

**Director's Report**  
**May 2022**

**Administration**

April 2022

Prepared by Amy Crump, Library Director

Staff

- National Library Workers Day was April 5 – part of National Library Week. Staff received gifts from me in recognition of their exemplary work at the Bellwood Library.
- Leadership Team meetings were held on April 8 and April 26.
- The Staff meeting was held on April 19.
- A new staff committee – Safety Committee – was formed to start empowering staff on safety and security matters. Their first meeting was held April 27.

Meetings

- Attended the Bellwood Chamber of Commerce meeting on April 5.
- Attended a Community Based Organization Meeting hosted by the Cook County Department of Emergency Management and Regional Security on April 12.
- Attended SLAM meeting on April 14.
- Attended ATLAS Board meeting on April 20.
- Connie Riales read the library report at the Village of Bellwood Board meeting on April 20 as I had a conflict that evening.
- Participated in a Grant Review Committee meeting for the Illinois State Library on April 28. (This was for a different grant than the one BPL applied for.)

**Adult & Bibliographic Services Report**

April 2022

Prepared by ABS Department Head Kara Spizzirri

Jeanni is maintaining the Little Free Library by driving over once a week to check on the book inside and restock from our collection of donations and recently discarded titles.

The Little Free Pantry is checked twice daily by staff. Community members continue to donate items combined with what was donated in the drive during

February. Use of the pantry is increasing with toiletries and household items being most popular currently.

Reference Questions

|                | <b>In Person</b> | <b>Email/Chat</b> | <b>Phone</b> | <b>TOTAL</b> |
|----------------|------------------|-------------------|--------------|--------------|
| 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          |
| April 2022     | 80               | 3 email/4 chat    | 68           | 155          |

Notarizations: 14

Adult Services Programming—April 2022

| <b>Day</b> | <b>Date</b> | <b>Time</b> | <b>Adult Services Programs</b> | <b># Patrons</b> |
|------------|-------------|-------------|--------------------------------|------------------|
| Saturday   | 4/2/2022    | 10:00       | Zumba                          | 8                |
| Monday     | 4/4/2022    | 6:30        | Shades of Fiction              | 6                |
| Wednesday  | 4/6/2022    | 11:00       | Chair Yoga                     | 9                |
| Thursday   | 4/7/2022    | 6:00        | Yoga                           | 5                |
| Saturday   | 4/9/2022    | 10:00       | Zumba                          | 9                |
| Wednesday  | 4/13/2022   | 11:00       | Chair Yoga                     | 6                |
| Wednesday  | 4/13/2022   | 6:30        | Bitcoin & Cryptocurrency       | 8                |
| Thursday   | 4/14/2022   | 6:00        | Yoga                           | 6                |
| Saturday   | 4/16/2022   | 10:00       | Zumba                          | 10               |
| Wednesday  | 4/20/2022   | 11:00       | Chair Yoga                     | 8                |
| Thursday   | 4/21/2022   | 6:00        | Yoga                           | 5                |
| Saturday   | 4/23/2022   | 10:00       | Zumba                          | 8                |
| Wednesday  | 4/27/2022   | 11:00       | Chair Yoga                     | 7                |
| Thursday   | 4/28/2022   | 6:00        | Yoga                           | 5                |

|          |           |       |                         |            |
|----------|-----------|-------|-------------------------|------------|
| Saturday | 4/30/2022 | 10:00 | Zumba                   | 8          |
|          |           |       |                         |            |
|          |           |       | <b>Total Attendance</b> | <b>108</b> |

Passive Monthly Programs: Blackout Poetry = 8 kits picked up

Website: 1,384 users visited our website 1,955 times.

WiFi use: 186

Computers: 472 patrons

Study Room Use: 7 uses, 8 people

### Printing

|                   |             |
|-------------------|-------------|
| Black & White     | 2642        |
| Color             | 114         |
| Wireless Printing | 202         |
| <b>Total</b>      | <b>2958</b> |

### 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  | 10 |   |   |   |   |   |   |   |   | 13  |
| Ancestry Library Edition | 42 | 6  | 0  | 31 |   |   |   |   |   |   |   |   | 79  |
| Business Source Premiere | 0  | 0  | 7  | 1  |   |   |   |   |   |   |   |   | 8   |
| Chicago Tribune          | 0  | 0  | 0  | 0  |   |   |   |   |   |   |   |   | 0   |
| Consumer Health Complete | 0  | 0  | 0  | 0  |   |   |   |   |   |   |   |   | 0   |
| Consumer Reports         | 0  | 0  | 0  | 0  |   |   |   |   |   |   |   |   | 0   |
| Flipster                 | 1  | 0  | 0  | 0  |   |   |   |   |   |   |   |   | 1   |
| Gale Courses             | 32 | 40 | 11 | 7  |   |   |   |   |   |   |   |   | 90  |
| History Reference Ctr    | 0  | 0  | 0  | 0  |   |   |   |   |   |   |   |   | 0   |

|                                  |     |     |     |     |      |
|----------------------------------|-----|-----|-----|-----|------|
| Hobbies & Crafts<br>Ref Ctr      | 0   | 0   | 0   | 0   | 0    |
| Home<br>Improvement Ref<br>Ctr   | 0   | 0   | 0   | 0   | 0    |
| Hoopla Digital                   | 200 | 245 | 271 | 248 | 964  |
| Kanopy                           | 36  | 37  | 27  | 59  | 159  |
| Legal Reference<br>Ctr           | 0   | 0   | 0   | 0   | 0    |
| Literary<br>Reference Ctr        | 3   | 0   | 15  | 3   | 21   |
| Masterfile<br>Complete           | 0   | 0   | 0   | 0   | 0    |
| MEDLINE                          | 0   | 0   | 35  | 7   | 42   |
| Newsbank                         | 1   | 8   | 0   | 1   | 10   |
| Niche Academy                    | 0   | 2   | 0   | 26  | 28   |
| NoveList Plus                    | 45  | 29  | 42  | 21  | 137  |
| NoveList Plus K-8                | 15  | 25  | 3   | 15  | 58   |
| NuWav Legal<br>Documents         | 4   | 1   | 3   | 5   | 13   |
| Overdrive<br>(MediaOn<br>Demand) | 227 | 201 | 196 | 198 | 822  |
| Points of View<br>Reference Ctr  | 0   | 0   | 18  | 0   | 18   |
| PressReader                      | 0   | 0   | 10  | 1   | 11   |
| ReferenceUSA                     | 0   | 0   | 2   | 8   | 10   |
| Science Ctr<br>Reference         | 0   | 0   | 0   | 0   | 0    |
| Small Business<br>Reference Ctr  | 0   | 1   | 3   | 0   | 4    |
| Successful<br>Retrieval          | 427 | 446 | 467 | 446 | 1786 |
| Use of Electronic<br>Material    | 180 | 283 | 178 | 195 | 836  |

**Youth Services Report**  
April 2022

Children/Teen Department  
Prepared by Sophia Brown

Decorations

The Children's Department is gearing up for Summer. During the month of June, we will kick off our 2022 Summer Reading program. This year's summer Reading theme is 'Read Beyond the Beaten Path'. Participants will get to register for the eight week reading program and enjoy a variety of camp related programs.

Programming

Thursday Storytime @ the Library with Ms. Sophia and Roscoe

April 7 – 11 participants -

April 14 – 17 participants

April 21 – 17 participants

April 28 – 11 participants

ABC Club Online with Ms. Sophia

Introduction to ABC Club online video – 31 views

Letter A – 16 craft to go kits

Letter B - 21 Craft to go kits

Letter C – 7 craft to go kits

Let's Get Loopie

Wednesday, April 26 – 5 children and 4 adults

Drop in Craft time with Ms. Sophia

Students created friendship bracelets.

Thursday, April 28 – 10 students

Family Jigsaw Challenge

Friday, April 8 – Family of 4 participated

Celebrate National Poetry Month

No participants

Sensory Storytime

No Participants

Super Saturday Hero Series

Saturday, April 2 – Spiderman into the Spider-verse (2 participants)

Saturday, April 9 – Spiderman Enter (3 participants)

Saturday April 16 – No participants

Saturday, April 23 – No participants

Saturday, April 30 – Lego Super Hero Girls (1 participant)

Dial a Story Service

The library staff created 25 stories for Dial-a-story and we received 14 calls in the month of April.

Collection Maintenance and Development

Purchase

Video – 17

Youth Books- 73

Teen Books - 21

Weeding and Discards

80 Picture Books

Inventory

Kelsey is currently during inventory of Easy Fiction. She is now on the letter C.

Reference Statistics

In Library Questions- 10 Phone-2 Email- 1