

Director's Report October 2023

Administration

Prepared by Amy Crump, Library Director

Staff

- Several staff resigned from their positions in September: Cynthia Bridges, Diane Walker and Rafiel Young. We wish them all the best!
- Welcome to our newest Youth Services Aide: Ayanna Cox.
- Leadership Team meetings were held on September 6.
- A Staff meeting was held on September 21.

Facility

- The Punch List for Phase 2 is almost completed.
- The new exterior sign was installed on September 25.
- The appraisers (from LTA Appraisal Services) were onsite on September 25 to assess the building and contents since the renovation so that we can update our insurance needs next year.
- New phones were installed on September 29 throughout the building – replacing five year-old phones that had reached their end of service.

Strategic Planning 2024-26

- The Trustee Strategic Planning meeting was held on September 16.

Meetings

- Attended the Bellwood Chamber Board Meeting on September 5.
- Trustee Clark-Smith and I enrolled families for new library cards at Thurgood Marshall School's Open House on September 7.
- President Riales and I enrolled families for new library cards at McKinley School's Open House on September 14.
- Attended a Bellwood C4 Committee meeting on September 18.
- Attended AgeOptions Grant Meeting on September 19.
- Attended the Bellwood Village Board Meeting on September 20.

Adult & Bibliographic Services Report

Prepared by ABS Department Head Kara Spizzirri

On Friday, September 15 we had our first bus trip with a group of seniors to go on a river boat architectural tour in Chicago. We had a great turnout and beautiful weather.

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
September 2022	37	0 email/2 chat	49	88

October 2022	95	2 email/2 chat	58	157
November 2022	70	0 email/1 chat	40	111
December 2022	49	0 email/3 chat	35	87
January 2023	55	2 email/4 chat	14	71
February 2023	165	1 email/2 chat	71	239
March 2023	153	2 email/2 chat	54	207
April 2023	143	3 email/2 chat	60	203
May 2023	128	1 email/2 chat	77	208
June 2023	139	3 email/2 chat	66	210
July 2023	262	2 email/0 chat	66	330
August 2023	240	4 email/1 chat	101	346
September 2023	240	2 email/4 chat	126	372

Notarizations: 8

Adult Services Programming— September 2023

Saturday	9/2/2023	10:00	Zumba	11
Tuesday	9/5/2023	6:30	Book Club	6
Wednesday	9/6/2023	11:00	Chair Yoga	16
Thursday	9/7/2023	6:00	Yoga	12
Friday	9/8/2023	12:00	Computers: Mouse Skills	5
Saturday	9/9/2023	10:00	Zumba	11
Tuesday	9/12/2023	6:00	Salary Negotiation	2
Wednesday	9/13/2023	11:00	Chair Yoga	19
Wednesday	9/13/2023	6:30	Tailgating	5
Thursday	9/14/2023	6:00	Yoga	11
Friday	9/15/2023	12:30	Senior River Boat Architecture Tour	22
Saturday	9/16/2023	10:00	Zumba	9
Monday	9/18/2023	6:30	Smartphone Photography	7
Tuesday	9/19/2023	1:00	Bingo	3
Wednesday	9/20/2023	11:00	Chair Yoga	17
Wednesday	9/20/2023	6:00	Apple Season Recipes	6
Thursday	9/21/2023	6:00	Yoga	10
Saturday	9/23/2023	10:00	Zumba	12
Monday	9/25/2023	6:30	The Lustron Project	3
Tuesday	9/26/2023	6:30	In the Belly of the Blues	4
Wednesday	9/27/2023	11:00	Chair Yoga	15
Thursday	9/28/2023	6:00	Yoga	11
Saturday	9/30/2023	10:00	Zumba	9

Saturday	9/30/2023	1:00	Spanish Computer Class	3
			Total Attendance	229

Website: 1524 users visited our website 2893 times.

WiFi use: 181

Computers: 657

Printing

Black & White	3196
Color	268
Wireless Printing	619
Total	4083

Download and Streaming Services

- Patrons across all platforms: 107 patrons
- Checkouts across all platforms: 525 checkouts
 - Media on Demand: 56 patrons (6 new) 258 Checkouts
 - Hoopla: 47 patrons (5 new) 214 Checkouts
 - Kanopy: 4 patrons 53 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic													
Search Premier	5	16	12	0	0	4	2	1	0				40
Ancestry Library													
Edition	2	8	0	0	0	0	0	0	0				10
Business Source													
Premiere	27	4	20	0	0	5	11	16	0				83
Consumer Health													
Complete	0	3	0	0	0	0	0	0	0				3
Consumer													
Reports	1	0	0	0	0	2	2	2	0				7
Core Collection	NA	NA	NA	NA	NA	NA	7	0	0				7
Flipster	1	0	1	0	0	1	1	0	0				4
Gale Courses	7	29	11	21	40	51	30	41	39				259
History Reference													
Ctr	0	0	7	0	0	1	0	0	0				8
Hobbies & Crafts													
Ref Ctr	0	3	0	0	0	1	0	5	0				9
Legal Reference													
Ctr	0	0	2	0	0	0	0	0	0				2
Literary													
Reference Ctr	3	4	44	0	0	3	1	4	0				59
Masterfile													
Complete	11	2	20	0	0	6	1	26	0				66
MEDLINE	0	0	0	0	0	0	0	0	0				0
Newsbank	0	0	20	4	0	0	0	0	10				34
Niche Academy	9	0	0	0	0	0	0	0	0				9

NoveList Plus	2	4	8	0	9	10	3	5	0	41
NoveList Plus K-8	0	0	2	6	0	7	0	0	0	15
NuWav Legal Documents	0	3	4	4	4	3	4	0	9	31
Points of View Reference Ctr	6	0	4	0	0	4	6	13	0	33
ReferenceUSA Science Ctr	0	0	0	7	0	0	0	6	0	13
Reference Small Business	10	2	1	8	0	0	2	0	0	21
Reference Ctr	0	0	0	0	0	0	0	0	0	0
Weiss Financial Ratings	NA	NA	NA	NA	NA	NA	NA	NA	6	6
Successful Retrieval	496	474	552	483	552	486	570	510	510	4332
Use of Electronic Material	161	166	235	98	44	131	120	120	117	1309

Youth Services Report

Children/Teen Department

Prepared by Sophia Brown

Thursday, September 7, Sophia visited open house at Lincoln Elementary School. Over 100 students and parents visited the Library table. Sixty reading challenge bags were distributed and 34 children signed up to get a library card.

Programming

Story Time is held every Thursday morning at 10:00 a.m.

September 7 – Library - 4 participants and 1 adult

September 14 – Bug Hunt – 16 children and 6 adults

September 21 – Cancelled

September 28 – Dog Days – 14 children and 4 adults

Pajama Storytime with Ms. Libby –

September 12 – 4 participants

September 19 – No participants

September 26 - No participants

Create and Conversation Corner

September 6 – No participants

September 20 – 5 participants

Baby Playday

September 7 – 4 participants

September 22 – 6 children and 3 adults

Math Relay
September 13 – 2 students and 2 adults

Saturday Morning Movie
September 16 – No participants

Real Men Read – Postponed

Ladies Lunch and Literacy – Postponed

Library Lego Club
3 participants

Back to School on a Positive Note with Linda Odom and Friends
September 23 - 32 participants

Dial –A- Story
There were a total of 4 calls

Teen Craft like Crazy
September 7 – 8 participants
September 14 – 10 participants
September 21 – 8 participants
September 28 – 7 participants

Mindful Mondays
September 11 – 15 participants
September 18 – 12 participants
September 25 – 14 participants

Teen Club
September 13 - 8 teen

Collection Development

New purchases

60 new picture books and juvenile fiction
11 new Young Adult fiction
1 Spanish
3 Kids games for in-house use only
4 Video Games

Discards

4 Juvenile nonfiction books were deleted from the collection