.5%
TumbleBooks	32,411	25,300	7,111	28.1%
US Major Dailies	2,282	1,813	469	25.9%
Value Line Investment Survey	2,062	22,324	(20,262)	-90.8%
WestLaw	7,596	3,372	4,224	125.3%
World Almanac for Kids	492			
WorldCat	147,020	91,027	55,993	61.5%
Total Paid Subscriptions	1,013,934	799,452	201,243	25.2%

	December 31			Percentage
	2022	**2021**	**Change**	**Change**

Public Programs

Children's Group (in-house) *
East Library

Programs	194	122	72	59.0%
Attendance	8,346	3,462	4,884	141.1%

Penrose Library

Programs	62	16	46	287.5%
Attendance	1,281	325	956	294.2%

Library 21c

Programs	325	96	229	238.5%
Attendance	9,938	1,667	8,271	496.2%

Community Libraries

Programs	1,645	1,013	632	62.4%
Attendance	32,826	9,390	23,436	249.6%

Total - Children's (in-house)

Programs	2,226	1,247	979	78.5%
Attendance	52,391	14,844	37,547	252.9%

Children's (outside)*

Programs	107	150	(43)	-28.7%
Attendance	5,803	5,932	(129)	-2.2%

Young Adults (in-house)*
East Library

Programs	80	5	75	1500.0%
Attendance	150	47	103	219.1%

Penrose Library

Programs	51	26	25	96.2%
Attendance	578	176	402	228.4%

Library 21c

Programs	100	24	76	316.7%
Attendance	1,633	107	1,526	1426.2%

Community Libraries

Programs	228	42	186	442.9%
Attendance	2,063	202	1,861	921.3%

Total - Teen (in-house)

Programs	459	97	362	373.2%
Attendance	4,424	532	3,892	731.6%

Young Adults (outside)*

Programs	67	76	(9)	-11.8%
Attendance	3,483	1,479	2,004	135.5%

Summer Reading Programs
Participants

Children	12,845	9,383	3,462	36.9%
Teens	1,638	1,300	338	26.0%
Total Summer Reading Programs	14,483	10,683	3,800	35.6%

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	December 31			Percentage
	2022	**2021**	**Change**	**Change**

Public Programs - continued

Adult Reading Programs	3,433	1,296	2,137	164.9%

Adult Group (in-house)*

East Library

Programs	64	21	43	204.8%
Attendance	1,603	208	1,395	670.7%

Penrose Library

Programs	69	14	55	392.9%
Attendance	2,049	268	1,781	664.6%

Library 21c

Programs	270	42	228	542.9%
Attendance	5,395	371	5,024	1354.2%

Community Libraries

Programs	603	90	513	570.0%
Attendance	6,479	1,219	5,260	431.5%

Total - Adult (in-house)

Programs	1,006	167	839	502.4%
Attendance	15,526	2,066	13,460	651.5%

Adult (outside)*

Programs	105	38	67	176.3%
Attendance	2,066	3,104	(1,038)	-33.4%

Total Attendance - All Programs	101,609	39,936	61,673	154.4%

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Public Programs										
Children's (in-house)										
East Library										
Programs	1,021	1,035	1,066	1,315	1,158	1,105	1,013	206	122	194
Attendance	30,903	32,301	31,639	35,233	34,852	34,949	40,157	5,241	3,462	8,346
Penrose Library								-		
Programs	490	502	458	408	430	398	332	63	16	62
Attendance	10,902	9,862	8,958	6,630	7,934	6,211	5,246	743	325	1,281
Library 21c								-		
Programs	-	382	793	865	775	705	578	122	96	325
Attendance	-	14,174	26,560	28,022	28,001	27,390	26,327	4,118	1,667	9,938
Community Libraries								-		
Programs	2,986	2,888	3,078	3,059	3,328	3,424	3,273	572	1,013	1,645
Attendance	77,205	69,953	67,467	68,378	69,637	72,497	68,856	10,597	9,390	32,826
Total - Children's (in-ho										
Programs	4,497	4,807	5,395	5,647	5,691	5,632	5,196	963	1,247	2,226
Attendance	119,010	126,290	134,624	138,263	140,424	141,047	140,586	20,699	14,844	52,391
Children's (outside)										
Programs	324	374	402	352	517	336	294	9	150	107
Attendance	25,871	30,298	38,050	33,534	38,393	17,048	19,395	701	5,932	5,803
Young Adults (in-house)										
East Library										
Programs	167	192	185	260	239	175	177	35	5	9
Attendance	2,495	4,018	2,713	3,286	2,373	2,784	2,017	182	47	177
Penrose Library										
Programs	40	24	46	84	59	83	105	15	26	59
Attendance	65	433	347	349	975	622	647	65	176	599
Library 21c										
Programs	-	66	139	181	257	172	132	26	24	100
Attendance	-	727	1,578	1,904	2,483	1,641	1,499	284	107	1,633
Community Libraries										
Programs	507	399	450	486	610	635	707	108	42	277
Attendance	4,302	3,606	4,345	5,189	4,586	5,454	5,662	671	202	3,306
Total - Young Adults (in-house										
Programs	714	681	820	1,011	1,165	1,065	1,121	184	97	445
Attendance	6,862	8,784	8,983	10,728	10,417	10,501	9,825	1,202	532	5,715
Young Adults (outside)										
Programs	260	186	252	219	289	271	232	28	76	27
Attendance	9,150	6,870	8,434	7,097	8,761	7,186	6,018	538	1,479	1,297
Summer Reading Programs										
Participants										
Children	20,454	22,066	20,564	18,885	12,413	12,197	15,120	4,076	9,383	12,845
Young Adults	5,676	5,437	5,376	4,844	3,014	2,058	2,321	719	7,920	1,638
Adult Reading Programs	4,783	4,066	4,073	4,066	3,764	3,092	3,016	3,354	1,296	3,433

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Adult (in-house)										
East Library										
Programs	640	942	731	1,338	1,004	505	449	77	21	64
Attendance	5,023	4,955	4,902	12,101	7,163	6,544	6,783	1,151	208	1,603
Penrose Library										
Programs	653	903	968	995	991	921	576	54	14	69
Attendance	4,103	4,959	7,101	10,310	10,322	10,848	6,200	924	268	2,049
Library 21c										
Programs	-	242	1,007	1,278	1,040	1,022	923	145	42	270
Attendance	-	3,356	8,131	10,627	12,143	16,273	12,369	2,108	371	5,395
Community Libraries										
Programs	1,392	1,752	1,972	2,292	2,565	2,724	2,510	675	90	603
Attendance	15,805	15,855	23,373	26,911	33,465	32,294	32,502	6,817	1,219	6,479
Total - Adult (in-house)										
Programs	2,685	3,839	4,678	5,903	5,600	5,172	4,458	951	167	1,006
Attendance	24,931	29,125	43,507	59,949	63,093	65,959	57,854	11,000	2,066	15,526
Adult (outside)										
Programs	593	563	777	1,087	1,058	864	976	1,010	38	105
Attendance	7,624	8,508	12,482	13,957	13,844	10,550	13,566	6,628	3,104	2,066
Total Attendance - All Programs	224,361	241,444	276,093	291,323	294,123	269,638	267,701	48,917	46,556	100,714

| | December 31 | | Percentage |
	2022	2021	Change	Change
Personnel				
Authorized Full-Time Equivalents				
Librarians	57.65	63.67	(6.02)	-9.5%
Maintenance positions	14.00	14.00	-	0.0%
Other positions	298.30	285.05	13.25	4.6%
Authorized Full-Time Equivalents	369.95	362.72	7.23	2.0%
Authorized Full-Time Positions				
Full-time librarians	56	62	(6)	-9.7%
Full-time maintenance positions	14	14	-	0.0%
Other full-time positions	212	198	14	7.1%
Authorized Full-Time Positions	282	274	8	2.9%
Authorized part-time positions	165	166	(1)	-0.6%
Total Authorized Positions	447	440	7	1.6%
Employee Turnover				
Annual turnover rate	20.8%	16.8%		
Number of positions vacated during year	176	74		
Recruitment/Selection Activities				
Jobs posted	130	128	2	1.6%
Applications received	1,750	2,045	(295)	-14.4%
Newly hired employees	89	80	9	11.3%
Promoted employees (includes 3 temporary p	59	44	15	34.1%
Transferred employees	25	10	15	150.0%
Separated employees	83	74	9	12.2%

| | December 31 | | | Percentage |
	2022	**2021**	**Change**	**Change**
Personnel				
Volunteers				
Number of volunteers	445	499	(54)	-10.8%
Hours given by volunteers	14,255	10,667	3,588	33.6%
Value of donated time*	$426,937	$304,436	$ 122,501	40.2%
Friends of the Pikes Peak Library District				
Memberships	1,097	936	161	17.2%
Number of households represented by memberships	782	671	111	16.5%
Number of volunteers	180			
Hours given by volunteers	8,540			
Value of donated time *	$255,773			

Adult Education

	December 31			Percentage	
	2022	2021	Change	Change	
Volunteers	15	8	7	87.5%	
Hours given by volunteers	447	135	312	230.7%	Volunteers returned September 2021
Adult Learner Enrollments	84	397	(313)	-78.8%	
Speak English Enrollments (volunteers)	63	32	31	96.9%	
ESL Learner Enrollments (PPLD instructors)	38	167	(129)	-77.2%	
ABE/ASE Learner Enrollments (PPLD instructors)	46	177	(131)	-74.0%	
Citizenship Group (volunteers)	13	-	13	N/A	Citizenship group not offered in 2021
One on One Tutoring (volunteers)	5	1	4	400.0%	
Career Online High School Active Scholarships	9	20	(11)	-55.0%	

Finances	December 31		Change	Percentage Change
	2022	2021		

ALL FUNDS

Revenues

	2022	2021	Change	Percentage Change
Property taxes	$ 33,299,124	$ 31,402,556	$ 1,896,568	6.0%
Specific ownership taxes	3,517,120	3,720,458	(203,338)	-5.5%
Fines and fees	86,479	86,486	(7)	0.0%
Interest income	370,986	9,250	361,736	3910.7%
Fundraising	1,160,947	988,519	172,428	17.4%
Other	65,181	74,937	(9,756)	-13.0%
Total Revenues	$ 38,499,837	$ 36,282,206	$ 2,217,631	6.1%
Total Revenue Per Capita	$ 56.83	$ 54.16		

Expenditures

	2022	2021	Change	Percentage Change
Salaries	$ 15,886,876	$ 15,801,389	$ 85,487	0.5%
Benefits	5,003,464	4,508,908	494,556	11.0%
Materials				
AV materials	338,375	328,210	10,165	3.1%
Printed materials				
Books	1,014,293	962,134	52,159	5.4%
Magazines	115,185	117,646	(2,461)	-2.1%
Printed materials	1,129,478	1,079,780	49,698	4.6%
Processing/handling	211,461	230,553	(19,092)	-8.3%
eMaterials	3,179,565	2,497,439	682,126	27.3%
Databases	595,481	640,587	(45,106)	-7.0%
Total materials	5,454,360	4,776,569	677,791	14.2%
Contractual services	3,777,804	3,220,522	557,282	17.3%
Utilities	808,801	705,032	103,769	14.7%
Supplies	698,555	592,496	106,059	17.9%
Telecommunications	553,357	605,012	(51,655)	-8.5%
Repair and maintenance	802,927	745,743	57,184	7.7%
Capital outlay	263,650	2,438,547	(2,174,897)	-89.2%
Other expenses	776,466	636,569	139,897	22.0%
Total Expenditures	$ 34,026,260	$ 34,030,786	$ (4,526)	0.0%
Expenditures Per Capita	$ 50.22	$ 50.80		

Property Tax History and Projections					Mill Levy				Property Tax Revenue Generated			
Budget Year	CPI	Growth	Total Assessed Value	% Change From prior Year	General Operating	Refunds Abatements	Temporary Mill Levy Credit	Total Mill Levy	General Operating	Refunds Abatements	Temporary Mill Levy Credit	Total
2011	1.18%	1.32%	$ 6,441,921,000	-0.26%	3.526	0.030	-	3.556	$22,714,213	$ 193,258	$ -	$ 22,907,471
2012	3.11%	1.14%	5,945,619,630	-7.70%	3.982	0.017	-	3.999	23,675,457	101,076	-	23,776,533
2013	1.78%	2.22%	6,014,698,380	1.16%	4.000	-	-	4.000	24,058,794	-	-	24,058,794
2014	1.39%	2.04%	5,994,574,660	-0.33%	4.000	-	-	4.000	23,978,299	-	-	23,978,299
2015	2.14%	2.08%	6,072,574,360	1.30%	4.000	-	-	4.000	24,290,297	-	-	24,290,297
2016	0.47%	1.49%	6,462,627,620	6.42%	3.828	0.032	(0.003)	3.857	24,738,939	206,804	(19,388)	24,926,355
2017	2.77%	1.41%	6,556,136,920	1.45%	3.934	0.023	-	3.957	25,791,843	150,791	-	25,942,634
2018	3.10%	2.31%	7,001,563,360	6.79%	3.860	0.023	(0.071)	3.812	27,026,035	161,036	(497,111)	26,689,960
2019	3.13%	3.20%	7,113,572,510	1.60%	4.000	0.018	(0.018)	4.000	28,454,290	128,044	(128,044)	28,454,290
2020	1.93%	3.02%	8,141,178,730	14.45%	3.688	0.043	-	3.731	30,024,667	350,071	-	30,374,738
2021	1.87%	2.72%	8,121,359,160	-0.24%	3.845	0.033	(0.023)	3.855	31,226,626	268,005	(186,791)	31,307,840
2022	3.30%	3.28%	9,571,049,930	17.85%	3.477	0.017	(0.004)	3.490	33,278,541	162,708	(38,284)	33,402,964
PROJECTION												
2023	2.50%	3.00%	9,666,760,429	1.00%	3.632	0.030	-	3.662	35,108,860	290,003	-	35,398,863
2024	2.50%	3.00%	10,150,098,451	5.00%	3.649	0.030	-	3.679	37,039,848	304,503	-	37,344,351

Finances	Fiscal Year		
	2022	**2021**	**2020**
Mill Levy			
General Fund	3.477	3.845	3.688
Refunds and Abatements	0.017	0.033	0.043
Temporary Credit	(0.004)	(0.023)	-
Total mill levy	3.490	3.855	3.731

Communications Office	December 31			Percentage
	2022	**2021**	**Change**	**Change**
Marketing & Promotion				
News Coverage	1,161	957	204	21.32%
Facebook Followers*	15,241	13,768	1,473	10.70%
Instagram Followers*	3,295	2,802	493	17.59%
Twitter Followers	5,246	5,211	35	0.67%
LinkedIn Followers	1,427	1,289	138	10.71%
YouTube Subscribers	7,152	6,140	1,012	16.48%
Only accounts for main PPLD account				
Community Partnerships & Outreach				
Number of District-wide Community Partnerships	52	44	8	18.18%
Number of Outreach Events & Activities	166	92	74	80.43%
Total Outreach Impressions (Estimated)	51,208	53,425	(2,217)	-4.15%
Pikes Peak Culture Pass checkouts	1,644	*n/a*		
Visits to PPLD's Website (Homepage)*				
Website Sessions (Number of Visits)	2,706,407	2,312,324	394,083	17.0%
Website Users (Unique Visitors)	1,609,788	1,245,389	364,399	29.3%
Data tracked per month and then calculated annually				

	December 31			Percentage
	2022	**2021**	**Change**	**Change**
Meeting & Study Room Services*				
Number of Library-hosted Public Programs	5,459	3,072	2,387	77.7%
Number of Library Staff Meetings*	132	1,572	(1,440)	-91.6%
Number of Room Use by Public	26,921	8,095	18,826	232.6%
Room Reservations & Events by Library Location*				
Calhan Library	436	120	316	263.3%
Cheyenne Mountain Library	1,167	431	736	170.8%
East Library	6,503	2,419	4,084	168.8%
Fountain Library	562	243	319	131.3%
High Prairie Library	1,331	437	894	204.6%
Knights of Columbus Hall	410	186	224	120.4%
Library 21c	9,628	3,513	6,115	174.1%
Manitou Springs Library	2,248	753	1,495	198.5%
Monument Library	797	230	567	246.5%
Old Colorado City Library	486	205	281	137.1%
Palmer Lake Library	88	2	86	4300.0%
Penrose Library	4,091	1,512	2,579	170.6%
Rockrimmon Library	1,297	541	756	139.7%
Ruth Holley Library	1,312	236	1,076	455.9%
Sand Creek Library	1,992	804	1,188	147.8%
Ute Pass Library	164	36	128	355.6%
Off-site	102	38	64	168.4%
Virtual Library	659	1,019	(360)	-35.3%

*Unsure of why there is such a drop here, but this is the number of published staff meetings at all locations in 2022.

Pikes Peak Library District Foundation
Statement of Financial Position

	Dec 31, 2022	Dec 31, 2021
ASSETS		
Cash and cash equivalents	$ 1,027,003	$ 667,183
Investments	2,049,558	2,469,287
Accounts/pledges receivable	233,068	102,038
Other assets	4,503	4,503
Total Assets	$ 3,151,283	$ 3,243,011
LIABILITIES		
Accounts payable	$ 2,435	$ 23,718
NET ASSETS		
Beginning balance	3,219,417	2,480,854
Net expenditures over revenues	92,279	738,563
Net Assets	3,311,696	3,219,417
Total Liabilities and Net Assets	$ 3,314,131	$ 3,243,011

Pikes Peak Library District Foundation
Statement of Financial Activity

		Year to Date		
		Dec 31, 2022		**Dec 31, 2021**
Revenues				
Giving by Individuals				
Individuals	$	288,078	$	279,054
Shivers		22,365		9,336
Total Giving by Individuals		310,443		288,390
Giving by Foundations				
Private		185,182		251,556
Federal		341,870		173,883
State		170,624		145,848
City/County/Other		2,435		32,078
Total Giving by Foundations		700,111		603,365
Pledges		175,109		11,000
Giving by Corporations		22,366		14,040
Giving by Bequest		10,000		23,029
Gifts in Kind		15,636		11,550
Miscellaneous		73,160		47,392
Total Giving Revenues		1,306,825		998,766
Contributed Services		266,521		241,287
Investment Income		(332,975)		257,702
Total Revenues		1,240,371		1,497,755
Expenditures				
Direct Contributions				
Gifts in Kind		15,636		11,550
Distributions to PPLD		835,312		491,646
Total Direct Contributions		850,948		503,196
Expenses				
Personnel costs		153,103		154,676
Mileage		-		-
Banking/Investment Fees		22,259		24,137
Fundraising		68,052		62,381
Other Expenses		51,496		28,486
Total Expenses		294,910		269,680
Excess (Deficit) Revenues				
Over Expenses				724,880
Fund Balance - Beginning of the Year		3,219,416		2,480,854
Fund Balance - End of the Year	$	3,313,930	$	3,205,734
Corona Virus Relief Fund Grant				
Total Grant Award	$	-	$	70,000
Total Grant Funds Received				
Grant Funds Remaining	$	-	$	70,000

	December 31		Change	Percentage Change
	2022	**2021**		
HelpDesk Tickets Opened	3,962	4,646	(684)	-14.7%
Calls to IT Helpdesk	854	1,201	(347)	-28.9%
Laptop Loans	2,208	768	1,440	187.5%
Tablet Loans	8	96	(88)	-91.7%
Number of Personal Computers				
Staff and Admin Use	816	1,050	(234)	-22.3%
Public Access Computers (full service,	352	627	(275)	-43.9%
Total Number of Personal Computers	1,168	1,677	(509)	-30.4%
Internet Email Accounts for Staff	500	500	-	0.0%
Total PC Signup Sessions	211,342	177,414	33,928	19.1%

Security Office	2022	2021
Incident Reports		
Vandalism	13	7
Accident	49	44
Theft – Personal	12	-
Theft – PPLD	22	25
Computer/Internet violations	5	3
Drugs/Alcohol	14	13
Disruptive Behavior	124	73
Suspension Violation	86	39
Other	826	550
Total	1,151	754

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PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
May 17, 2023   5 pm
PENROSE – COLUMBINE ROOM

Vice President Dora Gonzales, Erin Bents, Debbie English, Julie Smyth, Dr. Ned Stoll, Scott Taylor

Chief Librarian and CEO Teona Shainidze Krebs, West Regional Director Michael Doherty, Executive Assistant Laura Foster, Senior Librarian Christa Funke, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Controller Kim Hoggatt, Chief Development Officer and Foundation Executive Officer Lance James, Friends of the Pikes Peak Library District Board President Rita Jordan, Regional Security Supervisor Jenn Kay, Facilities Project Manager Travis Keeton, Chief Facilities Management Officer Gary Syling, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Sand Creek Library Manager Sara Sharples, Internal Communications Specialist Jeremiah Walter, Mobile Library Manager Lisa Ward, Senior Library Associate Caitlyn Zimmer, Carla Anderson, City Councilmember Nancy Henjum, Michael Swendrowski

Members absent: President Aaron Salt

REGULAR MEETING OF THE BOARD OF TRUSTEES

CALL TO ORDER – 5:00 P.M.
Vice President Dora Gonzales called the May 17, 2023 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT
There was no public comment.

REPORTS
Friends of the Pikes Peak Library District Report
The Friends of the Pikes Peak Library District Report was included in the Board packet. Friends of the Pikes Peak Library District Board President Rita Jordan stated that the Friends are busy preparing for the Literary Awards that will take place June 3rd at the Doubletree

Pikes Peak Library District Foundation Report
The Pikes Peak Library District Foundation Report was included in the Board packet Chief Development Officer and Foundation Executive Officer Lance James shared that gifts from Library Giving day are still being received. The latest total is 826 gifts for a total of $68,631.

Financial Report: April 2023
The April 2023 Financial Report was included in the Board packet. Chief Financial Officer Randy Green shared that insurance spending is tracking higher than expected so far this year. In response to a question about Sand Creek maintenance, Mr. Green shared that although we own the space, the strip mall owners maintain the common areas. In regard to the recent plumbing issues, all tenants in the complex share the cost.

Public Services Report
Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles stated that Pikes Peak Make event returned to PPLD for the first time since the pandemic in 2020. Ms. Sayles shared that staff pulled records from 1950 at the request of a patron. Although these types of requests are infrequent, this is a service that we provide to the public. The Regional History and

Genealogy Symposium will be held on June 10, from 10:00 a.m. – 1:00 p.m. at East Library. Adult Education Graduation will take place on Friday, June 16 from 3:00 – 4:30 p.m. in The Hall at Penrose Library.

Trustee Erin Bents commented that her son's classmate enjoyed participating in the Jean Ciavonne poetry contest.

Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report, Safety, Security, and Community Resources Report

Gary Syling shared that the parking meter kiosks at Penrose Library are ready to use once conflicts between the software and the PPLD network are resolved.

Chief Librarian's Report

Chief Librarian and CEO Teona Shainidze-Krebs thanked Penrose staff for their professional handling of an incident between patrons that resulted in injury. All patrons involved in the incident were suspended from PPLD. A debrief of the incident was held with staff involved to evaluate staff response and gather suggestions on how the process can be improved.

Ms. Shainidze-Krebs attended and spoke at the Shivers Concert on Friday, May 21, 2023. The concert was well attended.

Board Reports
Governance Committee Report

Governance Committee Chair Scott Taylor shared that the Committee met on May 2, 2023. The discussion included a celebration in appreciation of Mina Liebert's service to PPLD, The Board retreat that is scheduled for September 8 at the Penrose House Carriage House. Goals for the Chief Librarian and CEO will be developed in June or July. Mr. Taylor also mentioned that Dr. Stoll will complete his first term as a Trustee this year and is eligible to apply for a second term if interested.

Internal Affairs Committee Report

Internal Affairs Committee Chair stated that the Committee met on May 2, 2023. Manitou Springs City Administrator Denise Howell and Manitou Springs Mayor John Graham provided a presentation on the renovations of the Manitou Springs Carnegie Library and will present to the Board of Trustees at the June 21, 2023 meeting. Ms. Howell and Mayor Graham provided funding options for review, asking the Board to provide feedback on which options may be viable for PPLD.

Public Affairs Committee Report

Public Affairs Chair Debbie English shared that the Committee met on May 2, 2023. An Executive Session was held in conference with PPLD legal counsel Debbie Menkins for the purpose of receiving legal advice. Teona Shainidze-Krebs and Tammy Sayles were asked to stay for the Executive Session, and Denise Abbott was called into the Executive Session in progress.

Liaison comments

City Councilmember Nancy Henjum shared that she requested to be a liaison to the PPLD Board of Trustees and is very happy to attend the Board meeting. She welcomed the Board of Trustees to reach out to her at any time.

Trustee comments

Scott Taylor thanked the District for providing Discovery Kits to the community. His children enjoy them and are looking forward to the next one.

Erin Bents attended the Library Week Proclamation reading that took place at the Green Mountain Falls Town Hall meeting in early May. Ms. Bents mentioned that she is registering her children for Summer Adventure

Dora Gonzales shared that she enjoyed attending the Library Week Proclamation in Green Mountain Falls.

Julie Smyth shared that she visited 6 of PPLD's libraries with Teona Shainidze Krebs on a Friday in late April and met several PPLD staff. She hopes to visit other libraries in the near future.

BUSINESS ITEMS

Consent Items – <mark>DECISION 23-5-1</mark>   Minutes of the April 19, 2023 Board of Trustees meeting

> **Motion:** Erin Bents made a motion that the Board of Trustees approve the April 19, 2023 Board of Trustees meeting minutes as presented.
>
> **Second**: Dr. Stoll seconded the motion.
> **Vote:**   The motion was approved unanimously.

New Business

Mobile Library Replacement

The Mobile Library Replacement memo was included in the Board packet. Mobile Library Manager Lisa Ward shared PPLD's current 32-foot mobile library is ready to retire. A team of facilities, services, and mobile library staff worked together to determine the requirements for this RFP. The chosen vendor, TechOps Specialty Vehicles, LLC, proposed an energy efficient (clean diesel), sustainable vehicle with an uninterrupted power supply. Consultant Michael Swendrowski shared the layout of the vehicle, including modular shelving at a 15-degree angle that can be easily moved within the vehicle when needed. The proposal includes a 50% wrap of the vehicle and does not include a wheelchair lift. PPLD's other mobile library vehicles do have wheelchair lifts. At the request of Scott Taylor, the specifications of the vehicle will be provided. PPLD hopes to sell or donate the retired vehicle as has been done in the past.

Motion: Dr. Ned Stoll made a motion that the Pikes Peak Library District Board of Trustees approve the Mobile Library Replacement as presented.

Second: Erin Bents seconded the motion.
Vote: The motion was approved unanimously.

Library 21c – Turf Conversion and Irrigation Modifications, with presentation

The Library 21c – Turf Conversion and Irrigation Modifications memo was included in the Board packet. Chief Facilities Officer Gary Syling explained the conversion will result in significant savings due to reduced maintenance and less watering. PPLD is working with Landscape Architect Carla Anderson and partnering with Colorado State University (CSU) for incentives that are offered for this type of project. All grasses and shrubs used are grown in Colorado. A layout of the project will be provided.

City Councilmember Nancy Henjum, as a Colorado Springs Utilities Board member, shared her appreciation of PPLD making this change. She believes Library 21c can be a demonstration garden for the City and members of the Pikes Peak area. Gary Syling thanked Landscape Architect Carla Anderson, Facilities Project Manager Travis Keeton, and Facilities Supervisor Rich Egan for participating in this process. Fisk Lawnscapes is recommended as the vendor for this project and is already under contract with PPLD.

Motion: Dr. Ned Stoll made a motion that the Pikes Peak Library District Board of Trustees approve the Library 21c – Turf Conversion and Irrigation Modifications as presented.

Second: Debbie English seconded the motion.
Vote: The motion was approved unanimously.

ADJOURNMENT

There being no further business to discuss Vice President Dora Gonzales adjourned the May 17, 2023 meeting of the Pikes Peak Library District Board of Trustees at 6:32 pm.

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at
https://ppld.org/board-trustees