

**Library Director's Report  
June 2018**

Information Item #198

We're having an eventful summer at the library, with a wide variety of programs. We're seeing great success with our summer lunch program for children. We have an average attendance of 70 people at each session, compared with average attendance of 50 per session last year. We talk about children's summer reading a great deal, but we also had an Adult Summer Reading Club launch, which was coffee, donuts, and casual conversation. And 60 people attended our Random House Book Buzz event, which was a great opportunity for people to hear about new books from the publisher. There were also some cute tote bags provided by Random House, other giveaways, and refreshments from the Busy Bee Bakery. We love our innovative programming, but we never want to forget that core love of reading which libraries will always represent.

Deb Fowler, Pat Harwood, and I met with our local representative from the Illinois State Library archives division to update our records retention procedures. We were able to obtain some clarification on some records retention issues which will allow us to remove and consolidate in some areas, helping clear some much needed space.

I worked at the Woodridge Jubilee both Friday night and Saturday afternoon, helping out at the beer tent Friday night and manning the library table on Saturday. Despite the heat, we had strong attendance. The people stopping by the library table were enthusiastic, and we were happy to hear most were already enrolled in our summer reading program.

**Library Programs and Services**

**Children's:**     Preschool Discovery Time, 2 sessions, 54  
                    Baby & Toddler Explorers Playgroup, 2 sessions, 128  
                    Toddler Art, 1 session, 26  
                    Spanish Storytime (1 group), 2 sessions, 23  
                    1000 Books Before Kindergarten, 3  
                    Passive – Snake craft, 272  
                    Passive – Elephant craft, 197  
                    Passive – Safari scavenger hunt, 230  
                    Passive – Safari animal estimation jar, 182  
                    Summer Magic, 2 sessions, 31  
                    Wild Explorers, 1 session, 12  
                    Read to the Dogs, 2 sessions, 15  
                    Brown Bag Movie (*Early Man*), 3  
                    SRC Kick-off – Dave Dinaso Traveling Reptiles, 2 sessions, 155  
                    Lego Club, 2 sessions, 52  
                    Summer Lunch Storytime, 8 sessions, 134  
                    Twilight Tales – Family Sing-Along, 1 sessions, 17  
                    Coding Lab, 1 session, 11  
                    Lego WeDo, 1 session, 10  
                    Gary Kantor – Magic Workshops, 2 sessions, 89  
                    Smartypants: Have Balloon Will Travel, 1 session, 75  
                    Kindercare visit, 1 session, 23

**Adult:**           Art Exhibit: Image Werks  
                    Summer Reading Launch/Coffee & Donuts, 50  
                    Lisle Job Club, 4 sessions, 24  
                    Citizenship Test Prep Classes, 2 sessions, 45  
                    Chair Exercises, 2 sessions, 38  
                    Seniors Cards & Games, 28  
                    Coloring for Adults, 6  
                    Book Buzz: Random House, 60

Ravinia Ticket Give-Away, 19  
 Utility Bill Clinic: Citizen's Utility Board, 11  
 Artist Reception: Image Werks, 55  
 Pillowcase Day Demo in Lobby, 15  
 Musician Michael Silvestri, 62  
 Genealogy Help, 12  
 Forging A President: How the Wild West Created Teddy Roosevelt, 18  
 Writer's Voice Workshop, 10  
 Library Needlers, 8  
 Genealogy Cemetery Records Lecture, 20  
 Clear the Clutter: Organizing, 48  
 Movie: Black Panther, 25

**Teen:**

GOATS, 4  
 Babysitting Workshop, 22  
 Create Your Own Button, 12  
 DIY: Luminaries, 30

**Community Outreach:** Summer Lunch, Northern Illinois Food Bank & West Suburban Pantry, 8 sessions, 561; PRC Computer Classes, 1 session, 10; Wooridge Jubilee, 450; Janes Ave. Neighborhood Org. Party, 50; Kindercare North, 1 session, 30

**Book Discussions:** *The Dry*, by Jane Harper, 7; *The Start are Fire*, by Anita Shreve, 4

**Computer Classes:** Windows 10, 2 sessions, 13; Windows 10 Tips & Tricks, 4; Introduction to Microsoft Word, 6; Intermediate Microsoft Word, 10; What is a Raspberry Pi?, 7; TBR in a Jar, 4

**Services:**

Reference Questions: 3,071 in Adult/Teen and 1,313 in Children's  
 Public PC Sessions: 2,321 in Adult/Teen and 497 in Children's  
 Interlibrary Loans Received: 2,778  
 Home Page Views: 37,741  
 Study Rooms: 605 in Adult/Teen and 36 in Children's  
 Volunteer Hours: 124.5 for Adults and 35 for Teens  
 Notary Services: 12  
 Museum Adventure Passes: 38  
 Tours: 4  
 Meraki Wireless Unique Users: 2,414

**Displays:**

**Adult/Teen Department:** promotion of PBS series *The Great American Read*; Get SERIES-ous about Reading; Great American Outdoors Month; Books You May Have Missed; Beach Reads  
**Children's:** Young Readers' Choice State Awards; Books for Your Summer Missions; Ramadan; Juneteenth; Independence Day; Safari/Jungle; World Cup; Safari; Space; GLBT Month

**Staff Development and Training**

Additional staff development opportunities are listed below.

**Adult:**

Adult Services Staff	Outlook Overview email training
George Kalinka	Digitizing Your Local Newspaper Collections (webinar)
Chris Keefe	Bring Hands-On Coding & STEAM to Your School (webinar)
	Ahead of the Curve: How to Start a 'Coding Club for Girls'-
	A Conversation with Emily (webinar)
	Launch Girls Who Code in Your Community (webinar)
	Leadership, Team-building, and Coaching Skills workshop
	(Fred Pryor)

**Children's:**

Paula Leonard	}	Future Telling: Imagining and Creating a Better World
Mary Ann Steinhaus		Outlook Overview email training
Shireen Tyberg		Outlook Overview email training

	Mary Ann Steinhaus	SSIP Citizenship Test Prep
<b>Circulation:</b>	Julie Lombardo	Management Association's DiSC training SWAN Circulation Users Group Meeting Circulation Manager Round Table
	Entire Circ Staff	Outlook Overview email training
<b>Collection Services:</b>	Amy Weiss	LACONI Technical Services Section Planning Committee Meeting ICMA RC presentation
<b>Admin:</b>	Pam Dubé	Woodridge Jubilee Woodridge TIF Meeting Illinois State Archives Planning Meeting ICMA Presentation Strategic Planning Conference Call
	Tonya Alexander	Introduction to iSolved Report Writing HR Roundtable Series for Libraries
	Pat Harwood	Proofreading & Grammar (Fred Pryor) Comptroller (Fred Pryor)

#### **Library Operations**

Circulation for the month of June was 71,531 a 13% increase over June 2017.  
Registered borrowers number 25,060 which is 76% of the jurisdictional population.  
People/Door Count for month: 32,292