

**Director's Report
December 2022**

Administration

Prepared by Amy Crump, Library Director

Staff

- A Leadership Team meeting was held on November 7.
- The Staff meeting was held on November 17.

Meetings

- Attended ATLAS Board meeting on November 16.
- Attended LAW meeting on November 30.

Adult & Bibliographic Services Report

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
November 2021	45	0 email/0 chat	43	88
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

Notarizations: 9

Adult Services Programming— November 2022

Tuesday	11/1/2022	6:30	How to Have Healthy Houseplants	2
Wednesday	11/2/2022	11:00	Chair Yoga	9
Wednesday	11/2/2022	6:30	Saving at the Pump	7
Thursday	11/3/2022	6:00	Yoga	6
Wednesday	11/9/2022	11:00	Chair Yoga	9
Wednesday	11/9/2022	6:30	Coupons 101	10
Thursday	11/10/2022	6:00	Yoga	7

Saturday	11/12/2022	10:00	Zumba	7
Wednesday	11/16/2022	11:00	Chair Yoga	8
Thursday	11/17/2022	6:00	Yoga	6
Saturday	11/19/2022	10:00	Zumba	7
Wednesday	11/23/2022	11:00	Chair Yoga	7
Saturday	11/26/2022	10:00	Zumba	8
Wednesday	11/30/2022	7:00	Holiday Cookie Decorating	26
			Total Attendance	119

Website: 797 users visited our website 1,131 times.

WiFi use: 187

Computers: 216 patrons

Printing

Black & White	2282
Color	108
Wireless Printing	591
Total	2981

Download and Streaming Services

- Patrons across all platforms: 88 patrons
- Checkouts across all platforms: 586 checkouts
 - Media on Demand: 48 patrons (8 new) 230 Checkouts
 - Hoopla: 34 patrons (2 new) 590 Checkouts
 - Kanopy: 6 patrons 34 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		67
Ancestry Library Edition	42	6	0	31	0	27	0	12	6	67	0		191
Business Source Premiere	0	0	7	1	6	24	2	3	21	1	0		65
Chicago Tribune Consumer Health Complete	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		1
Flipster	1	0	0	0	0	0	0	0	0	0	2		3
Gale Courses	32	40	11	7	4	18	11	14	3	5	3		148
History Reference Ctr	0	0	0	0	7	1	1	0	2	0	1		12
Hobbies & Crafts Ref Ctr	0	0	0	0	0	0	1	0	0	0	0		1
Home Improvement Ref Ctr	0	0	0	0	0	0	0	0	0	0	0		0

Hoopla Digital	200	245	271	248	293	230	285	291	230	278	326	2897
Kanopy	36	37	27	59	72	46	47	53	53	73	34	537
Legal Reference Ctr	0	0	0	0	5	0	0	0	0	27	0	32
Literary Reference Ctr	3	0	15	3	62	2	22	3	57	30	0	197
Masterfile Complete	0	0	0	0	67	14	23	14	11	0	0	129
MEDLINE	0	0	35	7	0	0	0	0	0	0	0	42
Newsbank	1	8	0	1	1	0	0	1	4	7	0	23
Niche Academy	0	2	0	26	0	2	0	0	0	0	2	32
NoveList Plus	45	29	42	21	9	1	14	30	0	0	12	203
NoveList Plus K-8	15	25	3	15	0	0	5	0	0	0	0	63
NuWav Legal Documents	4	1	3	5	6	8	2	3	1	1	4	38
Overdrive (MediaOn Demand)	227	201	196	198	174	184	192	136	154	235	230	2127
Points of View Reference Ctr	0	0	18	0	60	20	51	2	0	0	4	155
PressReader	0	0	10	1	0	0	0	0	0	0	0	11
ReferenceUSA	0	0	2	8	0	13	0	2	3	0	0	28
Science Ctr Reference	0	0	0	0	0	4	0	1	3	0	0	8
Small Business Reference Ctr	0	1	3	0	8	10	4	2	1	0	0	29
Successful Retrieval	427	446	467	446	467	414	477	427	384	513	556	5024
Use of Electronic Material	180	283	178	195	252	195	133	147	181	153	58	1955

Youth Services Report
Children/Teen Department
Prepared by Sophia Brown

November Virtual Programs

Thursday Morning Virtual Storytime with Ms. Sophia
Thursday, November 3 – Fall Leaves – 26 Views
Thursday, November 17 – Being Thankful - 21
Thursday, November 24- No class

Crafternoon with Ms. Kelsey

Thursday, November 3 – Fall Leaves – 23 views
Thursday, November - 17 – Being Thankful - 21
Thursday, November 24- no class

Build it Yourself with Ms. Deloris

Approximately 40 bags were picked up during the month of November.

Libby Loves Science with Ms. Libby

CeCe loves Science story and experiment – 12 bags picked up

District 88 School visits

Children's Department staff take field trips to read to students at District 88.

11/14 – Libby read to 2nd graders at Thurgood Marshall
11/14 – Sophia read to 1st and 2nd graders at Lincoln Elementary
11/14 – Kelsey read to 3rd Graders at Lincoln Elementary
11/15 – Sophia read to 4th Graders at Lincoln Elementary
11/15 – Kelsey read to Kg and 1st Graders at Thurgood Marshall
11/17 – Sophia read to KG and 1st grade at McKinley School
11/17 – Libby read to Preschoolers at Grant Primary
11/17 – Kelsey read to 3rd grade at Grant Elementary
11/22 - Sophia read to 3rd, 4th and 5th graders at McKinley Elementary
11/22 – Kelsey read to Kg and 1st Graders at Thurgood Marshall
11/22 – Libby read to Preschoolers at Grant Primary
11/28 – Libby read to 5th graders at Grant Elementary
11/28 – Kelsey read to 1st and 2nd graders at Lincoln Elementary
11/29 – Kelsey read to 3rd graders at McKinley Elementary
1/29 – Libby read to 1st Grade at McKinley Elementary
11/29- Sophia read to 4th graders at Lincoln Elementary
11/29 – Sophia read to Kg and 1st graders at Thurgood Marshall

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

Memory Game with Ms. Libby
Hot Potato with Ms. Libby
Frog craft with Ms. Sophia
Passive craft with Ms. Kelsey

Dial a Story

There were 12 calls made to dial a story during the month of November.

Collection Development

Amy ordered 2023 World Book Encyclopedias for the Youth Department