

**Director's Report for November 2025 Board Meeting
October 2025**

Administration

Prepared by Heather-Marie Montilla, Library Director

Patron Visits: Since October 2025, the library has had 5,961 patrons visit.

Adult & Bibliographic Services Report

Prepared by Kara Spizzirri, ABS Department Head

Reference Questions

Date	In Person	Email/Chat	Total	Phone	TOTAL
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
25-June	125	2 email/13 chat	15	66	206
25-July	180	3 email/6 chat	9	79	268
25-Aug	145	2 email/6 chat	8	84	237
25-Sept	195	4 email/8 chat	12	73	280
25-Oct	150	2 email/3 chat	5	60	215
Total 17 months:	2,480		172	1,252	3,899

ADULT SERVICES PROGRAMMING:**Overall in October, 30 adult programs were offered and 201 patrons attended.**

Day	Date	Time	Adult Services Programs	# Patrons
Wednesday	10/1/2025	11:00	Chair Yoga	12
Wednesday	10/1/2025	2:00	Computer Basics	0
Wednesday	10/1/2025	6:30	Argentinian Empanadas	8
Thursday	10/2/2025	6:00	Genealogy Discovery	8
Friday	10/3/2025	2:00	Computer Basics	1
Saturday	10/4/2025	10:00	Zumba	13
Tuesday	10/7/2025	6:30	Book Club	7
Wednesday	10/8/2025	11:00	Chair Yoga	15
Wednesday	10/8/2025	2:00	Computer Basics	5
Wednesday	10/8/2025	6:00	Fall Back Wreath	2
Thursday	10/9/2025	6:30	Excel Conditional Formatting	5
Friday	10/10/2025	2:00	Computer Basics	0
Saturday	10/11/2025	10:00	Zumba	14
Wednesday	10/15/2025	11:00	Chair Yoga	14
Wednesday	10/15/2025	2:00	Computer Basics	6
Friday	10/17/2025	2:00	Computer Basics	1
Saturday	10/18/2025	10:00	Zumba	13
Monday	10/20/2025	6:30	Collage	2
Tuesday	10/21/2025	5:30	Bingo	12
Wednesday	10/22/2025	11:00	Chair Yoga	11
Wednesday	10/22/2025	2:00	Computer Basics	4
Wednesday	10/22/2025	7:00	TV Trivia	3
Friday	10/24/2025	2:00	Computer Basics	1
Saturday	10/25/2025	10:00	Zumba	14
Saturday	10/25/2025	12:30	Broomstick	4
Monday	10/27/2025	6:30	Fact Checking	3
Wednesday	10/29/2025	11:00	Chair Yoga	14
Wednesday	10/29/2025	2:00	Computer Basics	3
Thursday	10/30/2025	2:00	AI vs Reality	6
Thursday	10/30/2025	6:30	Crochet	0
			Total Attendance	201

SUMMARY of ADULT PROGRAMS

Month	Adult Programs	Participants
January	25	223
February	26	257
March	27	237
April	25	224
May	30	266
June	23	345
July	19	216
August	24	203
September	33	242
October	30	201
TOTAL	262	2,414

Notaries:

	October
Month	23

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
June	1,289	2,953
July	1,385	3,524
August	1,215	3,258
September	1,482	3,444
October	1,506	4,193
Total	13,701	30,004

Computers:

October
1,019

Printing	Jan	Feb	March	April	May	June	July	August	Sept	Oct
B & W	3,250	3,023	4,321	4,981	3,046	3,716	4,776	4,522	5,413	4,133
Color	317	174	350	253	224	262	480	344	346	420
Wireless Printing	834	375	1,481	1,415	1,083	779	1,789	1,514	1,455	1,471
Total	4,401	3,372	6,152	6,649	4,353	3,978	5,256	4,866	5,759	4,553

2025 Month	Digital Checkout
January	718
February	697
March	838
April	969
May	931
June	971
July	868
August	1,071
September	1,022
October	942
TOTAL	9,027

	24 TOTAL	JAN '25	FEB '25	Mar '25	Apr '25	May '25	June '25	July '25	Aug '25	Sept '25	Oct '25
Materials Loaned by Collection											
Adult Materials	5638	399	363	453	448	374	461	495	463	442	485
Juvenile Materials	3835	338	349	358	341	270	446	374	342	347	428
Teen Materials	501	45	28	69	32	17	26	23	23	13	20
Total Materials Loaned	9974	782	740	880	821	661	933	892	828	802	933
Physical Circulation by Format											
Books	6878	609	612	694	660	496	692	626	652	594	687
Videos/DVD's	2055	131	107	126	122	135	167	217	105	141	164
Audios (including music)	84	9	8	3	8	5	2	8	15	11	13
Equipment - Hotspots	210	0	0	0	0	0	0	4	17	17	18
Magazine/Periodicals	126	9	3	10	9	8	10	9	3	14	19
In house Use	155	0	13	26	26	13	42	48	36	42	60
Other Formats - Physical	263	24	10	47	22	17	62	28	32	25	32
Total Physical Circulation	9771	782	753	906	847	674	975	940	860	844	993
Interlibrary Loans											
Interlibrary Loans Sent	3250	320	232	258	233	268	250	283	295	273	267
Interlibrary Loans Received	1872	152	137	224	192	163	184	176	180	158	180
Total Interlibrary Loans	5122	472	369	482	425	431	434	459	475	431	447

Reciprocal Borrowing												
Materials Loaned	188	25	18	13	21	18	0	7	9	8	4	
Total Reciprocal Borrowing	188	25	18	13	21	18	0	7	9	8	4	
Patrons												
Existing Patrons	5086	5068	5049	5075	5147	3675	3675	3759	3816	3889	4001	
Patrons Added	562	33	26	72	45	45	84	57	73	112	80	
Patrons Deleted	0	0	0	0	0	2117	0	0	0	0	0	
Total Patrons	5068	5068	5075	5147	5192	3675	3759	3816	3889	4001	4081	
Door Count (East & South)	25,440	3093	3248	3179	4550	4212	5170	4125	4250	5095	5961	
								*	*			

Database Usage

	'24 AVG	'25 J	'25 F	'25 M	'25 A	'25 MY	'25 J	'25 J	'25 A	'25 S	'25 O	N	D
Academic Search Premier	8	10	44	7	18	0	23	4	9	0	1		
Business Source Premiere	7	9	12	2	9	0	4	2	12	0	1		
Consumer Health Complete	0	0	0	3	1	0	0	0	0	0	6		
Consumer Reports	1	3	0	0	5	0	0	0	0	0	4		
Core Collection	1	0	0	0	0	0	0	0	0	0	0		
Flipster	1	14	0	3	0	0	0	0	0	0	0		
Gale Courses	38	21	3	4	29	20	0	0	0	0	0		
HeritageQuest	13	26	3	38	29	0	4	0	0	15	0		
History Reference Ctr	5	3	0	2	0	0	0	0	12	0	3		
Hobbies & Crafts Ref Ctr	3	3	0	2	0	0	0	5	12	0	3		
Legal Reference Ctr	2	7	5	3	18	2	0	2	11	0	4		
Literary Reference Ctr	10	9	0	3	1	4	6	2	12	0	5		
Masterfile Complete	12	4	11	9	2	0	3	1	9	0	2		
MEDLINE	0	0	0	0	0	0	0	0	0	0	0		
Newsbank	0	0	2	0	0	0	0	1	0	0	0		

Novelist Plus	10	14	7	11	0	7	5	7	6	0	29		
Novelist Plus K-8	6	18	5	0	0	0	0	0	0	0	33		
NuWav Legal Documents	5	5	4	3	4	5	6	8	9	7	0		
Points of View Reference Ctr	11	3	0	28	0	13	0	0	12	0	10		
ReferenceUSA	0	0	0	0	5	0	0	13	0	0	0		
Science Ctr Reference	3	7	0	2	0	0	0	0	0	0	0		
Weiss Financial Ratings	4	4	5	14	4	8	6	0	0	9	5		
Successful Retrieval	597	638	636	814	860	805	860	804	948	926	868		
Use of Electronic Material	154	160	162	158	125	59	57	46	104	153	106		

Youth Services Report

Prepared by Libby Auger, Youth Services Associate

Overall in October, 46 (26 active & 20 passive) programs were offered and 898 patrons attended.

Date	Time	Title	Attendance
10/2/2025	10:00 AM	Family Storytime	8
10/3/2025	3pm-5pm	Game Day Fridays	3
10/4/2025	12:00 PM	The Adventures of JD & Marcus: The Secrets of Linden Avenue Book Release	35
10/6/2025	3:00pm	The Hairgoals Lab	20
10/7/2025	10:00 AM	Lil Bookworms Storytime	0
10/8/2025	3:30pm	Tutoring	4
10/9/2025	10:00 AM	Family Storytime	10
10/14/2025	10:00 AM	Lil Bookworms Storytime	7
10/14/2025	4:00pm	Tutoring	4
10/15/2025	3pm	Blind Date with a Book Box	17
10/15/2025	4:00pm	Tutoring	5
10/15/2025	4:00pm	Vibe Ambassador Program	7
10/16/2025	10:00 AM	Family Storytime	16
10/16/2025	3pm-4pm	No Carving Pumpkin Decorating	4
10/20/2025	3:00pm	The Hairgoals Lab	5
10/20/2025	3:30 p.m.	Tutoring	10
10/21/2025	3:30 p.m.	Tutoring	6
10/22/2025	3:30 p.m.	Tutoring	5
10/22/2025	4:00 PM	Read to a Therapy Dog	5
10/23/2025	10:00 AM	Family Storytime	43
10/23/2025	5pm	Dia de los Muertos	90
10/28/2025	10:00 AM	Lil Bookworms Storytime	17
10/28/2025	3pm	Craft & Snack Attack!	14
10/28/2025	3:30 p.m.	Tutoring	1
10/29/2025	3:30 p.m.	Tutoring	1
10/30/2025	10:00 AM	Family Storytime	26
TOTAL			363
Passive Programs	Activity	Timeframe	Attendance
October	Hispanic Heritage Month Bookmarks/ Halloween coloring sheets	On-going in Teen Room	18

October	Hispanic Heritage Coloring Sheets/ Halloween Wordsmith sheets	On-going in Teen Room	22
October	Bullying Game Time Worksheets	On-going in Teen Room	4
October	How to Stop a Bully Worksheets/ Halloween Word Related sheets	On-going in Teen Room	25
October	Painting Uplifting Quotes Messages on Rocks	On-going in Teen Room	2
October	Building a Puzzle Together	On-going in Teen Room	10
October	Fall Coloring Sheets	On-going in Teen Room	35
October	Make a Fall Tree Craft/ Halloween Word Search	On-going in Teen Room	8
October	Inktober Art Prompts	On-going in Teen Room	1
October	Communication Board	On-going in Teen Room	6
October	Teen Computers	Monthly Teen Computer Use	131
October	Teen Crafts	Monthly Teen Craft Count	30
October	Teen Social	Monthly Teen Social Count	105
October	Book Browsing	Monthly Teen Book Browsing Count	15
October	X-Box	On-going in Teen Room/ Just was fixed 10/27/25	3
10/1-10/7	Drop-in Craft: Smores	Drop-in Craft in Youth Room	6
October	Fall Scavenger Hunt	Youth Room Monthly Scavenger Hunt	62
October	I- Spy Bulletin Board	Interactive Bulletin Board in Youth Room	15
10/7-10/28	Drop-in Craft: Hispanic Heritage Guitar Craft	Drop-in Craft in Youth Room	12

10/28-11/4	Drop-in Craft: Halloween Wreath	Drop-in Craft in Youth Room	25
		TOTAL	535
		GRAND TOTAL	898

Summary of Youth Programs

Month	Youth Programs	Participants
January	28	202
February	47	264
March	43	352
April	43	404
May	17	277
June	17	696
July	20	518
August	16	412
September	39	645
October	46	898
TOTAL	316	4,668

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
June 2025	12	5
July 2025	8	3
August 2025	10	0
September 2025	16	8
October 2025	25	5
TOTAL	118	44

Outreach Off-site

Memorial Park District	10/9/2025	Outreach Storytime	Jose	8
Ascension	10/10/2025	Outreach Storytime	Jose	15
Grant Elementary	10/17/2025	Outreach Storytime	Jose	33
Grant Elementary	10/20/2025	Outreach Storytime	Jose	35
Lincoln Primary	10/21/2025	Outreach Storytime	Jose, Tiffany	69

Little Achievers	10/30/2025	Outreach Storytime	Libby	11
Memorial Park District	10/31/2025	Outreach Storytime	Jose	10
			TOTAL	181

Volunteer Activities for October 2025

Prepared by Delores Sanders

In October, we welcomed one returning volunteer and one new volunteer.

Maliyah completed 6 community service hours working in Adult and Bibliographic Services for two weeks. She is working on a Book project with Rosemary.

Arianna completed 12 community service hours working in the Youth Department for four weeks. She is responsible for placing damage or issue slips in books.

Outreach for October 2025

Prepared by Lydia Boahen

Title	Date	Time	Format	Attendance
Bellwood Lions Regional Meeting	10/1/2025	7:30pm	In Person	35
Meeting with Gail Hibbler, Proviso West Parent Engagement Coordinator	10/2/2025	2:30pm	Virtual	3
Sunnyside Parent Teacher Night	10/2/2025	3:00pm	In Person	30
Big Feelings Forum	10/6/2025	6:30pm	In Person	30
Memorial Park District Storytime	10/31/2025		In Person	10
Bellwood Lions Meeting	10/7/2025	12:00pm	In Person	12
Vibe Ambassador Strategy Meeting	10/9/2025	10:30am	In Person	4
Carrer Event Brainstorm	10/14/2025	12:00pm	Virtual	3
Vibe Ambassador Kickoff	10/15/2025	4:00pm	In Person	15
Neighborhood Watch Meeting	10/16/2025	7:00pm	In Person	60
Hispanic Heritage Celebration by the Village of Bellwood	10/18/2025	12:00pm	In Person	200
Roosevelt Middle School Visit	10/21/2025	9:30am	In Person	19

Roosevelt Middle School Visit	10/22/2025	9:30am	In Person	14
Community Garden Meeting	10/24/2025	10:00am	Hybrid	4
Park District Halloween Trails Fest	10/25/2025	11:00am	In Person	50
			TOTAL	489

	October
Riales Little Free Pantry Distribution	311
Riales Little Free Pantry Received	312