



*Director's Report*  
March 9, 2018

**Personnel**

- Mary Inman will be taking a medical leave of absence beginning March 16<sup>th</sup>.
- Walter Oprzedek resigned from his position as Maintenance Assistant; Don Betley will work additional hours to handle maintenance tasks.

**Property Tax Distributions – Levy Year 2017-2018:**

	<u>Projected</u>	<u>Actual</u>	<u>Difference</u>	<u>% Collected</u>
Spring 2017 Collection	\$ 814,250	\$ 732,400	\$81,850	89.9%

We have received a substantial portion of the spring tax collection; refunds for 2009-2016 collections total \$33,976 to date this fiscal year.

**Buildings & Grounds:**

- The Library was closed on Friday, February 9<sup>th</sup> due to the winter storm. Sebert was able to clear the lot and sidewalks by Saturday morning. We did incur an additional snow removal charge of \$1,318 for “blizzard-related” cleanup.
- The carpet in the Children’s area was cleaned as part of the annual refurbishment schedule.
- Roofs, Inc. will be providing a second proposal for the roof inspection.

**Technology:**

- Three additional laptops for public use in the Children’s and Teen areas were purchased (to replace outdated desktop PCs that see little use) and will be deployed soon.
- A new server was ordered for the Sage 2018 financial accounting software. A server upgrade and database move are scheduled for late March.
- Staff computers in Admin office, Children’s back office and Tech services are end of life and will need to be replaced in the coming months.
- Updated AVG virus protection license was installed on all staff and public computers.

**Adult Services:**

- The spring newsletter, featuring April and May programs, is currently in production and slated for mailing in late March.
- For the fourth year, we participated in The Great Read, a Pinnacle-wide community program. Related programming held at Lemont Library included Freedom Riders and the Civil Rights

Movement and discussion of the books *Between the World and Me* and *Dear Martin*. We also had entrants in the Great Read art contest. Pam Zukoski judged, contacted, and awarded local art contest winners.

- Other programs the adult department hosted included Coffee Brewing Tips and Tasting, Wine and Paint Party, Lunching at the Library: South African Safari, Friday Film, and Google Drive Basics. Ageless Grace, Tai Chi, Book Buzz, Books & Brunch and Books on Tap continue to have steady participation.

### **Teen Services:**

- The following teen programs took place in February: Teen Action Group, Cupcake Wars, and a book discussion and author Skype visit from Nic Stone, author of *Dear Martin*. 56 patrons attended teen programs in February, including the four Launch into STEM programs.
- A display about the Great Read theme of celebrating MLK were up on the Teen Featured Reading shelves.
- Teen programs for April and May have been planned and included in the spring newsletter.
- Teen Action Group and a Harry Potter Escape Room will be held in March.

### **CITGO STEM Grant**

- In February we held two Launch into STEM programs about robotics using LEGO Mindstorm kits to allow teens to design, build, and program a robot. On February 15<sup>th</sup>, an engineer from CITGO led the robotics program and answered questions about coding the Mindstorm robots, his engineering degree, and his work at CITGO.
- Launch into STEM had two Open Lab sessions in February where teens could use the LEGO Mindstorm kits in addition to Ozobots, Makey Makey kits, and other coding programs.
- In March, the following STEM programming will take place:
  - Launch into STEM Open Lab on 03/12
  - Launch into STEM Energy Sustainability Session 1 on 03/15
  - Launch into STEM Energy Sustainability Session 2 on 03/22
- We will recognize the STEM students at “Mission Accomplished” at the conclusion of the STEM series. The event will be held on Wednesday, May 23<sup>rd</sup> from 4:30 to 6:30 p.m. Representatives from CITGO, local schools and taxing bodies will be invited to attend along with families and interested adults.

### **Children’s Services:**

#### **Programs:**

February might be a short month but it wasn’t short on excellent programs. These include:

- Dads and Donuts was postponed a week due to the snowstorm so the kids and dads enjoyed painting friendship picture frames, books featuring friends, Olympic Bingo, and donuts. It has grown in popularity the last few months, and the March event is already full.
- Brianna Ellis did an excellent job with Think Tank Thursday. It featured some of the science behind the sports of the Winter Olympics.
- A new program, created due to patron requests, did well on its debut outing. Children ages 3-5 were invited to Create with Duplos. The group had a fun time and it was nice that Grandmas and parents stayed with their children to help build. The regular Legos program for 6-10 year olds continues to also be popular.

- Our Peter Rabbit program was a fun way to welcome the new movie out in theaters. We wore rabbit ears, went on a hunt for carrots and other fun. The movie company sponsoring our event sent us a cute Peter Rabbit T-shirt and vegetable seeds. Coming up on March 14, Amita Healthcare and Emerald City will be presenting their Peter Rabbit theater production for the younger set (already a full event).
- Over 80 children participated in the Winter Reading Club, *Read for the Gold* and read over 200 books.
- March will feature Story Spotlights for the 3-5 year olds with the themes of Spring Bling and Bunny Smiles. The regular monthly events will feature Think Tank, Duplos, Legos, Dads and Donuts, Stay and Play, and Book Barkers. Two art programs will give kids something to do on their Spring Break at the end of March. The spring session of Story times will begin in April.

#### **Technical Services:**

- The Technical Services department has been working on moving some of the books in the adult biography collection into the adult non-fiction collection in preparation for the new Popular Picks section "Home & Garden" that will be introduced in April.
- Elizabeth Brulc has done a great job on getting the leased books returned. The backlog of leased books to be returned is complete. Now in order to maintain our leased books collection every few months we will still be returning leased books.

#### **Patron Services:**

- Kathie Baker and her staff continue to provide excellent customer service to our patrons. A patron recently told us that our library has the best service in the world, from ordering books to the turnaround time and overall service!
- We are finalizing the implementation of the updated ePay credit card payment system. The web portal is complete and credit card machines operational. We hope to go live with the system which will provide more efficient payment processing and record keeping, later this month.

#### **Staff Development:**

- Sandra Pointon attended a webinar on Sexual Harassment Training presented by an attorney with the Management Association of Illinois.
- Sandra Pointon and Vanessa Liptack attended the workshop Coaching your Employees at RAILS Burr Ridge.
- Vanessa Liptack went to a PinPod meeting at the Fountaindale Public Library.
- Vanessa Liptack went with Sandra Pointon and Paul Dobersztyn to Shorewood Public Library to learn about the library's experience with Collection HQ.
- Vanessa Liptack attended a workshop titled Advanced Simply Reports that was held at the Lemont Public Library.
- Vanessa Liptack and Elizabeth Brulc went to the RAILS Technical Services Networking Group meeting at Orland Park Public Library.
- Paul Dobersztyn attended a live webinar with Marie Robertson of Collection HQ on 2/28.
- Paul Dobersztyn met with My Ha Crowfoot from Reference USA on 2/26.
- Mary Inman attended a very informative LACONI Youth Services conference featuring Multicultural Diversity in Children's Literature. It was great, featuring a professor from Dominican University, an author who grew up in Columbia, and Andersons Book shop presented

their top multicultural and diversity books to include in a children's library. It also provided seven ways to evaluate and select multicultural materials and a lot of up to date information.

- Brianna Ellis attended School Library Journal's "New Spring Nonfiction for the Classroom and Library" webinar on Thursday, February 22, 2018. Presenters from Children's DK, Scholastic Library Publishing, and The Creative Company highlighted a selection of nonfiction titles being released this Spring. The materials presented encompassed an array of nonfiction topics and appealed to readers ranging from ages 3 to 12.
- Kathie Baker, Sandra Pointon and Janice Kurasz participated in ePay training.

**Community Engagement:**

- Vytenis Kirvelaitis presented an update on the Library as part of the State of the Village presentation and lunch on Wednesday, March 7<sup>th</sup>. Mayor Egofski provided a detailed and informative overview of Lemont business activity and Village of Lemont finances and operations. We appreciated his invitation to all Lemont taxing agencies to highlight their activities and accomplishments.
- Moms and Strollers: Marchand Hernandez had a beautiful day for visiting with a local Moms stroller and workout group at Mount Assisi. She enjoyed reading two books about shapes to the babies and toddlers while they snacked and listened. She also gave the moms information about our spring session of stories.
- Kathie Baker provided Outreach service to the Franciscan Village and Our Lady of Victory Convent. 21 patrons checked out 71 items in total.

Respectfully submitted,

Sandra D. Pointon