

Director's Report November 2023

Administration

Prepared by Amy Crump, Library Director

Staff

- Welcome to our newest Adult Services Aide: Clover Dort
- Leadership Team meeting was held on October 18
- A Staff meeting was held on October 19.

Facility

- Directional signs were installed inside the library on October 18.
- Landscaping was added to the flag pole area and some along the building.

Strategic Planning 2024-26

The staff has had two rounds of voting on the Activities and we are finalizing those, the measurement of the goals process and the final documents.

Meetings

- Attended Bellwood Chamber Board Meeting on October 3.
- Attended RAILS online meeting on October 5 about the recent bomb threats.
- Attended Bellwood Chamber Scholarship Dinner on October 5.
- Attended the Bellwood Village Board Meeting on October 11.
- Attended the ILA Conference from October 23-26.

Patron Visits: 4,329 in October

Adult & Bibliographic Services Report

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
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
October 2023	112	5 email/4 chat	63	184

Notarizations: 12

Adult Services Programming— October 2023

Monday	10/2/2023	6:00	Banned Books Performance	6
Tuesday	10/3/2023	12:30	Soundbath Meditation	9
Tuesday	10/3/2023	6:30	Oktoberfest	2
Wednesday	10/4/2023	11:00	Chair Yoga	15
Wednesday	10/4/2023	6:00	Boost Your Brain & Memory	7
Thursday	10/5/2023	6:00	Yoga	10
Saturday	10/7/2023	10:00	Zumba	10
Saturday	10/7/2023	1:00	Spanish Computer Class	4
Wednesday	10/11/2023	11:00	Chair Yoga	13
Wednesday	10/11/2023	6:00	Boost Your Brain & Memory	7
Wednesday	10/11/2023	6:30	Cupcakes & Canvas	3
Thursday	10/12/2023	6:00	Yoga	11
Friday	10/13/2023	6:00	After Hours Karaoke	20
Saturday	10/14/2023	10:00	Zumba	12
Saturday	10/14/2023	12:00	How to Expunge or Seal Criminal Records	6
Monday	10/16/2023	6:30	Job Searching for People with Disabilities	4
Tuesday	10/17/2023	1:00	Bingo	4
Tuesday	10/17/2023	6:00	Cross Stitch Basics	9
Wednesday	10/18/2023	11:00	Chair Yoga	15
Wednesday	10/18/2023	6:00	Boost Your Brain & Memory	7
Thursday	10/19/2023	6:00	Yoga	11
Saturday	10/21/2023	10:00	Zumba	10
Saturday	10/21/2023	1:00	Spanish Computer Class	4
Tuesday	10/24/2023	6:30	Meditation for Inner Peace	13
Wednesday	10/25/2023	11:00	Chair Yoga	14
Wednesday	10/25/2023	6:00	Boost Your Brain & Memory	7
Thursday	10/26/2023	6:00	Yoga	9
Saturday	10/28/2023	10:00	Zumba	12
			Total Attendance	254

Website: 794 users visited our website 763 times.

WiFi use: 190

Computers: 640

Printing

Black & White	3600
Color	171
Wireless Printing	673
Total	4444

Download and Streaming Services

- Patrons across all platforms: 116 patrons
 - Checkouts across all platforms: 587 checkouts
- Media on Demand: 59 patrons (3 new) 265 Checkouts
Hoopla: 51 patrons (5 new) 227 Checkouts
Kanopy: 6 patrons 95 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	55	26			121
Ancestry Library													
Edition	2	8	0	0	0	0	0	0	0	0			10
Business Source													
Premiere	27	4	20	0	0	5	11	16	1	33			117
Consumer Health													
Complete	0	3	0	0	0	0	0	0	0	0			3
Consumer													
Reports	1	0	0	0	0	2	2	2	0	0			7
Core Collection	NA	NA	NA	NA	NA	NA	7	0	3	0			10
Flipster	1	0	1	0	0	1	1	0	0	1			5
Gale Courses	7	29	11	21	40	51	30	41	39	32			291
History Reference													
Ctr	0	0	7	0	0	1	0	0	0	1			9
Hobbies & Crafts													
Ref Ctr	0	3	0	0	0	1	0	5	0	0			9
Legal Reference													
Ctr	0	0	2	0	0	0	0	0	0	0			2
Literary													
Reference Ctr	3	4	44	0	0	3	1	4	21	11			91
Masterfile													
Complete	11	2	20	0	0	6	1	26	9	16			91
MEDLINE	0	0	0	0	0	0	0	0	0	0			0
Newsbank	0	0	20	4	0	0	0	0	10	1			35
Niche Academy	9	0	0	0	0	0	0	0	0	0			9
NoveList Plus	2	4	8	0	9	10	3	5	3	0			44
NoveList Plus K-8	0	0	2	6	0	7	0	0	1	0			16
NuWav Legal													
Documents	0	3	4	4	4	3	4	0	9	7			38
Points of View													
Reference Ctr	6	0	4	0	0	4	6	13	22	8			63

ReferenceUSA	0	0	0	7	0	0	0	6	0	0	13
Science Ctr											
Reference	10	2	1	8	0	0	2	0	0	2	23
Small Business											
Reference Ctr	0	0	0	0	0	0	0	0	0	0	0
Weiss Financial											
Ratings	NA	NA	NA	NA	NA	NA	NA	NA	6	2	8
Successful											
Retrieval	496	474	552	483	552	486	570	510	510	492	4824
Use of Electronic											
Material	161	166	235	240	44	131	120	120	242	234	1693

Youth Services Report
Children/Teen Department
Prepared by Libby Auger

Programming

Story Time is held every Thursday morning at 10:00 a.m.
Numbers will be provided in December.

Pajama Storytime with Ms. Libby –
October 3 – 0 participants
October 10 – 0 participants
October 17 – 3 participants
October 24 – 0 participants

Library Lego Club
5 participants

Teen Craft like Crazy
October 5 – 10 participants
October 19 – 3 participants
October 26 – 4 participants