

## **Director's Report June 2021**

### **Administration**

May 2021

Prepared by Amy Crump, Library Director

#### Staff

- LaShawn Burrell was hired as our new Teen Aide for Youth Services. Her start date is June 14.
- Sophia and Kelsey attended training for our summer meals pick-up for youth through the Greater Chicago Food Depository.
- A Leadership Team (Zoom) meeting was held on May 10.
- The Staff (Zoom) Meeting was held on May 18.

#### Meetings

- Attended SLAM (Suburban Library Administrators Meeting) on May 13.
- Attended ATLAS Board meeting on May 20.
- Attended 2 (of 3) webinars on BlueCloud Analytics for Directors.
- Had meeting with Pastor Albert Johnson regarding teen summer workers from the PTMan Program.

#### New Services in June

Coming in mid-June, the library will offer a Dial-A-Story to the community. This will include items for all ages AND Spanish language items.

Also coming in mid-June, youth will be able to access the Prenda Coding Club and learn how to code in a game setting. Lots of fun and self-motivated.

Starting June 14, the library will have pick-up Summer Meals for Youth on Mondays and Wednesdays from 11:30 – 1:00. The meals are provided by the Greater Chicago Food Depository.

## Adult & Bibliographic Services Report

May 2021

Prepared by ABS Department Head Kara Spizzirri

### Reference Questions

	<b>In Person</b>	<b>Email/Chat</b>	<b>Phone</b>	<b>TOTAL</b>
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
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

Notarizations: 18

### Adult Services Programming

<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Adult Services Programs</b>	<b># Patrons</b>
Saturday	5/1/2021	10:00	Zumba	11
Thursday	5/6/2021	6:30	Yoga	6
Thursday	5/6/2021	7:00	Fireside Chat with Alex Kotlowitz	1
Friday	5/7/2021	5:00	Whatcha Watching & Reading	5
Saturday	5/8/2021	10:00	Zumba	8
Saturday	5/8/2021	2:00	Your City @ Home: Illinois Holocaust Museum	1
Monday	5/10/2021	6:30	Barbecue Cuisine with Chef Maddox	12
Thursday	5/13/2021	6:30	Yoga	8
Friday	5/14/2021	5:00	Whatcha Watching & Reading	13
Saturday	5/15/2021	10:00	Zumba	9

Saturday	5/15/2021	1:00	Virtual Tour of Art Institute of Chicago	2
Thursday	5/20/2021	6:30	Yoga	5
Friday	5/21/2021	5:00	Whatcha Watching & Reading	10
Saturday	5/22/2021	10:00	Zumba	8
Saturday	5/22/2021	1:00	Your City @ Home: Field Museum	5
Monday, Tuesday, & Wednesday	5/24/2021, 5/25/2021, 5/26/2021	6:30	Screening of Black Men in White Coats	4
Thursday	5/27/2021	6:30	Yoga	4
Friday	5/28/2021	5:00	Whatcha Watching & Reading	6
Friday	5/28/2021	6:30	Trivia	5
Saturday	5/29/2021	10:00	Zumba	9
			<b>Total Attendance</b>	<b>127</b>

#### Tech Video Views

Northstar Digital Literacy	92
Read Newspapers Online with Your Library Card	6
Online Learning with GCFLearnFree	2
Using Goodreads for Reading Recommendations	2

Website: 1,024 users visited our website 1,566 times.

Wifi Usage: 119 clients logged in

Computers: 297 patrons

#### Printing

Black & White	2,124
Color	148
Wireless Printing	461
<b>Total</b>	<b>2,733</b>

#### Download and Streaming Services

- Patrons across all platforms: 90 patrons
- Checkouts across all platforms: 430 checkouts
  - Media on Demand: 45 patrons (6 new) 268 Checkouts

- o Hoopla:
- o Kanopy

44 patrons (2 new) 158 Checkouts  
 1 patron 4 Streams

Database Usage

	J	F	M	A	M	J	J	A	S	O	N	D	YTD
Academic Search Premier	2	1	0	5	0								8
Ancestry Library Edition	1	0	5	1	0								7
Business Source Premiere	0	0	0	0	0								0
Chicago Tribune Consumer Health Complete	6	5	0	0	0								11
Consumer Reports	0	0	0	2	0								2
Ebook PL collection	5	0	0	4	0								9
Flipster	0	0	0	0	0								0
Gale Courses	1	0	2	0	0								3
History Reference Ctr	92	101	87	97	64								441
Hobbies & Crafts Ref Ctr	0	0	1	0	0								1
Home Improvement Ref Ctr	0	0	0	2	0								2
Hoopla Digital	0	0	0	0	0								0
Kanopy	191	177	174	134	158								834
Legal Reference Ctr	9	36	6	39	4								94
Literary Reference Ctr	0	0	4	0	0								4
Masterfile Complete	3	0	1	3	0								7
MEDLINE	0	0	0	0	0								0
Newsbank	0	0	2	1	0								3
Niche Academy	5	4	5	1	1								16
NoveList Plus	50	46	115	50	0								261
NoveList Plus K-8	10	0	0	0	0								10
NuWav Legal Documents	1	4	1	7	3								16
Overdrive (MediaOn Demand)	210	190	153	151	268								972
Points of View Reference Ctr	0	0	0	0	0								0

PressReader	0	0	0	0	2	2
READit!	0	0	0	0	0	0
ReferenceUSA	4	0	2	1	0	7
Science Ctr						
Reference	0	2	0	0	0	2
Small Business						
Reference Ctr	0	0	0	0	0	0
Successful						
Retrieval	401	367	327	285	NA	1380
Use of Electronic						
Material	206	201	107	271	NA	785

## Youth Services Report

May 2021

Children/Teen Department

Prepared by Sophia Brown

### Virtual Programs

#### **New Book Recommendation with Ms. Kelsey**

Friday, May 7 – 42 views

#### **Family Storytime Live with Ms. Sophia**

Thursday, May 6– 41 views

#### **Crafternoon**

Thursday, May 6- 42 views

#### **Family Storytime Live**

Thursday, May 13 – 34 views

#### **Crafternoon**

Thursday, May 13- 65 views

#### **Family Storytime Live**

Thursday, May 20 –66 views

#### **Crafternoon**

Thursday, May 20 – 43 views

#### **STEAM to Go bags every week (10-12 bags/week)**

- Lava Lamp
- Pipe Cleaner Cubes
- Bee Hummer
- Coffee Filter Flowers

#### **Sign Language Class**

Ms. Kelsey did a LIVE signing class for kids

Thursday, May 20

39 views and 10 Engagements

#### **Sew Amazing with Ms. Kelsey**

Tuesday, May 12 – 14 views

Tuesday, May 26 - 23 views

### Summer Reading 2021

The Summer Reading will kick off on Saturday June 12. Parents have already started calling to register their children for the event.

### School Outreach

Sophia hosted two special Summer Reading Kick off Story time event for District 88 Preschoolers, teachers and parents.

Friday, May 28 at

10:00 a.m. – 49 students and parents and

12:00 p.m. – 57 students and parents

### Department Projects

Kelsey weeded the entire Nonfiction collection and moved Graphic Novels and Biographies to a new location.

During the month of May, the Children's department counted all reference question whether in house, phone or email.

- In person – 0
- Phone – 8
- Email – 1

### Staff Recommendation

Kelsey created a newsletter to promote Asian American Heritage Month

### Training

Sophia and Kelsey completed the 2021 Site Partner Summer Food Service Program Training and will be serving breakfast and lunches at the library to children in the community under 18 years of age.

### May Purchases

YA – 10

Juvenile Fiction – 7

Biographies – 2

Easy Fiction – 43

Nonfiction - 16

AV- 3 videos and pre-ordered 4 video games