

President and CEO Report

December 2022

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JULY-SEPTEMBER 2022

at a glance



46,835

ITEMS CHECKED OUT



96,868

SYSTEMWIDE VISITS



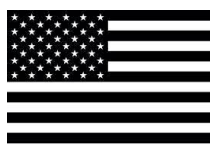
9,868

TOTAL PROGRAM
ATTENDEES



10,864

REFERENCE QUESTIONS
ANSWERED



161

CITIZENSHIP INTAKES



13,820

COMPUTER SESSIONS



1787

MUNICIPAL IDS



\$1.1M

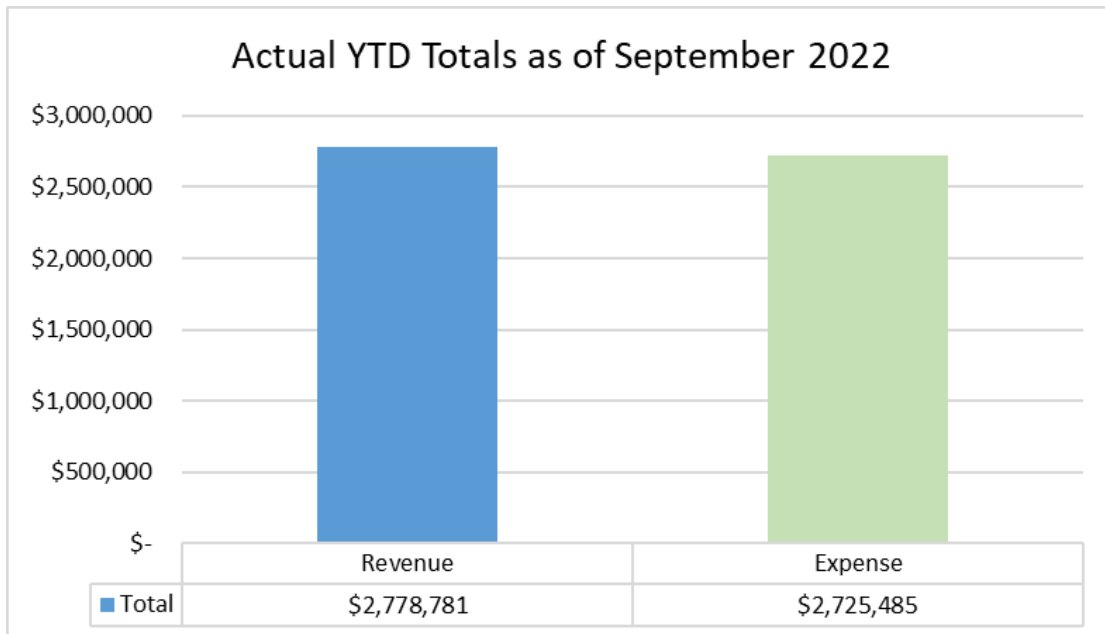
GRANTS AWARDED

FISCAL YEAR 2022—OPERATING BUDGET SUMMARY

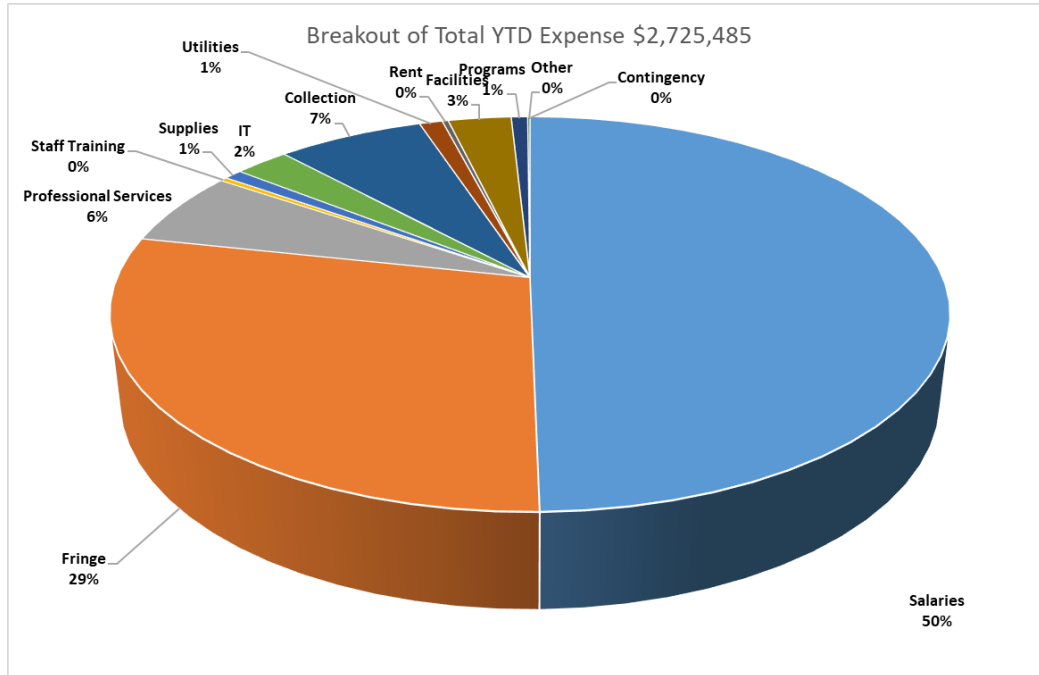
As of September 30, 2022—25% through Fiscal Year

For the period ending 9/30/22, the Hartford Public Library has expended an estimated total of \$2,725,485 which represents 24.2% of the revised operating budget of \$11,242,504. HPL has also collected an estimated \$2,778,781 in operating funds, or 24.7% of the Fiscal Year 2023 budget.

	FY23 Budget	FY23 Actual	Variance	% Variance
Revenue	\$ 11,242,504	\$ 2,778,781	\$ 8,463,723	24.7%
Expense	\$ 11,242,504	\$ 2,725,485	\$ 8,517,019	24.2%
Variance		\$ 53,296.17	\$ (53,296.17)	



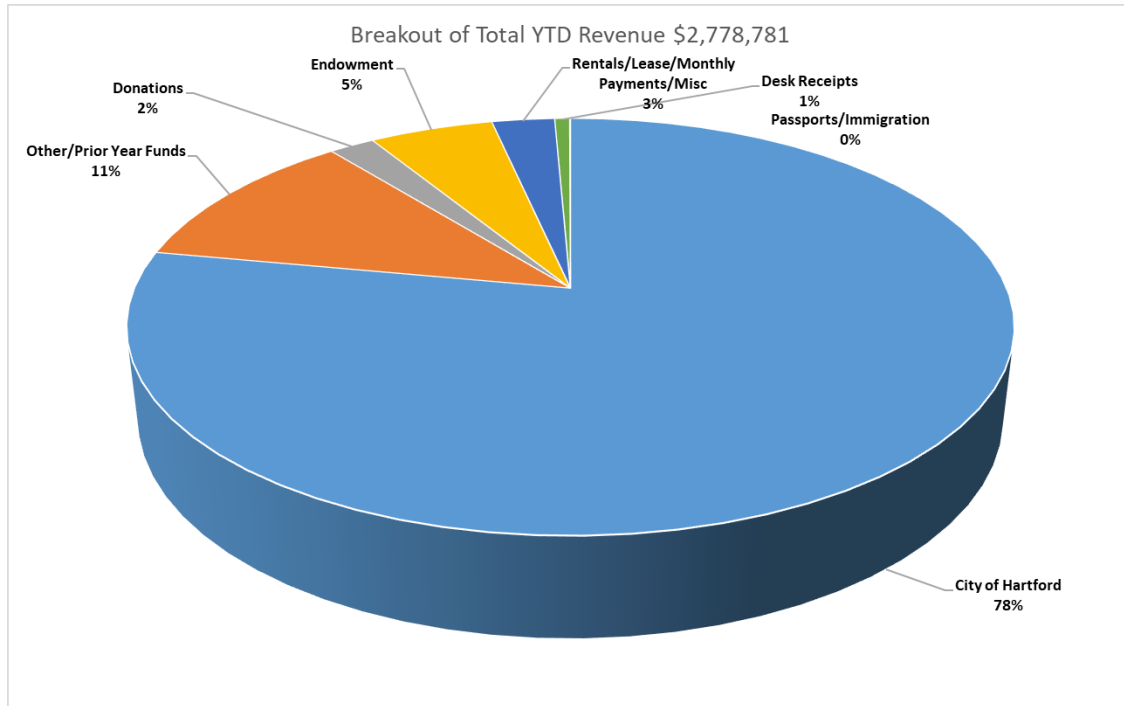
TOTAL EXPENSE



Expense	FY23 Budget	FY23 YTD Actual	Variance	% Spent as of 9-30-22
Salaries	\$6,339,262	\$1,354,430	\$4,984,832	21.4%
Fringe	\$2,543,960	\$782,083	\$1,761,877	30.7%
Professional Services	\$673,918	\$166,517	\$507,401	24.7%
Staff Training	\$86,775	\$9,067	\$77,708	10.4%
Supplies	\$124,400	\$22,404	\$101,996	18.0%
IT	\$231,176	\$68,277	\$162,899	29.5%
Collection	\$536,282	\$183,855	\$352,427	34.3%
Utilities	\$111,050	\$28,848	\$82,202	26.0%
Rent	\$32,431	\$7,500	\$24,931	23.1%
Facilities	\$405,050	\$79,025	\$326,025	19.5%
Programs	\$158,200	\$20,618	\$137,582	13.0%
Other	\$0	\$2,860	-\$2,860	100.0%
Contingency	\$0	\$0	\$0	0.0%

Note: The pie chart represents the total expenses as of 9-30-22 and the relationship the sub-accounts factor into the total expense. The table represents the 9-30-22 year to date actual expenses, the remaining that is available to be spent, and the percentage of expenses that has been spent as of 9-30-22.

TOTAL REVENUE



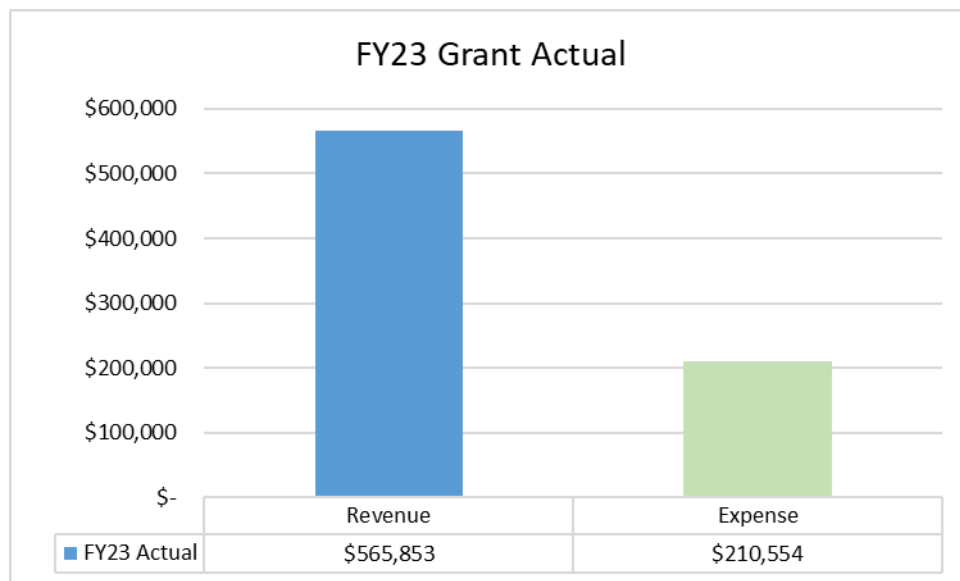
Revenue	FY23 Budget	FY23 YTD Actual	Variance	% Received as of 9-30-22
City of Hartford	\$8,663,336	\$2,165,834	\$6,497,502	25.0%
Other/Prior Year Funds	\$313,000	\$313,000	\$0	100.0%
Donations	\$750,000	\$55,089	\$694,911	7.3%
Endowment	\$898,134	\$149,696	\$748,438	16.7%
Rentals/Lease/Monthly Payments/Misc	\$548,534	\$76,080	\$472,454	13.9%
Desk Receipts	\$32,000	\$18,080	\$13,920	56.5%
Passports/Immigration	\$37,500	\$1,002	\$36,498	2.7%
Total	\$11,242,504	\$2,778,781	\$8,463,723	24.7%

Note: The pie chart represents the total revenue received as of 9-30-22 and the relationship the sub-accounts factor into the total revenue received. The table represents the 9-30-22 year to date actual revenue received, the remaining that needs to be collected, and the percentage of revenue that has been collected as of 9-30-22.

FISCAL YEAR 2023 - GRANT BUDGET SUMMARY

As of September 30, 2022 - 25% through Fiscal Year

	FY23 Budget	FY23 Actual	Variance	% Variance
Revenue	\$ 1,161,219	\$ 565,853	\$ 595,366	48.7%
Expense	\$ 1,161,219	\$ 210,554	\$ 950,665	18.1%
Variance		\$ 355,299.00	\$ (355,299.00)	



In QT1, \$1,161,219 in Awarded Grants (consisting of Foundation, Corporate, Federal, State, and City Grants), and an additional \$1,330,123 in Pending Grants (as of 9/30/22).

GOVERNMENT GRANTS

The Institute of Museum and Library Services awarded a \$487K National Leadership Grant to expand banking access for immigrants; the Department of Homeland Security USCIS awarded a \$250K grant to bring citizenship education to immigrant youth; the CT Department of Education awarded \$158K to support three adult education and family literacy programs. In September, the Library submitted a \$1 million grant to the CT State Library for the expansion of the Albany Library.

FOUNDATION GRANTS

Capital Workforce Partners awarded \$177K for WIOA (Workforce Innovation and Opportunity Act) youth employment; the Mortensen Foundation awarded \$13K towards upgrading the CCC room’s A/V booth; the National Film Preservation Foundation awarded \$18K for the digitization of the Hiram Percy Maxim’s films; the Cornelia T. Bailey Foundation awarded \$25K for a writing series for women and girls. There are pending applications totaling \$55K with the Bissell Foundation and the Hartford Foundation for Public Giving.

CORPORATE GRANTS

Bank of America and Brown Rudnick made awards totaling \$30K for this period. There are pending applications totaling \$200K with Cigna and Berkshire Bank.

	AWARDED		PENDING	
	NUMBER OF GRANTS	AMOUNT	NUMBER OF GRANTS	AMOUNT
Government	5	\$896,704	3	\$1,072,740
Foundations	4	\$234,515	2	\$55,000
Corporations	2	\$30,000	2	\$202,383
TOTAL	11	\$1,161,219	7	\$1,330,123

ACCESS TO INFORMATION AND SERVICES THAT CONTRIBUTE TO WELL-BEING

» This quarter HPL saw:

- 96,858 visits
- 187 Municipal IDs created, and 140 documents notarized
- 46,835 items checked out
- 13,820 computer sessions and 15,695 wifi sessions
- 10,864 reference questions answered

» In a continued effort to restore services, all branches except Ropkins expanded operations to five days a week starting July 5th.

» The Park St. Library at the Lyric, with support from the Latino Endowment fund at HFPG grant, began the Mujeres Emprendedoras Project in July. The Library offers a variety of programs focused on entrepreneurship and handmade goods, all in Spanish. The local group Arte Popular facilitated workshops focused on sewing and crafting. On the entrepreneurship side, members of Heavenly Treats, a well-established co-op of immigrant women from New Haven, were invited to the library to share their experiences and how their organization got started.

» In August, the Library welcomed the new Albany Library and Community Hub Manager Deirdre Brickhouse. Deirdre immediately recognized that food insecurities across the city continue to be a big issue that can catalyze many other social problems. Albany partnered with Food Rescue to bring a weekly food donation to the library. They are also receiving snack donations from Angel of Edgewood.

» A customer did a gratitude shoutout on Facebook about the Barbour Branch and its hydroponic bucket garden- ing program with Levo International: “You don’t often



PUBLIC SERVICES

(continued)

hear the GOOD things about the north end community of Hartford . . . so I want to take the time to shout out my community. Today I am feeling grateful. Thank you to . . . Hartford Public Library on Barbour Street . . . I also recently got a hydroponic bucket with lettuce, compliments of Levo! Thank you to my community in the city of Hartford. I am grateful.”

- » Customers appreciate that the Library provides Notary Public services at all locations for only \$5, while other providers charge more. Many customers have mentioned how hard it is to find someone to notarize their documents. Staff across the system notarized 140 documents last quarter.
- » The Digital Inclusion for Older Adults program, funded through a \$100,000 grant from the Connecticut State Library, concluded on September 30th. During its nine-month run, the program assisted 120 residents, 70% who were 55 or older and 70% who identified as coming from a minority background, with everything from how to sign up for low-cost broadband offered by the Affordable Connectivity Program to how to use Facebook on their mobile phone. 73 laptops and 23 tablets were distributed. Clients from the program and one of our Digital Navigators were featured in a video put together by the Connecticut State Library.



YOUTH AND FAMILY SERVICES

- » The nine-week long Summer Learning Challenge, Hartford Summer Space Mission 2022, saw 1,351 students registered with 581,970 minutes read! This was a successful citywide collaborative effort with Hartford Public Schools (HPS), United Way, City of Hartford, Hartford Foundation for Public Giving and many other community partners. Throughout the first quarter, Youth Services offered a rich array of programs (330 in all) centered around a wide variety of themes including STEM: space, rocket science, gardening, solar energy; animal science (llama visit); Health and Wellness: double dutch, yoga; Arts and Entertainment: books and beats, tie dye tees, rock painting; Arts for Learning Series (cultural programs); henna tattoo; and magic shows. Youth programming attendance for this quarter increased by 31% with 7,516 participants compared to the previous 1st quarter in 2021 with a total of 5,694 participants.
- » After a two-year hiatus, HPS Food and Nutrition Services resumed Summer Lunch Service in June at the Downtown Library. 2,823 hot meals were served to families and camp groups visiting the Children’s Room.



PUBLIC SERVICES

(continued)

- » Youth Librarian Nancy Mendez at the Park Library collaborated with SINA (Southside Institutions Neighborhood Alliance) on the REACH Book Contest to award young writers who wrote and illustrated their own books about Planet Earth during the month of April. On August 18th, five students were presented with awards and bound copies of their books.
- » A yearlong partnership between Hartford Athletic, Hartford Public Library, Cigna, CRIS Radio, Hartford Public Works and other community partners culminated in a successful unveiling of the first permanent StoryWalk® in the City at Colt Park on September 29th.
- » Thanks to funding from the Gawlicki Foundation, the Leap into Learning (LiL) Home Daycare program is once again serving daycares across the city. LiL Home Daycare Coordinator Nichole Hawkins joined the library in April. She conducts weekly visits to eight home daycare centers stationed in the North and South ends of Hartford. Services are currently being provided to 57 children and 25 adults. To date, 38 Supercharged Storytime visits with a total of 76 hours of early literacy engagement have been delivered. Providers receive weekly coaching and participate in literacy training.
- » Throughout August, the Pandemic Journaling Project visited six branches to host “Picturing the Pandemic,” a journaling program for children ages 6-12 aimed at capturing their thoughts and feelings about how the COVID-19 pandemic has affected their daily lives. The program allowed children to express themselves through journaling and other art forms while discussing how to make the world a better place. A total of 99 families participated.



TEEN SERVICES

- » Bird Week, funded by the Cornell Lab of Ornithology’s Celebrate Urban Birds grant, was a success thanks to partnerships with community members, Friends of Keney Park, Conte Urban Partnership, Park Watershed, Latino Outdoors Hartford, Silvio O. Conte Fish & Wildlife Center (US Fish & Wildlife), Roaring Brook Nature Center (Children’s Museum), Greater Hartford Audubon Society and two owls (and their owner Ash). The presenter from Roaring Brook, Sydnee Foster, even offered to come back in July to do a complimentary environmental program for the Park Library. Library Rangers, a program where Teen Librar-

PUBLIC SERVICES

(continued)

ian Vickie Palmatier facilitates US Fish & Wildlife rangers coming to the library, continues to be a hit.

- » The YOUmedia team had a good presence at ConnectiCon this year. YOUmedia Manager Marc hosted a YOUmedia community table for three days. It was a “home base” for YOUmedia students to hang out and check in, as well as a great way to share what we do and recruit new students. We’ve already seen a handful of students join YOUmedia that found out about us at ConnectiCon. Mentor Veronica took 10 students to ConnectiCon with the YOUmedia team.
- » One program that was very special to YOUmedia was the Star Plushie workshop. Eight teens helped create 25 palm-sized plushies to donate to the NICU in New Britain. Mentor Abigail hopes to do more programs like this that help the community.
- » YOUmedia and Teen Services expanded the virtual reality area with the new VR headsets and have distributed headsets to a few of the branches. In the next quarter, Marc will be helping Abigail promote a virtual reality inspired art show that will take place sometime in the Spring. The goal is to teach students about the different artistic creation tools within VR and get them excited to create.



PUBLIC PROGRAMMING

During the 1st QT, the Public Programming Department offered a total of 51 in-person programs with a total attendance of 614 attendees.

HARTFORD CHANGEMAKERS

» HPL hosted the third Hartford Changemakers summer program to celebrate Hartford Black, Latin and Indigenous historical changemakers led by local artists. The Hartford History Center, Public Programming Department, Production and Programming Coordinator and Branch locations collaborated this year to host the following art workshops across the city's library neighborhoods. Workshops included:

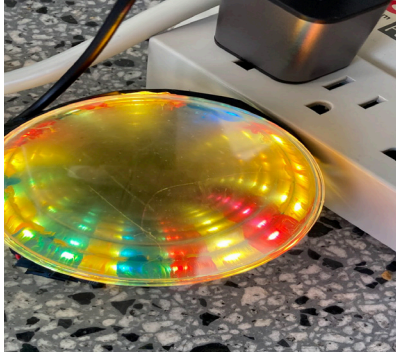
- *Mural design & execution*—includes understanding the significance of public art movements in creative place-making, urban development and resident and cultural pride with local muralists Lindaluz Carrillo and Andre Rochester. Held at the Park Branch.
- *Storytelling*—taking neighborhood memories and memories around selected changemakers and creating performative short stories to share to an audience with master storyteller Andre Keitt. Held at the Downtown Library.
- *Documentary photography*—street photography workshop with local photographer Jasmine Jones. Held at the Dwight Branch.
- *Hartford Nature Tour: Urban Farming*—a family-based culinary arts and cookbook making workshop, where traditional foods, native ingredients and family stories are unearthed, cooked and shared, with local growers and home cooks, facilitated by community expert, Lauren Little.

» Hartford Changemakers End of Summer Celebration marked the end of the program series, taking place outside the San Juan Center. The celebration featured an unveiling of an outdoor mural honoring the late Hartford photographer Juan Fuentes, photo exhibits from participants of the documentary photography workshop, live storytelling, fresh herbs and nature guide and a vegan food vendor.



PUBLIC PROGRAMMING

(continued)



HARTFORD SUMMER SPACE MISSION

» The Programming Department contributed adult programming to HPL's Summer Learning Program "Hartford Summer Space Mission."

» Create Your Own Black Hole workshop by local artist Mercury had participants create an infinity light with simple materials, which included mirrors and gave the participants a look into depths and designs.

» Space Gardening had participants piece together 3D Legos of colorful succulent plants to form sci-fi looking gardens and plants. Participants went home with their Lego kits.

» In collaboration with the Park Branch, Programming Assistant Enale Zua organized a two-day workshop on making paper flowers and included an entrepreneurial component to help participants start an interior design or event decorating business.



SOUNDS OF FROG HOLLOW

» The Park Street Library @ The Lyric hosted the summer music series "Sounds of Frog Hollow" featuring the many music traditions of the Frog Hollow neighborhood in Hartford! Each concert represented a different country and cultural tradition in celebration of the many immigrant cultures, communities and traditions of Frog Hollow.

» Families, fans, and passersby all enjoyed the live music, which often led to dancing and much celebration. The groups who were featured were: Movimiento Cultural, Nelson Bello and Friends, Sin Fronteras, Tere Luna, El Grupo Iluxion and Goza Latin Brazilian Band.



AUTHOR EVENT

» HPL hosted author Tejas Desai, a novelist and short story writer who came in to present his crime book series.

» The audience asked questions on what inspired him to write a crime series, what determines his series themes and if he had to travel to get a feel of the scenes for each series. Tejas gave a guide to people on how best to get their books published and the right fit for everyone's creative style.



PUBLIC PROGRAMMING

(continued)

4TH ANNUAL HARTFORD BOOK FESTIVAL

- » Longtime HPL partner, Hartford's L.I.T. (Literary Integrated Trailblazers), is a group of local authors, artists and entrepreneurs. Their mission is to establish presence and awareness of Greater Hartford's local authors, diverse artists and entrepreneurs.
 - *Day One—Writers' Workshops.* This year Hartford's L.I.T. presented workshops to assist authors' approach to writing while also providing resources to help build out a writers' stories.
 - *Day Two—Hartford Book Festival.* The festival was packed with local authors, bookstore vendors, workshops, panels, live stage, youth activities, open mic, literary highlights, publishers, a cultural vibrant live stage and more.
 - *Day Three —An Evening of Poetical Musings.* Taking place at the Free Center, the final day of the festival featured an open mic session, poetic activities, homage to great poets' dramatic readings, Love Jones poetry and special guest poets of New England.

CLAY DESIGN AND WHEEL THROWING.

- » In September, a third round of ARTLink Pottery workshop series started with a new set of participants, facilitated by local potter Danessa Pedroso.
- » Danessa started the students with the pottery terminologies and how to center the clay, and students took away many pots and bowls of their making.

ADDITIONAL PROGRAMS

- » The book club Hartford Reads in Color, led by Hartford's L.I.T. continued to meet on a monthly basis. Their book selections were: *An American Marriage, A Novel* by Tayari Jones; *Wild Stars Seeking Midnight Suns* by J. California Cooper; and *Thick* by Tressie McMillian Cottom.
- » The Hartford City Steppers continued teaching Chicago Style Steppin' at the library. This is a partnered dance class that welcomes individuals, couples, or a group and is taught by experienced instructor Jannett Jennings.



PUBLIC PROGRAMMING

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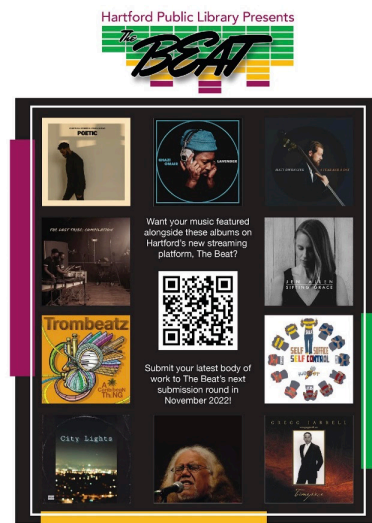
LIBRARY ON WHEELS / OUTREACH

- » During this quarter the Library on Wheels was open an average of 18 hours per week, made 22 outreach site visits and provided services to 1,164 individuals.
- » During this time, the outreach team was down to one part-time Outreach Assistant and was not able to make as many outreach visits as usual.
- » The LOW continued regular visits to the West End Farmers' Market, North End Farmers' Market and Broad Street Farmers' Market, where books were circulated and free books were distributed.
- » The LOW attended special community events such as Monday Night Jazz, CREC Back to School Event, Shiloh Baptist Church Community Day, Rawson Back to School Event, Parker Memorial Community Health Day and West End PorchFest.
- » With help from the Barbour and Camp Field Branch staff, the LOW continued service to the South End Senior Center, North End Senior Center and the Immanuel House.

PROGRAM PRODUCTION AND ENGAGEMENT

THE BUSHNELL SUPPORTS THE BEAT

- » As PP&E led the way for the new phase of partnership between HPL and The Bushnell, the new streaming platform The Beat received a great deal of attention during the theater's run of Mean Girls, an off-Broadway show that ran from September 27th through October 2nd. Each of the playbills that was given to all attendees had an insert advertising HPL's The Beat in the first page.
- » In addition to the exposure received during The Bushnell's Mean Girls run, our partner and neighboring organization graciously included a full-page article about the new platform in its quarterly publication, Muse.
- » All content and marketing material for The Beat, and partnership was developed by PP&E, with the support of HPL's Communications Manager.



www.TheBeatHartford.co



PUBLIC PROGRAMMING

(continued)

UCONN HARTFORD READS INTO MEDIA LITERACY

- » This quarter, PP&E Coordinator collaborated with the Manager of Production to expand on the existing partnership with UConn-Hartford. In an effort to create a solid foundation for the near future of HPL Studios, a new agreement with the director of UConn Library-Hartford now welcomes HPL Studios staff to utilize the production studio on the ground floor for the beginnings of production-based programming for all ages at Hartford Public Library. The initial plans for programming in that space include the next round of 'Intro to Podcasting' classes, as well as a workshop series on video editing.

HPL STUDIOS

The Palm Springs International ShortFest & Short Film Market 2022



- » The Palm Springs International ShortFest & Short Film Market (PSISF & SFM) is one of the most acclaimed short film showcases in the world. HPL Studios' short film *Thoughts Are Things* participated in the SFM where it caught the attention of PBS, POV and American Documentary producer Mrs. Opal H. Bennett.
- » As a result, *Thoughts Are Things* was submitted to The March on Washington Film Festival to further build on a partnership between HPL Studios and PBS.

250 Years of Power Investor Packet (HPL's 250th Anniversary)

- » Investor packet was created for a feature documentary to increase HPL brand awareness and spread its core values and mission to provide free resources that inspire reading, guide learning, and encourage individual exploration.

Community Screening of Thoughts Are Things

- » HPL Studios, City of Hartford Councilman Nick Lebron and local artist and event promoter Kiandre Gillespie collaborated to host a community screening of *Thoughts Are Things* at Trinity College's Cinestudio.

THOUGHTS ARE THINGS DISTRIBUTION & OUTREACH

Thoughts Are Things won Platinum Remi Award for Dramatic Original short film production.

- » It is in consideration for the 54th NAACP Image Award, Hollywood Division and in consideration to participate in Martha's Vineyard African American Film Festival Winter Virtual Screening Series. It is enrolled in Hollyshorts Winter Monthly Screening Series at the TLC Chinese Theatre in Hollywood.
- » It is a candidate in the upcoming Bentonville Film Festival Foundation (see MOWFF leads); San Francisco Black Film Festival; and HBO American Black Film Festival (ABFF).

PUBLIC PROGRAMMING

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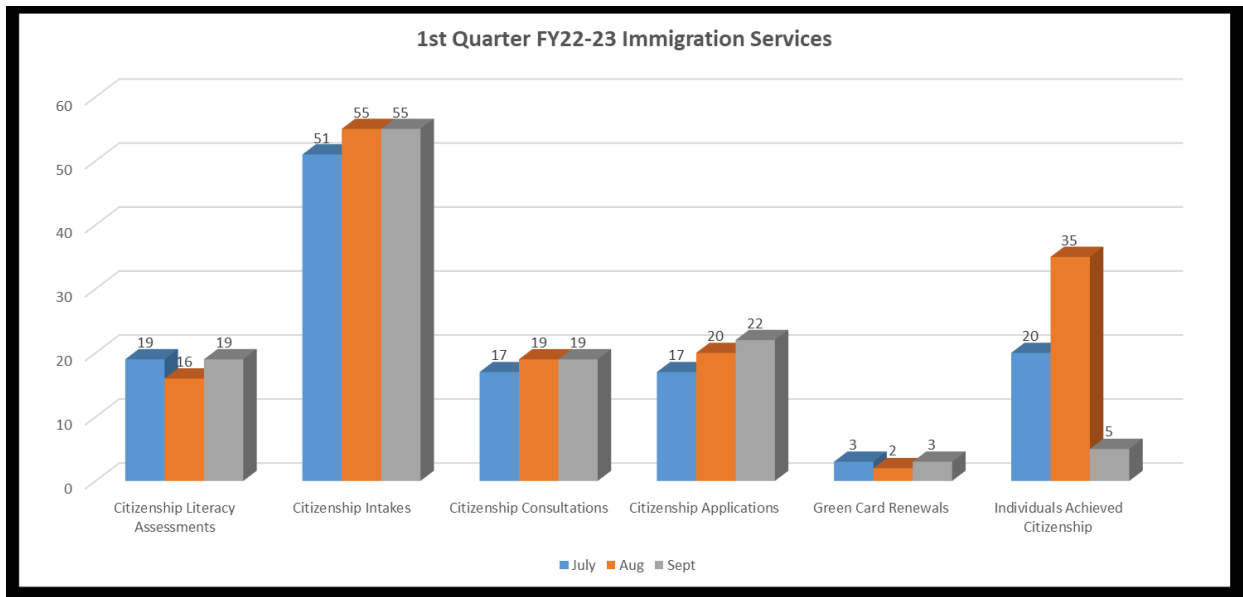
HPL STUDIOS PRE-DEVELOPMENT PHASE

- » Production package was created in consultation with independent cinematographer and professor to create HPL Studio's camera and postproduction equipment list that will meet non-fiction future production needs.
- » Development of a fundraising plan for production budget to create a digital pitch deck for potential investors.

During the 1st quarter of FY22-23, TAP continued offering most of their services onsite. Math, citizenship and ESL tutoring, as well as Servsafe and GED coaching sessions were offered both remote via Zoom and onsite.

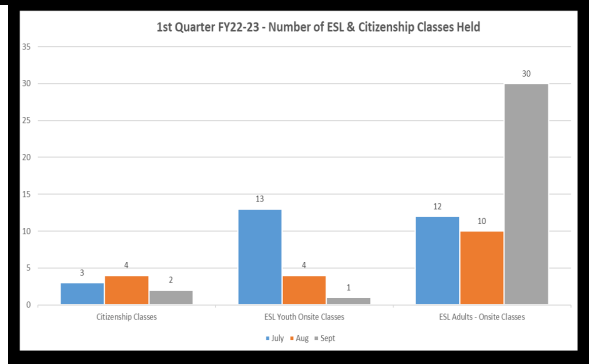
CITIZENSHIP & IMMIGRATION SERVICES

- » In this quarter, TAP Citizenship Coordinator met with over 160 prospective citizenship applicants, assessing their English to ensure they meet the English language requirement, and assisting them with collecting their documents, including all necessary paperwork for those applicants filing to waive the \$725 application fee. An estimated 70% of the individuals seeking citizenship assistance with us reside under the poverty guidelines and may qualify for a fee waiver.
- » We are also pleased to report that 60 clients achieved U.S. citizenship via The American Place; it has been a long wait for many, due to a national shortage of USCIS officers.
- » While not engaged 1:1 with clients, we respond to the daily flood of immigration related questions - over 260 immigration-related inquiries were logged this quarter.



ESL & CITIZENSHIP EDUCATION

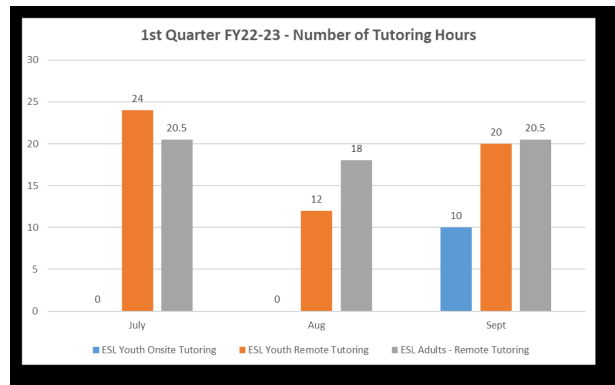
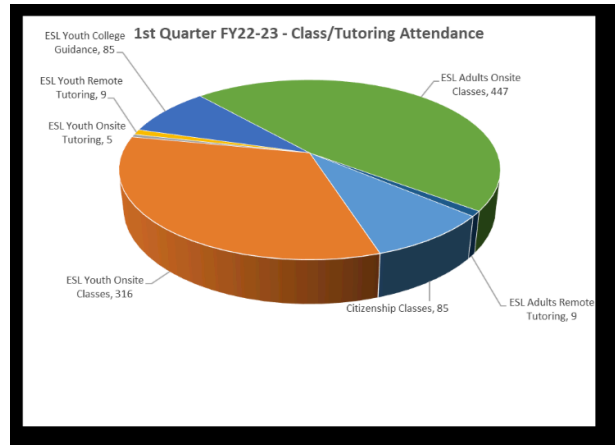
- » During the third quarter of FY22-23, 52 Adult ESL classes were held Downtown on weekday mornings serving beginning literacy and level 1 ESL students. Additionally, nine citizenship classes were held on Saturdays. Volunteer tutors provided 125 hours of support to both ESL Youth and Adults, on site and remotely.



THE AMERICAN PLACE

(continued)

- » Awards for the continuation of three federally funded adult education grants were announced by CTDOE – Workforce Readiness; Integrated English Language & Civics; and Family Literacy. Over 200 students have been tested and registered in these programs for the fall. We also maintain a loose partnership with Hartford Public Schools Division of Adult Ed to meet the demand for Saturday ESL classes.
- » College access and financial aid application support was provided throughout the summer to 40 English Learner Success participants who graduated high school in June. This ensured the graduates were ready and able to enroll in and begin their college courses on time in September. A college student reunion was held in September, called “The College Connection,” where 18 graduates of our English Learner Success program came together at HPL to share college experiences and tips and advice.

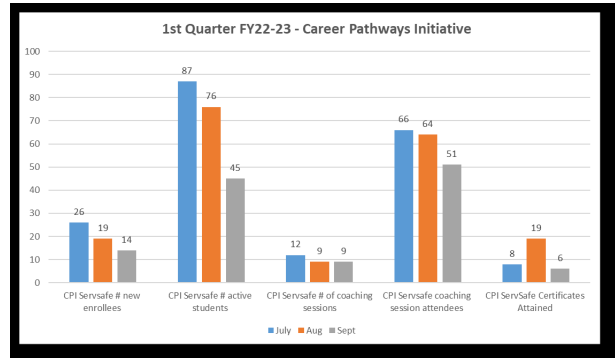


» Additionally, the ESL Summer Youth Program was a success. 17 ESL Youth classes were held, averaging 17 students per session, supporting migrant and immigrant high school youth. The summer program students participated in several enrichment activities during this quarter, including:

- Scavenger hunt of City Hall
- Tour of Capital Community College
- Rollerskating trip
- Bowling trip

CAREER PATHWAYS INITIATIVE:

» TAP is currently offering four strands of Servsafe courses: Servsafe Food Handler, Servsafe Food Manager, Servsafe Alcohol Server and Servsafe Allergens. Post-pandemic challenges continue to pose barriers to participant program completion. As such, we continue to administer the programs in a hybrid environment – instructional sessions may be offered both on site and remotely based on student preference, child care needs, and work schedules. Students also receive 1:1 and small group coaching, wraparound services, digital literacy and employment counseling. The quarter ended with 45 active students and 33 students completing a course, earning Servsafe certificates. Many students select to continue onto the next ServSafe course they are eligible for, increasing their opportunities for upward mobility and growth.



DIGITAL INCLUSIVITY:

» The Crossroads to Connectivity (C2C) program continues to support adults in their journey to education and training attainment. Hartford Foundation for Public Giving funding for this program ended in June, however, lending of devices resumed in September at a smaller scale to students participating in TAP’s various education and workforce programs. We were able to loan 37 digital devices and hot spots.

COMPTIA A+ NETWORKING ACADEMY FOR YOUTH

» The CompTIA A+ Networking Academy for Youth is a program designed for out-of-school immigrant or migrant youth ages 18-24 funded for continuation by Capital Workforce Partners. The program offers computer networking certificate training, job shadowing experience and an internship opportunity at program completion. Currently there are 20 youth enrolled in the program. Seven classes were held averaging 16 students per session. Classes are live-streamed and recorded on Zoom for students unable to attend the training in person.

TESTING SERVICES: GENERAL EDUCATION DEVELOPMENT (GED) AND COMPREHENSIVE ADULT STUDENT ASSESSMENT SYSTEM (CASAS)

» GED Testing services are offered on Mondays and Saturdays. HPL is the only location in the region offering testing on Saturdays. During this quarter, 33 GED tests were administered. In addition to GED Testing, TAP staff administered 272 CASAS reading and math assessments for students enrolling in ESL, GED Prep, ServSafe and the CWP CompTIA+ Program for Youth. Currently, nine TAP staff members are certified CASAS proctors and three GED-certified Test Administrators. CASAS is the most widely used adult education competency-based testing system in the U.S., monitoring student progress in reading, math, English language, writing and work-readiness skills.

MATH TUTORING

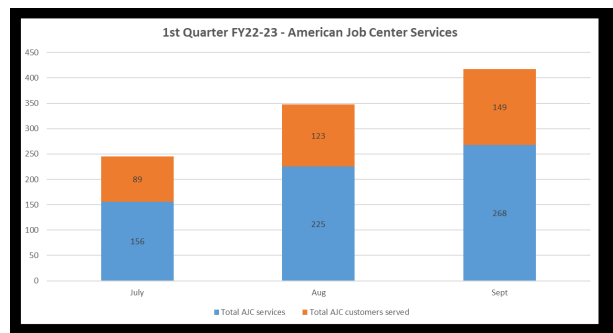
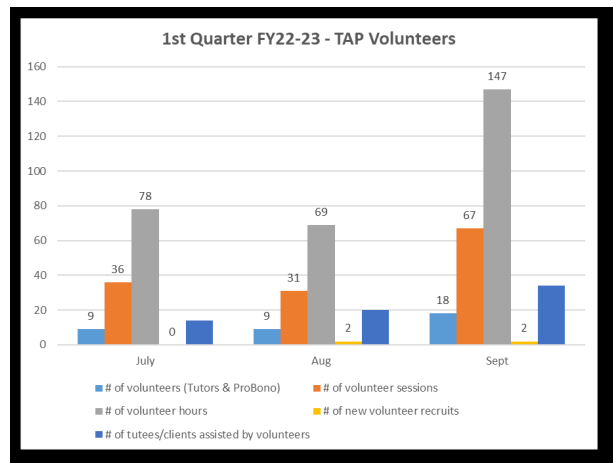
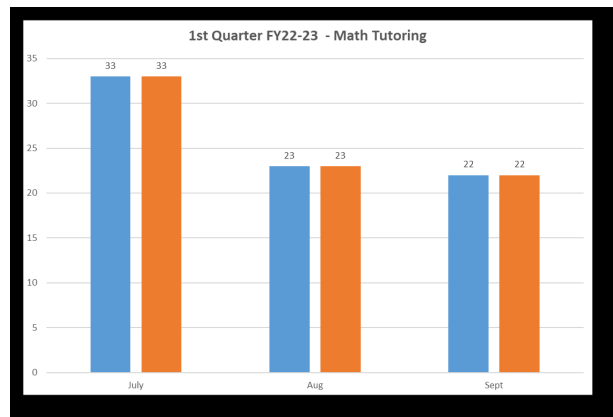
» Math tutoring was offered in small groups to youth and adults, on site and remotely. A total of 78 small group sessions were held supporting 78 students.

VOLUNTEER SUPPORT

» TAP has received continuous support from volunteers. During this quarter, 36 volunteers contributed 294 hours of volunteer support, including pro-bono attorneys. Volunteer citizenship coaches provided 59 hours of small group/individual tutoring in 35 sessions supporting nine students. The pro-bono attorneys provided 123.5 hours over 45 sessions supporting TAP clients with mock interviews or application review.

THE AMERICAN JOB CENTER

» The American Job Center has resumed full onsite services. AJC staff provided 649 services to 361 customers during this quarter. Some of the services provided include registration in CT Hires, resume building and evaluation for WOIA eligible programs.



HARTFORD HISTORY CENTER

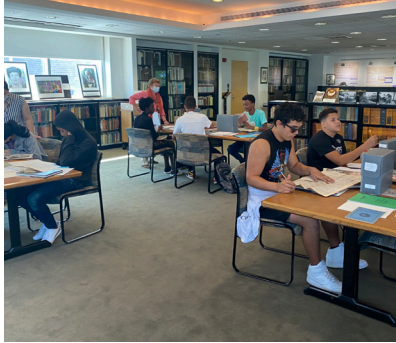
HIGHLIGHTS

- » The Hartford History Center was a departmental partner in the Hartford Changemakers six-week summer program for the third year from mid-July to late August. Our staff supported the Juan Fuentes mural development led by Hartford-based artist Lindaluz Carrillo, offering resources that included published photos by Juan Fuentes in our collection materials. We managed the Hartford Nature Tour and Urban Farming Program with Lauren Little Edutainment, a Hartford-based farmer who brought participants around the city to learn about community gardens, tips on growing in cities, and highlighted Hartford Changemaker Gertrude Blanks (1920-2019), a beloved storyteller, as a way to encourage participants to tell their own family stories in connection to agriculture. With participant input, Little created a Hartford Nature Tour Guidebook that was given to participants.
- » We hosted two ArtWalk openings this quarter: Christa Whitten's Gateways to the Places We're Told We Cannot Go, July 15 – August 19, which invited visitors to engage with sacred places around the world that have been restricted from women; and Brigid Kennedy's Visual Narratives, which opened on September 16 and featured works of art that spoke to various social issues of our times from COVID-19 to war and voting rights. Over 500 people have come to see the exhibitions with curiosity and resonance.
- » From July 23 – September 22, we hosted the Hartford Artisans Weaving Center exhibition, Translations & Interpretations, which showcased woven textile works by their 55+ and blind or low visibility artisans. On August 23, we hosted a Meet the Artisans event, which brought over 40 attendees to celebrate the work and see demonstrations.
- » In the Hartford History Center, we facilitated several workshops with high school and college classes to introduce them to doing research with our collections. We had The American Place's English Language Learner high school class who focused on immigrant and migrant communities in Hartford's history and wrote about their own immigration stories; Trinity College's first-year seminar class, who were doing research to add five new profiles to our Hartford Changemakers refer-



HARTFORD HISTORY CENTER

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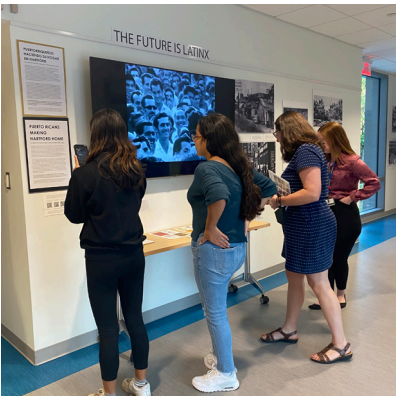
ence guide; a UConn first year class learning about histories of inequality and activism; and another Trinity class learning about Hartford's hip hop history.

» The Hartford History Center, in conjunction with the Children's Department, hosted a story hour on July 28. More than 20 children and their parents enjoyed listening to classic fables, folk tales and fairy tales from the Caroline Hewins Historic Children's Literature Collection. It was wonderful to have children in History Center Reading Room and to have the opportunity to showcase the beautiful and rare books in the historic children's collection!



» Over July and August, we welcomed many researchers and students who were working on projects such as the history of the Noah Webster School and the origins of the Dutch street names around the Colt Factory.

» On September 21, the Hartford History Center hosted a major program at the Park Street Library at the Lyric in partnership with Connecticut Explored, featuring their named Game Changers: professor and artist Pablo Delano and PhD candidate Elena Rosario, discussing their work on Puerto Rican history in Hartford and on the island. Hartford History Center was also honored as a Game Changer in Connecticut history and displayed our exhibition, Puerto Ricans Making Hartford Home. The community room at Park was packed with area students, elders and families who were connected to the Game Changers and interested in Puerto Rican history in Hartford.



» We welcomed and are so appreciative of our volunteers who contributed over 40 hours helping us to rehouse and organize the Hartford Times Photo Morgue. This is an ongoing project that couldn't be done without volunteer assistance.



» The Hartford History Center continued to host the HPL 250th Anniversary Committee meetings. This committee was formed at the CEO's direction to begin planning celebrations for 2024 to recognize the 250th anniversary of the roots of the library's founding in 1774. The history center began processing the library's institutional archives in preparation for the anniversary.

HARTFORD HISTORY CENTER

(continued)

- » The HHC hosted exhibits of Folk Tales and Fairy Tales from the Caroline Hewins Children's Literature Collection, Banned and Challenged Books and American Politics, Elections and Voting.
- » In September, the HHC welcomed back UConn classes and assisted students with their research projects.
- » We were fortunate to acquire the records of Sankofa Kuumba Cultural Arts Consortium, a prominent organization promoting African-American culture.
- » Archivist Jennifer Sharp is participating in ArchivesSpace's Member Match program and has been matched with the archivist at the public library of Brookline, Massachusetts. The two meet virtually each month to learn from each other and discuss ways of using ArchivesSpace in a public library archives environment.
- » Jennifer has also joined the Web Conservation and Preservation Group convened by CT Humanities to discuss saving web data statewide.
- » We now have a finding aid for the Hartford Collection "HCOLL" photos. The next step is to add photos to the entries by linking to the Connecticut Digital Archive.

HIGHLIGHTS

» Paid work completed by the DLL in the first quarter included:

- Completion of job to scan 140 Hartford Public High School yearbooks and supplementals at the request of the Hartford Public High School Museum
- Digitization of 10 large format art pieces so they could be wrapped onto bus shelters and utility boxes across the city as part of a citywide art project funded by the Hartford Foundation for Public Giving
- Digitization of a large 1650s replica map of Guilford for the Guilford Public Library
- Digitization, scanning and shredding of seven years of documents for McDowell Communications Inc. LLC



- » The Digital Library Lab continues to assist with the ongoing digitization of the Hartford Times collection; more than 6,500 prints have been scanned so far.
- » To grow the DLL and its revenue-generating capability, we are working to get on state and local agency approved vendor lists, so we receive bid notifications and are ready to bid on jobs in the future.
- » DLL Manager Brad Overturf visited the Library of Congress and received a tour of its Digitization Lab.
- » The family of late Hartford photographer Juan Fuentes visited the DLL and was introduced to what could be offered to help preserve and share his valuable collection.

CULTURE & COMMUNICATIONS

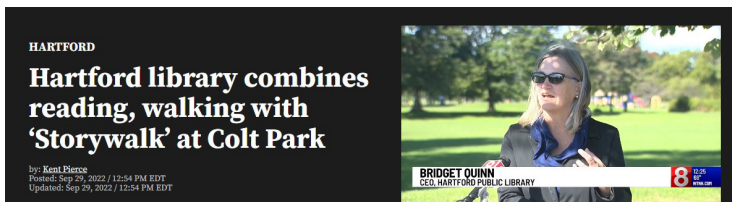


» The Communications team has worked closely with The Bushnell on a coordinated marketing campaign for The Beat, HPL's new music streaming platform that highlights local artists. The Bushnell included information about The Beat in the prompter for Mean Girls and pull-up banners promoting artists were placed throughout the theater. The Bushnell also featured an article about The Beat in its subscriber magazine and promoted the service through its social media channels.

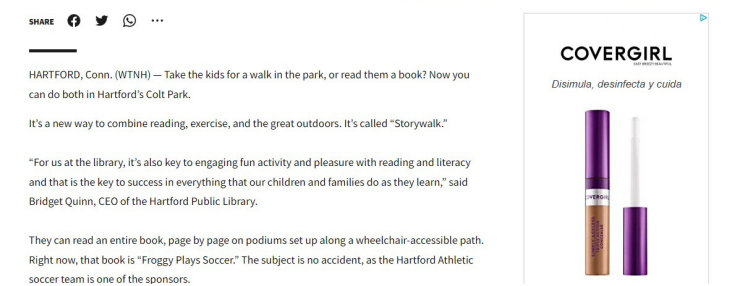


» Digital signage across HPL has been integrated into the Communico platform making it easier to share up-to-date information about library events and programs as well as emergency closings.

» MetroHartford Alliance featured Programming Manager Liz Castle in its #MyHartford series in August. The interview talked about what Liz loves about Hartford and how her work at the library helps keep her connected with the Hartford community.



» Also in August, the large banner outside the Downtown Library was redesigned featuring fresh new images that highlight the breadth of services available at HPL. The banner will be cycled with the one that is used during the Baby Grand Jazz season.



\$14K Funding To Help Hartford Public Library Support College-Bound Immigrant Women

by Lisa Peet
Sep 01, 2022 | Filed in [News](#)



The Hartford Public Library (HPL), CT, recently received a \$14,000 grant from the Aurora Foundation for Women and Girls toward a new program, Barriers Can't Stop Us: Building Immigrant Women's Success. The program will help 30 young women who immigrated to the United States while they were in high school access the resources they need to stay in school and complete their college degrees. The program is open to cisgender and transgender women alike.

The program's main goals are to reduce the financial, academic, and social barriers for participants getting a post-secondary degree; to provide support as they navigate a new and unfamiliar academic environment; and to foster connections, through a peer mentorship system, to help ease social isolation.



Apolina Jerome and Samantha Fonseca at Samatha's graduation

Hartford Courant

Jumble Daily & Crossword
Play Now

HARTFORD

Bank on it: Here's how the Hartford Public Library and partners plan to help the city's most vulnerable populations

By Ted Glanzer
Hartford Courant
Sep 02, 2022 at 2:20 pm



Expand



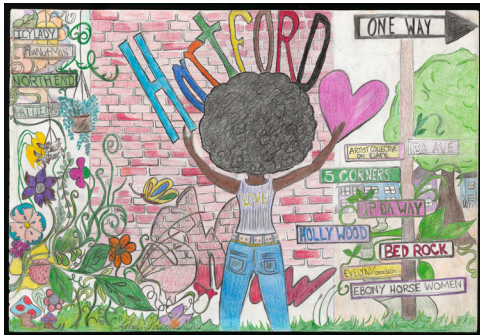
» The Library's plans to build a branch at the Swift Factory in North Hartford were highlighted in an article in the summer issue of Preservation Magazine, a publication by the National Trust for Historic Preservation. The story detailed the adaptive reuse of the historic building and how the community was excited about the prospect of a new library branch there.

» A grant from The Aurora Foundation to create a new program assisting immigrant women in completing their college degrees was featured in the Library Journal as well as the local NPR affiliate. Michele Brophy helped arrange for one of her students to provide a compelling testimonial about how the library supports this group of students.

» In September, Communications organized a press conference with Sen. Richard Blumenthal at the Downtown Library to announce a significant grant that The American Place received to expand banking access for immigrants. The partnership with Liberty Bank and the Connecticut Association for Human Services was featured in several local media outlets.

COMMUNICATIONS

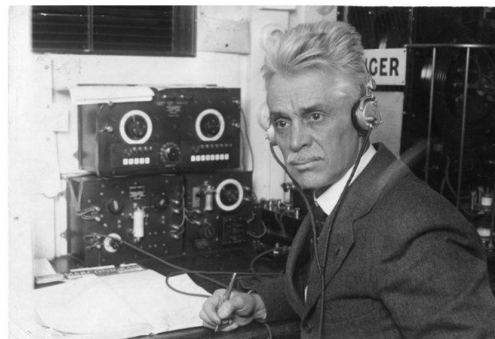
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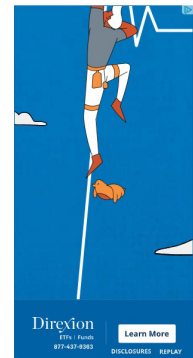
» Communications attended a Connecticut Library Association webinar on materials challenges and how libraries should communicate with the press and the public regarding these challenges, which have been increasing across the country. Presenters suggested that staff should adopt the “LATTE” method: LISTEN to understand the issue, ACKNOWLEDGE the customer’s concern, THANK them for bringing it to your attention, TAKE ACTION by asking for the customer’s contact information and telling them you will let a supervisor know and EXECUTE by passing the information along to your manager.

Work of filmmaker who chronicled Hartford life to get refresh

Jesse Leavenworth
Aug. 30, 2022 | Updated: Sep. 2, 2022 1:32 p.m.



Closeup of Hiram Percy Maxim seated in front of a radio. Maxim founded the American Radio Relay League in 1914. Contributed Courtesy of Hartford History Center





Joe Gianni, President, Bank of America Greater Hartford and BW22 Master of Ceremonies, with Bridget Quinn, HPL President & CEO at BW21.

SAVE THE DATE FOR BEYOND WORDS 2022!

**THURSDAY, DECEMBER 8, 2022, 6-8 PM,
HARTFORD MARRIOTT DOWNTOWN**

Beyond Words 2022. This year's Beyond Words event celebrates the myriad ways Hartford Public Library promotes and nurtures creativity for all ages.

To be held at the Hartford Marriott Downtown once again and it will be another memorable evening for Hartford Public Library.

"Creativity is intelligence having fun." —Albert Einstein

ENDOW HARTFORD 21 CONTINUES TO PHASE 2



THANKS TO THE ZACHS FAMILY FOUNDATION

Hartford Public Library Endow Hartford 21 Fund raised \$55,000 with gifts and matching funds.

HPL is very excited to participate in another year of the Endow Hartford 21 program. Initiated by the Zachs Family Foundation, with administrative support from the Jewish Community Foundation of Greater Hartford and the Hartford Foundation for Public Giving. Endow Hartford 21 is a matching gifts program that seeks to support Hartford nonprofits by growing their endowments. This long-term approach allows organizations like HPL to serve customers for years to come. HPL is planning to use the endowment fund income in the future to support the new North Hartford Library at Swift.



Young girls dance on stage during Diwali celebration at HPL.

HPL FEATURED IN HBJ GIVING GUIDE

Read our profile in HBJ's Special Edition Giving Guide.



Hartford Business Journal
Special Editions
Giving Guide 2022

HUMAN RESOURCES

Below is a highlight of Human Resources activities for July, August, September 2022.

TALENT ACQUISITIONS

8 new hires, 8 separations, 3 promotions

NEW HIRES

Mary O'Neil, *Adult Education Coordinator*
Jeanine Williams-Hendricks, *Security Guard*
Daniel DeBella, *Security Guard*
Deirdre Brickhouse, *Albany Community Hub Manager*
Adriana Perez, *Library Assistant G III*
Keren Prescott, *Passport Office Coordinator*
Rocil Anthony Cordova Aguilar, *Floating Library Assistant*
Jeffrey Bette, *ESL Instructor*

SEPARATIONS

Earl Mundle, *Security Guard*
Zenja Ortiz, *HR Coordinator*
Jeanine Williams-Hendricks, *Security Guard*
Julie Styles, *Assistant Director of Public Service*
Michael Martin, *Teen Service/YOU Media Mentor*
Grady Jones Jr., *Security Guard*
Caleb Hartage, *Maintainer I*
Adria Camacho, *Senior Library Assistant*

NEW POSITIONS

Christina Torreira, *Finance/HR Assistant*
Angelica Ortiz, *Assistant Branch Manager*
Joseph Eshleman, *Adult Services Librarian*

HUMAN RESOURCE ADMINISTRATION

Pre-employment screenings: 7
Payroll Actions: 96

BARBOUR LIBRARY @ SWIFT PROJECT

Hartford Public Library & Community Solutions issued a request for proposals and qualifications in early 2022 for architectural design services for a new library location within the former Swift Factory at 10 Love Lane, in the Northeast neighborhood of Hartford.

The firm of Silver, Petrucelli and Associates and Margaret Sullivan Studios was selected as the project architect to work on the final design and build out of the new state-of-the-art library. The first-floor plans will include space for robust cultural and humanities programming, civic engagement, technology access, collections and educational support services for all ages. The second-floor space will become the NextGen Learning Center at Swift, a multifaceted service center for the library's workforce readiness, certificate and training classes, including technology training, small business support and community learning programs.

ALBANY LIBRARY ANNEX PROJECT

The Albany Library Campus project will be a two-phase project. Phase I will consist of the stabilization, remediation and roof replacement which will be managed by the City of Hartford. Phase II will consist of the build out of the library and will be managed by Hartford Public Library. The firm of QA+M will be overseeing Phase I of the project. An existing conditions report was completed in March 2022 and the firm is in the process of preparing the project manual specifications and drawings to be prepared and completed in the May time frame.

ROPKINS

Ropkins Library is undergoing a redesign of the library space and will be the future site which houses the Hartford Courant Archives collection and HHC Research Annex. The space is being designed to store and provide access to the collection for research. Additionally, the technology space and collections of the library for customers will also be redesigned, providing a new fresh look and improved space utilization. The work will include movable shelving, new carpeting, furniture and redesign of the technology and public seating spaces.

DOWNTOWN LIBRARY SPACE REDESIGN PROJECT

In July, the Library issued an RFP for space utilization redesign of the Downtown Library. The purpose of the redesign was to look at existing space utilization and redesign the spaces for improved staff workspace utilization. The existing open space layouts for staff on the second and third floors require redesign to improve the utilization of the existing space. The Downtown Library employs full-time and part-time staff and also accommodates staff from Branch locations who are temporarily assigned Downtown on a rotation; this requires hoteling spaces when working on site. The Hartford History Center needs to be redesigned to house staff and

FACILITIES PROJECTS

(continued)

to leverage the existing space for optimal use. TSKP was selected as the design firm for the project.

COMPLIANCE

The Hartford Public Library's Ethics and Whistleblower Hotline was launched in the 1st Quarter. The library contracted an experienced, independent third-party company to operate a confidential, anonymous reporting messaging center. The message center provides an independent hotline for staff to document specific information regarding an issue over the phone, or it can be provided via a website link with a reporter-initiated feedback system that keeps the caller's identity secure. The information is then provided for investigation and follow up while protecting the privacy of the person reporting.

IT CYBERSECURITY

Hartford Public Library contracted with a vendor KnowBe4 to conduct cybersecurity testing and quarterly training for all staff. An initial phishing email was sent to baseline the organization and all employees completed cybersecurity training. A phishing button was rolled out to all computers where staff have the ability to report potential phishing emails. Once validated as a phishing email, the email is then automatically extracted from all email users which limits the organization's risk.

PROGRAMS 1st QUARTER July - September 2022

Downtown	FY 2021-2022			FY 2022-2023		
	Programs	Attendance	Views	Programs	Attendance	Views
American Place	80	395	0	116	1,137	0
Finance	0	0	0	1	21	0
Hartford History Center	23	292	0	9	336	0
Programming	23	484	0	51	614	0
YOUmedia	92	634	510	55	318	0
Youth Department	84	2,220	1,092	85	1,587	0
Totals	302	4,025	1,602	317	4,013	0

Branches	Programs	Attendance	Views	Programs	Attendance	Views
Albany Adult	7	28	36	5	52	0
Albany Youth/Teens	4	17	0	63	576	0
Barbour Adult	12	139	0	2	19	0
Barbour Youth	40	385	463	47	519	0
Camp Field Adult	4	45	0	3	24	0
Camp Field Youth	33	319	263	33	244	0
Dwight Adult	11	73	0	11	42	0
Dwight Youth	35	429	342	59	918	0
Park Adult	5	302	0	13	866	0
Park Youth	33	582	193	33	834	0
Ropkins Adult	4	56	0	0	0	0
Ropkins Youth	50	556	1,734	40	845	1,500
Library on Wheels	0	0	0	0	0	0
Totals	238	2,931	3,031	309	4,939	1,500

Pilot & Other Programs	Programs	Attendance	Views	Programs	Attendance	Views
Rawson - Pilot Program	8	168	0	33	621	0
Boundless @ HPHS*	74	318	0	54	524	0
Totals	82	486	0	87	1,145	0

HARTFORD PUBLIC LIBRARY 1st Quarter Programming Totals

	FY 2021-2022	FY 2022-2023
Virtual + Onsite Programs	622	713
Live Virtual + Onsite Attendance	7,442	10,097
Recorded Program Views	4,633	1,500

*Hartford Public High School

VISITS SYSTEMWIDE 1st Quarter

96,858