



Director's Report

September 4, 2015

Property Tax Distributions – Levy Year 2015-2016:

We have received a substantial portion of the projected fall tax revenue for tax year 2014. We anticipate that the remainder of the DuPage collection (approximately \$23,000) will be received during September.

	Projected	Actual	Difference	% Collected
Fall 2014 Collection	\$787,180	\$720,131.64	\$ 47,048	91.5%

FY2014-2015 Audit:

Auditor Ken Jacsack was on site for several days in mid-August to conduct the audit of the financial records for FY 2014-2015. He anticipates that he will have a draft of the audit complete by the end of September with the goal of presenting the final report to the Board at the November 10th Board meeting.

Budget & Appropriation Ordinance No. 2015/2016-01:

The Budget & Appropriation Hearing will be held on Tuesday, September 8th at 6:45 p.m. (in the Adult Quiet Reading Room) prior to the Board meeting. A copy of the Ordinance is included in the Board packet.

Truth in Taxation Hearing Date:

The Truth in Taxation law requires all taxing districts to hold a hearing on the proposed tax levy prior to the adoption of the Levy Ordinance (at the November Board meeting). This hearing must be noticed no less than 7 and no more than 14 days prior to the hearing date and be held no less than 20 days prior to the adoption of the Levy Ordinance. Available dates would include: October 7, 8, 13, 14. A date will be confirmed at the Board meeting.

Resolution No. 2015/2016-01 – Resolution of Objection to the Improper Annexation of Cook County Forest Preserve District Land to Palos Park

I attended the Village of Lemont Board meeting on Monday, August 24th where Mayor Reeves informed the community about Palos Park's annexation efforts for unincorporated properties in Lemont Township, that are currently in the Lemont Library District also. President Kirvelaitis and I had been briefed by Village Administrator George Schafer about these matters. The Mayor appealed to residents and affected taxing bodies to express their opposition to this "land grab" that would have serious

economic impact on the Lemont community, with no economic benefit. There is extensive information on the Village website detailing how residents can speak out as well as maps and background on Palos Park's activities and links on the library website main page.

The Library District would lose the revenue from this property (EAV currently estimated at more than \$8M) if the Palos Park annexation efforts are successful. This territory would be automatically disconnected from the Library District per 75 ILCS 16/15-85 which provides for this outcome in the event that the municipality annexing the property has a library, as does Palos Park. We believe future residents of this area are much more likely to utilize the services of our much larger, updated library rather than travel to Palos Park to avail themselves of services at the small library in that community, particularly as their children will attend Lemont schools, creating confusion and a drain on our resources without any compensating tax revenue or impact fees.

Fine Forgiveness for Veterans Drive: October 1st through November 11th

We hope to conduct the annual drive to assist veterans at the Hines VA Hospital and the MW Shelter for Homeless Veterans, in partnership with the Lemont VFW Ladies Auxiliary and the Lemont-Homer Glen Rotary Club for the sixth year. We plan to deliver donations to the VFW for distribution as storage space is limited here at the library. Patrons would be given a choice of \$1.00 off fines/fees or a \$1.00 coupon for printing/faxing services in exchange for each item donated from the veterans' request lists.

Renovation Project:

- Permit: Comments were received from TPI, the Village's code review consultant yesterday in response to Engberg Anderson's submissions (1st comments). There were additional comments (2nd comments) and the project was **not approved** for permit. Shaun Kelly is working on responses to the latest comments and has been in contact with Lemont Building Dept. Manager Mark LaChappelle and hopes they will issue a temporary permit next week (as none of the comments relate to life safety issues). I will provide an immediate update when I know more.
- Weekly construction briefings are held each Thursday morning. Cindy Barbera, Accounting Administrator for Frederick Quinn, reviewed the applications for payment process and procedures to follow when issuing checks (which are held for distribution until all required paperwork has been submitted to FQ).
- Construction officially began on Tuesday, August 18 under a temporary permit for demo only. Several days' work, and the participation of numerous trades, was required to create the temporary entrance on the east side of the building.
- The former meeting room is almost completely cleared and work continues on removing the exterior wall and concrete columns.
- Two sets of sliding doors were removed and reinstalled in the temporary entrance to create a vestibule.
- A sidewalk and handicapped accessible ramp were poured and an additional handicapped parking space (to replace the space in the construction zone) were marked with the required signage (including handicapped symbols that were fabricated by Fernando using a stencil and spray paint).
- Much of the shrubbery on the north wall was removed to accommodate the temporary entrance and demolition area and the remainder will be removed when demolition of the NE wall and window begins.

- A photocell light was installed above the temporary entrance (needed as the light bollards on the sidewalk were removed). The security camera on the NE corner of the building was realigned to provide camera coverage of the temporary entrance.
- A new bike rack was purchased and installed east of the new entrance. The memorial bench was moved to a new location on the east side of the lot.
- FQ's construction trailer was delivered to the NE side of the lot and construction fencing and signage were installed.
- Partition walls were erected to separate the demo area from the rest of the library (at the north side of the adult area and in the lobby). One study room was rendered unusable, as anticipated, as it is now in the construction area but the other has been intermittently available (when there is electricity).
- The book drop was retrieved from the basement and installed in the temporary entrance as a convenience for patrons who may have difficulty navigating the exterior book drop at its new location or walking to the Circulation area.
- Staff and construction workers are parking on Wend and Florence Streets during the day. There is ample parking for patrons and most are choosing to park on the east side of the lot. Extreme care should be exercised in parking and walking in the lot!
- We will continue to post updates on the renovation progress on our blog at lemontlibrarymakeover.tumblr.com/

Illinois Public Library Annual Report FY2015

The completed report of statistics related to revenues, expenditures, staffing, programming, technology, circulation of materials and more, was submitted to the State on August 27th. I am pleased to report that statistics show an increase in usage of library materials, library card holders, and attendance at library events in the past 12 months. I will present a summary at the Board meeting, will subsequently be posted on the library website.

Technology

- The ten Lenovo laptops are now upgraded to Windows 10 Operating system.
- New barcode scanners were installed.
- There is no resolution of the issue of printers going off line since the update to Polaris system version 5.0. Polaris engineers are working on resolving the problem.
- A second Laptop for patrons was installed in the Adult Quiet Room.
- CTI technologies moved alarm security sensors from the Phase one construction areas.
- Two security cameras were removed from the north side of the building to make room for the construction of the addition.
- We met with Simplex to review their proposal for additional security cameras and the new door access system that will be integrated into the renovation project. They will be meeting with the construction team on Thursday, September 10th.

Buildings & Grounds

- The elevator was re-inspected (after the fire ladder was moved per code updates and a switch repaired) and passed inspection.
- The Buildings & Grounds Committee met on Wednesday, September 2nd to discuss potential sponsorship opportunities related to the renovation project and outstanding building issues,

most notably the pending parking light repair. Director Pointon was asked to confer with Frederick Quinn to solicit a proposal for the work from Linear Electric of Orland Park, who are working on the renovation project and investigate paving options for the new courtyard.

Adult Services

- The Adult services department has begun monthly planning meetings and will focus on drafting an updated collection development plan, and developing new programming initiatives for 2016. We are targeting programs that will make full use of the new spaces and technology the renovation will provide (such as technology, culinary and movie-based programming).
- We believe there are opportunities to attract “new adults” to library events through innovative programs that appeal to that age group (21 – 35). Paul Dobersztyn, Megan Greenback and Christina Theobald will be spearheading the first effort – a book club to be held at Pollyanna Brewery on the second Tuesday of each month. *Books on Tap* will debut in January and will be the first of several new programs developed for a demographic that is often hard to reach.
- We are also reaching out to the High School and plan more frequent visits to promote library resources. The HS has opted to reduce their library budget for both print and electronic resources. We agreed to issue digital access only passes for student and teachers to use our library databases and may take materials to the HS for students with Lemont library cards to check out. We do not have the financial resources (or tax base) to purchase materials to support the school curriculum, however.

Teen Services:

- The teen summer reading program concluded with a finale party held at the Lemont Park District Centennial Pool. 16 teens attended the event and the summer reading prizes were handed out. Teens reported that they enjoyed the program and the prizes, but they would prefer to pick their own incentive next summer, which we will incorporate into planning for next year’s program.
- Cathy Mayer, Lemont HS Librarian, and Megan Greenback will be meeting to collaborate on ideas for providing resources and programming for students this fall semester. Cathy is also promoting Library Card Sign-up month, with a separate prize for LHS teens who obtain a library card.
- Banned Books Week 2015, begins on September 27th, and there will be a small display along the top of the shelves in the teen space. Teens will also have the chance to win a small prize by entering guesses about the title of a banned YA book (purchased used!) that will be shredded and placed in a jar in the teen space.
- The Teen Advisory Committee (TAG) will hold its first meeting of the new school year on Thursday, September 17th. Flyers have been put up within the library, and Cathy Mayer has promoted TAG in the LHS library and to teachers, students, and the LHS branch of the National Honor Society.

Collection Projects:

- Work continues on the consolidation of the collections. We expect to achieve our target by November (before the beginning of Phase 2 when Children’s and Teen collections will be moved).
- The Children’s Department’s collections and shelving units have been shifted/removed to match up to the new department layout.

- 75% of the Children's DVD collection has been cleaned (with our new disc cleaning machine) and re-cased in the new locking cases (ready for display in the new media shelving).

Training/Workshops:

- Jackie Lakatos attended the Pinnacle Circulation meeting at Shorewood-Troy Library.
- Debbie Somchay and Pam Zukoski attended the Book Lover's program featuring author, Elizabeth Berg, at the White Oak Public Library – Romeoville on August 12th.
- Debbie Somchay attended the PAC Committee Meeting at the Plainfield Public Library.
- Pam Zukoski attended the Great Read committee meeting at the White Oak Public Library - Crest Hill on August 20th. Planning has begun for the 2016 program which will focus on celebrating Illinois.
- Sandra Pointon, Debbie Somchay, Pam Zukoski, Paul Dobersztyn and Megan Greenback participated in a webinar for the new Axis 360 app (eRead Illinois) which offers both ebooks and e-audiobooks.
- Mary Inman attended the SASSY meeting for area children's librarians on August 21.

Outreach

- Sandra Pointon, Paul Doberstyzn, Kathie Baker and Dawn Strand staffed the Library tent at the Farmer's Market on September 1st, which included promotion of Library Card Sign up Month, storytime with Ms. Dawn and Tech Tips with Paul.
- Debbie Somchay delivered the outreach items to Our Lady of Victory (9 people, 35 items); Franciscan Village (12 people, 40 items).
- Kops and Kids Day was held on August 8th. The Lemont Police Department and Lemont Park District did an outstanding job with fun activities, a parade, demonstrations, raffles, train rides and more for huge crowds of people. Megan and Mary represented the library with a fun knock down the cans game and a book trivia game for the older kids.
- Dawn and Mary received the Community Spotlight Recognition Award at the Lemont Park District Board meeting on Tuesday, August 18. This award was given in recognition for going above and beyond, volunteering to serve the community of Lemont with passion and dedication.

Respectfully submitted,

Sandra D. Pointon