



## *Director's Report*

May 11, 2015

### **Personnel:**

- Lynn Schumacher resigned her part-time clerk position, effective May 15.
- Megan Greenback began working a new full-time librarian on May 6th.
- Ann Baillie will return as a summer assistant later this month.
- Heather Bury is working with both the adult and youth departments as an intern as part of her requirements for a degree in community event planning.

### **Property Tax Distributions – Levy Year 2014-2015:**

We have collected the projected spring tax distributions from Cook County and will receive DuPage collections in May. Our total tax revenues for FY2014-15 have exceeded projections by more than 2%.

	<b>Projected</b>	<b>Actual</b>	<b>Difference</b>	<b>% Collected</b>
Spring 2014	\$809,000	\$ 790,368.29	\$18,631.71	97.69%
FY2014-15	\$1,545,000	\$1,582,801.84 *	\$37,801.84	102.444%

\*Includes estimated \$31,000 from DuPage spring collection.

The Finance Committee will meet on May 12th at 7:00 p.m. to discuss tax revenue projections, fund balances and the working budget for FY2015-16.

### **Ordinance No. 2014/2015-06 Transferring Funds Among the Bond and Interest Funds.**

Bond Counsel Kyle Harding of Chapman & Cutler prepared the enclosed Ordinance to provide for transfer of \$87,443.06 in excess funds from the 2005 Bond Fund to the 2015 Bond Fund. There are two interest payments due on the 2015 bond: \$33,168.06 due by June 1, and \$54,275.00 due by December 1.

Upon the recommendation of Auditor Jaszczak, the funds required for the 2015 Bond payments will be transferred to the Renovation Project bank account and wired to Amalgamated Chicago, following Board approval.

### **Non-Resident Library Card Resolution:**

The annual non-resident fee for FY2015-2016 will be \$201, calculated by the General Mathematical Formula prescribed in Section 3050.60 of the Illinois Administrative Code.

Local Tax Collections FY2014-2015, divided by District Population multiplied by average number of people in each household:

$$(\$1,551,802/21,685) = \$71.56 \times 2.81 = \$201.00$$

### **Renovation Project:**

- Project Workshop 6 was held at the Library on Thursday, April 30<sup>th</sup>. The primary focus of the workshop was further review of finishes and furniture options. Numerous furniture samples (many of which were selected at the Merchandise mart) were delivered to the library for on-site testing. Additional task chairs will be available for a “trial run” in the next two weeks. Interior Designer Sarah Ponto is compiling the F & F board which will be shared with the Board.
- Project Workshop 7 will be held on Thursday, May 14. W will be meeting with the Village of Lemont Building Department for a pre-permit review.
- The engineers completed their site visit and inspection of the HVAC system and will transmit a written report of their findings.
- Engberg Anderson is working on construction drawings with a target completion date of early June. Frederick Quinn will then prepare an updated cost estimate and prepare bid packages.
- I will be meeting with Jack Hayes of Frederick Quinn Corp. on Tuesday, May 12 to discuss their recommendations for the project phasing. A full report will be shared with the Board.
- In anticipation of an August construction start, we are no longer accepting reservations for the meeting rooms and study rooms as of August 1<sup>st</sup>. (This information is being shared with the public via the website and the quarterly newsletter.) Additional communications with residents will be distributed as soon as we have more detailed plans for the renovation period.

### **Technology – Renovation Project:**

- IT Manager Alfonso continues to refine the technology budget, securing estimates for various technology components of the Renovation Project. We have received pricing for server room equipment, new telephone equipment, the security access card system and security camera updates. Midco will be submitting a proposal for expansion of the security alarm system shortly.
- AT&T submitted a proposal for the DMARC move from first floor to the basement for more than \$18,000, which does not include possible relocation of piping across Wend Street. A much less costly alternate to relocation of the phone equipment would be keeping the equipment in the break room in a new cabinet.
- Director Pointon and IT Manager Alfonso met with AV consultants Conference Technologies and Sound Vision prior to their submission of proposals for the design of the AV systems for the meeting spaces. After review of the proposals by President Kirvelaitis, Technology Committee Chair Hogan and Shaun Kelly of Engberg Anderson, we accepted the proposal from Sound Vision for the amount of \$7,505 for design and engineering services for the AV systems. We will be meeting with Sound Design on May 18<sup>th</sup> to refine the design.
- The Technology Committee will be meeting later in May to review both technology items in the proposed working budget for FY2015-16, as well as technology-related expenditures for the renovation project.

### **Buildings & Grounds:**

- The parking lot light closest to the library entrance is not working due to a broken underground run. We received a quote from Fitzgerald Electrical for \$5,600 for repairs; Correct Electric is also provided a quote. Frederick Quinn has been consulted to help determine the most efficacious time and means of repair.

- Spring projects completed include start-up of the chiller by HVAC contractor Johansen & Andersen, inspection and start-up of sprinkler system, RPZ valve inspection, and grounds clean-up.

### **Summer Reading 2015:**

- We are excitedly gearing up for this year's summer reading program for kids and teens. "Readers on the Move" is designed to encourage healthy moving of all sorts—reading, dancing, playing, running, flying, jumping, dreaming, cooking, and more! Sponsor have been mailed. The Friends donation was reduced to \$500 this year due to their financial constraints and we are hopeful that other donors will make up the funding gap. The kids' department will be visiting the schools to promote summer reading in May and early June. On May 20, there will be an open meeting for teens to sign up for summer volunteering.
- The kickoff event will be held in the library parking lot on Wednesday, June 10 from 6:00 p.m. to 8:00 p.m. (the last day of school). In addition to face painting, carnival games, and Gelsosomo's pizza, the Rope Warrior will be performing at 7:00 p.m. Attendees can also sign up for summer reading and programs. We have a lot of fun programs lined up from a shoe extravaganza to a ballerina tea party to how we fly to dog tricks. For tweens, we have cartooning and a Wrestle-plex and others.
- Teens, in addition to participating in On the Same Page, will kick off their summer with a pool party on June 13 at the Park District's outdoor pool. Megan will be visiting Old Quarry and the High School to let them know about additional fun summer events.

### **Adult Department:**

- The Great Read 2015 - Pop Goes the Culture! concluded with the finale at Fountaindale Library on May 29<sup>th</sup>. During the Great Read (February 11 to April 29) pop culture-themed programs were held at the Lemont Public Library as well as other libraries in the Pinnacle Library Cooperative area. Participants from each library qualified for a \$50 Barnes & Noble gift card drawing by reading a suggested book or attending a related program. Winners of a Pop Culture Art Contest were chosen from all entries in three age groups: Pre-K to 5<sup>th</sup> grade; 5<sup>th</sup> through 12<sup>th</sup> grade; and Adult. \$50 Barnes & Noble gift cards were awarded. Lemont participation: 3 Art Contest entries; 51 program entries; 10 reading entries. We also hosted 1 Book discussion, and 7 pop-culture themed programs. Pam Zukoski, our representative on the Great Read Committee will attend a wrap-up meeting later this week.
- The summer newsletter will be mailed by Friday, May 15.
- We will launch our summer events with a Travel Fair on Thursday, June 4 from 6:00 to 8:00 p.m. We are highlighting many of the free travel resources available from the library, including our new Mango Language Services online. We will also feature international foods, online travel planning tips, and travel photographer Jerry Ptacek will provide hands-on help for photographers.
- Planning for "On the Same Page," our summer reading partnership with Lemont High School, continues. We have created a program logo and purchased multiple copies of the four selected books. Our goal is to promote discussion and awareness of the issues facing teens through discussions of each of the selected books (led by HS Media Specialist Cathy Mayer) and related programming. In addition, both adults and teens earn a chance to win gift cards and other prizes by attending any of the events or reading one or more of the books. The High School is promoting these events and making students aware that the library has copies of all the books for summer reading.

### **Teen Department:**

- Prom Do Pizazz was excellent with hair designer Arriel Green showing quite a few different styles of updos, curls, and dressy styles for prom or other special occasion. She will be back by popular demand to do a braiding workshop in the summer.
- A special Teen Advisory Group event will be held on Monday, May 11 to welcome our new Teen Librarian, Megan Greenback.

### **Children's Department:**

- We had a full house at Book Barkers with 13 children coming to read to Wink, Remington, and Zelda. The dogs will return this summer and also have a special program featuring some great dog tricks.
- Legos continues to be all the rage--kids used their imaginations to create their own masterpieces, which were displayed in the Children's section.
- Spring Break activities were well attended. The MarioKart tournament was enjoyed by all with a grand prize winner taking all the glory. The tweens had a great time making some beautiful springtime flowers with sugar, marshmallows, and cupcakes. A second session of t-shirt painting was a lot of fun with some tweens returning to make a second peace sign and flowers shirt.
- The mini-lockin ended the week with tweens coming to watch the third installment of Night at The Museum. They enjoyed pizza and following the movie, they went on a team race to find all the movie's characters hidden around the library. (No, they didn't come to life for us.)
- Daddies and Donuts flourished with springtime fun, stories, and a spring hunt of brightly "spring" colored eggs. They savored their donuts as dads read to their children.
- The spring session was very fun and concluded on April 30. We are looking forward to trying out some new story events for summer. Registration begins on May 18.
- National Library Week was celebrated with special guest Truly Remarkable Loon. A great entertainer, he was very skilled at juggling giant bean bags and spinning multiple plates at the same time. The audience enjoyed talking with him after the performance.

### **Training/Workshops:**

- Jackie Lakatos hosted the Pinnacle Circulation meeting.
- Paul Dobersztyn attended C2E2 (Chicago Comic & Entertainment Expo) at the McCormick Place on April 24<sup>th</sup>. He attended panels presented by the ALA regarding special collections and spoke with several authors and illustrators concerning books and graphic novels.
- Paul Dobersztyn attended the 3M Cloud Library meeting at the Elmhurst Public Library on April 8<sup>th</sup>. Representatives from 3M spoke about upcoming updates to the product and fielded questions about improving the Cloud Library.

### **Outreach**

- Board President Kirvelaitis and Director Pointon provided an update on the renovation project at a Lemont Intergovernmental meeting hosted by Mayor Reeves on Wednesday, May 6<sup>th</sup>.
- The Preschool Open House was well attended on April 14 with more than 50 parents coming to pick up information about the different preschools in the area.
- Happy Hands preschool brought their 4 and 5s to the library for a field trip on April 22. We had a great time with spring stories, a movie, and an art project.

- Oakwood's last reading visits for the school year went well with stories featuring their monthly character trait of kindness and also some brand new books. Summer reading visits will be May 28 and June 9.
- We will be participating in the Lemont Farmer's Market the first Tuesday of each month, June through October. We will offer tech programs, storytimes, check out materials and issue new cards (with our new mobile Polaris capability) and more.

**Communications**

- The results of the April Consolidated Election have been certified. Trustees Burton, Culcasi, Kirvelaitis and Sanders will be sworn in at the beginning of the May 18th Board meeting.

Respectfully submitted,

Sandra D. Pointon