

**Library Director's Report  
November 2018**

Information Item #247

We had a large and enthusiastic crowd at our STEM Explosion event on Saturday, November 10<sup>th</sup>. 1300 attended, which ties our top number for a library event. We had STEM stations throughout the library demonstrating different scientific concepts in an interactive and entertaining way. We received great feedback from attendees; this is a topic we are going to continue to focus on, especially as we explore launching a Makerspace area for patrons.

The budget and levy process has concluded; the final meeting was December 6<sup>th</sup> at Village Hall, where the levy ordinance was approved. And while we're on the topic of finances, the village went out to bid for auditing services and has chosen a new auditor, Lauterbach and Amen. The library will also be moving to Lauterbach and Amen; their quote was substantially lower than Sikich's. Although we are not required to use the same auditors as the village, there are cost savings when we do so. It is also generally accepted good practice to change auditors every five years, which is how long we have been with Sikich. Lauterbach and Amen has provided auditing services for the library in the past, and has done a fine job.

I am continuing to work on the Live and Learn Construction Grant application for our roof replacement work. One component of the grant is having the Illinois State Preservation Office provide us with a letter approving the work. This piece of the grant application has proven to be more difficult to acquire than I originally anticipated. I have now sent them two packets of information to provide them with enough information to sign off on the work. The grant application deadline is January 11<sup>th</sup>, and this letter is a required component. I am waiting for a response to my latest submission, but the wheels of government move very slowly, especially on grant issues. I'll keep you updated.

**Library Programs and Services**

<b>Children's:</b>	Baby Lapsit I, 1 session, 18
	Baby Lapsit II, 3 sessions, 39
	Toddler Time – 2s + adult (3 groups), 3 sessions, 41
	Storytime – 3-5s (3 groups), 4 sessions, 39
	Drop-In & Pajama Storytime (2 groups), 2 sessions, 19
	Sensory Storytime, 1 session, 16
	1000 Books Before Kindergarten – additional, 1
	Book Magic, 6 sessions, 25
	Brown Bag Movie, 1 session, 25
	Lego Club, 1 session, 22
	Lego WeDo, 1 session, 5
	Family Ornament Program, 65
	How to Draw – Dinos vs. Robots (K-3), 20
	How to Draw – Cartoon Monsters (4-6), 11
	STEM Explosion, 650 (total attendance of 1300/other half assigned to Adult)
	Passive – STEM Kits November, 19
	Homeschool Lego Club, 12
<b>Adult:</b>	Art Exhibit: Downers Grove Artists' Guild
	Downers Grove Artists' Guild Reception, 50
	STEM Explosion, 650 (total attendance of 1300/other half assigned to Children's)
	NaNoWriMo, 2 sessions, 20
	PRC Computer Classes, 3 sessions, 11
	Lisle Job Club, 3 sessions, 12
	SSIP Citizenship Test Prep, 4 sessions, 84
	60s & 70s Music, 72
	Adult Coloring, 5

Holiday Tech Gifts, 25  
Ask the Expert - Interviewing/Résumé, 13  
Library Needlers, 7

**Teen:** Anime Club, 7  
Teen Volunteer Information Meeting, 6  
GOATs/Mug Cakes, 11  
DIY Garland, 25  
Fall Photo Contest, 14

**Community Outreach:** Maple Tree, 3 sessions, 46; Family Reading Night – Siple, 1 session, 25;  
VFW Veteran's Day Ceremony, 75; Family Reading Night – St. Scholastica Family Reading Night,  
100

**Book Discussions:** Crime Readers – *Sidney Chambers & the Shadow of Death*, by James Runcie,  
13; Morning Book Discussion – *Before the Fall*, by Noah Hawley, 2; Evening Book Discussion – *Less*,  
by Andrew Sean Greer, 2

**Computer Classes:** Introduction Microsoft PowerPoint, 9; Intermediate Microsoft PowerPoint,  
7; Windows 10, 4; Staying Safe Online, 20

**Services:** Reference Questions: 2,686 in Adult/Teen and 725 in Children's  
Public PC Sessions: 2,037 in Adult/Teen and 216 in Children's  
Interlibrary Loans Received: 3,273  
Home Page Views: 27,165  
Study Rooms: 586 in Adult/Teen and 16 in Children's  
Volunteer Hours: 215 for Adults  
Notary Services: 10  
Museum Adventure Passes: 16  
Tours: 3  
Meraki Wireless Unique Users: 2,144

**Displays:** **Adult/Teen Department:** Mickey Mouse Turns 90; Transgender Awareness Week/Transgender  
Day of Remembrance; Hot Titles You Might Have Missed; Good Movie? Great Book!; Movies  
Based on Books

**Children's:** National Nonfiction November/National Picture Book Month; DINOvember;  
Thanksgiving-What are you thankful for; National Handwashing Awareness Week;  
Hanukkah; Diwali; Veteran's Day; Favorites; STEM; Wildfires; Colonial America; S.T.E.M.  
Stories; Stan Lee; Reading Without Walls; Mystery Chapter Books

### **Staff Development and Training**

Additional staff development opportunities are listed below.

<b>Adult:</b>	Brenda O'Brien	Penguin/Random House Spring Staff Picks Webinar
<b>Children's:</b>	Cristina Bueno	SPARK: Spanish Programming and Resources for Kids Meeting Baker & Taylor Title Talk Preview Event LACONI Stuck in the Middle Tween Programming Priming Children for Language and Literacy Success
	Paula Leonard	LEGO WeDo 2.0 Curriculum Training Videos
	Mary Ann Steinhaus	

<b>Circulation:</b>	Julie Lombardo	Up or Out: Smarter Ways to Get Library Employees Back on Track.
	Kay Minniti	SWAN Circulation Advisory Committee Meeting Up or Out: Smarter Ways to Get Library Employees Back on Track.
	Kay Minniti	Conflict Resolution
	Lisa Jones Dee Thurman	LACONI Workshop – Improvising Your Way to Success
<b>Collection Services:</b>	Amy Weiss	LACONI Technical Services Section's Program – 21 <sup>st</sup> Century Cataloging ATLAS Middle Managers Round Table SWAN Cataloging Advisory Group Meeting
	Pam Dubé	NIU – Budgeting and Financial Statements Seminar Woodridge Administrator's Meeting Village Budget and Levy Meeting Rotary
	Tonya Alexander	Tips and Tools for Civil Treatment in Turbulent Times-Webcast Navigating Diversity & Inclusion: Reducing Bias in Your Hiring Process & Workplace HR Roundtable Series for Libraries HR Department of One Roundtable

### **Library Operations**

Circulation for the month of November was 48,255 a 33% decrease over November 2017.

Registered borrowers number 24,863 which is 75.4% of the jurisdictional population.

People/Door Count for month: 30,206