

Director's Report March 2021

Administration

February 2021

Prepared by Amy Crump, Library Director

Staff

- The Leadership Team (Zoom) meetings were held on February 8th and 22nd.
- The SAFE Team had a meeting on February 10th.
- The Staff (Zoom) Meeting was held on February 16th.
- Sophia Brown received Dream Makers Award of Bellwood on February 20th at a virtual event, in recognition of her work keeping in touch with the community during the pandemic.

Programs

All February 2021 staff-created programs can now be viewed at <https://www.bellwoodlibrary.org/february-virtual-programs-archives>. I'm particularly proud of staff who created Rhythm Station, Adventure Club and Black History Facts.

HVAC project

C. Acitelli submitted their application for a work permit to the Village on February 25th.

Annual Filings

- ILLNet report was submitted to the Illinois State Library on February 9, 2021
- The Library Certification was submitted to the Illinois State Library on February 17, 2021.
- The IPLAR was filed with the Illinois State Library on March 3, 2021.

Grants

On March 1, the Bellwood Library received a check from the CARES grant for \$4,943.99. I applied for this back in December 2020 to cover costs of PPE equipment that we already purchased so this is a reimbursement.

Adult & Bibliographic Services Report

February 2021

Prepared by ABS Department Head Kara Spizzirri

Some of the Bibliographic Services staff have started creating programs for the community. Caryn did our first Rhythm Station highlighting music of Black artists and Rosemary did our first Adventure Club about planning your bucket list trips.

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
February 2020	107		79	186
March	41		39	80
April	NA		5	5
May	NA		3	3
June	NA	6 email/5 chat		11
July	16	2 emails/11 chat		29
August	48	0 emails/15 chat		63
September	52	3 emails/8 chat		63
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

Notarizations: 9

Programs

Day	Date	Time	Adult Services Programs	# Patrons
Monday	2/1/2021	6:30	Shades of Fiction	2
Tuesday	2/2/2021	1:00	Tech Tuesday: Gale Courses	4
Wednesday	2/3/2021	6:30	Frida Kahlo: Art & Life	4
Thursday	2/4/2021	6:30	Yoga	8
Friday	2/5/2021	1:30	Chair Yoga	5

Friday	2/5/2021	5:00	Whatcha Watchin & Readin	14
Tuesday	2/9/2021	1:00	Tech Tuesday: Catalog	5
Wednesday	2/10/2021	6:30	Bellwood & Beyond	9
Thursday	2/11/2021	6:30	Yoga	8
Friday	2/12/2021	1:30	Chair Yoga	6
Friday	2/12/2021	5:00	Whatcha Watchin & Readin	7
Saturday	2/13/2021	10:00	Zumba	5
Tuesday	2/16/2021	1:00	Tech Tuesday: GCFGlobal	2
Wednesday	2/17/2021	6:30	Ten Warning Signs of Alzheimer's	4
Thursday	2/18/2021	6:30	Yoga	4
Friday	2/19/2021	1:30	Chair Yoga	4
Friday	2/19/2021	5:00	Whatcha Watchin & Readin	13
Friday	2/19/2021	6:30	Rhythm Station	16
Saturday	2/20/2021	10:00	Zumba	5
Wednesday	2/24/2021	6:30	All About Scholarships	4
Thursday	2/25/2021	6:30	Yoga	5
Thursday	2/25/2021	6:30	Adventure Club	16
Friday	2/26/2021	1:30	Chair Yoga	6
Friday	2/26/2021	5:00	Whatcha Watchin & Readin	4
Friday	2/26/2021	6:30	Trivia	5
Saturday	2/27/2021	10:00	Zumba	5
			Total Attendance	170

Website: 2,284 users visited our website 3,827 times.

Wifi Usage: 57 clients logged in

Computers: 173 patrons

Printing

Black & White	1,037
Color	13
Wireless Printing	285
Total	1,335

Download and Streaming Services

- Patrons across all platforms: 94 patrons
- Checkouts across all platforms: 403 checkouts
 - Media on Demand: 44 patrons (2 new) 190 Checkouts
 - Hoopla: 41 patrons (2 new) 177 Checkouts
 - Kanopy 9 patrons 36 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	2	1											3
Ancestry Library Edition	1	0											1
Business Source Premiere	0	0											0
Chicago Tribune Consumer Health Complete	6	5											11
Consumer Reports	5	0											5
Ebook PL collection	0	0											0
Flipster	1	0											1
Gale Courses	92	101											193
History Reference Ctr	0	0											0
Hobbies & Crafts Ref Ctr	0	0											0
Home Improvement Ref Ctr	0	0											0
Hoopla Digital	191	177											368
Kanopy	9	36											45
Legal Reference Ctr	0	0											0
Literary Reference Ctr	3	0											3
Masterfile Complete	0	0											0
MEDLINE	0	0											0
Newsbank	0	0											0
Niche Academy	5	4											9
NoveList Plus	50	46											96
NoveList Plus K-8	10	0											10
NuWav Legal Documents	1	4											5

Overdrive (MediaOn Demand)	210	190	400
Points of View Reference Ctr	0	0	0
READit!	0	0	0
ReferenceUSA Science Ctr Reference	4	0	4
Small Business Reference Ctr	0	2	2
	0	0	0
Successful Retrieval	401	367	768
Use of Electronic Material	206	201	407

Youth Services Report

February 2021

Children/Teen Department

Prepared by Sophia Brown

Virtual Programs

Black History Facts

Monday, February 1- Ms. Kelsey

27 reached – 2 Engagement

Black History Facts

Monday, February 2- Ms. Kelsey

21 reached – 4 Engagement

Steam 2 Go

Tuesday, February 2- Ms. Kelsey

10 kits went out

Black History Facts

Thursday, February 4,- Ms. Kelsey

30 reached – 2 Engagement

Family Storytime Live with Ms. Sophia

Thursday, February 4 at 10:00 a.m.

40 reached - 15 Engagement

Crafternoon Live with Ms. Sophia
Thursday, February 4 at 12:00 p.m.
59 reached - 29 Engagement
26 kits went out

Animal Facts
Friday, February 5 at 5:00 p.m.
25 reached- 1 Engagement

Steam 2 Go
Tuesday, February 9- Ms. Kelsey
10 kits went out

Sew Amazing with Ms. Kelsey
Wednesday, February 10 at 12:00 p.m.
23 reached- 4 Engagement

Black History Facts -Ms. Sophia
Tuesday, February 16 at 12:00 a.m.
23 reached- 2 Engagement

Steam 2 Go
Tuesday, February 16- Ms. Kelsey
10 kits went out

Family Storytime Live with Ms. Sophia
Thursday, February 18 at 10:00 a.m.
32 reached- 157 Engagement

Black History - Ms. Sophia
Thursday, February 18 at 12:00 a.m.
26 reached- 2 Engagement

Black History - Ms. Sophia
Thursday, February 16 at 12:00 a.m.
41 reached- 3 Engagement

Family Storytime Live with Ms. Sophia
Friday, February 19 at 12 p.m.
32 reached- 12 Engagement

Steam 2 Go
Tuesday, February 23- Ms. Kelsey
10 kits went out

Storytime LIVE with Ms. Sophia
Thursday, February 25 at 10:00 a.m.
41 reached- 52 Engagement

Crafternoon Live with Ms. Sophia
Thursday, February 25 at 12:00 a.m.
41 reached – 6 engagements
24 bags went

Purchases

7 Videos: \$92.88

4 Video games: \$189.96