

**Library Administrator's Report
May, 2014**

May is traditionally the month staff prepares materials for and visits schools to promote Summer Reading. This year we had a program "first" when the Jefferson Junior High choral group put on their spring concert in the Lobby as part of a joint art and music celebration. The JJH student art work has been put up in the Adult Department for many years, but the concert idea came about to promote parents viewing the art at the same time as they attended the concert. Both the art and music teachers were excited about continuing this as an annual event.

Library Programs and Services

- Children's:** Goodrich English Language Learners tour; 45
Meadowview Family Reading Night; 50
Summer Reading Club School Visits; 1514 students total, 21 presentations
1000 Books Before Kindergarten New Sign Ups; 6
- Young Adult:** GOAT meeting; 14
School Visits, 6 schools; 230
6th Grade Visit; 50
- Adult:** Annual Volunteer Luncheon; 29
Managing Your Income in Retirement; 12
Check Out Digital Magazines with Zinio; 6
Library Needlers; 8
Book Discussions: *Language of Flowers* by Vanessa Diffenbaugh, *Girls of Atomic City* by Denise Kiernan, and *Garden of Beasts* by Jeffrey Deaver (for Crime Readers group); 19.
Computer Classes: Intermediate Microsoft Word (2 sessions); Basic Photo Editing With Picasa; Intro to Intermediate and Advanced Topics in Microsoft Excel 2010; Intro to PowerPoint (2 sessions); Google Docs (2 sessions); 41
Art Display: Ginny Simms, Mixed Media
Meet the Artist Reception; 25
Jefferson Junior High Concert and Art Exhibit: 110
- Services:** Reference Questions: 2,072 Adult/YA and 884 Children's
Public PC Sessions: 4,444 Adult/YA and 605 Children's
Interlibrary Loans Received: 4,138
Outreach Visits: 8
Volunteers: 40 hrs. from Community Service, 154.25 from Adults, 3.5 from teens
- Displays:** Adult/YA Department: *YA Drama; National Military Appreciation Month; Little Books, Big Ideas; Circuses, Sideshows, and Carnivals; What's Happening?*
- Children's: *Hockey; Get Caught Reading; Cinco de Mayo; Mothers' Day; Armed Forces Day; Memorial Day; National Bike Month; Asian/Pacific American Heritage Month; Early Literacy; Wild About Animals; Books that Make You Smile; Seeds; Dinosaurs.*

Staff Development:

- Adult:** Brenda O'Brien - RA SIG Meeting on Books set in California, LaGrange PL
- Big Read Meeting, Hinsdale PL
Jeanne Jesernik - Forming Alliances and Partnerships with Other Community Organizations, Galena, IL
Denise Murray - Webinar, Engaging Your Community with Facebook
- Media on Demand Networking Meeting, Tinley Park PL

	Chris Keefe	- STEAM in Libraries (ALA Webinar)
	Beth Van Opdorp	- Using Web 2.0 Tools to Support the Common Core, Webinar, Glenwood PL
	George Kalinka	- Media on Demand Networking Meeting, Tinley Park PL
Children's:	S. Daun-Bedford	- NWSS Managers meeting, Prairie Trails PL
		- NWYS meeting, Riverside PL
	Elizabeth Burns	- The Scoop on Series Nonfiction: What's New for Spring 2014
		- Springing into Youth Nonfiction 2014
	Mary Ann Steinhaus	- Google Docs, Woodridge PL
		- Intermediate Microsoft Excel, Woodridge PL
		- Advanced Topics Microsoft Excel, Woodridge PL
Tech:	Amy Weiss	-LACONI Technical Services program: RDA Audiovisual Cataloging, Schaumburg Township District Library
Circulation:	J. Lombardo	- SWAN Advisory Council, RAILS
		- SWAN Circulation Managers Meeting, Thomas Ford Library
Admin.	S. McNeil-Marshall	- 4 Rotary meetings
		- SAM SWAN Meeting, RAILS
		- SWAN Committee of the Whole Meeting, Prairie State College, Chicago Heights
		- Library School Education for 21 st Century, LACONI Program, New Lenox PL
		-Presenter at Village's Topic Forum on Property Taxes (27 residents attended in addition to staff and Board members from the various taxing bodies.)
	Pat Harwood	- Library HR Roundtable, Tinley Park PL and Management Association of IL

Circulation for the month of May was 51,200, a 1% decrease from May, 2014.
 Registered borrowers number 22,394 which is 68% of the jurisdictional population.
 People/Door Count for the month: 41,458