



Director's Report
June 9, 2017

Personnel:

- Patron Services Manager Jackie Lakatos will be retiring later this month after more than 30 years of dedicated service to the library.
- Kristyn Krueger has joined the children's department as a summer reading assistant. She has volunteered for the library for the last eight years.

Property Tax Distributions – Levy Year 2015-2016:

	Projected	Actual	Difference	% Collected
Spring 2016 Collection	\$ 843,755.00	\$ 795,860.77	\$ 47,894.23	94.32%

We received a distribution from DuPage County in early June, with additional funds anticipated in mid-June.

Audit FY2016-2017:

Janice and I met with Matt Beran of Lauterbach & Amen on June 8, for our audit preplanning meeting. We were provided with a multipage list of documents that would be required by the audit team when they are on site in early September for the FY2016-17 audit.

Working Budget FY2017-2018:

Director Pointon and Treasurer Skibinski reviewed tax revenue projections for use in the working budget. Final tax rates for 2016 will not be available from Cook County until mid-June; projections are based on revenues in FY2016-17. The Finance Committee will meet on Tuesday, June 13th at 5:30 p.m. for a final review of the Working Budget.

Renovation Project:

- The lighting in the Children's Activity Center has being replaced (defective parts were under warranty) and the timing issues with occupancy sensors and programming of lighting scenes have been addressed. As a result, Linear Electric's final payment has been approved for disbursement.

- Final payment to Vortex Flooring is being held until problems with the reinstallation of flooring in the Children's Activity Center (primarily gaps in the transition between colors) is corrected. Frederick Quinn is interceding on our behalf to resolve this issue.

Buildings & Grounds:

- Sun & Shade began mulch work on June 10. They were asked to defer replacement of the tree on the NW side of the sidewalk until fall due to the high temperatures anticipated in the coming week.
- Pacific Coast Irrigation will be adding additional sprinkler heads to adequately water the beds in the patio area.
- Premier Mechanical was on site in late May to perform the summer maintenance on the HVAC system.
- Twin Oaks Landscaping replaced several shrubs and plants in early June that were under warranty.
- Benches, trash receptacles, and a table and chairs for the patio area have been selected and will be ordered next week, with approval of the Buildings & Grounds Committee.

Technology:

- The Technology Committee met with Director Pointon and IT Manager Fernando Alfonso on May 24, 2017 to review technology projects and expenditures in the current fiscal year and discuss technology priorities for FY2017-2018, as outlined in the enclosed summary. Technology components of the working budget, in both Corporate and Capital Projects Funds were reviewed and a recommendation was forwarded to the Finance Committee for inclusion in the FY2017-18 Working Budget.
- Fernando continues to make updates on a timely basis including: sage accounting software for server and workstations, Domain controller server, Windows backups for all servers, exchange server, and Windows updates for public computers and catalog computers,
- A new Dell laptop was purchased and configured; it is being used for instruction and passport services.
- A replacement firewall was ordered and successfully installed in early June.

Adult Services:

- The summer newsletter was mailed on schedule, several days prior to the Memorial Day holiday.
- Megan and Paul continued work on the Citgo STEM grant proposal. The proposal was submitted to Citgo on 5/24/2017.
- The Great Decisions discussion series has been a very successful program. The final session wrapped up in mid-May and patrons that attended found it extremely educational. They've requested that we continue this program next year.
- The last week of May consisted of preparation of the upcoming Teen and Adult summer challenges.
- Adult programming continues to be well attended; regularly occurring programs such as Ageless Grace, Lunching at the Library, Friday Film and our book discussion groups are well attended, as well as special programming. May's events featured the History of Superheroes, Online Travel Planning, River Cruising, Introduction to Thai Chi, and iPhone Basics.

- June programming was launched with our annual afternoon tea and a wonderfully informative presentation on the life and monarchy of Queen Elizabeth II, enjoyed by more than 40 appreciative patrons. Our thanks to Lemont Bank & Trust for their sponsorship of this event.
- Many summer programs highlight the Summer Challenge theme of Design Your Life @ the Library, including a presentation on Frank Lloyd Wright, Designing Your Outdoor Spaces, Painting, Hair Design and more.

Teen Services:

- Megan Greenback presented the following teen programs in May: Comic Book Crafts, Teen Action Group, Chopped: Smoothie Challenge, Summer Volunteering Meeting, and Exam Cram. Altogether, 46 teens attended programs in May.
- A display featuring the Lemont High School selections for the Our Books, Our School program is up on the Teen Featured Reading shelves.
- The Teen Summer Challenge, themed “Design Your Teen Life at the Library,” will encourage teens to complete 8 tasks, including checking out YA books and attending teen programs, in order to be entered into a drawing for two gift baskets and other donated prizes.
- The Teens at Lemont Public Library website and Facebook page have been updated to
- The 2017 Summer Challenge began on June 7th! Teens will receive a flyer with directions about the challenge and a punch card to use as an entry form. Teens will have until August 2nd to complete the challenge.
- The Teen Space is decorated with “design” elements to promote the summer reading theme of “Design Your Teen Life at the Library!”
- The following programs will occur during June:
 - Interactive Movie Night on June 7th
 - What to Do This Summer to Prepare for College on June 12th
 - Design Your Life: Digital Storytelling & Gaming on June 15th
 - SAT Workshop on June 20th
 - Almost Adult: Easy Cooking on June 28th

Technical Services:

- The Pinnacle Governing Board granted a request submitted by the PinTech Committee to perform an OCLC Data Sync. Each Pinnacle library has been working to clean up bibliographic records in preparation for this project. Elizabeth Brulc has assisted greatly with the cleanup process, individually overlaying hundreds of bibliographic records to include OCLC numbers necessary to update holdings in WorldCat.
- The Polaris Fiscal Year Rollover has been scheduled for June 14, 2017. To ensure a smooth process, Rebecca Deihl has been of great help by following up on POs and open orders, while Christina Theobald has been working to pay out final invoices and close POs in the system.
- Rebecca Deihl has been working on a project to place Dewey call labels on the front cover of Non-fiction DVDs. Having these labels on the front facilitates discovery and quick access, and has already proven to be beneficial to Pages and staff completing the daily pick list.

Children's Services:

Summer Reading Challenge: Reading by Design.

The weather was perfect and Lemonters came in droves, over 300, to the Park District CORE on the evening of Monday, June 6, to celebrate the start of summer and summer reading. Magician Richard Landry dressed in his construction garb entertained with his *Build A Better World—Read* show complete with his white rabbit Snowball. He did a super job!

Following the magic show, families moved over to the second gym court and enjoyed pizza from Papa Johns. The Friends of the Library donated cookies and also had a table with a fun game. Children could guess how many nuts, bolts, and screws were in the jar. Madeline and Jake had the closest guesses and won passes to Shedd Aquarium. Tattoos, sucker pull, bean bag toss, rubber ducky ring toss, and other games were also part of the fun. About 220 took reading club folders and many summer programs have already filled with waiting lists begun!

The block party would not have been possible without the sponsorship of Lemont Bank & Trust, a Wintrust Community Bank, the Friends of the Library and Papa Johns. We also had a stellar cast of teen volunteers who helped set everything up and they did a great job helping to clean up. The teens have been having a lot of fun decorating their own volunteering shirts. As always the children's department appreciates the use of the Park District's beautiful facilities as well. A selection of photos is included.

- The Lemont High School early childhood development class visited the library on Wednesday, May 3. They were entertained with a "storytime" followed by a discussion of how to read to and engage young children.
- The play "Archie and His Blueprints" was performed at both the public and parochial schools. Our actors Kristyn Krueger, Julie Thomas, Dawn Strand and John Tuzim did an outstanding job getting all the children excited about the upcoming summer reading challenge!
- The Open House for parents to receive information and get their questions answered about summer reading was held on Wednesday, May 31. About 32 came and it was a fun time.
- Think Tank Thursday: Mary had a great time with the kids taking a closer look at geology. Using playdoh, the kids made a model of the earth with each layer down to the core a different color. The fossil and rock WOW kits were used and a book about volcanoes were shared. The kids also loved making a replica of lava with baking soda and vinegar.
- Daddies and Donuts: In May, we celebrated Moms with themed stories, crafts, and games. The kids and dads were quite vocal about how great their moms were.
- Our monthly Lego Club was a small core of happy kids building masterpieces to put on display in the Children's Department. The children also enjoyed a Lego movie while constructing their creations.
- Book Barkers had their final reading of the school year and again the dogs were awesome. The library thanked the dog handlers with gift cards to Pet Smart.
- The summer booklets for kids were produced by Lemont OfficeMax. They did a great job making the flyers look beautiful with glossy color covers and we appreciate their generous contribution.

Staff Development:

- Paul Dobersztyn attended Hottest Comics Preview presented by Dark Horse on 5/17.
- Paul Dobersztyn attended Technology to Aid Struggling Readers presented by Library School Journal on 5/18.
- Paul Dobersztyn attended PIN Digital Meeting at Shorewood-Troy Public Library on 5/3.
- Paul Dobersztyn began a Gale Course entitled A-Z Grant Writing, expected completion, 6/21/2017.
- Carol McFarland began a Gale Course entitled Microsoft Publisher, expected completion, 6/21/2017.
- Janice Kurasz began a Gale Course on Intermediate Excel.
- Pam Zukoski and Carol McFarland attended ILA Reaching Forward in Chicago on 5/5.
- Christina Theobald attended a Pinnacle Technical Services meeting on May 10, 2017, hosted at the Plainfield Public Library.
- Christina Theobald attended a RAILS Technical Services meeting on May 18, 2017, hosted at the Fountaindale Public Library. Some interesting topics that were discussed include cataloging eReaders by genre (i.e. a Kindle with only mystery titles), how to identify local authors in the catalog, and the process of acquiring and cataloging self-published books.

Community Engagement:

- Megan Greenback and Paul Dobersztyn visited the Lemont High School on May 18 to promote the summer challenge, passports and recommended reads for summer in an effort to get more involved in the high school community.
- Several staff members represented the Library at the first Artisan Market hosted by the Lemont Township Community Center and coordinated by the Lemont Area Chamber of Commerce on Tuesday, June 6. We spoke to many attendees and promoted library services, and 18 children participated in two lively, but windy, story times presented by Dawn Strand.
- Book Buddies had their finale on May 15. Close to 50 kids read with their book buddies during the course of the school year. Kids made special Book Buddies t shirts with their high school buddies, ate pizza and received certificates of achievement.
- Kathie Baker provided Outreach service to the Franciscan Village and Our Lady of Victory Convent. 21 patrons checked out 59 items in total.

Sponsorship Campaign:

- Lemont Bank & Trust is a silver level sponsor of the Children's Interactive wall. Their plaque will be installed in the near future.
- The Friends of the Library purchased a bronze level plaque for Regina Fain, a Friend who passed away earlier this year.

Respectfully submitted,

Sandra D. Pointon