



Director's Report

July 8, 2016

Personnel:

- Austin Hall resigned as Adult Services Manager in late June and Paul Dobersztyn was promoted to Adult and Teen Services Manager, effective July 11, 2016.
- Pam Zukoski began working full-time as an Adult Services Librarian in early July.
- We are seeking an additional full time librarian to join our dynamic Adult Services team and assist with the demands of a busy library.
- Employee evaluations will be completed by mid-July.

Property Tax Distributions – Levy Year 2015-2016:

We received additional spring tax collections from DuPage County in June.

	Projected	Actual	Difference	% Collected
Spring 2015 Collection	\$789,870	\$ 850,146.46	\$ 60,276.46	107.6%

- The FY2016-17 tax revenue projections were revised to reflect the 2015 tax rates, and tax extension numbers that were published by Cook County in mid-June.
- Fall 2015 tax bills have been mailed by Cook County, with an August 1 due date; we anticipate receiving tax distributions within the month.

Renovation Project:

Further progress was made on completing the remaining punch list items in June.

- Additional partitions were installed in the men's public restrooms.
- Thresholds and electronic hardware were installed on the new staff entrance and shipping doors. The electronic access system has now being activated.
- Electrical work to be completed includes replacement of one of the flagpole lights and installation of additional lighting near the self-check station.
- Frederick Quinn has approved issuing the final balance (10% retention) to a number of trades as work is now substantially complete. Other trades (electrical, carpentry, AV, some furniture vendors) are pending completion of all work and punch list items.

- Furniture deliveries are substantially complete; four chairs for the north reading nook were received; however, one chair had a broken leg that requires replacement.

Buildings & Grounds:

The Committee will be meeting in the near future to review HVAC maintenance contracts and exterior enhancements planned for fall, 2016.

I will also be investigating options for a new book drop in the coming month.

Library Use:

We have experienced significant increases in library usage and activity since the renovation; we now have statistics that affirm that observation. Some of the highlights for June, 2016 (vs. June, 2015):

Circulation of Materials	+ 15% overall
Adult	+6%
Children’s	+20% (picture books +219% !)
Teen Fiction	+94%
Magazines	+114%
Movies	+36.5%

Other notable increases:

Reference Assistance	+121%
Library Cards Issued	+198%

Patron visits were up 7% over June 2015. Our programs and events were also very well attended; with total participation reaching 1,308 attendees at 63 different events!

The new study rooms are being utilized extensively, with 158 total sessions in June.

Technology:

- Public access computers and staff computers are all working well; end of life Patron Services computer are slated for replacement in the near future.
- We experienced a power outage in mid-June and the phone system had a failure. Technician came to the Library within 24 hours and restored the phone system.
- We lost a domain controller server with multiple hard drive failures. The backup system worked but there was an error with the time stamp for the domain controller. This affected email and internet access. A consultant was called out to help figure out what happened. Removal of the old domain controller was performed. This affected email and internet access. Systems are back up and working. A new domain controller server 2012 R2 is in place and will be configured to take major Domain controller control.
- Backups drives are now needed for the Exchange server because of the amount of data stored and the Accounting server for Sage also needs a backup system.
- The new Event Space and Learning Center now have a dedicated fast streaming wireless router for classes.
- We are planning to upgrade our Comcast Business Internet to a higher speed option in the next month.

Adult Programs

Program attendees are enjoying our beautiful new program venues in the Event Space and Learning Center for the variety of programs and classes held throughout June. We had two travel lectures, a Downton Abbey tea/lecture, the return of our popular lunch series, film series and many technology classes in June.

We are planning our fall schedule now to meet the late August newsletter deadline. We are hoping to offer more events for young adults (teens through late twenties) as well as Powerpalooza II in mid-September to promote Library Card Sign up Month. We are also exploring additional film and book discussion programs, as well as a variety of culinary, educational and technology offerings to meet demand and community interest.

Teen Services

- Two *On the Same Page* two book discussions met in June. The discussion for *The Alchemist* on June 13th had 8 patrons attend and the *All the Bright Places* discussion had 6 patrons attend.
- The “Begin Your College Search” program was re-scheduled due to the weather and presenter request, and the program will now be held on August 29th.
- There have been close to 75 entries for the Teen Summer Reading program as of the end of June.
- New crafts have been put in the popular “Maker Station” corner of the Teen Space, including coloring pages, pipe cleaner and yarn crafts, and duct tape wallets and pockets.

Upcoming July News:

- Two additional *On the Same Page* discussions for *The Immortal Life of Henrietta Lacks* on July 11th and *The Screaming Staircase* on July 25th. Patrons can now turn in entry forms for each *On the Same Page* book they read as part of the Adult Summer Reading program.
- Tabletop Board Game Night will be on July 12th, and a videogame program is scheduled for July 15th.
- Learning to Code, a program teaching teens how to use the Hour of Code program to become familiar with basic coding concepts and commands, will be on July 23rd and 27th.
- The Teen Summer Reading Pool Party will be on July 29th, and all teens who participated in the Summer Reading Program or who volunteered with the Kids’ Summer Reading Program are welcome to attend. The prize baskets will be raffled off at the pool party.
- Planning for new programs for fall is underway.

Children’s Services

The Children’s area continues to be a busy, active place this summer a multitude of events, summer reading, tutoring and play!

- Participation in the summer reading program is strong; over 400 reading logs have been distributed to date. Each week, the children’s department has posted the Bronze, Silver, and Gold medal counts for each of the three groups. Each medal represents a level of minutes read. They are reading for the win—as of today, the 4-7 year olds have 99 gold medals!
- At Reed-N-Play, cosponsored by the Lemont Park District, 60 kids came to Virginia Reed Park to hear stories by Dawn Strand. The Fun Squad from the PD had all kinds of games and treats to follow. Another event will be held in July. Kerri Jonikas and her Sport Story Yoga has been the

breakout hit of the season with many on the waiting lists. It's the perfect thing for the 3-7 year olds as they imagine her stories while they do simple yoga poses.

- Family Storytimes—Set, Spike, Story! has also been a lot of fun for the family crowd. Each session showcases some great sports stories, games, and a simple art project. Action Academies have been great fun both indoors and out!

The Chocolate Olympics for our Tweens was held outdoors which was the perfect place for all kinds of chocolate relays and cream pie shenanigans on June 16.

- Jim Martin did an outstanding job teaching the tweens how to draw their favorite sports heroes on June 18th.
- Leaping Legos held in June was a great time with over 35 kids playing out on the floor of the kids' department as we had a power outage. They made all kinds of great creations.
- The Stuffed Animal Sporty Sleepover was a big hit with children leaving their beloved friends overnight at the library. But first they enjoyed the Teddy Bear Olympics, snacks, making tents for their friends to sleep in, and ending with some great bedtime stories. The next morning, they came and saw pictures of what hijinks their friends got into during the night.
- The Running Razzmatazz featured a Saturday afternoon of fun races. Dale Erdmier, marathon runner, did a great job leading the kids in relay races, long jumps, and more.
- Ninja Night was super fun –following the ninja story “Wink”, Instructor Damon came from USA Martial Arts and had all the room going with ninja yells, and kicking. They also made a Teen Ninja Mutant Turtle to take home.

Technical Services:

- After analysis of existing holdings and circulation statistics, we completed the annual magazine renewal process with WT Cox, renewing a total of 68 magazine titles (including 7 title additions). Elizabeth will begin working on new Polaris serial holdings records and signage for the new title additions as well as shifting the issues and mag boxes.
- On June 15, 2016, the Polaris fiscal year rollover was successfully implemented. The new fiscal year (FY2016-2017) funds and budget allocations have been set up in the Polaris Acquisitions module, and ordering has already started for the new fiscal year.
- Christina is investigating the process of adding Ingram as a Polaris EDI vendor, thus providing an alternative to Baker & Taylor and Midwest Tape. She will be attending a webinar in July that explores Ingram's gridding features. She is also exploring alternative ways to generate meaningful collection analytics and maximize our existing item record data.

Staff Development:

- Elizabeth Brulc viewed a recorded webinar called “RDA for Copy Catalogers: The Basics”.
- Christina Theobald participated in a live webinar sponsored by Ingram called “Discovery: Master Every iPage Search Tool + NEW Features”
- I attended the American Library Association Annual Conference in Orlando from June 24-27, which was a very informative experience.
- Jackie Lakatos hosted the Pinnacle Circulation Committee. A tour was given and all in attendance were quite impressed by our library.

Outreach

- Kathie Baker has been selected as the new Outreach Specialist beginning in July. She will assume responsibility for outreach to Franciscan Village initially. We hope to expand our outreach services over the coming months to include preschools/day care facilities as well as additional senior community locations. This is an excellent opportunity to bring library materials and awareness to individuals and groups who may not otherwise use our library services.
- Our ongoing collaboration with the Lemont Park District is continuing with a number of event this summer. Their campers are participating in the summer reading program, with the Children's department has distributed summer reading folders and each week prizes for reading awarded at the Park District. The summer campers also came to the library for a movie and popcorn on June 8. Stories by the Park District pool went swimmingly well with Ann and Dawn presenting stories poolside while the adults had their adult swim. Another one will be held in July.

Respectfully submitted,

Sandra D. Pointon