



HARTFORD
PUBLIC
LIBRARY

President and CEO Report

February 2025

FISCAL YEAR 2024–25
SECOND QUARTER
(OCTOBER - DECEMBER 2024)

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At a glance



87,586

total visits

47,102

items checked out

19,125

wifi sessions

14,410

program participants

13,247

computer sessions

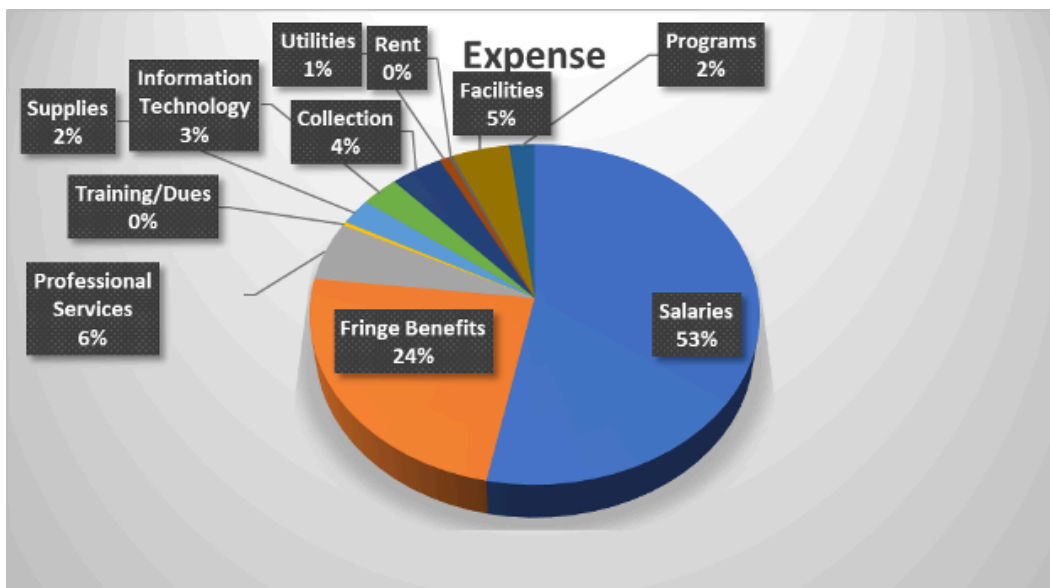
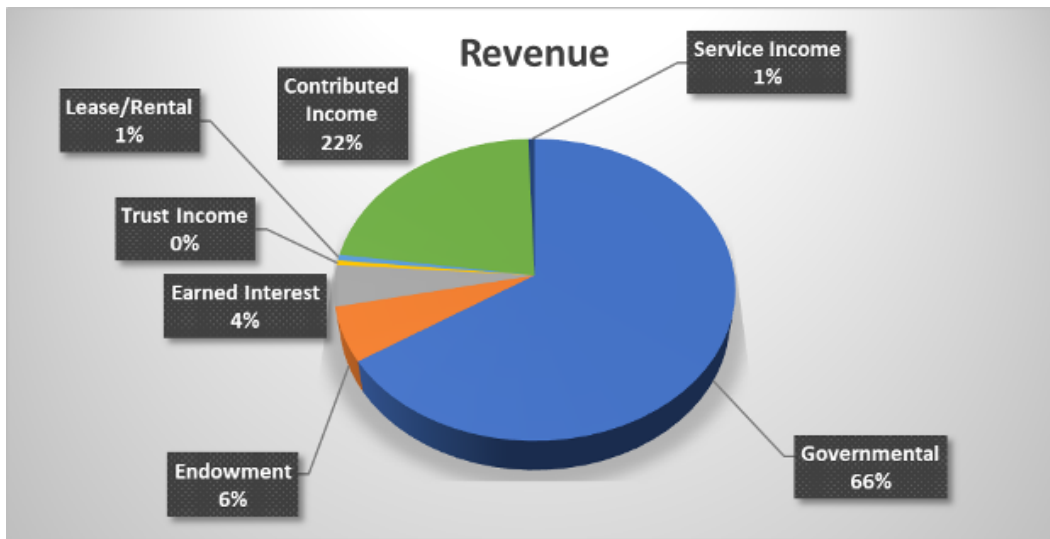
11,750

reference questions answered

FISCAL YEAR 2025 MONTHLY FINANCIAL REPORT DECEMBER 31, 2024

For the period ending 12/31/24 (50.0% through the fiscal year), Hartford Public Library has expended a total of \$6,668,706, which represents 48.8% of the adopted budget of \$13,669,669. HPL has also collected \$7,226,543, or 52.9% of the Fiscal Year 2025 budget.

Account	Budget	Actual	Variance	% of Budget Collected/Expended
Revenue	\$ 13,669,669	\$ 7,226,543	\$ 6,443,126	52.9%
Expense	\$ 13,669,669	\$ 6,668,706	\$ 7,000,963	48.8%
Variance	\$ -	\$ 557,837	\$ (557,837)	



Fiscal Year 2025 Budget Report - as of December 31, 2024

<u>Revenue</u>	<u>BUDGET FY25</u>	<u>ACTUAL FY25</u>	<u>VARIANCE</u>	<u>% VARIANCE</u>
Governmental				
City of Hartford	\$ 9,512,786	\$ 4,756,393	\$ 4,756,393	50.0%
State Library Support	\$ 1,000	\$ -	\$ 1,000	0.0%
Subtotal	\$ 9,513,786	\$ 4,756,393	\$ 4,757,393	50.0%
Endowment				
Restricted	\$ 315,000	\$ 161,578	\$ 153,422	51.3%
Unrestricted	\$ 526,000	\$ 263,096	\$ 262,904	50.0%
Subtotal	\$ 841,000	\$ 424,674	\$ 416,326	50.5%
Earned Interest (Endowment)	\$ 410,000	\$ 320,674	\$ 89,326	78.2%
Subtotal	\$ 410,000	\$ 320,674	\$ 89,326	78.2%
Trust Income	\$ 80,000	\$ 35,267	\$ 44,733	44.1%
Subtotal	\$ 80,000	\$ 35,267	\$ 44,733	44.1%
Lease/Rental				
Verizon Lease	\$ 39,000	\$ 23,519	\$ 15,481	60.3%
Café Rental	\$ 10,000	\$ -	\$ 10,000	0.0%
Uconn Rental	\$ 209,178	\$ 17,432	\$ 191,746	8.3%
Room Rental	\$ 25,000	\$ 4,919	\$ 20,082	19.7%
Subtotal	\$ 283,178	\$ 45,869	\$ 237,309	16.2%
Contributed Income				
Individual	\$ 400,000	\$ 233,661	\$ 166,339	58.4%
Corporate	\$ 400,000	\$ 122,117	\$ 277,883	30.5%
Foundation	\$ 373,000	\$ 662,456	\$ (289,456)	177.6%
Government Grants	\$ 1,033,705	\$ 585,263	\$ 448,442	56.6%
Subtotal	\$ 2,206,705	\$ 1,603,495	\$ 603,210	72.7%
Service Income				
Digital Library Lab	\$ 215,000	\$ 1,678	\$ 213,322	0.8%
Guard Card Program	\$ 15,000	\$ 6,000	\$ 9,000	40.0%
Immigration Services	\$ 55,000	\$ 5,969	\$ 49,031	10.9%
Desk Receipts	\$ 50,000	\$ 23,601	\$ 26,399	47.2%
Other	\$ -	\$ 2,923	\$ (2,923)	100.0%
Subtotal	\$ 335,000	\$ 40,171	\$ 294,829	12.0%
Total	\$ 13,669,669	\$ 7,226,543	\$ 6,443,126	52.9%
Expense				
Salaries	\$ 7,981,306	\$ 3,543,009	\$ 4,438,297	44.4%
Fringe Benefits	\$ 2,673,886	\$ 1,582,346	\$ 1,091,540	59.2%
Professional Services	\$ 862,415	\$ 372,697	\$ 489,718	43.2%
Training/Dues	\$ 94,200	\$ 23,907	\$ 70,293	25.4%
Supplies	\$ 352,152	\$ 167,329	\$ 184,823	47.5%
Information Technology	\$ 208,875	\$ 198,015	\$ 10,860	94.8%
Collection	\$ 546,282	\$ 272,883	\$ 273,399	50.0%
Utilities	\$ 123,100	\$ 51,320	\$ 71,780	41.7%
Rent	\$ 36,000	\$ 21,000	\$ 15,000	58.3%
Facilities	\$ 443,000	\$ 302,113	\$ 140,887	68.2%
Programs	\$ 348,453	\$ 134,088	\$ 214,365	38.5%
Other	\$ -	\$ -	\$ -	0.0%
Total	\$ 13,669,669	\$ 6,668,706	\$ 7,000,963	48.8%
Variance	\$ -	\$ 557,837	\$ (557,837)	

STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2024 AND 2023

	12/31/2024	12/31/2023
ASSETS		
Cash	\$ 1,310,464	\$ 261,683
Investments	\$ 34,536,453	\$ 35,382,075
Accounts Receivable	\$ 9,378,681	\$ 7,581,023
Contributions Receivable	\$ 384,648	\$ 496,179
Prepaid Expenses	\$ 57,169	\$ 24,045
Property and Equipment, Net	\$ 11,458,167	\$ 6,741,953
Right of Use Assets - Operating, Net	\$ 40,722	\$ 90,283
Total Assets	<u>\$ 57,166,303</u>	<u>\$ 50,577,240</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts Payable and Accrued Expenses	\$ 213	\$ -
Deferred Revenue	\$ -	\$ -
Lease Liabilities - Operating	\$ 44,722	\$ 94,283
Total Liabilities	<u>\$ 44,935</u>	<u>\$ 94,283</u>
NET ASSETS		
With and Without Donor Restrictions	\$ 57,121,368	\$ 50,482,958
Total Net Assets	<u>\$ 57,121,368</u>	<u>\$ 50,482,958</u>
Total Liabilities and Net Assets	<u>\$ 57,166,303</u>	<u>\$ 50,577,240</u>

DEVELOPMENT

GRANTS

In the 2nd QT, the Library received \$426,700 in Awarded Grants (consisting of Foundation, Corporate, Federal, State, and City Grants).

There is \$2,643,174 in Pending Grants for this period. Declined grant applications include the CT Department of Education 21st Century grant for high school programming.

Fiscal Year	Restricted and Unrestricted "Grants"	Annual Fund/250th***	Annual Fund Restricted	Legacy	Beyond Words**	Total
2022	\$1,182,003	\$124,446	\$44,970	\$21,649	\$260,924	\$1,633,992
2023	\$3,150,362	\$96,603	\$9,925	\$11,612	\$281,703	\$3,550,205
2024	\$1,611,344	\$143,503	\$8,370	\$3,854	\$315,516	\$2,082,587
2025	\$788,473	\$51,019	\$7,275	\$0	\$366,559	\$1,213,326
Goal	\$1,500,000	\$150,000	\$25,000	\$10,000	\$350,000	\$2,035,000
% to Goal	53%	34%	29%	0%	105%	

CAPITAL FUNDING

Fiscal Year	Restore and Renew	RRR	Barbour Branch Library
2023	\$427,133		
2024	\$3,577,685		\$ 2,000,000
2025	\$0	\$ 6,633,750	0
Goal		\$ 10,000,000	
TOTAL*	\$4,004,818		
% to Goal	NA	66%	

RRR total includes verbal pledges and includes \$5M bonding from state of CT - so goal is inclusive of that funding.

AWARDED GRANTS

Government Grants

CT Department of Education for \$200,000 for Family Literacy, Transition, Career Navigation & Support Integrated English Literacy & Civics and Training, CT Higher Education, PATH Program for TAP college application support.

Foundation Grants

Richard P. Garmany Fund at HFPG for \$12,000 for Kids Summer 2025 music sponsorship.

Corporate Grants

The Cigna Group Foundation Grantee Orientation: Health Equity Impact Fund for \$198,476 for social services support.

The Verizon Foundation for \$10,000 to support teen services.

EVENTS

The *Beyond Words* event, celebrating Hartford Public Library’s 250th anniversary on Thursday, November 7. The annual event raised \$366,559 and exceeded the \$350,000 goal.

Goal	\$350,000
Sponsorship	\$178,517
Ticket Sales	\$17,823
Donations	\$170,219
Total Income	\$366,559
Expenses	\$64,227
Net Amount	\$302,332

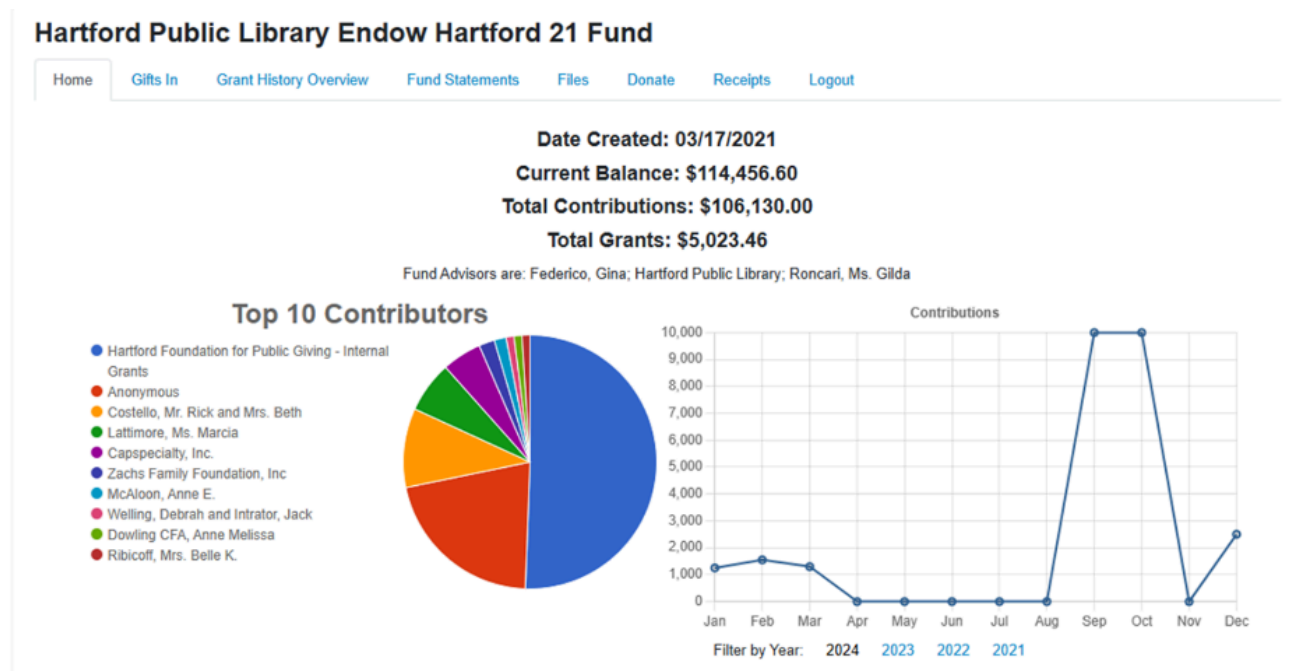


Beyond Words Trends							
	Guests	Sponsorship	Cost	Revenue	Net	Cost per Person	Revenue Per Person
2024	400	\$178,571	\$64,227	\$366,559	\$302,332	\$161	\$916
2023	380	\$152,790	\$57,167	\$301,673	\$244,506	\$150	\$794
2022	330	\$131,790	\$48,361	\$282,514	\$234,153	\$147	\$856



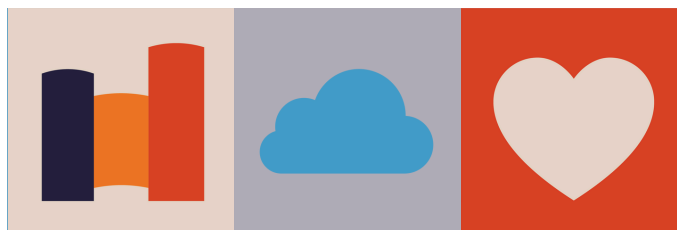
ENDOW 21 HARTFORD FUND AT HFPG

Fundraising match and formal activities concluded in 2024 for the Endow 21 Hartford Program at HFPG. Final fund information below.



THE “250 FOR 250” ANNUAL FUND CAMPAIGN

- The 250 for 250 annual fund campaign ran from January 2024 to December 2024 to celebrate HPL’s 250th anniversary.
- Gifts were unrestricted donations to the annual fund and giving was promoted through online communications and a 250th print magazine that was mailed to supporters.
- Support was also raised through the September Books and Brews event and the Caroline Hewins book launch.
- Total raised for the 250 for 250 Campaign: \$68,958
- 250 donors donated to the Campaign
- Campaign total is represented in 2 fiscal years



PUBLIC SERVICES



GRAND REOPENING!

On November 20, Hartford Public Library held a ribbon cutting to welcome the public back through the Downtown Library's Main Street doors after almost two years of repairs and restorations.

The ribbon cutting marks the completion of the first phase of the renovation. In attendance were Speaker of the House State Representative Matt Ritter, HPL President and CEO Bridget Quinn, Hartford Mayor Arunan Arulampalam, UConn Hartford Campus Library Director Karen Tatarka, and HPL Board Chair David Barrett. Customers can now access a large section of the first floor including adult collections, computers, passports, municipal IDs, and The American Place services.

Over 800 attendees enjoyed touring the vibrant new space, redesigned by Margaret Sullivan Studios and TSKP Studio and constructed by Downes Construction Company.

There has been an overwhelmingly positive response to the reopening with customers regularly expressing how excited they are to be back in the library, how much they love the design of the new library cards and the beauty of the newly remodeled physical space. There is a huge increase in new customers and have registered 307 new library cards between reopening and the end of the quarter. In addition to returning to regular service, planning new programming and building community partnerships, HPL focused on offering 1:1 assistance to customers either on a walk-in basis or by appointment. The intention is to be as flexible as possible in order to offer dedicated 1:1 time to customers to address a wide variety of needs. HPL connected with several organizations including the Hispanic Health Council, ConnectiKids and The Institute of Living. ConnectiKids held a successful tabling event at the Downtown location on December 3rd and are planning to host She Leads Justice, a local legal aid organization, on a recurring basis. It's exciting to bring a wide variety of services back to this location and looking forward to YouMedia and the Children's Room reopening soon.



VOTER ENGAGEMENT

The culmination of the \$17,000 Get Out the Vote grant received from the Hartford Foundation for Public Giving. From June through early November 2024, promoted voter registration and civic engagement through increased signage, banners, interactive boards, 75 voter registration drives, and civic engagement conversations. HPL contracted with The Latino Way to create social media deliverables in both English and Spanish that were posted in October and early November in an effort to increase voter participation. 93 voters were registered in person during this time, the link to the state voter registration site was accessed 157 times, 745 were engaged through conversations and/or interactive boards and 1,018 social media accounts were reached through posts. HPL is committed to encouraging civic engagement and voter registration throughout the year.

CREATIVE COMMUNITY

The Albany Library hosted a successful and engaging Bingo and Brews program each month. Participants had the unique opportunity to choose from a curated selection of teas while enjoying rounds of bingo. The program featured a variety of prizes, including gift cards, mini puzzles, candle sets, and mugs, which added to the excitement and friendly competition. Attendance steadily increased, reflecting the growing popularity of this fun and interactive event. Looking forward to continuing this series in the new year and hope it becomes a staple in programming. Updating the title to Bingo, Brews & Books and highlight selections from the newest books.

47,102

items checked out

19,125

WiFi sessions

13,247

computer sessions

11,750

reference questions
answered

216

municipal
IDs created

169

documents
notarized

76

passport
applications

PUBLIC SERVICES continued

Another standout Albany program was the Fall Charcuterie Board program, held in collaboration with a local ShopRite nutritionist, Sarabeth Campanelli, on November 19th. Participants learned about a variety of foods while assembling their own charcuterie boards. The event received positive feedback, with attendees expressing enthusiasm for the hands-on experience and the educational component. Given its success, there is significant potential for this event to become a seasonal program offering. The Albany Library has also increased their selection of cookbooks in response to interest and circulation demands from customers.

In November, the Dwight Library hosted a trivia event in celebration of National Native American Heritage Month. The program offered a fun and educational opportunity to explore Native American history and culture, with participants answering multiple-choice questions curated by library staff. The friendly spirit of competition created a lively atmosphere of learning and connection for all. The event was such a success that attendees were already asking about future trivia events before it ended! This enthusiastic response highlights the Library's role as a community hub where people can relax, learn, and connect through engaging programs.

Dwight Library plans to continue providing creative, engaging and community-centered programs at all locations!



MINDFULNESS MOMENTS

Irene Blean, Branch Manager at the Barbour Library, completed her Mindfulness Facilitator's Certification with Copper Beech in October and continued to apply this training to programming both within the library and during outreach opportunities at the North End Senior Center and Ollie M. William's Legacy Community Health & Wellness Fair. Making 105 connections through these two outreaches, she shared mindfulness books to borrow, the Headspace app and wellness tip sheets all while promoting library services and programs. Several adult programs were held at Barbour including a Unity Gathering, Native American Storytelling, nature journal program, candle making and holiday crafting. With each program, Irene incorporated her mindfulness facilitation skills and exposed participants to diverse readings, poetry and art including Jon Batiste's and Suleika Jaouad's Soul-Filled Brooklyn Home and Amanda Gunn's poetry.

Martha-Rea Nelson, Library Assistant at the Downtown Library, has also completed her certification and has been offering Mindfulness programming at both the Camp Field Library and the Downtown Library. This programming includes poetry, Native American flute music, and Mindfulness Fridays.

YOUR MONEY MATTERS

In October, five participants took part in Your Money Matters, a six-week Financial and Digital Literacy Workshop funded by a grant from Liberty Bank. The workshop combined financial education led by the American Place (TAP) coordinator, Estela Morales Segarra, with digital literacy instruction provided by Branch Manager Shannon Strickland. Participants who completed the full series received free laptop computers. This program attracted significant interest and helped participants bridge critical gaps in both digital skills and financial understanding. Participants were eager to learn how to manage their financial information online and become more productive with their computers. At a heartwarming graduation ceremony in November, they received their certificates and new laptops. To keep the momentum going, Ropkins offers ongoing Everyday Tech classes every Wednesday from 11:00 AM to 12:00 PM, encouraging participants to continue their learning emphasizing the value of the program in enhancing their digital and financial independence. Your Money Matters sessions, including the laptop incentive, will also be held at Barbour and Albany in the coming months.



HOLIDAY HAPPENINGS

The Park Street Library @ the Lyric hosted several holiday events to connect with the community. For Thanksgiving, they had a Friendsgiving Community meal and shared a warm meal with 43 customers enjoying bingo and a photo booth. In December, they collaborated with the Hartford Police Southwest Community Service Bureau to distribute free toys and spread holiday cheer to 60 customers! The staff had a wonderful time creating and painting murals on the front windows. It was teamwork at its finest and brought smiles and holiday cheer to the customers!

The Barbour Library distributed 36 turkeys and trimmings from FoodShare for Thanksgiving.

The new Library on Wheels team on-boarded during this quarter and quickly got to work! In addition to organizing their collection, supplying “little libraries” throughout Hartford and setting up visits, they participated in the City's Holiday Gift Giveaway providing books, candy canes, and information to 400 families. The LOW staff tabled at the Urban League's gift giveaway evening providing books, candy canes, and information to 300 families. The month of December for LOW was about warm hearts, smiling faces, and empty boxes from donations of books.



PLAYFUL LEARNING SPACE

Three outdoor Playful Learning Spaces, funded by Hartford Decides in 2020, were installed on the grounds of the Camp Field Library in October. Children visiting the library on a warm fall day were seen practicing sign language and playing in the puppet theater and in the potting shed. The Playful Learning Spaces give neighborhood children access to learning opportunities outside of formal school environments and provide them with a connection to the library.



YOUTH AND FAMILY SERVICES

In the 2nd QT, Youth librarians presented 362 programs to 7,401 participants in a wide range of themes such as Halloween, STEM–Coding/Robotics/3D Printing, Hispanic Heritage Month, Thanksgiving, fall, winter, Diwali, and Kwanzaa.



5,950

youth program
participants

308

youth programs

FALL STORYTIMES

Dwight's Youth Services Librarian Erin visited the Children's Museum in October and November for story time at the museum. Three classes with 37 children as well as families that happened to be visiting the museum participated. The kids loved the rhyming songs, scarves dance, and story read–Thank You Omu! by Oge Mora.

Park Library's Youth Services Librarian Ravonne presented a "Tales and Tunes" story to the Hartford Neighborhood Center's students, teachers, and families. They were very attentive and engaged the entire time. Following the story, they played fall freeze dance songs and ended with fall themed coloring pages.

Ropkins Library's Assistant Youth Services Librarian Linda collaborated with Naylor School to celebrate Hispanic Heritage Month. During the assembly, she read aloud *Plátanos Are Love* by Alyssa Reynoso-Morris to 358 students (K-3rd grade) and 47 adults. This picture book, centered on a young girl's experiences in the kitchen with her abuela, highlighted the cultural significance of plantains in Latinx communities. The story resonated with both youth and adults, as many were able to relate to its themes of family, culture, and community.



HOLIDAY FUN

In October, Youth Services and Youmedia teamed up to host Albany's annual Halloween party. There were several activities planned for families to engage in including games, mask decorating, pumpkin painting, and face painting. A few community groups also tabled at the event including Q+ and CHET.

Families had a lot of fun celebrating Diwali 2024 held at the Downtown Library. There were several performances from adults and youth including kids' Shlokas (prayers), poetry, singing, and dance and a special CT Humanities guest performance by Rupali Das who presented a Bollywood dance. Children from ISKCON (International Society for Krishna Consciousness) Temple played traditional Indian musical instruments like harmonium, mrudunga, flutes etc. while they sang.

Youth and Family Services Early Literacy Coordinator Nichole spearheaded the Library's annual participation in the Wadsworth Atheneum 50th Annual Festival of Trees and Traditions Event. For the third consecutive year, HPL partnered with the Wadsworth Atheneum to display a Christmas tree with a counting theme based on "The 12 Days of Christmas". This field trip is always well attended and this year 31 families joined. Families were encouraged to dress in their festive attire, such as Christmas sweaters or holiday colors, and everyone looked festive as they enjoyed live performances, explored the Wadsworth, admired the festive trees, and engaged in craft activities.

Kindergarten students from Betances Learning Lab and their teachers and other Downtown families were among the audience who attended the Library's annual Family Holiday Concert hosted by Sam Pasco band in the CCC Room. The room was filled with children and families mingling with the musicians and dancing to classic holiday music as they enjoyed the joyous season with others in the library.

HPL hosted its 16th Annual Kwanzaa Festival at the Center for Contemporary Culture. Sankofa Kuumba Cultural Arts kicked off the event with drumming, dancing, reflections and calling on the spirits of the ancestors. The principle for the day was Ujima (collective work and responsibility) which emphasizes the importance of community and working together to achieve goals. Activities included drumming by Master Drummer Inara Ramin, tribal mask making, paper mat weaving (Mkeka), african henna, african jewelry workshop by Jackie Bright with dinner provided by Black Eyed Sally's.



STEM EXPLORATIONS

Hour of Code, a free web-based tool that walks students through a coding activity step by step, were presented at the Park St. Library. Participants are now able to code a dance party, a song, and their very own version of the popular game, Flappy Bird! After completing their code, each child received a certificate of completion.

The Children's Museum hosted Family STEM Clubs across the system. Staff from the museum presented 3D Printing, Finch Robotics, and Build a Bot program where families made robots come alive by using micro bits and sensors to move and make noise.



CHILDREN'S AUTHOR VISIT: AIDA SALAZAR

UConn Dodd Human Rights Impact partnered with HPL to host the annual Malka Penn Award presented to Children's author Aida Salazar. The award recognizes authors of outstanding children's books that address human rights issues or themes like discrimination, equity, poverty, justice, war, peace, slavery, or freedom. 76 third grade students and their teachers from Naylor Elementary school were in attendance. Each of the children in attendance who met Salazar at the library got their own signed copy of the book *Jovita Wore Pants: The Story of a Mexican Freedom Fighter* to take home.

UNITED WAY JUMPSTART READ FOR THE RECORD

HPL Librarians Lina and Katherine teamed up with United Way and Hartford Public Schools to present the 19th anniversary of Jumpstart's Read for the Record, a campaign mobilizing volunteers to read to Hartford students in their classrooms. The event took place at Noah Webster Microsociety Magnet School with amazing performances by their concert band, piano students, and the advanced string orchestra. The selected book read was *Piper Chen Sings* by Phillipa Soo. HPL President and CEO Bridget E. Quinn and Chief Operating Officer Marie Jarry were guest readers. Five HPL Youth Librarians also volunteered and joined other readers all over Hartford visiting third grade classrooms and reading to students.

BOUNDLESS

Lyndsey Taylor joined the HPL team as the Boundless Librarian at West Middle School this fall. First, second, and third graders at West Middle visit the library for storytimes and crafts twice a month. The storytimes are based on their literacy curriculum.

Rawson's Boundless Library Assistant Brenda Ferreira teamed up with the LOW to table at Rawson Elementary School's annual Family Game Night/Free Holiday Shopping event. The event hall was packed with students and parents shopping around for the holidays free of charge! There were so many happy and smiling students as they walked away with free toys and books from the library store.



REGIONAL SCHOOL CHOICE OFFICE (RSCO)

December 3rd marked the opening of RSCO, Magnet School, and Open Choice applications. Kickoff events were held at all branches, offering smaller, personalized gatherings where families could receive tailored application support. Joined in the bi-monthly Foodshare at the Barbour Library, reaching 300 individuals with information about school choice resources. Also partnered with Jubilee House's ESOL Adult English classes, connecting with approximately 200 students from diverse countries such as Haiti, Afghanistan, Peru, and Sierra Leone. Monthly visits were established to assist these communities in navigating the school system and exploring educational options.

TEEN AND YOUNG ADULT SERVICES

AI ODYSSEY

In partnership with the University of Connecticut (UConn) and the Connecticut/Baden-Württemberg Human Rights Research Consortium (HRRRC), HPL's YOUmedia hosted a two-day AI Odyssey event at the Albany Library to inspire AI exploration among Hartford's youth. YOUmedia, a digital learning and maker space for teens aged 13-19, prepared hands-on activities such as image generation, music production, and game design for participants to explore. Twelve UConn graduate students worked one-on-one with participants, offering personalized guidance on using various AI tools and platforms, helping the participants gain confidence in navigating generative AI ethically for personal and professional growth. Designed to level the playing field for underserved students, the event highlighted AI's potential to revolutionize education in informal learning environments. The University of Freiburg, an HRRRC member, is adopting a similar model to host AI Odysseys in Freiburg, Germany in Spring 2025. Both UConn and the University of Freiburg will co-present their findings at a conference in Freiburg in June 2025, where Michael Elder, HPL's Assistant Director of Teen & Young Adult Services, will represent HPL alongside the UConn partners to emphasize the global significance of this educational initiative.



HIGHLIGHTS

The Weaver High School Trunk or Treat event drew 191 participants.

Inter-departmental collaboration between Teen and Young Adult Services and TAP resulted in 45 TAP after school program students visiting YOUmedia, resulting in 42 book checkouts. A UConn Neag School of Education tour brought 42 attendees from an integrated Bachelor's/Master's Degree program, strengthening educational partnerships with UConn.

In November, newly appointed YOUmedia Assistant Manager Azalea and YOUmedia Manager Marc conducted four stop motion animation classes at Kennelly School, reaching 88 students through Hartford Performs.

YOUmedia Mentor April offered 17 programs reaching 164 participants, including a mindfulness podcast collaboration. Cambree and DJ, Albany Library regulars, continued to compete in online Esports competitions, with DJ winning 2 of 6 PlayStation 5 tournaments. The Ropkins Library has seen encouraging increases in teen afternoon visits, implementing dedicated weekly Teen Time programming.

Teen and Young Adult Services Librarian Manuel spearheaded a new collaboration with the Institute of Living's Young Adult Council initiative and CT BBSU x Q+ for youth summit book curation. The Downtown location successfully launched a new volunteer system, bringing on eight volunteers in collection maintenance tasks.



TECHNICAL SERVICES

- Added 2,083 new titles to our collection this quarter in the form of 3,197 new items
 - For the Downtown reopening, added 907 new titles (1,053 items)
 - 13 new things in the Library of Things collection
- Added 122 items in foreign languages.
 - The Camp Field Library added 54 new foreign language items.
- Museum Pass loans were down 57% over the same period last year due to Plymouth Rocket's rapid unscheduled bankruptcy
 - FY24 Q2: 440
 - FY25 Q2: 189
- The StoryStash smart locker has seen a 53% increase in usage from the same quarter last year:
 - FY24 Q2: 110 checkouts
 - FY25 Q2: 168 checkouts
- e-Resource Usage Stats
 - *Tumblebooks* usage is up 291% over same period last year
 - FY24 Q2: 1,229
 - FY25 Q2: 4,809
 - Audiobook usage overall is up 25% over same period last year
 - FY24 Q2: 2,105
 - FY25 Q1: 2,629

POPULAR GENRES

2,786

picture books

2,127

teen reads

2,107

health & prosperity

1,775

kid reads

1,749

graphic novels

Top 20 Circulating Books/Magazine FY25 Q2

Title	Author	Audience	Item Type	Checkouts
Demon Slayer	Gotoge, Koyoharu	TEEN	Manga	115
Naruto	Kishimoto, Masashi	TEEN	Manga	98
My Hero Academia	Horikoshi, Kohei	TEEN	Manga	76
The Baby-Sitters Club	Nopra, Arley	YOUTH	Graphic Novels	76
Bleach	Kubo, Tite	TEEN	Manga	60
Blue Lock	Kaneshiro, Muneyuki	TEEN	Manga	59
One Piece	Oda, Eiichirō	TEEN	Manga	57
Chainsaw Man	Fujimoto, Tatsuki	TEEN	Manga	54
Big Nate	Peirce, Lincoln	YOUTH	Graphic Novels	48
Jujutsu Kaisen	Akutami, Gege	TEEN	Manga	38
Sonic the Hedgehog	Flynn, Ian	SCHOOL	Book	38
Dragon Ball Super	Toriyama, Akira	TEEN	Manga	36
Kaiju No. 8	Matsumoto, Naoya	TEEN	Manga	34
The Bad Guys	Blabey, Aaron	YOUTH	Graphic Novels	33
Angels of Death	Sanada, Makoto	TEEN	Manga	31
Dog Man : Brawl of the Wild	Pilkey, Dav	YOUTH	Graphic Novels	31
InvestiGators	Green, John Patrick	YOUTH	Graphic Novels	31
Spy x Family	Endo, Tatsuya	TEEN	Manga	31
Cat Kid Comic Club Series	Pilkey, Dav	YOUTH	Graphic Novels	30
Click	Miller, Kayla	YOUTH	Graphic Novels	29



Number of Items Added in FY25 Q2

Item Library Desc	New Items
Downtown Library	1,053
Camp Field Library	364
Albany Library	338
Barbour Library	336
Ropkins Library	258
Park Library	222
Rawson School	199
Dwight Library	185
West Middle Elementary School	181
Library on Wheels	61
Total	3,197

Circulation by Location

Location	FY24 Q2	FY25 Q2	Diff %
WMID	118	1432	1113.56%
LOW	95	845	789.47%
Downtown	1713	6594	284.94%
CTLocker	110	168	52.73%
Albany	4974	5887	18.36%
Camp Field	3018	3471	15.01%
Dwight	2739	2957	7.96%
Rawson	870	829	-4.71%
Park	3350	2753	-17.82%
Ropkins	1887	1543	-18.23%
Barbour	3948	2691	-31.84%
Total	22822	29170	27.82%

PUBLIC PROGRAMMING

In the 2nd QT, the Public Programming Department offered a total of 23 in-person programs with a total attendance of 508 attendees.

THE SEAT

The SEAT program was a 10-week initiative designed for Black and Latino Hartford residents interested in serving on nonprofit boards. Sponsored by the Nonprofit Support Program, Hartford Foundation for Public Giving, and Hartford Public Library, the program provided participants with essential skills, knowledge, and resources to become effective and impactful board members, fostering diverse leadership within the nonprofit sector.



AUTHOR TALK WITH JEFFREY OGBAR

HPL hosted an engaging author talk featuring Dr. Jeffrey Ogbar, who discussed his latest book, *America's Black Capital: How African Americans Remade Atlanta in the Shadow of the Confederacy*. Dr. Ogbar explored the pivotal role of African Americans in shaping Atlanta into a thriving cultural and economic hub, offering attendees an insightful perspective on resilience, leadership, and transformation. The event highlighted themes of racial equity and historical significance, drawing an engaged audience eager to learn and reflect.



HARTFORD'S GOT TALENT

Hartford's Got Talent showcased the diverse and exceptional talents of Hartford residents in a dynamic community event at Hartford Public Library. Performers of all ages shared their skills in music, dance, spoken word, and other creative expressions, highlighting the richness of Hartford's cultural and artistic landscape. These auditions celebrated creativity, fostered community pride, and provided a platform for local talent to shine.



LA TERTULIA: GATHER FOR CONVERSATION

La Tertulia, held at the Park Street Library, brought together members of the Latin and Hispanic diaspora for an enriching community conversation. This event provided a welcoming space for dialogue, connection, and cultural exchange, fostering a deeper sense of unity and understanding within the community. Attendees engaged in meaningful discussions, sharing perspectives and experiences in a supportive and inclusive environment.



SAUKIYG HARVEST FESTIVAL

The Saukiog Harvest Festival celebrated Indigenous culture, heritage, and traditions with a vibrant event at the Keney Park Sustainability Project. Attendees enjoyed music, dance, storytelling, and community engagement, highlighting the significance of the harvest season in Indigenous cultures. This program provided an opportunity to honor and learn from the rich history and contributions of Indigenous peoples while fostering cultural appreciation and awareness.



GREATER HARTFORD LEGAL AID

Greater Hartford Legal Aid provided free legal assistance at the Park Street, Albany, Camp Field, and Barbour Libraries. This outreach program offered community members access to valuable resources and expert guidance on various legal issues, reinforcing Hartford Public Library's commitment to serving as a hub for support and empowerment.

HARTFORD ART CONNECT: CHAT AND CHEW

Hartford Art Connect: Chat and Chew brought local artists together to network, share ideas, and strengthen the Hartford artist community. This interactive event fostered collaboration and connection, providing a space for creative dialogue and mutual support. Participants enjoyed refreshments while engaging in meaningful conversations about their artistic journeys, challenges, and opportunities to enrich the cultural landscape of Hartford.



HARTFORD SYMPHONY ORCHESTRA: BRING BACK THE 80'S.

Hartford Public Library in collaboration with the Hartford Symphony Orchestra, hosted a free public concert featuring a String Quartet performing iconic hits from the 1980s. This unique musical event brought the community together, blending classical instrumentation with nostalgic pop tunes, offering a lively and accessible cultural experience for attendees of all ages.



MANDALA ROCK PAINTING

HPL hosted a Mandala Rock Painting program at Park Library, inviting community members to explore creativity and mindfulness through art. Participants learned techniques to create intricate mandala designs on stones, blending relaxation with self-expression. This hands-on activity provided a peaceful and engaging environment for artistic exploration and connection.

LOVE YOUR NEIGHBOR

The Love Your Neighbor workshop was a full-day restorative justice program offered free of charge at Hartford Public Library. Participants engaged in meaningful discussions and activities focused on community healing, conflict resolution, and fostering understanding. The workshop included snacks and lunch, creating a welcoming environment for attendees to connect, reflect, and learn restorative practices to strengthen relationships and promote unity.

FUN WITH THE CRICUT: MUG DECORATING

The Fun with the Circuit: Mug Decorating program invited participants to unleash their creativity by designing and personalizing mugs using a Cricut machine. All mugs and supplies were provided, making this hands-on workshop an accessible and enjoyable opportunity for attendees to explore crafting and create unique keepsakes.

WOMEN UNBOUND: THE ART OF REVOLUTION

Women Unbound: Art of Revolution was a powerful art showcase celebrating the creativity and resilience of women and differently abled artists. The event featured thought-provoking works that explored themes of empowerment, resistance, and social change. Through diverse artistic expressions, the showcase highlighted the transformative role of women in shaping culture and driving revolution, inspiring attendees to reflect on the intersections of art, disabilities, and advocacy.



FUN WITH THE CRICUT: HOLIDAY CARD MAKING

Fun with the Cricut: Holiday Card Making invited participants to craft personalized holiday cards using Cricut machines. This festive, hands-on workshop provided all the necessary materials and guided attendees in designing unique and heartfelt cards, perfect for spreading holiday cheer to friends and loved ones.

HOLIDAY WRAPPING PARTY

The Holiday Wrapping Party brought festive cheer to Hartford Public Library with a delightful community gathering. Attendees enjoyed holiday cookies, hot chocolate, and a cozy atmosphere while wrapping gifts. Kids were entertained with holiday movies, creating a joyful and inclusive celebration for all ages during the holiday season.

MINDFULNESS WITH PEP! 50+

The Mindfulness with PEP Series was designed for adults aged 50 and older, offering a supportive space to engage in gentle physical activities and mindfulness practices. This program encouraged participants to enhance their well-being, reduce stress, and foster a sense of community while promoting a healthy and balanced lifestyle.



MINDFULNESS FRIDAYS with PEP!

Practice Engagement Play

Ages 50+

Friday, November 22 @ 10AM
Friday, December 27 @ 10AM
Friday, January 24 @ 10AM

Join us to:

- ✓ Gather with others in the 50+ community
- ✓ Practice Mindfulness
- ✓ Participate in a craft or activity

Hosted by:
Copper Beech
Mindfulness Facilitator
Martha-Rea Nelson,
Sunshine

Location:
Downtown Library
500 Main Street, Hartford CT
First Floor Living Room

For More Info:
Call any HPL Library Location
Visit hplct.org/events
Email reference@hplct.org

[Please Register Online at hplct.org/events](http://hplct.org/events)

If you need special accommodations to participate in this program, please call (860) 685-6229

HARTFORD PUBLIC LIBRARY



THE AMERICAN PLACE

ESL SERVICES

In the fall, we successfully launched thirteen ESL classes – nine adult ESL classes and four after-school ESL classes. For those who missed registration, TAP offers a "guided online self-study ESL class." This program allows students to learn independently through online materials, following a structured curriculum with guidance from a teacher. Students can progress at their own pace while still receiving support and feedback. When space becomes available in the regular classes, interested self-study students may join. We use English Discoveries as our core online ESL course. However, this fall, the State's Department of Adult Education purchased licenses for a similar standards-based blended curriculum, Burlington English. This offers all ESL service providers funded through the state free licenses for their students. To ensure students optimize the use of online learning technologies, they participate in a weekly computer training class co-taught by the ESL teacher and a computer coach, using Northstar Digital Literacy as the foundational curriculum.

U.S. CITIZENSHIP AND IMMIGRATION SERVICES

In December, the 2-year Innovation Grant funded by USCIS ended. Among the successes of the program were:

The development of the asynchronous course titled Path to U.S. Citizenship: Foundational Knowledge for Educators. The course includes downloadable materials/resources, a final review, a summative self-check for understanding, and a course wrap-up to ensure and solidify key learning and takeaways. The course is housed in TAP's learning management system. Area Cooperative Education Services (ACES) piloted the course as part of its Alternate Route to Certification for Teachers of English Learners (ARCTEL) program. This program is for currently-certified teachers to earn a cross-endorsement in TESOL and/or bilingual education. Since first piloting the course in spring 2023, 173 certified Connecticut teachers from across the state have completed the course. The course solidified how teachers of English/multilingual learners can act as advocates and are a conduit to naturalization resources for students. Teachers described learning new terminology and understanding of the length of time and expense related to the process.

The production of "Camino a la Ciudadanía" (Your Path to Citizenship) was a 30-minute radio series covering various topics related to U.S. citizenship. It launched on July 6 and successfully ran for 13 weeks. The series aired on Saturdays at 8:30 AM on the Spanish stations WRYM (New Britain-Hartford) and WWCO (Waterbury-New Haven). The station's signal reaches over 1,000,000 people, including the majority of Connecticut's Hispanic communities, and also streams online. During this period, we saw a significant increase in citizenship inquiries.

The Innovation Grant funded a full-time Citizenship Attainment Specialist position, which was filled by Cecilia Zygmunt. Her exemplary performance significantly strengthened her candidacy for the Dwight Branch Manager role, which fortuitously became available as the grant neared its conclusion. Following a rigorous interview process, Cecilia was selected for the position, thereby allowing us to retain her invaluable expertise within the institution. Her selection not only underscores her exceptional capabilities but also ensures continued excellence in our services.

FINANCIAL INCLUSIVITY: CONNECTING PEOPLE WHO ARE UNBANKED OR UNDERBANKED

The Financial Inclusivity Grant, funded by the Institute of Museum and Library Services, has made significant strides under the leadership of Estela Morales Segarra. Estela joined TAP as the Project Coordinator last quarter. Since then, six participants have opened IDA accounts with Liberty Bank, the program's lead partner. Additionally, five participants have opened savings accounts with CENCAP, and another five with Bank of America. Bank of America's SafeBalance account, tailored for youth under the age of 25, requires no minimum balance and incurs no monthly maintenance fee. This account also permits youth without an ITIN or social security number to join, provided they possess a valid passport from their home country. This feature significantly enhances accessibility for many young individuals in our community, aiding them in commencing their journey towards building savings and establishing a strong foundation for future financial stability.



WIOA YOUTH INDUSTRY CERTIFICATE TRAINING

This year, two of our students enrolled in TAP's WIOA Youth IT certificate training program have achieved the remarkable milestone of securing full-time employment with an international IT employer in Hartford, following the successful completion of an eight-week paid internship at the work site. Additionally, another student from their class has been hired full-time at Goodwin College in East Hartford. All students earned their A+ certification through our CompTIA A+ training program. These students, two Hartford residents and one from East Hartford, and immigrants—two from the Dominican Republic and one from Iran—exemplify the diverse talent within our community. One of the students is being honored as the valedictorian of our program at the Capital Workforce Board's WIOA Youth graduation on February 19. All three students have been awarded comprehensive benefit packages since being hired as full-time employees in their chosen IT field, including medical coverage, vacation, and sick time. Their achievements not only highlight their dedication and hard work but also underscore the effectiveness of our training programs in fostering career success.

HPL STUDIOS

INTRO TO DIGITAL FILMMAKING WORKSHOP

HPL Studios continued its fall 2024 workshop series with Intro to Digital Filmmaking taught by Alonzo Beckett of NE Video. Attendees learned the filmmaking basics, from creating a story board, to editing and adding music!

INTRO TO AUDIO PRODUCTION WORKSHOP

HPL Studios finished off its 2024 workshops with Intro to Audio Production by Zvlu. Students learned about the variety of jobs included under the title “Audio Engineer,” as well as how to track, edit, and mix their own recordings. Students also learned some “in the box” production techniques.



THE BEAT

HPL’s music streaming platform “The Beat” has officially closed submissions for its 2024 round. The community curators are currently reviewing all submissions and making their nominations for artists to join us!

A video archive of The Beat Concert 2024 at The Bushnell is available on the HPL YouTube channel. This video was trending and has over 1,000 hours of watch time.



250 STORIES

250 Stories Podcast is set to be released soon!

HPL Studios is set to release its first few episodes of the podcast 250 Stories soon! You will be able to find it wherever you get your podcasts! (Spotify, YouTube, Apple, etc.)

In celebration of Hartford Public Library’s 250 years of service to the Hartford community, HPL Studios is set out to capture 250 library stories. 250 Stories is a series of firsthand interviews with a variety of voices from LA Filmmakers and NFL Superstars to community leaders, and prominent Hartford figures. Each episode explores the personal impact of the library on their life and community. Whether you're a library lover, a bookworm, a community advocate, or just someone interested in hearing a story, this podcast is your go-to source for rich, first-hand accounts of library folklore.

SOCIAL SERVICES

103

Total number of customers who received direct service

With the opening of Downtown and the start of the winter season, the number of customers served nearly doubled in December. Issues related to poverty are the biggest reason individuals seek out assistance.

With the award of the Cigna Foundation Grant, work has begun on establishing a transportation program to assist Hartford residents who do not have this benefit through their insurance, with accessing transportation for medical appointments as well as for health-related activities. The anticipated start date is February 2025 and includes hiring a Community Resource Navigator.

As part of a grant awarded earlier in the year, a privacy pod was purchased to provide a space for HPL customers to conduct any type of virtual appointment they may have. This pod is now set up Downtown and nearly ready for use. HPL has been collaborating with the Department of Social Services to offer this space to their clients who want to participate in their Opportunity Center program. This is a virtual appointment with multiple service providers, and will be ready to provide this unique space to DSS clients and others in January.



CULTURE & COMMUNICATIONS

HARTFORD HISTORY CENTER

HIGHLIGHTS

Much of this quarter was spent on behind-the-scenes work. We have begun inventorying, assessing, moving and consolidating materials in collection storage in advance of construction to begin for Phase II of the downtown library renovation. Most of the framed art was moved out of the closed stacks, inventoried, cataloged and placed on moveable storage carts into the HHC workroom. HHC Map and Posters Collections were placed on moveable storage carts and removed from their post flood location in the Children's Department down to the DLL. All HHC acid-free collection processing and storage supplies were removed from their post flood location in the Children's Department, and back into the HHC workroom.



250TH CELEBRATION

October 10, on the 178th anniversary of Caroline Hewins's birth, Hartford Public Library celebrated the publication of Caroline Hewins: First Lady of the Library. It was a well-attended and joyful event that highlighted the legacy of Caroline Hewins, HPL's incredible history, and HPL's talented staff members Marie Jarry and Natalie Curtis. It was the perfect occasion to mark the close of a yearlong celebration of Hartford Public Library's 250th year. The book is now available for purchase online at shop.hplct.org.

December 11 was the last meeting of the HPL 250th Anniversary Committee. The committee's first meeting was held on April 6, 2022. For more than 2 ½ years the committee worked to plan and run a series of events over the course of 2024 to mark HPL's 250th anniversary. This final meeting provided formal closure for members. We shared our favorite moments, discussed what worked and what didn't turn out as well as we had hoped but, mostly, we celebrated a job well done!

DEEPER UNDERSTANDING OF SELF AND CONNECTION TO COMMUNITY BY LEARNING HARTFORD HISTORY

On December 10th a group of nine students and their teacher from CREC Impact Academy visited the HHC Annex at Ropkins. The class was focused on the history of Puerto Ricans in Hartford. They came to the HHC to learn about primary source documents such as Hartford Times photographs and newspaper clipping files as well as community newspapers such as Southside Neighborhood News. They were a very engaged group of students. They asked many questions and were eager to talk about the *Hartford Times* photographs documenting the first Puerto Rican Day Parade. It was rewarding when many of the students said they were going to go home and ask their parents/grandparents when they migrated to Hartford from Puerto Rico. Collection materials sparked curiosity about their own family histories and an added win was when 5 students got library cards.



PRESERVING HARTFORD'S HISTORY FOR FUTURE GENERATIONS

In October and December, HHC received two significant gifts of materials. Bob McKay, the last owner of the Municipal Café which was located across the street from HPL at 485 Main Street, donated all of the photographs, posters and memorabilia that adorned the walls of the café. This collection contains hundreds of images of Hartford residents and celebrities who frequented the café as well as general Hartford images from the 1930's – 1990's.

CULTURE & COMMUNICATIONS continued

In early December, Dennis Sullivan, a long-time resident of Hartford who grew up on Irving Street, donated his collection of family photographs. This collection helps to document an immigrant family's life through the 20th century in Hartford. Photographs pictured document some of the types of images in the Sullivan Collection.

HHC Collections in the Connecticut Digital Archive (CTDA)

- Continued to test functionality and analyze results of uploads, edits and display (including of collections thumbnails) in the new CTDA platform, reported on observations and issues to CTDA team via emails and ongoing Slack conversation with team and other contributing organizations.
- Continued to trouble-shoot problems with migrated items that impeded workflow and issues with new ingests via spreadsheets, engaging in back-and-forth with CTDA staff.
- Prepared spreadsheets for Hartford Times Box 57 while CTDA technical issues put spreadsheet ingest on hold. Box 57 images document police & demonstrations, protests, civil rights and vandalism and other crimes associated with protests.
- Edited Hartford Times records to correct anomalies and errors carried over in migration, and added genre headings and other metadata that could not be included through current spreadsheet ingest process.
- Successfully uploaded 300 Hartford Times compound objects (902 metadata records + 601 relevant images) to the CTDA via spreadsheet ingest after troubleshooting issues and making adjustments to the process per CTDA discussions of evolving ingest procedures. Edited metadata for ingested items to add data (example: Hartford Times as corporate heading) that could not be entered in spreadsheet through current limitations to allowed fielded data.
- Linked previously uploaded Hartford Times photographs to newly-created compound objects to collocate the fronts and backs of those items for user access.



CULTURE & COMMUNICATIONS continued

DIGITAL LIBRARY LAB

Category/ Client/Contact	Project Description	Start Date	Completion Date	Invoice Date	Paid	Project Amount	Amount Paid	Note Additional Description
Hartford History Center	Digitize the Hartford Times Photo Collection	7/1/2022	Ongoing	N/A	N/A	N/A	N/A	No Times photos were done this quarter.
Hartford History Center	Digitize the Hartford Times Clippings Collection	2/6/2024	Ongoing	N/A	N/A	\$38,000.00	Previous Quarters: \$38,000.00	DLL staff and Intern Brayden Massaro completed Boxes 9 (17 PDFs), 12 (39 PDFs), and 13 (34 PDFs). In total, 90 paper file folders from the three Boxes were digitized to searchable PDFs.
Hartford History Center	Artifact Photography	12/1/2024	N/A	N/A				Photographed the following items of the HHC collection: Ann Uccello's tea set; map of the General Plan for Keney Park, 1898; Colt's Universal Platen Press Illustration; Reeds sculpture named "Homage to Ivan Mestrovic." (1988-89);

Hartford History Center	Digitized Early Topography of Hartford Map (1908)	10/24/2024	10/24/2024	N/A	N/A	N/A		Completed high resolution digitization of the fragile "Early Topography of Hartford Map" from 1908.
Hartford History Center	Digitize the 1717-1796 Volume entitled "City of Hartford Archives: Hartford Town Votes"	12/19/2024	Ongoing	N/A	N/A	N/A		The DLL provided a quote for potential 250 th funding to digitize one of only two existing copies of the described volume.
DLL Job for Susan Klein and the Mermin Family of New Haven	Mermin Decagon	4/12/2024	Ongoing	Partial; Latest on 12/13/2024 for \$1322.50	Partial	\$5,200.00	Previous Quarters: \$691.28	Digitization of the family archives entitled the "Mermin Decagon" for the Mermin family of New Haven is expected to recommence next quarter when archive minute books will be delivered to the DLL (10/17/2024). We expect to receive 7 additional notebooks after January 1, 2025.

CULTURE & COMMUNICATIONS continued

Category/ Client/Contact	Project Description	Start Date	Completion Date	Invoice Date	Paid	Project Amount	Amount Paid	Note Additional Description
DLL Job Quote	Knights of Columbus Supreme Council Archives	12/20/2023	Ongoing- delayed			Est: \$5060.00		Funding / decision has been made to go forward with Knights of Columbus' Vivian Lea Solek will provide logistic and next-steps information in January 2025.
DLL Job for the Bethany Historical Society	Historical Diaries and Ledgers for the Bethany Historical Society (BHS)	11/25/2024	Ongoing	12/20	No	\$4000.00		The Town of Bethany, CT's Historical Society has committed funds to have the DLL digitize 9 boxes containing small historical diaries and ledgers. The work is expected to be completed early in the 3 rd quarter.
DLL Job for Robert Melvin	Digitize Bob Melvin's Laura Aurin Walker Painting	12/27/2024	12/27/2024	12/27/2024	\$125.00	\$125.00	\$125.00	Digitized a 35" x 25" painting by the requestor's ancestor in 1894. Mr. Melvin is in the process of organizing additional paintings and artifacts to be digitized next quarter.

DLL Job Quote	Document Scanning for the City of Hartford's Development Services Dept	3/5/2024	Ongoing	N/A	N/A	Est: \$102,513		Delayed: DLL received confirmation that the official quote was received by DSS. Work is expected to begin next quarter.
DLL Job Quote	Mark Twain House and Museum	6/20/2024	Ongoing	N/A	N/A	Est: \$38,612		DLL is serving as grant digitization partner with MTH. Waiting for NEH grant funding decision in spring of 2025.
DLL Job Quote	Harriet Beecher Stowe Center	6/6/2024	Ongoing	N/A	N/A	Est: \$166,508		DLL is serving as grant digitization partner with HBSC. Waiting for NEH grant funding decision in spring of 2025.
DLL Job – 35mm Slides	David Burns	Complete	10/3/2024	10/3/2024	10/10/2024	\$850.80	\$850.80	Job was completed, paid in full. Mr. Burns has requested further slide digitization next quarter.
Administration	DLL website	10/1/2024	12/31/2024	N/A	N/A	N/A		Added a "New and Exciting" page with numerous 3D samples: https://dll.hplct.org/

CULTURE & COMMUNICATIONS continued

Category/ Client/Contact	Project Description	Start Date	Completion Date	Invoice Date	Paid	Project Amount	Amount Paid	Note Additional Description
Administration	NEDCC Meeting	12/6/2024	12/6/2024	N/A	N/A	N/A		The meeting was cancelled by the Committee Chair
Administrative	Conference	12/2/2024	12/3/2024	N/A	N/A	N/A		Brad Overturf attended the CT Municipalities Conference in Uncasville on December 2 and 3, 2024.
Administration	Trinity College Student Internships(s)	9/30/2024	12/20/2024	N/A	N/A	N/A		DLL's Trinity College Kelter Scholar Program student intern Brayden Massaro completed his Fall semester, 60-hour (61.5 hours completed) internship on 12/20/2024.
Administration	Potential Project Outreach / Cold Calling	10/1/2024	12/31/2024	N/A	N/A	N/A		See Summary at the bottom of this report.
Administration	Social Media Campaign – Instagram Reel Filming	12/5/2024	Ongoing	N/A	N/A	N/A		Communications has been filming DLL work in progress for use as Instagram reels expected to be released bi-weekly beginning next quarter.

NEXT QUARTER'S ANTICIPATED WORK:

- Digitize ad hoc for HPL/HHC, including the Hartford Times photos, specifically those brought to the DLL from Ropkins last quarter.
- Continue work on the Hartford Times Clippings project. Two Trinity DLL Interns will work through the middle of May; Isabella Luft and Katie Mulvihill. Paperwork approval is pending.
- At least one HPL student intern has been requested by DLL to work on DLL projects during the spring semester.
- Logistics preparation will continue in anticipation of beginning work on the Department of Development Services project with short notice.
- Review opportunities for training and attendance at other job-related conferences.
- Continue working with the Communications office on the DLL Instagram reels for social media exposure and sales.
- Maintain communication with existing and potential clients who received quotes or have ongoing work this quarter: Development Services, Mashantucket Pequot Museum, Robert Melvin, Knights of Columbus, David Burns for additional slide work, and the Mermin Family's remaining notebooks.

SUMMARY OF COLD CALL / COLD EMAIL RESULTS FROM THIS OCTOBER 1 THROUGH DECEMBER 31:

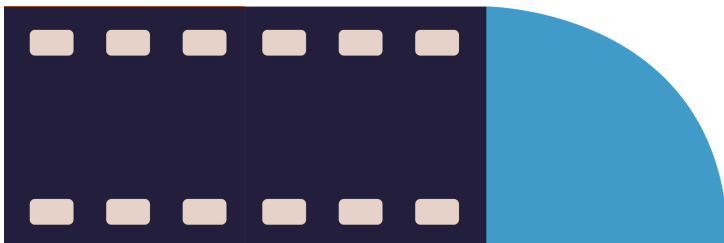
- 11/15/2024 replied to cold email: Alex Trimper, the owner of Trimper Gallery located in Greenwich, is working with an artist's estate from Westport CT.
- 11/16/2024 replied to cold email: Tanya Labeck (Marketing & Media Coordinator of the Mattatuck Museum) is interested in working with the DLL and has referred us to several of her colleagues in the curatorial department.
- 11/24/2024 replied to cold email: Melanie Bourbeau (Hill-Stead Museum's Senior Curator) saved an ad from Connecticut Explored. She is interested in our services.
- 11/27/2024 cold call in-person discussion: George Billis, owner of Geoge Billis Gallery in Fairfield, CT. He is interested in our services but requires us to pick up if hired.
- 12/5/2024 replied to cold email: Illana Bernstein (Community Renewal Team's Development & Marketing Director): Requested a phone meeting in January or February to collaborate on their National Arts program, which takes place once a year in February/March.
- 12/23/2024 cold visit with Great Barrington Massachusetts Public Library. They have expressed interest in a potential collection digitization project.



Mayor Ann Uccello's tea set, a gift given to the first female mayor of Hartford, who held office from 1967 – 1971. The tea set is held in the special collections of the Library's Hartford History Center.

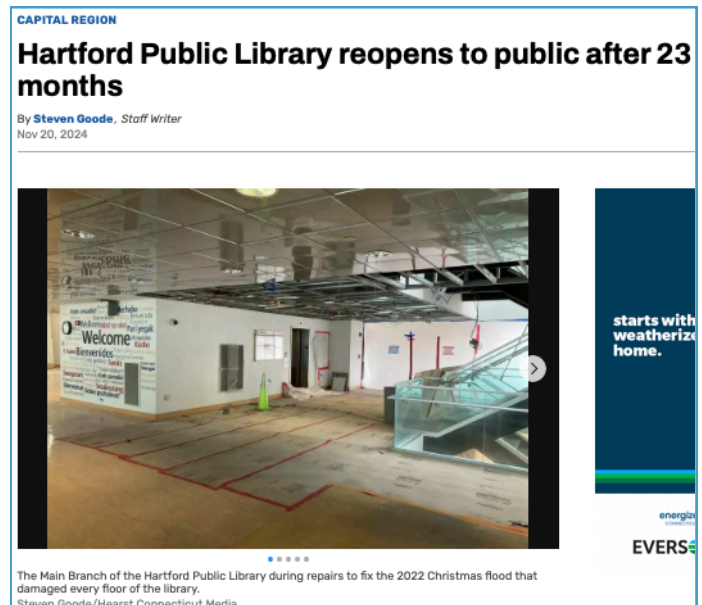
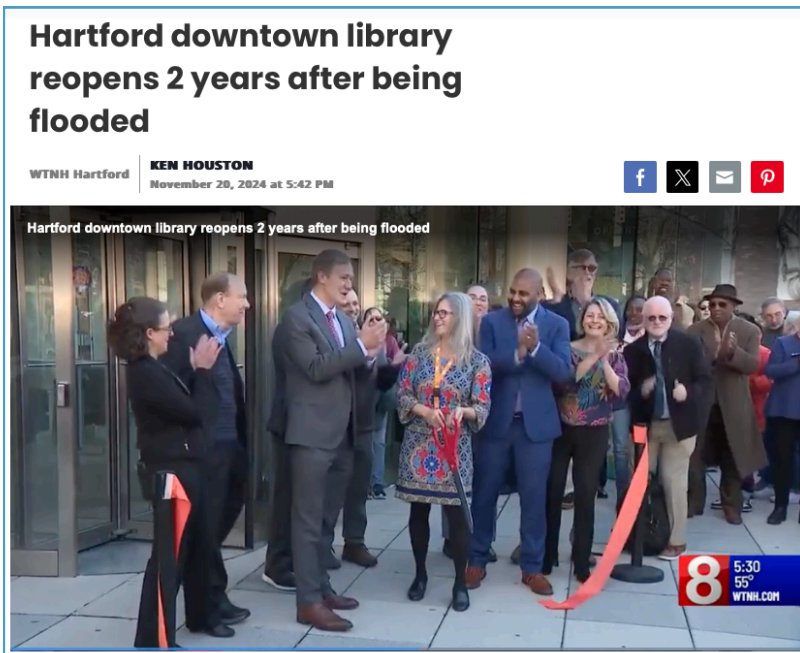


DLL@HPL Trinity College intern Brayden Massaro.



COMMUNICATIONS AND MARKETING

- In the second quarter, the communications/marketing team hosted a press event and ribbon-cutting ceremony to welcome the public back through the Downtown Library's Main Street doors. Speaker of the House, State Representative Matt Ritter, and Hartford Mayor Arunan Arulampalam were in attendance, along with a representative from UConn and HPL's Board Chair. The public attendance was impressive and press from all major organizations attended.
- In preparation for Downtown's opening in November, the communications/marketing team created a marketing and communications plan involving giveaway magnets, local newspaper ads, a social media campaign, and more.
- The communications/marketing team asked for staff input to help choose a new design for HPL library cards that features our new branding. Survey responses were high and a great way to involve our staff in the process.
- The communications/marketing team also worked closely with the new DVD machine vendor to design the exterior. We developed a concept and sample design, and they implemented it.




CULTURE & COMMUNICATIONS continued

- The communications/marketing team continued to work with Public Service, highlighting the Get Out the Vote campaign and creating stickers and collateral to help promote voter registration within our Libraries. We created content for social media and worked collaboratively with Latino Way to create a social media campaign and assets.
- The communications/marketing team worked closely with the programming department to create and implement a communications and marketing plan for Baby Grand Jazz. This included paid ads, social media, Facebook events, monthly press releases, and weekly newsletters.
- The communications/marketing team continued to be involved in HPL's 250 celebrations and planning and worked with the Caroline Hewins Book Launch committee to help manage, promote, and run the event.
- The communications/marketing team met with HR to discuss and draft a communications and marketing plan to help promote the Library as a career destination.
- The communications/marketing team continues its partnership with the Regional School Choice Office to collaborate monthly on social media.
- We continue to execute our social media strategy. This quarter, we created 12 reels to share, highlighting our various programs and events. **Our most successful reel featured the Downtown Library opening with 4.4K views, 285 likes, 17 comments, 50 shares, and 10 saves.** We also created a BlueSky social media account and started posting.

NEWS > CONNECTICUT NEWS

SUBSCRIBER ONLY

CT's Hartford Public Library welcomes back public to its downtown location after major flood



helping you stay comfortable while using less energy. [Learn more >](#)

energize CT
EVERSOURCE
Partnering to energize customer energy life.


Vascular Health
Cardiovascular Care | Early Health of New England
[Visit Site](#)

MOST POPULAR

Hartford's downtown library reopens nearly 2 years after flooding

Connecticut Public Radio | By [Chris Polansky](#)
Published November 20, 2024 at 4:55 PM EST

[▶ LISTEN • 1:11](#)



Ryan Caron King / Connecticut Public

Patrons and staff stream into the newly renovated first floor of the Hartford Public Library's downtown branch, which was closed for two years after extensive flooding.

NEWS > CONNECTICUT NEWS

Hartford Public Library main branch to reopen two years after major flood



File photo of the Hartford Public Library. (Michael McAndrews /Hartford Courant)



By STAFF REPORT

UPDATED: November 13, 2024 at 12:15 PM EST

7-ELEVEN
A \$5K WINNER
EVERY SINGLE DAY.

Hartford Public Library will reopen Downtown Library on Nov. 20

A ribbon-cutting ceremony featuring local and city leaders will be held at 11 a.m. that morning at the facility at 500 Main St.



THINGS TO DO > ARTS

Baby Grand Jazz Series returns to Hartford Public Library with diverse lineup



Courtesy of Hartford Public Library

Hartford-based guitarist Tony Davis and his quartet will perform on March 9, 2025 as part of the Hartford Public Library's Baby Grand Jazz Series. (Courtesy of Hartford Public Library)

MOST POPULAR

Police investigating shooting of 20-year-old man in Hartford
Monday, January 27

CT man who crashed turned out to have been shot. He died despite
Sunday, January 26

Police: CT woman charged with prostitution for sex
Tuesday, January 21

One woman dead, 5 in critical condition



Visit the renewed and restored Downtown Library.
We can't wait to show you what we've been working on.

Mon. - Thurs. 9:30 a.m. - 6:00 p.m.
Friday 9:30 a.m. - 5:00 p.m.
Saturday 9:00 a.m. - 5:00 p.m.

HARTFORD PUBLIC LIBRARY



HARTFORD

Hartford Public Library downtown branch reopens after water damage prompts renovations

The first floor will be open, with access to collections, computers, passports and offerings from The American Place.



Author: Leah Myers
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HARTFORD PUBLIC LIBRARY
in your neighborhood

- 1 DOWNTOWN LIBRARY
500 Main Street
- 2 ALBANY LIBRARY
1250 Albany Avenue
- 3 BARBOUR LIBRARY
261 Barbour Street
- 4 BOUNDLESS LIBRARY @ RAWSON
260 Holcomb Street
- 5 BOUNDLESS LIBRARY @ WEST MIDDLE
44 Niles Street
- 6 CAMP FIELD LIBRARY
30 Campfield Avenue
- 7 DWIGHT LIBRARY
7 New Park Avenue
- 8 PARK STREET LIBRARY @ THE LYRIC
603 Park Street
- 9 ROPKINS LIBRARY
1750 Main Street

CULTURE & COMMUNICATIONS continued

In the 2nd quarter, the communications/marketing team photographed 20 events throughout the system.

October

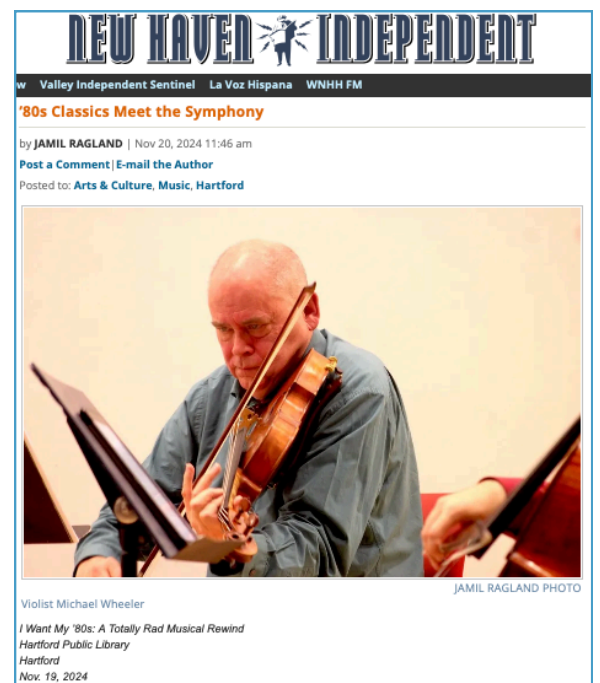
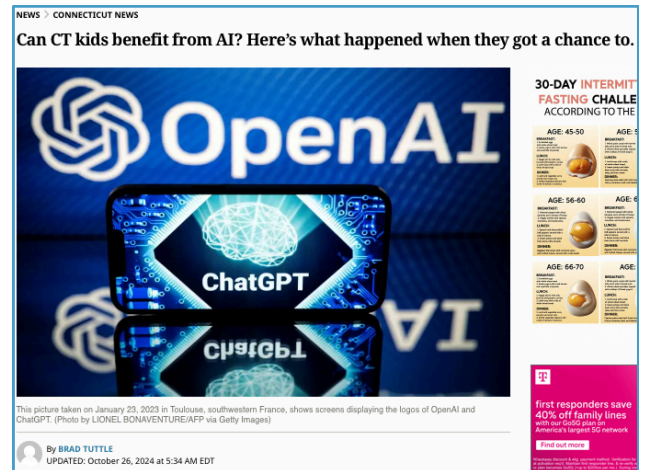
- Caroline Hewins Book Launch
- HPL Studios Headshots
- AI Odyssey
- Hartford's L.I.T. Festival
- Park Street Library @ the Lyric Halloween Party
- Ropkins on Halloween

November

- Ropkins Digital Literacy Program
- Camp Field Financial Literacy Class
- Camp Field Playful Learning Space
- Rangoli Program at Downtown Library
- Nov 20 Reopening of the Downtown Library

December

- Exteriors at Ropkins, Camp Field and Albany
- Candy Cane Wreath Making at Camp Field
- Wreath Making at Park Street Library @ the Lyric
- HHC & Impact Academy at Ropkins
- Women Unbound Exhibition at Downtown Library
- Sam Pasco Band at Downtown Library
- Book Nook Program at Albany
- RSCO Family Night at Downtown Library
- Holiday Wrapping Party at Downtown



VISIT THE RESTORED, RENEWED & REIMAGINED DOWNTOWN LIBRARY

Mon. - Thurs. 9:30 a.m. - 6:00 p.m.
Friday 9:30 a.m. - 5:00 p.m.
Saturday 9:00 a.m. - 5:00 p.m.

hplct.org | 500 Main Street, Hartford



Monday - Thursday/Lunes - Jueves
9:30 a.m. - 6:00 p.m.
Friday/Viernes
9:30 a.m. - 5:00 p.m.
Saturday/Sábado
9:00 a.m. - 5:00 p.m.

CULTURE & COMMUNICATIONS continued

222

Instagram stories

86

Facebook stories

54

Facebook posts

50

Instagram posts

41

X/Twitter posts

32

BlueSky posts

Highlighted across HPL's communication channels in the 2nd quarter:

- Downtown Library construction updates
- Saukiog Harvest Festival
- Indigenous Peoples Day
- Hartford Book Fest
- Caroline Hewins Book Launch photos
- Collab w/CT Public La Tertulia
- Beyond Words
- Hartford Stage Collab Reel
- AI Odyssey YouMedia
- Get Out the Vote
- Halloween
- SAND School visits HHC@HPL
- Diwali
- Library of Things
- ESL students get library cards
- Rangoli Contest
- Passports
- Audio Production
- Sam Pasco Band
- Collab w/Trinity HPL Card Mixer
- The Beat
- Wreath Making Workshop
- RSCO
- Reach Book Author Contest
- CREC Impact Academy visit to the Hartford History Center
- Baby Grand Jazz
- 2024 Wrapped
- New Library Cards
- Kwanzaa Promo
- First Night Promo

Facebook

192.9K reach, 11.6K Engagement (+5%) 11,369 Followers = +205 Net Followers (+177%)

54 posts/shares, 86 stories, 14 reels

Instagram

14.5K reach, 858 Engagement (+6.4%), 4,701 Followers = +141 followers (+3%)

50 posts/shares, 222 stories, 14 reels

BlueSky

61 Followers, 32 posts

Twitter/X

5,139 Followers, 41 posts + shares

CAPITAL PROJECTS

DOWNTOWN LIBRARY

The Public Service area and select TAP services on the first floor are now open, as well as the classrooms and CCC. On January 21, 2025, the Children's department, YOUmedia, and Computer Lab will be reopening. In addition, UConn Library services and classes will also be returning.

The Downtown Library will enter the second phase of repair and renovation work in the Spring of 2025.



ALBANY LIBRARY

The State Historic Preservation Office (SHIPO) approved the proposed rehabilitation plan for the North West School in November. Geotechnical engineering work was completed. Programming and Schematic Design work has been completed and work is now in the Design Development and Construction document phase. Interior design work is underway.

BARBOUR LIBRARY

Programming and Schematic Design work is completed, and work is underway for the Design Development and Construction documents phase of the project. A mid-design review was completed for the purpose of evaluating potential energy saving from energy conservation measures for the project. Request for proposal (RFP) document was prepared for a Construction Manager in late December.

HUMAN RESOURCES

RECRUITMENT AND STAFFING

Total Vacancies: 25

Internal Promotions: 7

External Hires: 18

Public Services	The American Place	Administrative Services	IT, Facilities & Finance	Develop.	Culture & Communications	Administration
Library Assistants (8) YOUmedia Mentors (2) YOUmedia Asst. Mgr (1) Librarians (3) Branch Manager (1) Info. Services Spec. (2) Library on Wheels (2)	Support Spec. (1)	Security Guard (3) Maintainer (2)				

NOTABLE TRANSITIONS:

Hartford Public Library promoted 7 employees during the 2nd quarter of FY25. Two promotions resulted in staff moving from part-time to full-time roles, resulting in a deeper investment in the Library.

The number of internal promotions during the fiscal year is 10!

Following the end of a 1.5-year grant under The American Place, Cecilia Zygmunt was promoted to Branch Manager for the Dwight Library, which serves our Public Services team.

For the same period in FY24, 2nd quarter, 13 vacancies were filled.

EMPLOYEE ENGAGEMENT:

In anticipation of the Downtown Library's reopening during the 2nd QT of FY25, many Library staff transitioned from the former Goodwin Library and other locations they had called their temporary work homes since December 2022. This transition reminded everyone how fortunate it is to have such a resilient staff. Customers continue to receive seamless service from a staff who puts them first!

Hartford Public Library held its annual Staff Day in October 2024. The day kicked off with keynote speaker Dr. Maria Sirois, a 20-year licensed psychologist, consultant, and speaker. Dr. Sirois inspired the staff to explore the idea of “meaning” and to adopt a personal understanding of “meaning” which can elevate well-being, resilience, and happiness. The day included group recreational and wellness activities offering multiple points of connection for staff!

EMPLOYEE WELLNESS:

In fiscal year 25, the Library continued its tradition of providing an annual flu clinic. In partnership with the City of Hartford and Hartford Healthcare, the clinic provided walk-in flu shots for Library and City employees.

TRAINING AND WORKFORCE DEVELOPMENT:

In the 2nd QT of FY25, the Staff-led LEID Council, in partnership with Human Resources, launched a language acquisition program, selecting Spanish as the inaugural offering. The project was initiated by staff interested in improving the library experience for Spanish-speaking customers. Two 15-week classes (one in-person and one virtual) are being offered free to staff. Staff will be evaluated at the end of the course, determining the next round of course offerings. 18 employees are enrolled!



STATISTICS

PROGRAMS 2nd QUARTER October - December 2024

	FY 2023-2024		FY 2024-2025	
Downtown	Programs	Attendance	Programs	Attendance
American Place	268	3,200	313	3,466
Hartford History Center	1	13	1	10
HPL Studios	-	-	14	57
Programming	21	382	23	508
Youth Department	119	2,253	77	2,019
Totals	409	5,848	428	6,060

Branches	Programs	Attendance	Programs	Attendance
Albany Adult	41	637	13	128
Albany Youth/Teens	126	1,173	216	1,781
Barbour Adult	4	36	10	80
Barbour Youth	33	540	29	438
Camp Field Adult	7	37	9	35
Camp Field Youth	13	185	18	229
Dwight Adult	25	201	6	26
Dwight Youth	86	1,114	60	1,265
Park Adult	10	364	28	242
Park Youth	38	1,527	26	250
Ropkins Adult	11	88	21	70
Ropkins Youth	70	1,534	70	1,319
Totals	464	7,436	506	5,863

Boundless Pilot Programs	Programs	Attendance	Programs	Attendance
Rawson - Pilot Program	92	1,175	66	1,028
West Middle - Pilot Program	11	281	80	1,459
Totals	103	1,456	146	2,487

HARTFORD PUBLIC LIBRARY 2nd Quarter Programming Totals

	FY 2023-2024	FY 2024-2025
Total Programs	976	1,080
Total Attendance	14,740	14,410