

**Director's Report
April 2022**

Administration

March 2022

Prepared by Amy Crump, Library Director

Staff

- We have two new library monitors: Jevon Bates (who is returning to the position after being gone for 2 years) and Walter Morris.
- Leadership Team meetings were held on March 3 and March 22.
- The Staff meeting was held on March 22.

Meetings

- Attended ATLAS Board meeting on March 16.
- Attended the Bellwood Village Board meeting on March 16.
- Attended two meetings about placing social work interns at the library for the 2022-23 school year.
- Attended the PLA Virtual Conference March 23-25.

Facility

- New internet phone system was successfully installed.
- There is an uneven section of sidewalk on the east side that will be repaired in April.

Miscellaneous

- Received \$7,500 grant from AgeOptions for the purchase of laptops to create a mobile computer classroom.

Adult & Bibliographic Services Report

March 2022

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
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
October 2021	40	2 email/2 chat	62	115
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

Notarizations: 12

Adult Services Programming—March 2022

Day	Date	Time	Adult Services Programs	# Patrons
Wednesday	3/2/2022	11:00	Chair Yoga	8
Wednesday	3/2/2022	6:00	Origins of House Music	4
Thursday	3/3/2022	6:00	Yoga	5
Saturday	3/5/2022	10:00	Zumba	9
Tuesday	3/8/2022	N/A	TED Talks for Women's History Month	13
Tuesday	3/8/2022	Various	Bring Your Device Day	3
Wednesday	3/9/2022	11:00	Chair Yoga	10
Thursday	3/10/2022	6:00	Yoga	6
Saturday	3/12/2022	10:00	Zumba	10
Thursday	3/17/2022	6:00	Yoga	5
Saturday	3/19/2022	10:00	Zumba	9
Wednesday	3/23/2022	11:00	Chair Yoga	9
Thursday	3/24/2022	6:00	Yoga	6
Saturday	3/26/2022	10:00	Zumba	8
Wednesday	3/30/2022	11:00	Chair Yoga	10
Thursday	3/31/2022	6:00	Yoga	6
			Total Attendance	121

Passive Monthly Programs:

Celtic Knot Bracelet = 17 kits were picked up by patrons.

Website: 714 users visited our website 1,211 times.

WiFi use: 214

Computers: 517 patrons
 Computer One-on-One sessions: 15
 Study Room Use: 3 uses, 3 people

Printing

Black & White	2801
Color	330
Wireless Printing	399
Total	3530

Download and Streaming Services

- Patrons across all platforms: 100 patrons
- Checkouts across all platforms: 494 checkouts
 - Media on Demand: 48 patrons (3 new) 196 Checkouts
 - Hoopla: 48 patrons (10 new) 271 Checkouts
 - Kanopy 4 patrons 27 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	1	0	2										3
Ancestry Library Edition	42	6	0										48
Business Source Premiere	0	0	7										7
Chicago Tribune Consumer Health Complete	0	0	0										0
Consumer Reports	0	0	0										0
Flipster	1	0	0										1
Gale Courses	32	40	11										83
History Reference Ctr	0	0	0										0
Hobbies & Crafts Ref Ctr	0	0	0										0
Home Improvement Ref Ctr	0	0	0										0
Hoopla Digital	200	245	271										716
Kanopy	36	37	27										100
Legal Reference Ctr	0	0	0										0

Literary Reference Ctr	3	0	15	18
Masterfile Complete	0	0	0	0
MEDLINE	0	0	35	35
Newsbank	1	0	0	1
Niche Academy	0	2	0	2
NoveList Plus	45	29	42	116
NoveList Plus K-8	15	25	3	43
NuWav Legal Documents	4	1	3	8
Overdrive (MediaOn Demand)	227	201	196	624
Points of View Reference Ctr	0	0	18	18
PressReader	0	0	10	10
ReferenceUSA	0	0	2	2
Science Ctr Reference	0	0	0	0
Small Business Reference Ctr	0	1	3	4
Successful Retrieval	427	446	467	1340
Use of Electronic Material	180	283	178	641

Youth Services Report

March 2022

Children/Teen Department

Prepared by Sophia Brown

Decorations

Spring has sprung in the children's dept. Sophia and Kelsey have completed two spring bulletin Boards, with an array of colorful flowers displayed on the windows. It has brightened up the space, especially for the return of our story time participants this week.

Programming

Thursday Virtual Story time with Ms. Sophia

March 3 – with Ms. Sophia - 115 views

March 10 – with Ms. Sophia - 46 views

March 17 – with Ms. Kelsey - views – 33 views

March 24 – with Ms. Sophia – 47 views
March 31 – with Ms. Sophia – 59 views

Passive Programs

Freestyle Art

Students chose a picture of an object from a deck of cards and created their own drawing of the picture.

Monday – March 22 – 3:30 p.m. – 8 students participated

Tuesday – March 23 – 3:30 p.m. – 6 students participated

Collection Maintenance and Development

Purchases

Video – 4

Youth Books- 178

Teen Books - 49

Weeding and Discards

84 juvenile nonfiction

28 Easy Readers

Kelsey has completed Inventory of the Easy Reader collection and is now working on the Easy fiction.

New Changes

Story hour is back in the building beginning April. As of March, we will no longer be doing in Live on Facebook.

We will have our first school fieldtrip to the library since the pandemic. Students are coming to get library cards and get a tour of the library. We are very excited about it!

Reference Statistics

In Library Questions- 6 Phone-9 Email- 2