

Director's Report for June 2025 Board Meeting

May 2025

Administration

Prepared by Heather-Marie Montilla, Library Director

Patron Visits: In May, the library had **3,662 visitors**.

Adult & Bibliographic Services Report

Prepared by Kara Spizzirri, ABS Department Head

Reference Questions

Date	In Person	Email/Chat	Total	Phone	TOTAL
24-Apr	115	2 email 15 chat	17	67	199
24-May	129	3 email/7 chat	10	59	198
24-Jun	124	5 email/9 chat	14	53	191
24-Jul	154	2 email/6 chat	8	78	240
24-Aug	146	1 email/5 chat	6	79	231
24-Sep	129	2 email/3 chat	5	67	201
24-Oct	132	3 email/7 chat	10	73	215
24-Nov	92	1 email/3 chat	4	50	146
24-Dec	99	3 email/6 chat	9	54	162
25-Jan	156	2 email/6 chat	8	79	243
25-Feb	120	3 emails/ 6 chats	9	82	211
25-Mar	131	2 email/11 chat	13	48	192
25-Apr	171	4 email/7 chat	11	92	274
25-May	102	3 email/8 chat	11	76	189
Total 14 months:	1800		135	957	2892

	In Person	Email/Chat	Total	Phone	TOTAL
May 24 v. May 25	27-		1+	17+	9-

Adult Services Programming: Overall in May, 30 adult programs were offered and 266 patrons attended.

Day	Date	Time	Adult Services Programs	# Patrons
Thursday	5/1/2025	2:00	Yoga	15
Thursday	5/1/2025	6:00	Genealogy Discovery	3
Tuesday	5/6/2025	10:00	Donuts with the Director	3
Tuesday	5/6/2025	6:30	Book Club	7
Wednesday	5/7/2025	11:00	Chair Yoga	13
Wednesday	5/7/2025	2:00	Computer Basics	4
Thursday	5/8/2025	5:00	Bloom Bar	10
Thursday	5/8/2025	11:00	Life Insurance for Seniors	4
Thursday	5/8/2025	2:00	Pop-Up Resume Workshop	4
Saturday	5/10/2025	10:00	Zumba	17
Monday	5/12/2025	6:30	Game Night	2
Wednesday	5/14/2025	11:00	Chair Yoga	11
Wednesday	5/14/2025	2:00	Computer Basics	4
Wednesday	5/14/2025	6:30	Senior Housing 101	2
Thursday	5/15/2025	2:00	Yoga	14
Saturday	5/17/2025	10:00	Zumba	12
Monday	5/19/2025	6:30	Excel Basics	1
Wednesday	5/21/2025	11:00	Chair Yoga	13
Wednesday	5/21/2025	2:00	Computer Basics	3
Wednesday	5/21/2025	6:00	We Want the Funk	24
Thursday	5/22/2025	6:30	Crochet	4
Friday	5/23/2025	All day	National Don't Fry Day	30
Saturday	5/24/2025	10:00	Zumba	16
Wednesday	5/28/2025	11:00	Chair Yoga	14
Wednesday	5/28/2025	2:00	Online Safety	8
Saturday	5/31/2025	10:00	Zumba	11
<u>Pop-Up</u>				
Tuesday	5/13/2025		Garden Planting	2
Friday	5/16/2025		Chair Building	4
Monday	5/19/2025		Chair Building	8
Tuesday	5/20/2025		Chair Building	3
			Total Attendance	266

SUMMARY of ADULT PROGRAMS

Month	Adult Programs	Participants
January	25	223
February	26	257
March	27	237
April	25	224
May	30	266
TOTAL	133	1,207

Notaries: 10

Technology Usage

Website:

Month	Users	Page Visits
January	1,142	1,961
February	1,447	2,179
March	1,884	3,205
April	1,072	2,516
May	1,279	2,771
Total	6,824	12,632

Computers: 874

Printing	January	February	March	April	May
Black & White	3,250	3,023	4,321	4,981	3046
Color	317	174	350	253	224
Wireless Printing	834	375	1,481	1,415	1083
Total	4,401	3,372	6,152	6,649	4,353

Download and Streaming Services

Platform	# Patrons	# New Patrons	Checkouts
Libby	54	7	293
Hoopla	84	3	512
Kanopy	5		126
Total	143	10	931

2025 Month	Digital Checkout
January	718
February	697
March	838
April	969
May	931
TOTAL	4,153

Overall, it is a 4% decrease (931 checkouts vs 969 checkouts) from last month.

CIRCULATION STATISTICS

	24 TOTAL	JAN '25	FEB '25	Mar '25	Apr '24	Apr '25	May '24	May '25
Materials Loaned by Collection								
Adult Materials	5638	399	363	453	543	448	451	374
Juvenile Materials	3835	338	349	358	271	341	332	270
Teen Materials	501	45	28	69	29	32	62	17
Total Materials Loaned	9974	782	740	880	843	821	845	661
Physical Circulation by Format								
Books	6878	609	612	694	603	660	628	496
Videos/DVD's	2055	131	107	126	165	122	174	135
Audios (including music)	84	9	8	3	13	8	9	5
Equipment - Hotspots	210	0	0	0	16	0	18	0
Magazine/Periodicals	126	9	3	10	9	9	8	8
In house Use	155	0	13	26	13	26	8	13
Other Formats - Physical	263	24	10	47	33	22	15	17
Total Physical Circulation	9771	782	753	906	852	847	860	674
Electronic Circulation								
Online Circulation (Hoopla, MOD)	7663	638	636	797	753	860	654	805
Total Electronic Circulation	7663	638	636	797	753	860	654	805
Interlibrary Loans								
Interlibrary Loans Sent	3250	320	232	258	294	233	262	268
Interlibrary Loans Received	1872	152	137	224	180	192	144	163
Total Interlibrary Loans	5122	472	369	482	477	425	406	431
Reciprocal Borrowing								
Materials Loaned	188	25	18	13	16	21	24	18
Total Reciprocal Borrowing	188	25	18	13	16	21	24	18
Patrons								
Existing Patrons (Not Expired)	5086	5086	5049	5075		5147		3675
Patrons Added	562	33	26	72	47	45	46	45
Patrons Deleted	0	0	0	0	0	0	0	2117
Total Patrons	562	5068	5075	5147	47	5192	46	3675
Door Count (East & South)	25,440	3093	3248	3179	2313	4550	2291	3662

Database Usage

	'24 AVG	'25 J	'25 F	'25 M	'25 A	'25 MY	J	J	A	S	O	N	D
Academic Search Premier	8	10	44	7	18	0							
Business Source Premiere	7	9	12	2	9	0							
Consumer Health Complete	0	0	0	3	1	0							
Consumer Reports	1	3	0	0	5	0							
Core Collection	1	0	0	0	0	0							
Flipster	1	14	0	3	0	0							
Gale Courses	38	21	3	4	29	20							
HeritageQuest	13	26	3	38	29	0							
History Reference Ctr	5	3	0	2	0	0							
Hobbies & Crafts Ref Ctr	3	3	0	2	0	0							
Legal Reference Ctr	2	7	5	3	18	2							
Literary Reference Ctr	10	9	0	3	1	4							
Masterfile Complete	12	4	11	9	2	0							
MEDLINE	0	0	0	0	0	0							
Newsbank	0	0	2	0	0	0							
NoveList Plus	10	14	7	11	0	7							
NoveList Plus K-8	6	18	5	0	0	0							
NuWav Legal Documents	5	5	4	3	4	5							
Points of View Reference Ctr	11	3	0	28	0	13							
ReferenceUSA	0	0	0	0	5	0							
Science Ctr Reference	3	7	0	2	0	0							
Weiss Financial Ratings	4	4	5	14	4	8							
Successful Retrieval	597	638	636	814	860	805							
Use of Electronic Material	154	160	162	158	125	59							

Youth Services Report

Prepared by Libby Auger, Youth Services Associate

Overall in May, 17 programs were offered and 277 patrons attended

Day	Date	Time	Youth Services Programs	# Patrons
Thursday	5/8/2025	10:00	Family Storytime	15
Monday	5/14/2025	4:00	STEM Day	2
Thursday	5/15/2025	4:30	Animal Quest Show	28
Thursday	5/15/2025	10:00	Family Storytime	5
Thursday	5/22/2025	10:00	Family Storytime	16
Thursday	5/29/2025	10:00	Family Storytime	12
Tuesday	5/5- 5/19	ongoing	Drop-in Craft: Cupcake	53
Tuesday	5/19- 5/31	ongoing	Drop-in Craft: Paper Flower	32
May		ongoing	Spring Scavenger Hunt	68
May		ongoing	Coloring sheets	150
May	ongoing		Mather's Day 3D Flower Cards	15
May	ongoing		Mental Health Awareness Tear Off Strip	0
May	ongoing		Book To Movie Story Body Sheets	4
May	ongoing		Books I loved in May	0
May	ongoing		Health Awareness Calendar	6
May	ongoing		Health Awareness Matters Ribbons	3
May	ongoing		Communication Board	18
May				
Total Attendance				277

Summary of Youth Programs

Month	Youth Programs	Participants
January	28	202
February	47	264
March	43	352
April	43	404
May	17	277
TOTAL	178	1,499

Reference Questions

Month	In-Person	Phone
January 2025	11	1
February 2025	8	6
March 2025	8	6
April 2025	10	5
May 2025	10	5

Youth Outreach

Activity/Location	Date	Attendance
Bellwood ECC Community Resource Expo	5/16	150
Sunnyside Elementary	5/28	300
	TOTAL	450

Bellwood

Volunteer Activities for May 2025

Prepared by Delores Sanders

In May, we welcomed a returning volunteer.

Sherrod completed 2.5 community service hours in the Youth Department over the course of one week. His responsibilities included placing damage or issue slips in books.

Outreach for May 2025

Prepared by HMM

Riales Little Free Pantry Distribution: 133 donations

Riales Little Free Pantry Received: 114 donations