

Director's Report April 2023

Administration

Prepared by Amy Crump, Library Director

Staff

- We have hired a janitor (rather than using a service). His name is Marshall Williams and he started on March 29.
- Leadership Team meetings were held on March 2 and 16.
- The Staff Meeting was held on the March 21.

Facility Report

- The most recently updated completion date for construction is April 24. The furniture arrives that day too. The soft opening is estimated for May 1.
- Minor sprucing up on the exterior of the building is in the works.
- A library service project for the middle school has been proposed to the school. We hope to have a community herb garden in the planter outside the east door.

Meetings

- Attended C4 meeting on March 6, along with the directors of Oak Park Library, Broadview Library, Forest Park Library and River Forest Library to coincide with the C4 Initiative at all four villages.
- Attended the Bellwood Chamber Board meeting on March 7.
- Attended SLAM meeting on March 9.
- Attended ATLAS Board meeting on March 15.
- Attended Bellwood Village Board meeting on March 15.
- Attended quarterly AgeOptions grant meeting on March 21.
- Attended weekly construction meetings on Tuesdays in March.

Reports filed

- The 2023 Annual Certification has been filed.
- The 2022 IPLAR has been filed.
- The 2022 ILLNet has been filed.
- The 2023 Per Capita application has been filed.
- My SEI was filed on 3/13/2023.

Miscellaneous

- The AT&T 5-year contract is finally at an end. This service is no longer needed so we will be saving \$280 per month.
- The next BPL newsletter will be coming out next month.
- Bellwood Library is offering a trip (for senior citizens) to a Chicago Architectural Boat Tour in September, paid for by the AgeOptions grant. Details in the next newsletter.

Grand Opening status

- All four committees (Food, Programs, Tours, Decoration) met in March and plans are moving forward.
- Invitations have been printed and will be mailed soon.
- The Village newsletter, the Park District newsletter and the Library newsletter will all have an invitation for the public.

Adult & Bibliographic Services Report

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
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
January 2023	55	2 email/4 chat	14	71
February 2023	165	1 email/2 chat	71	239
March 2023	153	2 email/2 chat	54	207

Notarizations: 7

Adult Services Programming— March 2023

Wednesday	3/1/2023	11:00	Chair Yoga	8
Thursday	3/2/2023	6:00	Yoga	6
Monday	3/6/2023	10:00	Line Dancing	37
Wednesday	3/8/2023	11:00	Chair Yoga	8
Wednesday	3/8/2023	6:00	Food Fermentation	7
Thursday	3/9/2023	6:00	Yoga	8
Saturday	3/11/2023	9:00	Zumba	9
Monday	3/13/2023	10:00	Line Dancing	31
Monday	3/13/2023	6:00	9 Things You Can Blog About Right Now	3

Tuesday	3/14/2023	6:00	Bullet Journaling 101	5
Wednesday	3/15/2023	11:00	Chair Yoga	9
Thursday	3/15/2023	6:00	Yoga	11
Saturday	3/18/2023	9:00	Zumba	9
Monday	3/20/2023	10:00	Line Dancing	13
Tuesday	3/21/2023	6:30	Astrology 101	2
Wednesday	3/22/2023	11:00	Chair Yoga	11
Thursday	3/23/2023	6:00	Yoga	8
Saturday	3/25/2023	9:00	Zumba	8
Monday	3/27/2023	10:00	Line Dancing	13
Monday	3/27/2023	6:00	Job Searching for People with Disabilities	2
Wednesday	3/29/2023	11:00	Chair Yoga	9
Thursday	3/30/2023	6:00	Yoga	10
			Total Attendance	227

Website: 1179 users visited our website 1,705 times.

WiFi use: 112

Computers: 468 patrons

Printing

Black & White	3128
Color	146
Wireless Printing	292
Total	3366

Download and Streaming Services

- Patrons across all platforms: 111 patrons
- Checkouts across all platforms: 631 checkouts
 - Media on Demand: 49 patrons (5 new) 234 Checkouts
 - Hoopla: 56 patrons (5 new) 318 Checkouts
 - Kanopy: 6 patrons 79 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	5	16	12										33
Ancestry Library Edition	2	8	0										10
Business Source Premiere	27	4	20										51
Consumer Health Complete	0	3	0										3
Consumer Reports	1	0	0										1

Flipster	1	0	1	2
Gale Courses	7	29	11	47
History Reference Ctr	0	0	7	7
Hobbies & Crafts Ref Ctr	0	3	0	3
Legal Reference Ctr	0	0	2	2
Literary Reference Ctr	3	4	44	51
Masterfile Complete	11	2	20	33
MEDLINE	0	0	0	0
Newsbank	0	0	20	20
Niche Academy	9	0	0	9
NoveList Plus	2	4	8	14
NoveList Plus K-8	0	0	2	2
NuWav Legal Documents	0	3	4	7
Points of View Reference Ctr	6	0	4	10
ReferenceUSA	0	0	0	0
Science Ctr Reference	10	2	1	13
Small Business Reference Ctr	0	0	0	0
Successful Retrieval	496	474	552	1522
Use of Electronic Material	161	166	235	562

Youth Services Report
Children/Teen Department
Prepared by Sophia Brown

Thursday Morning Story time

March 2 – 15 participants – Shape Storytime

March 9 – No participants

March 16 – 14 participants- St. Patrick's Day stories and Craft

March 23- 2 participants – Mouse Storytime

March 30 – no participants

Celebrate National Reading Month

Sophia read to 5 classrooms offsite at Immanuel Lutheran school to celebrate National Reading Month.

Baby Playgroup

March 17 -- No participants

The Flower Carrier

10 coloring designs of Diego Rivera's Flower Carrier is now displayed on the wall in the Children's Dept.

Blast from the Past

No one showed up for cartoon shows of the past

Read and Weave

No participants

Spanish Storytime

March 18 - No Participants

Ms. Libby Stem Lab

Libby had 2 students participate in the STEM program

Ms. Kelsey's Craft Corner

03/06/23 –Butterfly craft – 8 participants

03/13/23 – St. Patricks Day – 18 participants

03/20/23 - Spring Flower – 10 participants

03/27/23 – Catipillar – 12 participants

Book Displays

Women's History Book Display

Dial a Story

There were 7 calls made to dial a story during the month of March.

Collection Development

130 books were ordered

117 Junior Nonfiction books were deleted

40 books were aged

Volunteers

We had one volunteer students from Roosevelt Junior High, one student from Proviso West High School. They have both completed 40 community service hours.