

Director's Report June 2022

Administration

May 2022

Prepared by Amy Crump, Library Director

Staff

- Welcome to Elizabeth (Libby) Auger – new youth services associate.
- Leadership Team meetings were held on May 12 and May 26.
- The Staff meeting was held on May 17.

Meetings

- Attended the AgeOptions Quarterly Meeting.
- Attended the Bellwood Chamber meeting on May 3.
- Attended SLAM meeting on May 12.
- Attended the AgeOptions grant check-in meeting on May 17.
- Attended ATLAS Board meeting on May 18.
- Presented the library report at the Village of Bellwood Board meeting on May 18.
- Participated in a two-day course (Accounting Crash Course for Non-Financial Managers) on April 19 and 20.
- Hosted the inaugural meeting of LAW (Library Administrators West) at the Bellwood Library. Library Directors from Berkeley, Forest Park, Hillside, La Grange Park, Melrose Park and Northlake attended. We decided to meet quarterly for networking and resource sharing. The August meeting will be at Forest Park Library.
- Attended a Community Based Organization Meeting hosted by the Cook County Department of Emergency Management and Regional Security on May 25.
- Attended a webinar titled Recruiting and Retention during the Great Resignation.

Adult & Bibliographic Services Report

May 2022

Prepared by ABS Department Head Kara Spizzirri

Reference Questions

	In Person	Email/Chat	Phone	TOTAL
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
May 2022	84	2 email/2 chat	53	141

Notarizations: 15

Adult Services Programming—May 2022

Day	Date	Time	Adult Services Programs	# Patrons
Monday	5/2/2022	6:30	Shades of Fiction	6
Wednesday	5/4/2022	11:00	Chair Yoga	8
Wednesday	5/4/2022	6:00	Container Gardening	9
Thursday	5/5/2022	6:00	Yoga	6
Saturday	5/6/2022	10:00	Zumba	10
Monday	5/9/2022	6:30	Family Heirloom Recipes	8
Wednesday	5/11/2022	11:00	Chair Yoga	8
Thursday	5/12/2022	6:00	Yoga	8
Saturday	5/14/2022	10:00	Zumba	9
Wednesday	5/18/2022	11:00	Chair Yoga	7
Thursday	5/19/2022	6:00	Yoga	5
Saturday	5/21/2022	10:00	Zumba	9
Tuesday	5/24/2022	5:00	NAMI Mental Health Discussion	3

Saturday	5/27/2022	10:00	Zumba	7
			Total Attendance	195

Passive Monthly Programs: Cloud Photo Holder = 7 kits picked up

Website: 1,499 users visited our website 1,975 times.

WiFi use: 199

Computers: 420 patrons

One-on-One Sessions: 38

Study Room Use: 4 uses, 4 people

Printing

Black & White	1962
Color	149
Wireless Printing	147
Total	2258

Download and Streaming Services

- Patrons across all platforms: 107 patrons
- Checkouts across all platforms: 539 checkouts
 - Media on Demand: 50 patrons (0 new) 174 Checkouts
 - Hoopla: 53 patrons (4 new) 293 Checkouts
 - Kanopy 4 patrons 72 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	1	0	2	10	17								30
Ancestry Library Edition	42	6	0	31	0								79
Business Source Premiere	0	0	7	1	6								14
Chicago Tribune Consumer Health Complete	0	0	0	0	0								0
Consumer Reports	0	0	0	0	0								0
Flipster	1	0	0	0	0								1
Gale Courses	32	40	11	7	4								94

History Reference Ctr	0	0	0	0	7	7
Hobbies & Crafts Ref Ctr	0	0	0	0	0	0
Home Improvement Ref Ctr	0	0	0	0	0	0
Hoopla Digital	200	245	271	248	293	1257
Kanopy	36	37	27	59	72	231
Legal Reference Ctr	0	0	0	0	5	5
Literary Reference Ctr	3	0	15	3	62	83
Masterfile Complete	0	0	0	0	67	67
MEDLINE	0	0	35	7	0	42
Newsbank	1	8	0	1	1	11
Niche Academy	0	2	0	26	0	28
NoveList Plus	45	29	42	21	9	146
NoveList Plus K-8	15	25	3	15	0	58
NuWav Legal Documents	4	1	3	5	6	19
Overdrive (MediaOn Demand)	227	201	196	198	174	996
Points of View Reference Ctr	0	0	18	0	60	78
PressReader	0	0	10	1	0	11
ReferenceUSA	0	0	2	8	0	10
Science Ctr Reference	0	0	0	0	0	0
Small Business Reference Ctr	0	1	3	0	8	12
Successful Retrieval	427	446	467	446	467	2253
Use of Electronic Material	180	283	178	195	252	1088

Youth Services Report

May 2022

Children/Teen Department

Prepared by Sophia Brown

Programming

No programs in May – spent time preparing for Summer Reading.

Outreach

Thursday, May 19

Roosevelt Junior High 7th and 8th grade class took a fieldtrip to the library to get library cards, take a tour and find out all the library has to offer with or without a library card. There was a total of 14 students and 2 adults.

Dial a Story Service

Received 15 calls in the month of May.

Collection Maintenance and Development

Purchases

- Easy Fiction – 44
- Early Readers – 20
- Board Books – 2
- Graphic Novels – 7
- Video – 2
- Video Games – 2

Inventory

Kelsey and Libby completed the inventory of the Easy Readers and Easy Fiction collection in May.

Reference Statistics

In Library Questions- 0 Phone- 13 Email- 3