

**Director's Report
January 2023**

Administration

Prepared by Amy Crump, Library Director

Staff

- Leadership Team meetings were held on December 1st and 15th.
- The Staff meeting was held on December 15.
- Annual staff reviews were completed on December 16, 2022.

Meetings

- Attended Bellwood Chamber Meeting on 12/6
- Attended Age Options Grant mandatory meeting on 12/13
- Attended Village Board meeting on 12/21

Adult & Bibliographic Services Report

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
December 2021	39	0 email/0 chat	52	91
January 2022	55	0 email/4 chat	79	138
February 2022	69	1 email/0 chat	76	146
March 2022	90	6 email/3 chat	74	173
April 2022	80	3 email/4 chat	68	155
May 2022	84	2 email/2 chat	53	141
June 2022	90	1 email/1 chat	110	192
July 2022	96	0 email/2 chat	67	165
August 2022	15	0 email/2 chat	27	44
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

Notarizations: 5

Adult Services Programming— December 2022

Thursday	12/1/2022	6:00	Yoga	6
Saturday	12/3/2022	10:00	Zumba	8
Saturday	12/3/2022	6:00	Nail Art	20
Wednesday	12/7/2022	11:00	Chair Yoga	9
Thursday	12/8/2022	6:00	Yoga	8
Saturday	12/10/2022	10:00	Zumba	8

Monday	12/12/2022	6:30	Christmas Markets in Prague & Germany	4
Wednesday	12/14/2022	11:00	Chair Yoga	8
Thursday	12/15/2022	6:00	Yoga	4
Saturday	12/17/2022	10:00	Zumba	7
Wednesday	12/21/2022	11:00	Chair Yoga	6
Thursday	12/22/2022	6:00	Yoga	3
Wednesday	12/28/2022	11:00	Chair Yoga	6
Thursday	12/29/2022	6:00	Yoga	5
Thursday	12/1/2022	6:00	Yoga	6
Saturday	12/3/2022	10:00	Zumba	8
Saturday	12/3/2022	6:00	Nail Art	20
Wednesday	12/7/2022	11:00	Chair Yoga	9
Thursday	12/8/2022	6:00	Yoga	8
Saturday	12/10/2022	10:00	Zumba	8
Monday	12/12/2022	6:30	Christmas Markets in Prague & Germany	4
Wednesday	12/14/2022	11:00	Chair Yoga	8
Thursday	12/15/2022	6:00	Yoga	4
Saturday	12/17/2022	10:00	Zumba	7
Wednesday	12/21/2022	11:00	Chair Yoga	6
Thursday	12/22/2022	6:00	Yoga	3
Wednesday	12/28/2022	11:00	Chair Yoga	6
Thursday	12/29/2022	6:00	Yoga	5
			Total Attendance	102

Website: 605 users visited our website 868 times.

WiFi use: 195

Computers: 267 patrons

Printing

Black & White	1033
Color	186
Wireless Printing	256
Total	1475

Download and Streaming Services

- Patrons across all platforms: 102 patrons
- Checkouts across all platforms: 657 checkouts
 - Media on Demand: 56 patrons (6 new) 283 Checkouts
 - Hoopla: 41 patrons (5 new) 308 Checkouts
 - Kanopy: 5 patrons 66 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	1	0	2	10	17	5	7	9	15	1	0	0	67
Ancestry Library Edition	42	6	0	31	0	27	0	12	6	67	0	0	191
Business Source Premiere	0	0	7	1	6	24	2	3	21	1	0	0	65
Consumer Health Complete	0	0	0	0	0	0	0	0	0	0	0	0	0
Consumer Reports	0	0	0	0	0	0	0	0	1	0	0	0	1
Flipster	1	0	0	0	0	0	0	0	0	0	2	0	3
Gale Courses	32	40	11	7	4	18	11	14	3	5	3	2	150
History Reference Ctr	0	0	0	0	7	1	1	0	2	0	1	0	12
Hobbies & Crafts Ref Ctr	0	0	0	0	0	0	1	0	0	0	0	0	1
Hoopla Digital	200	245	271	248	293	230	285	291	230	278	326	308	3205
Kanopy	36	37	27	59	72	46	47	53	53	73	34	66	603
Legal Reference Ctr	0	0	0	0	5	0	0	0	0	27	0	0	32
Literary Reference Ctr	3	0	15	3	62	2	22	3	57	30	0	0	197
Masterfile Complete	0	0	0	0	67	14	23	14	11	0	0	0	129
MEDLINE	0	0	35	7	0	0	0	0	0	0	0	0	42
Newsbank	1	8	0	1	1	0	0	1	4	7	0	0	23
Niche Academy	0	2	0	26	0	2	0	0	0	0	2	0	32
NoveList Plus	45	29	42	21	9	1	14	30	0	0	12	0	203
NoveList Plus K-8	15	25	3	15	0	0	5	0	0	0	0	0	63
NuWav Legal Documents	4	1	3	5	6	8	2	3	1	1	4	5	43
Overdrive (MediaOn Demand)	227	201	196	198	174	184	192	136	154	235	230	283	2410
Points of View Reference Ctr	0	0	18	0	60	20	51	2	0	0	4	0	155
PressReader	0	0	10	1	0	0	0	0	0	0	0	0	11
ReferenceUSA	0	0	2	8	0	13	0	2	3	0	0	0	28
Science Ctr Reference	0	0	0	0	0	4	0	1	3	0	0	0	8
Small Business Reference Ctr	0	1	3	0	8	10	4	2	1	0	0	0	29
Successful Retrieval	427	446	467	446	467	414	477	427	384	513	556	591	5024
Use of Electronic Material	180	283	178	195	252	195	133	147	181	153	58	78	2033

Youth Services Report
Children/Teen Department
Prepared by Sophia Brown

December Virtual Programs

Thursday Morning Virtual Storytime with Ms. Sophia
Thursday, December 1 – Snow Day – 26 Views
Thursday, December 8 – Ms. Kelsey – 25 views

Crafternoon with Ms. Kelsey

Thursday, December 1 - 22 views
Thursday, December 8 – 25 views
Wednesday, December 21 – Holiday Gift making kits - 27 bags

Build it Yourself with Ms. Delores

Approximately 24 bags were picked up during the month of December.

Libby Loves Science with Ms. Libby

CeCe loves Science story and experiment – 9 bags picked up

District 88 School visits

No school visits in December

In-House After school passive program days during the month of December

Memory Game with Ms. Libby
Trouble with Ms. Libby
Logic with Ms. Kelsey
Trouble with Ms. Kelsey
Guess the Novel Emoji Game – Throughout December

Dial a Story

There were 8 calls made to dial a story during the month of December. Staff read and recorded 27 stories for November's Dial a Story.

Collection Development

3 Christmas books were purchased on Amazon