

Director's Report October 2021

Administration

September 2021

Prepared by Amy Crump, Library Director

National Library Card Month

The library goal was 60 new library cards for September 2021. (Our average monthly new cards number is 19 for this year.) The staff went above and beyond – even asking people in line at the Bellwood post office! Together, they got 63 new library cards for this month!

Newsletter

The first newsletter since winter 2020 went out last week. Hope you enjoyed seeing it again.

Staff

- Jeanni Floyd started work as the Adult Services Librarian position.
- Leadership Team meeting was held on September 20.
- The September staff meeting was held on September 16.

Facility

- HVAC Replacement status report: Passed State inspection. Project officially completed on September 29. And then on 10/1, something on the outside condenser broke and they are fixing it this week. Arrgh!
- Gutters on the building have been replaced and the side of the building with trees have covers on them. No more ice skating rink at the front of the building this winter!
- The chain link fence around the exterior HVAC now has a black fabric cover. This will (hopefully) reduce the dust and dirt from the alley clogging the outside unit.

Meetings

- Attended SLAM (Suburban Library Administrators Meeting) on September 9.
- Attended ATLAS Board meeting on September 15.

Adult & Bibliographic Services Report

September 2021

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
October	49	2 emails/2 chat	62	115
November	11	0 email/9 chat	31	51
December	NA	0 email/2 chat	29	31
January 2021	3	0	27	30
February 2021	9	0	13	22
March 2021	35	0 email/2 chat	60	97
April 2021	31	0 email/0 chat	28	59
May 2021	31	0 email/0 chat	50	81
June 2021	34	0 email/0 chat	50	84
July 2021	39	0 email/0 chat	49	88
August 2021	20	0 email/0 chat	29	49
September 2021	38	0 email/1 chat	43	81

Notarizations: 21

Adult Services Programming—September 2021

Day	Date	Time	Adult Services Programs	# Patrons
Thursday	9/2/2021	6:30	Yoga	3
Saturday	9/4/2021	10:00	Zumba	7
Monday	9/6/2021	6:30	Shades of Fiction	4
Wednesday	9/8/2021	7:00	Chinese Pork Dumplings	20
Thursday	9/9/2021	6:00	Yoga	5
Saturday	9/11/2021	10:00	Zumba	8
Wednesday	9/15/2021	6:00	Aztec Dance	4
Thursday	9/16/2021	6:00	Yoga	4
Saturday	9/18/2021	10:00	Zumba	6
Tuesday	9/21/2021	6:00	Naturalization 101	5
Thursday	9/23/2021	6:00	Yoga	5
Friday	9/24/2021	5:00	Whatcha Watching & Reading	7

Saturday	9/25/2021	10:00	Zumba	6
Tuesday	9/28/2021	7:00	Twin Disasters	
Wednesday	9/29/2021	7:00	An Unexpected Journey	9
Thursday	9/30/2021	6:00	Yoga	6
			Total Attendance	99

Website: 890 users visited our website 1,340 times.

Wifi Usage: 172 clients logged in

Computers: 378 patrons

Printing

Black & White	2,602
Color	122
Wireless Printing	205
Total	2,929

Download and Streaming Services

- Patrons across all platforms: 67 patrons
- Checkouts across all platforms: 423 checkouts
 - Media on Demand: 38 patrons (4 new) 178 Checkouts
 - Hoopla: 26 patrons (3 new) 200 Checkouts
 - Kanopy 3 patrons 45 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	2	1	0	5	0	0	0	0	0				8
Ancestry Library Edition	1	0	5	1	0	3	0	120	0				130
Business Source Premiere	0	0	0	0	0	0	0	0	4				4
Chicago Tribune Consumer Health Complete	6	5	0	0	0	0	0	0	0				11
Consumer Reports Ebook PL collection	0	0	0	2	0	0	0	0	0				2
Flipster	5	0	0	4	0	2	1	3	0				15
Gale Courses	0	0	0	0	0	0	0	0	0				0
	1	0	2	0	0	9	4	0	0				16
	92	101	87	97	64	52	19	18	4				534

History Reference Ctr	0	0	1	0	0	0	0	0	0	1
Hobbies & Crafts Ref Ctr	0	0	0	2	0	0	0	0	1	3
Home Improvement Ref Ctr	0	0	0	0	0	0	0	0	0	0
Hoopla Digital	191	177	174	134	158	155	205	169	200	1563
Kanopy	9	36	6	39	4	2	0	34	45	175
Legal Reference Ctr	0	0	4	0	0	0	0	0	0	4
Literary Reference Ctr	3	0	1	3	0	0	0	0	0	7
Masterfile Complete	0	0	0	0	0	0	0	0	0	0
MEDLINE	0	0	0	0	0	0	0	0	0	0
Newsbank	0	0	2	1	0	0	0	0	1	4
Niche Academy	5	4	5	1	1	0	7	0	2	25
NoveList Plus	50	46	115	50	0	41	35	20	26	383
NoveList Plus K-8	10	0	0	0	0	19	20	15	0	64
NuWav Legal Documents	1	4	1	7	3	3	2	2	3	26
Overdrive (MediaOn Demand)	210	190	153	151	268	170	148	147	178	1515
Points of View Reference Ctr	0	0	0	0	0	0	0	0	0	0
PressReader	0	0	0	0	2	36	0	1	0	39
READit!	0	0	0	0	0	0	0	0	0	0
ReferenceUSA Science Ctr	4	0	2	1	0	1	0	0	10	18
Reference Small Business Reference Ctr	0	2	0	0	0	0	0	0	0	2
	0	0	0	0	0	0	0	0	0	0
Successful Retrieval	401	367	327	285	426	325	353	316	378	3179
Use of Electronic Material	206	201	107	271	142	167	88	212	77	1471

Youth Services Report
 September 2021
 Children/Teen Department
 Prepared by Sophia Brown

Programs

Story Time LIVE is held every Thursday morning at 10:00 a.m. Live of Facebook with Ms. Sophia and Roscoe.

September 2 – 23 views

September 9 – No storytime

September 16 – 16 views

September 23 – - 17 views

Crafternoon LIVE is held every Thursday at 12:00 noon on Facebook LIVE with Ms. Sophia.

September 2 – 23 views

September 9 – no crafternoon

September 16 – 20 views

September 23 – 16 views

September 30 – 18 views

Fingerplays and songs for Babies

A LIVE sneak peak of the program was done on Facebook on Tuesday, September 7 at 3:00 p.m. to encourage viewers to join us LIVE every Tuesdays at 3:00 during the months of October and November.

Young Builders Club

Tuesday, September 14 – 3 participants

Prenda Club with Ms. Kelsey

Tuesday, September 21 - 2 participants

National Library Card Sign up Month

10 students participated in the create a bookmark contest. The winner of the contest is Amiyah Cooper, a 6th grade student at Roosevelt Junior High

Adopt a Reading Buddy

A total of 23 students registered in September, signed adoption papers and picked up a kit containing a free stuff pet, reading log, pencil, plastic book bag and stickers to mark every 10 minutes of time they spend reading.

Dial –A- Story

There were a total of 7 calls made to listen to stories read by library staff.

Collection Development

The weeding of the Juvenile nonfiction is being re-assessed by Sophia using a different criteria and weeding should be completed by the end of October. A total of 57 nonfiction books were weeded during the month of September.

Kelsey has run a report of easy picture books and weeding is now in process.

22 Young Adult fictions were weeded and deleted from the collection.

Book Purchasing

60 new picture books and juvenile fiction

11 new Young Adult fiction

1 Spanish

3 Kids games for in-house use only

4 Video Games

Community Outreach

Back to School Night

Sophia attended a back to school night at Proviso Math and Science Academy on Thursday, September 9. Approximately 150 students and parent attended. Students and parents rotated in shifts visiting the surrounding Library booths to collect information about Library cards and Library programs offered to young adults.