



Director's Report
April 7, 2017

Property Tax Distributions – Levy Year 2015-2016:

We received additional spring 2016 tax collections from Cook County.

	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>	<u>% Collected</u>
Spring 2016 Collection	\$ 861,700.00	\$ 767,327.27	\$94,372.73	89.05%

Final tax rates for the 2016 tax year were received from DuPage County; we will not receive the Cook County extension until early June, however.

Audit FY2016-2017:

I recently learned that our long standing auditor Ken Jaszscak has retired and will not be available for our upcoming audit. I have reached out to two accounting firms recommended and used by other Pinnacle Libraries, Brian Zabel and Associates and Lauterback & Amen; proposals will be forthcoming for consideration by the Library Board.

Working Budget FY2017-2018

Preliminary work on the budget for the upcoming fiscal year is underway; a meeting of the Finance Committee will be held in the next month to discuss tax revenue projections and other components of the working budget.

Statement of Economic Interests:

The deadline for trustees to file their 2016 Statement of Economic Interests with the Cook County Clerk's Ethics Department is May 1, 2017.

Consolidated Elections

Trustees Camalliere, Hogan and Skibinski were all elected to the Library Board for four year terms on April 4th. They will be sworn in at the May 9th Board meeting.

Pinnacle Library Cooperative:

- System administrator Ron Chesko tendered his resignation effective April 14, and the search for a new administrator is underway.

- The Pinnacle Governing Board finalized an agreement with Innovative Interfaces for a five year agreement to continue using Polaris Integrated Library System with very favorable terms, offering better pricing and additional functionality.
- The Governing Board reviewed the FY2017-18 budget at the March 31st meeting. There was consensus to discontinue our subscription to eRead Illinois (ebooks and eaudio) due to low usage and to select ReferenceUSA business database services due to their superior product and competitive pricing.
- Several Lemont Library staff will be serving in chairmanship roles in the upcoming fiscal year: Sandi Pointon as Chair of the Governing Board, Paul Dobersztyn as Chair of the Database Committee, Christina Theobald as Chair of the Technical Services Committee and Jackie Lakatos as Chair of the Circulation Committee (the chairmanships rotate between libraries on an annual basis to ensure participation by all libraries).

Renovation Project:

- Representatives from Vortex and Frederick Quinn were on site on March 31st to assess the “bubbling” of the flooring in the Children’s Activity Center. The cause appears to a result of the substrate attaching to the flooring along the concrete seams. The affected areas will be removed and replaced in early May.
- There has been no progress in receiving required documentation from Coleman Roofing.
- Quotes were installed for the donor wall and in the Teen Lounge. CHECK OUT lettering was installed on the soffit above the Front Desk.

Buildings & Grounds:

- Sebert Landscaping performed a spring cleanup of the grounds last week. As spring progresses, the new landscaping will be assessed to determine if any replacements are needed, while the work is under warranty.
- Fox Valley Fire completed the annual fire alarm inspection on April 3rd.
- Don Betley is maintaining the monthly inspections and maintenance tasks in Walter’s absence.

Adult Services:

- The spring 2017 newsletter arrived in mail boxes, and spring programming began in early March.
- The Great Decisions foreign policy discussion series has been a successful program. Attendance has been consistent and feedback has been good. The series continues into April and May.
- Technology sessions continue to be a popular topic. We held Microsoft Excel and Windows 10 classes in March. We have also re-instituted a Computer Basics class, with sessions offered in March and May.
- Other Adult programming included Women in Astronomy, Physics in the Real World, Cheesemaking 101, and Hardscape like the pros.
- Tickets and promotion continue for our Murder Mystery/ One Year Anniversary party. So far we have 33 reservations, our aim is to have 75 registrants. Efforts continue throughout April.
- The library has subscribed to Gale Courses, which allows patrons to attend scheduled, virtual classes that cover technology, accounting, design and many other topics.
- Planning is underway for summer program offerings, focusing on the theme of Design Your Life @ Your Library.

Teen Services:

- The following teen programs were held in March: Perler Bead Craft, Girls Who Code, Teen Action Group, and Book Hedgehogs, with 13 teens attending.
- Displays for March featured Teen Tech Week with books on coding and careers in STEM fields; and a Women's History month spotlight.
- Three new crafts have been added to the craft boxes continually available for use in the Teen Space. Teens can now make DIY Magnetic Poetry Kits, Comic Strip Art, or Beaded Jewelry using the craft boxes.
- Planning for a Teen Summer Challenge has begun!
- A book display for National Poetry Month and Money Smart Week will be up in the Teen Space.
- April teen programs are Chopped: Dessert Challenge on April 10th, Make Your Own Terrarium on April 19th and Almost Adult: Budgeting 101 on April 26th.

Technical Services:

- The Technical Services Department worked hard to complete the processing and cataloging of the Children's W.O.W. Science Kits. The kits were completed and on display for the March 19th Science Program. Special kudos to Rebecca Deihl who did a bulk of the laminating and processing work to get these kits ready.
- We debuted a new, browser-friendly collection called "Trending Titles" in March, which comprises popular and trending materials from all library departments. In a collaborative staff effort, materials have been re-labeled and re-cataloged for the new collection. Selectors have also begun purchasing new items that will become "Trending Titles" as well. These items are not holdable, and are intended for patron discovery at the library.
- Part of the Collection Manual Committee (Paul Dobersztyn and Christina Theobald) met to discuss progress on the Collection Maintenance Guide (CMG). The Donations section has been edited and added to the manual. Christina has drafted a Special Collections section including the various kits, which will be submitted for input/approval early next month. Paul has been making progress on the Deselection of Nonfiction.

Children's Services:

- A very successful launch of the WOW Science Kits was held on Sunday, March 19th. A large crowd of interested children and parents attended the open house and the presentation by Mr. Freeze from Fermilab.
- There were several special programs held in March. The weekly "Baby Play and Stay" proved to be very popular with a full house attending for playtime and socialization.
- The Spring story time sessions began this past week.

Staff Development

- Paul Dobersztyn attended webinars on New Graphic Novels on 3/14, Information Literacy in the Age of Fake News, and Collection Development for the 21st Century Learning on 3/29.
- Paul Dobersztyn attended PINDATA Meeting at White Oak – Crest Hill on 3/22.
- Paul Dobersztyn and Sandi Pointon met with Brett Ward from Cloud Library on 3/28 (1 hour)
- Paul Dobersztyn met with Eva Fredericks from Demco, discussing Evanced, DIBS and more (30 Minutes)
- Paul Dobersztyn attended RASS Weeding Seminar at RAILS in Burr Ridge on 3/16 (3 hours)

- Carol McFarland attended webinars on Women who Rock: Past and Present on 3/9, Bullet Journaling on 3/20 (1 hour), Expert's Tips for Choosing Adult Debut Fiction on 3/23 (1 hour) and Library Love for Library Reads on 3/28.
- Pam Zukoski attended the Library Programmers Meeting at the Shorewood Library on 3/8.
- Jackie Lakatos attended the Spring Middle Managers meeting "More legal issues for Supervisors, FMLA & FLSA.

Community Engagement:

- Kathie Baker provided Outreach service to the Franciscan Village and Our Lady of Victory Convent. 17 patrons checked out 58 items in total.
- The Library has committed to participating in the new Lemont Artisan Market on a bimonthly basis from June through September, at its new location at the Lemont Township Community Center on Alba, on Tuesdays from 4-7 p.m.

Sponsorship Campaign:

- The donor plaque that incorporates all previous library donors was completed and is ready to install prior to the Anniversary Celebration on Saturday, May 6th.
- The Family of Ann Waitkus contributed a silver-level sponsorship. A plaque will be installed in the Children's Interactive Wall area.

Communications:

- A Farewell Party for outgoing Mayor Brian Reaves will be held on Friday, April 21, at Ruffled Feathers, cost is \$45 per person if any trustees wish to attend.

Respectfully submitted,

Sandra D. Pointon