Director's Report
May 2024

Administration

Prepared by Amy Crump, Library Director

Staff

- Justin Webb and Tony Brown both accepted positions elsewhere. Tony's last day was April 19 and Justin's last day was April 22.
- The Staff Meeting was held on April 16.

Meetings

- I staffed a table at the Veterans' Fair, hosted by Cassandra Taylor's Top Flight Defense, Memorial Park District and the Village of Bellwood.
- I attended Conversation with the Secretary of State Alexi Giannoulias on April 23 – while out on sick leave.
- I attended the State Library's Grant Review Committee meeting on April 25 – while out on sick leave.

Programming

In responding to a request from Trustee Chase, I located an older document (prior to 2018) regarding programming protocols. The ABS Librarians worked collaboratively to update the document and it was included in the Board packet for the May 2024 meeting.

Patron Visits: In April, the library had 2,313 visitors.

Adult & Bibliographic Services Report

Prepared by Kara Spizzirri, ABS Department Head

Over 500 solar eclipse glasses were handed out to community members that we received from STAR Library Network and Adler Planetarium.

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
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
November 2023	86	3 email/0 chat	45	134
December 2023	99	2 email/1 chat	43	145
January 2024	122	1 email/6 chat	77	206

February 2024	134	5 email/2 chat	52	193
March 2024	158	1 email/8 chat	61	228
April 2024	115	2 email 15 chat	67	199

Notarizations: 12

Adult Services Programming— April 2024

Tuesday	4/2/2024	6:30	Book Club	5
Wednesday	4/3/2024	11:00	Chair Yoga	9
Thursday	4/4/2024	6:00	Yoga	9
Saturday	4/6/2024	10:00	Zumba	8
Saturday	4/6/2024	1:00	Self Defense	5
Monday	4/8/2024	6:30	Computer Spring Cleaning	1
Tuesday	4/9/2024	1:00	Search Basics	3
Wednesday	4/10/2024	11:00	Chair Yoga	11
Thursday	4/11/2024	4:00	Email Basics	4
Thursday	4/11/2024	6:00	Yoga	10
Friday	4/12/2024	10:30	Senior Social Hour	7
Saturday	4/13/2024	1:00	Spanish Computer Class	3
Tuesday	4/16/2024	5:30	Bingo	4
Wednesday	4/17/2024	6:30	Springtime in Italy	10
Tuesday	4/2/2024	6:30	Book Club	5
Wednesday	4/3/2024	11:00	Chair Yoga	9
Thursday	4/4/2024	6:00	Yoga	9
Wednesday	4/17/2024	7:00	Banned Book Club With special guests Mrs. Juanta Griifin and Mrs. Dima Ali	7
Thursday	4/18/2024	1:00	Google Sheets for Budgeting	3
Thursday	4/18/2024	6:00	Yoga	11
Saturday	4/20/2024	10:00	Zumba	10
Saturday	4/20/2024	1:00	Spanish Computer Class	2
Tuesday	4/23/2024	12:30	Soundbath Meditation	9
Wednesday	4/24/2024	11:00	Chair Yoga	12
Wednesday	4/24/2024	7:00	Guess that Tune	4
Thursday	4/25/2024	6:00	Yoga	13
Saturday	4/27/2024	10:00	Zumba	10
Saturday	4/27/2024	1:00	100 Things in do in Illinois	5
			Total Attendance	**175**

Website: No website information for April.
WiFi use: 294
Computers: 695

Printing

Black & White	3752
Color	122
Wireless Printing	1064
Total	**4938**

Download and Streaming Services

- Patrons across all platforms: 151 patrons
- Checkouts across all platforms: 806 checkouts

Media on Demand:	57 patrons (7 new)	201 Checkouts
Hoopla:	78 patrons (14 new)	449 Checkouts
Comics Plus:	11 patrons	103 Checkouts
Kanopy:	5 patrons	53 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	15	11	6	13									45
Business Source Premiere	11	11	2	13									37
Consumer Health Complete	0	0	0	0									0
Consumer Reports	0	0	0	0									0
Core Collection	0	0	4	5									9
Flipster	11	4	0	0									15
Gale Courses	27	22	23	70									142
HeritageQuest	0	0	0	0									0
History Reference Ctr	4	0	0	1									5
Hobbies & Crafts Ref Ctr	0	16	0	0									16
Legal Reference Ctr	2	1	0	0									3
Literary Reference Ctr	28	17	3	17									65
Masterfile Complete	27	41	2	34									104

MEDLINE	0	0	0	0									0
Newsbank	0	0	0	0									0
NoveList Plus	35	27	4	2									68
NoveList Plus K-8	11	19	2	0									32
NuWav Legal Documents	7	10	8	4									29
Points of View Reference Ctr	9	9	3	60									81
ReferenceUSA	0	0	0	0									0
Science Ctr Reference	0	0	2	2									4
Weiss Financial Ratings	4	7	5	5									21
Successful Retrieval	659	545	644	753									2601
Use of Electronic Material	191	262	106	279									838

Social Work Report

Prepared by Rebecca Booker, Social Worker

- This month I met with Proviso Youth Service to aid in planning Town Hall meetings for the Mental Wellness Task Force. The first town hall will commence at 6 pm on May 6th at Roosevelt Middle.
- I made 5 referrals for outside services for patrons of the library.
- Received over 85 food and hygiene donations for the Little Free Pantry.
- This month I made it a priority to spend time assisting and supporting Youth Staff in planning and implementing programs, as well as meeting with parents to assess how the library can better serve them.
- I look forward to the month of May and furthering our community partnerships.

Volunteers Report

Prepared by Delores Sanders, Volunteer Coordinator

In March, we had 4 returning volunteers.

- David Ayala completed 18 community service hours working in the Adult Services Department for 5 weeks. He is stamping books and putting barcodes in books. He is also working in Patron Services, putting damage slips or issues slips in books.
- Daniela Herryon completed 8 community service hours working in the Patron Services Department for 5 weeks. She is putting damage slips or issues slips in books. She is also putting grips on bookends.
- Alexander Sierra completed 7 community service hours working in the Patron Services Department for 5 weeks. He is putting damage slips or issues slips in books. He is also putting grips on bookends.
- Adult community services worker completed 4 community service hours.

Youth Services Report

Prepared by Sophia Brown, Youth Services Department Head

Early Learners Story time
April 4 – 0 participants
April 11 – 8 participants 2 adults
April 18 – 4 participants 1 adult
April 25- 1 participant 1 adult

Offsite Story time
Bellwood Early Childhood Center April 9
9:30 session – 65 students
1:00 session – 65 students

Coding Club
No participants in April

Slime Making Days
April 23 - 8 participants
April 30 – 7 participants

Earth Day Celebration
April 22 – 27 - students created Earth day headbands – 15 participants

April Interactive Programs
Poetry Postcards – 8 participants
Egg Hatching Scavenger Hunt – 106 participants
Butterfly Craft – 65 participants
Spring Coloring Sheets – 50

Reference Statistics

Phone calls – 7
In-person – 5

Dial a Story
There were 8 calls made during April

Youth Bulletin Boards
The Youth Services Department created two Spring bulletin boards and five oversized flowers to decorate window.

Teen April Conversation and Bulletin Board
If You Could Change One Thing in Your School What Would It Be – 19 participants
Social Justice and Activism posters and coloring sheets.

Teen April Interactive programs
Activism Worksheets – 2 participants
Match Definition Sheets – 9 participants

Teen Programs
Conversation Board April 2 - 19 participants
Unscramble the Letters- April 4 - 5 participants
Table Team Puzzle -April 9 – 15 participants
Craft Like Crazy- April 11 - 8 participants
Riddles Around the Room April 18 - 7 participants
Triple T Table April 25 - Postponed
Teen Scavenger Hunt April 26 -

Tutoring
April 2 - Canceled
Tutoring- April 9 - 1 participant
Tutoring April 16 – 0 participants
Tutoring April 23 - Canceled

Online Subscriptions
Comic Plus - The library now subscribes to the All Access Public Library of Comic Books for teens.

Children/Teen Book Purchasing
Wepa Libros – 38 Spanish Youth and Teen books
JLG – 23 Children and Teen books
Ingram – No orders during the month of April