



LEMONT
Public Library District

Director's Report

March 7, 2014

Financial:

We have received several distributions of the spring 2013 tax collection from Cook County.

Property Tax Distributions – Levy Year 2012-2013

	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>	<u>% Collected</u>
Spring 2013	\$816,722	\$272,521.76	\$544,200.24	33.3%

Collection Accounts:

Our agreement with Green Flag to provide material recovery services, expired in October, 2013. This was a prepaid service that requires a significant amount of administration from the library perspective. Pinnacle Library Cooperative purchased an interface to Unique Management Services that allows integration with the Polaris patron database, facilitating a much more efficient process of identifying collection accounts and initiating recovery procedures. There is no additional cost for the library to utilize this interface. We recently signed a three month trial agreement with Unique to pursue material recovery for lost and damaged materials on accounts up to 60 days overdue. We would only include account balances incurred as a result of lost or damaged items in the trial, limiting the number of accounts that would exceed 35.00. Our Circulation Policy currently sets the threshold for collection at \$35.00; I would recommend a temporary reduction of this limit to \$25.00 so we may conduct an accurate test of Unique's effectiveness in recovering materials and monies owed for damaged and non-returned items.

Proposed Fine Forgiveness Month:

In order to assist patrons that may be having difficulty in clearing their library accounts, I propose a Fine Forgiveness Month to be held throughout June, 2014 is proposed. Patrons may bring in non-perishables requested by the local food pantry in exchange for a waiver of outstanding fines (I would recommend up to \$20). This would alleviate some of the longstanding overdue accounts as well as provide much-needed food items for the Lemont food pantries.

Conceptual Space Planning Study:

- I participated in weekly conference calls with Joe Huberty of Engberg Anderson to identify specific needs and space allocation for the redesign plan.
- Charity Jones, the Planning and Economic Development Director for the Village of Lemont has provided demographic data and projections that will be useful in planning space and materials allocations for different age groups.
- The Community Planning Meeting on Thursday, March 6 was attended by 20 Lemont residents and trustees Hogan, Camalliere and Sanders. The discussion, and Joe Huberty's presentation, was very helpful for pinpointing concerns and needs of library users. Engberg Anderson will incorporate these observations into the conceptual design that will be previewed at our second Community Meeting on Tuesday, April 1st at 7:00 p.m.

Buildings & Grounds:

- On February 27, three circuit breakers in Panel 3 on the main floor failed and started to smoke/melt. Thanks to a swift response by Fernando Alfonso and Brooks Porter, the situation was brought under control quickly. Power to the control panel was cut and defective breaker removed. After a visual of breakers there were multiple breakers bad. Fitzgerald replaced the defective breakers. We plan to replace more of the susceptible breakers (switches that are used to turn the lights on/off each day) in the very near future.
- Snow removal costs continue to escalate with the relentless onslaught of snowy weather. To date, we have spent \$12,758 on snow removal services (more than 60% over the budgeted \$8,000) in this extremely unusual winter. Premier continues to provide excellent, responsive service.
- Landscaping Services – Premier has submitted a proposal for landscaping services. We have requested proposals from other landscaping companies but have received no responses to date (undoubtedly due to the current preoccupation on snow removal).
- Walter Oprzedek removed shelving in the new books and foreign language books sections and added additional shelving to accommodate the growing books on CD collection.

Technology:

Faxing and printing capabilities were removed from the Simple Scan Station due to unresolvable issues with the coin tower and color copier. The process only works intermittently which proved to be very frustrating for patrons. The Simple Scan continues to be used heavily for scanning to USB, Google Drive and email. Fax service will continue to be offered using our staff copier.

Adult Department:

- The visit by President and Mrs. Lincoln on Presidents Day was rescheduled due to significant snow fall that day. The program will now take place on Thursday, March 20 at 7:00 p.m. The traveling panel exhibit related to Abraham Lincoln and the I&M Canal will remain on display in the Adult section of the library until the end of March.
- The spring newsletter was mailed to all Lemont residences on February 25.
- Tax assistance appointments have been filled for some time and the waiting list is growing. This is due in large part to the fact that the Library is the only location in either Lemont or Homer Glen offering this service this year.
- Our annual movie contests proved to be very popular. There were 86 participants in the Oscar Contest; winner Michael Vitt correctly guessed all the Oscar winners! 60 patrons entered the Movie Classics Contest; Bob Bittke was randomly selected to win a \$25 Amazon gift card. The top 10 classic movies selected by our patrons will be purchased for the DVD collection.
- Early Voting for the Illinois Gubernatorial Primary began on March 3rd and will continue through Saturday, March 15, 9:00 a.m. to 5:00 p.m. in the Library Meeting Room (excepting Sunday).

Teen Department:

- Teen librarian, Sara Brunkhorst, hosted her first Teen Advisory Group meeting, a productive discussion about upcoming events and program options.
- Several programs and events featured a Valentine's theme this month. A "Blind Date with a Book" display featured wrapped books that displayed key words to describe the plot and mood of the story. Of the 25 books on the display only 4 were left at the end of the promotion! On February 13th Sara held an Anti-Valentine's Day Party where teens decorated anti-love conversation hearts to put up in the Teen Area and watched the movie *The Avengers*. On February 16th Sara hosted a book speed dating program. She selected books that have not received a lot of attention but are still excellent reads. Tables were set up with a number of different books and they had a few minutes to look through and choose one to explore more thoroughly.

- On February 20th the High School Lit Lounge for *The Hate List* by Jennifer Brown was held at the Library. Those that attended discussed the book's overall themes of hero vs. villain, and loyalty to friends and family.
- At Tech Trek on February 26th, teens explored word games and other puzzle/thinking games on the iPads.

Upcoming Programs:

- March is a very busy month program-wise! There are two new contests taking place between the beginning of the month and March 16th: the Teen Tech Awards for Teen Tech Week and the March Madness Bracket Challenge.
- The free ACT Practice Test administered by Kaplan will be held on March 8th.
- Teen Tech Week will feature a number of programs from March 9th-15th, including a weeklong QR Code Scavenger Hunt, a DIY @ the Library Program, Book Trailers Creation, and a Teen Tech Awards Party to cap everything off.
- A *Divergent* Party will be held on March 20 to celebrate the much-anticipated movie release.

Children's Department:

- The February edition of Dads and Donuts on February 8 presented by Dawn Strand was a rousing success with Dads and kids enjoying Valentine's Day stories, crafts, donuts, and games – including a competitive game for Dads picking up candy hearts with chopsticks.
- Despite a last minute reschedule due to weather, Dawn Strand had a wonderful time creating our Olympic event. 5 Tweens showed up and made Olympic torches, designed country flags, and competed in tabletop curling, paper plate speed skating, and Wii Olympic games. Great moments in Olympic history were watched and edible medals were served.
- The Valentine Vavoom and Valentine Bingo, were enjoyed and the kids loved making Valentines and playing Heart Bingo.
- Despite the frigid weather, story programs and Action Academies were consistently attended and many excellent winter books were shared. The 1st and 2nd graders especially liked reading a snowy day Cam Jansen mystery and the pirates in 3-5th grades read an entire Time Warp trio book. The spring session will begin on March 10 and hopefully the weather will follow the library's lead on spring reads.
- The Mardi Gras party on February 28 turned out to be a lot of fun for Mary, Sara and the kids as we celebrated Mardi Gras. Eleven tweens which included some middle schoolers, had fun making masks, collecting beads, and enjoying some king's cake in which a Mardi Gras coin was hidden. More tween activities are planned for March including a Leprechaun Mini-Lockin, and a Win, Lose, Or Draw Tournament.
- The celebration of Dr. Seuss' birthday on March 2nd drew a crowd of 52 children and adults who enjoyed special guest ventriloquist Sandi Sylver and birthday cake.

Training/Workshops:

- Mary Inman attended the Children's Literature Breakfast on Saturday February 15th and the SASSY Children's Librarians Group on February 21st at the Joliet Public Library Black Road branch.
- Dawn Strand attended the LACONI youth services meeting on Friday, February 28. Valuable information was gained about keeping the library a safe place for patrons and staff, learning how we help avoid stressful situations with patrons that may lead to problems, and internet safety and how librarians might help children who come into the library and are being bullied online.
- Debbie Somchay attended the PinDigital Committee Meeting at Fountaindale Public Library on February 11th the Pinnacle PAC Committee Meeting held at the Plainfield Public Library on February 20th and the PinData Committee Meeting held at the Fountaindale Public Library on February 27th.

- Debbie Somchay, Pat Camalliere and Gail, a volunteer from the Lemont Historical Society attended the ALA Digitization webinar at the Fountaindale Public Library on February 19th.
- Debbie Somchay attended the Boopsie – Mobilize Your Library webinar on February 27th.
- Debbie Somchay and Christina Theobald met with OneClick digital meeting on February 7th.
- Christina Theobald attended the PinTech meeting on February 14th and an RDA conference on February 20th.
- Kathie Baker and Christina Theobald attended an Authority Control workshop on February 13th.

Outreach

- Teen Librarian Sara Brunkhorst visited Lemont High School on February 27th to raise awareness for our programs and pass out information. One of the main purposes of this visit was to increase registration for the ACT Practice Test on March 8 (the previous 2 had to be canceled due to low registration). Due to her promotion, there are now 11 students registered for the program.
- Debbie Somchay, Mary Inman, Sandra Pointon and Rebecca Betten with the Friends participated in the Lemont Community Showcase & Expo on Saturday, February 22 at the CORE. Debbie and I spoke to many of the approximately 400 people attending, highlighting library services and the community planning meetings and Mary presented a story time session.
- Mary Inman was a special guest reader at Happy Hands' Pajama Day on February 7.
- Debbie Somchay delivered the outreach items to Franciscan Village on February 24th. 5 people attended and 27 items were checked out.

Communications:

The Annual Mayor's Drive for Charity will be held at Ruffled Feathers Golf Club on April 28.

I will be attending the Public Library Association Conference in Indianapolis, March 12-15.

Respectfully submitted,

Sandra D. Pointon