

DATE: December 3, 2020

TO: Library Board, Pima County Public Library

Pima County Board of Supervisors
Pima County Administration
Friends of the Pima County Public Library, Board of Directors
Friends of the Arivaca Library, Board of Directors
Friends of the W. Anne Gibson-Esmond Station Library, Board of Directors
Friends of the Kirk-Bear Canyon Library, Board of Directors
Friends of the Oro Valley Public Library, Board of Directors
Friends of the Pima-Green Valley Library, Board of Directors
Pima Library Foundation, Board of Directors

FROM: Michelle Simon, Deputy Director Support Services

SUBJECT: Support Services Report – November, 2020

Facilities Projects - Ken McDonald, Facilities Administrative Specialist

Sahuarita Library – Construction is on schedule for substantial completion sometime in April. We hope to open to the public in July 2021.

Esmond Station Library – Proposed renaming of the Esmond Station Library to the W. Anne Gibson-Esmond Station Library has been forwarded to the Pima County Board of Supervisors for review and approval. Currently, furniture and shelving are being installed. We hope to open to the public in January 2021.

Martha Cooper Library - Line and Space continues to work on a construction budget and initial drawings for concept review. Once approved, the concept will inform the creation of construction drawings.

Richard Elías-Mission Library - The naming of the library was approved by the Pima County Board of Supervisors. PCPL has begun the paperwork process to renovate and expand this location. Construction is anticipated to begin in late 2022.

Joel D. Valdez – Main Library – 4th floor renovation has begun with an expected completion date of March 2021.

FY 20/21 Furniture & Facilities Branch Requests: Support Services is reviewing the submitted requests for furniture and Facilities items for FY 20/21 along with special requirements to meet COVID-19 safety issues throughout the library system. High priority items will be accomplished first.

Library Service Manager Reports

Administration – Beth Matthias-Loghry, Library Services Manager

Fall Grant Status Update: The Pima County Board of Supervisors accepted State Grants in Aid, for libraries in Pima County this week. \$25,000.00 in funding is awarded through the Arizona State Library. State-Grants-In-Aid has traditionally funded travel to conferences, matching funds to allow us to send more staff to these training opportunities, and right now, most library conferences are virtual into 2021, and more are going virtual all the time. As of this moment, PCPL has used funds to register members of our Anti-Racism taskforce to attend the preconference and conference activities for Facing Race. Funding will also continue PCPL staff access to The Librarian's Guide to Homelessness through Niche Academy. The online training, authored by Ryan Dowd, is an empathy-driven approach that provides best practices for library staff on how to understand the homeless population and serve them better. There are also ongoing updates how to deal with and de-escalate common situations and issues around other customer behaviors, and make staff feel empowered and safe.

October marks the beginning of the new federal fiscal year, "making this a great opportunity to recognize the Institute of Museum and Library Services (IMLS) as the primary source of federal support for the nation's libraries and museums." (From the State Library.) IMLS advances, supports, and empowers America's museums, libraries, and related organizations through grant making, research, and policy development. The vision of IMLS is a nation where museums and libraries work together to transform the lives of individuals and communities. IMLS funds training and staff development options, grants development, and other resources. Funding goes to the Arizona State Library through the Grants to States program. Annually IMLS funding supports **Library Services and Technology Act** project, **Writers in Residence in Libraries mini-grants** and the distribution of **Southwest Books of the Year** to outlets across the state.

Speaking of Writers in Residence at Libraries Mini-Grant, PCPL has applied to fund spring and summer Residencies in 2021. Connecting the Southern Arizona community to the world of writing and authorship has been, and continues to be, a priority for the Pima County Public Library. The Arizona State Library's Writers in Residence at Libraries (WIRLs) project is a unique experience that has become a fundamental PCPL offering, serving as the glue for Pima County Public Library's Literary Arts program. In the wax and wane of a Covid-19 environment, with challenges like staying in, receiving curbside assignments and pressure to master schoolwork online, we hope the Writers in Residence at Libraries will offer refuge for every type of writer. These writers will create a space to simply sit down and write, get creative, and contribute. While library service restrictions on in-person gatherings continue, the WiRL program literally brings home the love of writing.

Communications and Systems Office – Jen Maney and Reneé Bibby, Program Managers

Service Model Communications

The office has been very busy keeping up with communications about limited services during the pandemic. The team has been busily making signs needed at the branches, sending out emails to customers, and keeping the website up to date with all of the changes.

The goal has been to keep the public informed of the expectations when they visit our libraries. Libraries are still requiring masks, social distancing, and hand sanitation. In addition, visits to the library are expected to be short, and curbside pickup is encouraged.

Here are just some of the signs and handouts that we've made throughout the past month or so, and you can always visit our website to read all about our current service model:

<https://www.library.pima.gov/limitedservices/>.



While inside
THE LIBRARY

**WEAR A MASK
USE CUBREBOCAS**



**KEEP 6 FEET APART
MANTÉNGASE A 6 PIES
DE DISTANCIA**



**SANITIZE YOUR HANDS
DESINFECTE SUS MANOS**



If you are ill and have cold or flu-like symptoms,
PLEASE DO NOT ENTER

Si está enfermo y tiene síntomas de resfriado o gripe,
POR FAVOR NO ENTRE

Welcome!

Your visit will be short as we keep the occupancy low.
Please plan to come and go.



¡Bienvenido!

Su visita deberá ser corta ya que mantenemos baja la capacidad.
Por favor, planee ir y venir.

Books are *fun* to read but they can't be read here, so **don't sit on the floor.**



Take your reading to go!
¡Lleve sus libros con usted!

Los libros son *divertidos*, pero **no se pueden leer aquí**, así que **no se siente en el suelo.**



CHOOSE from the shelf,
check it out yourself!

Quick Visits We're glad to have you in the stacks, but once you find your books, movies, or DVDs, check out quickly.

Be Patient Waiting There are only so many people allowed in the building, so if maximum capacity has been reached, you'll be asked to wait outside until we can let you in.

Social Distancing Try to stay six feet apart from other customers and staff members.

Mask Up! Masks are required for entry and must be worn over your nose and mouth at all times in the building.

Keep Kids Close If you have kids with you, supervise them in the building at all times.

NEED HELP FINDING A BOOK? Ask for staff assistance, we'll be happy to help!

Also, please note:

- Meeting rooms and study rooms are still closed.
- There are no in-person programs or events.
- Please return items to the outdoor book drop. **Staff cannot take them from you.**