

Library Administrator's Report August, 2015

Our renovation is finally upon us. Staff in Adult/Teen and Children's have been busy for months, it seems, getting ready to move out of certain areas during construction. There is nothing like a deadline to make things seem real, however, and so the last two weeks of this month have been quite intense mentally and physically for staff who need to find alternate places to shelf collections, files and office supplies.

Library Programs and Services

Children's: Stuffed Animal Giveaway: 148 animals; 75
Passive Program: Reading is Cool Popsicles; 40
1000 Books Before Kindergarten; 6 additional; 306 total in the program

Young Adult: Oral History Project Interviews; 3 Student Volunteers, 2 Adult Volunteers
Practice ACT test; 29

Adult: Getting Started in Genealogy; 20
Genealogy Research in the Training Lab; 21
Steve Justman Presents the Music and Influence of Pete Seeger; 64
Library Needlers; 4
Woodridge Progress Database: A Gift of History; 6
WWII: German POW Camps in Chicago; 61
Passive Program: Puzzle; 3
Chromebooks 101; 7
Super Savings with Social Media; 5
Book Discussion: *Station Eleven* by Emily St. John Mandel; 6
Computer Classes: Basic Photo Editing with Picasa, Your Library@Home, Getting Started with Windows 8.1; 16
Art Display: John Wiet: Digital Photographs
Meet the Artists Reception: 60

Services: Reference Questions: 1848 Adult/YA and Children's 891
Public PC Sessions: 4632 Adult/YA and 422 Children's
Interlibrary Loans Received: 4054
Outreach Visits: 8
Volunteer Hours: 15 from Community Service, 123.25 from Adults, 33 from YA

Displays: Adult/YA Department: *Beach Books*

Children's: *Children's Choices Reading List, American Artist Appreciation Month, Out of this World, Fly Away to Fantasy Land, Birds, Space, Dinosaurs, Fantastical Creatures*

Staff Development and Training

The Library's full day Staff In-Service on August 28 included an unusually brief update by SMM on the building construction, the Librarian in Charge system, and a few other housekeeping issues. Circulation Staff and Technical Services held department meetings, while Children's and Adult/Teen staff finished clearing out their workroom areas for the renovation. The highlight of the day was the venturing out of all staff and Library Board members to Clara's Restaurant in Woodridge to kick off the start of our major renovation. This type of lunch outing is not our normal practice, and Board and staff alike seemed to appreciate the time to share and converse with those they do not know well.

The following staff participated in a demonstration of MY PC, which is a competitor to the SAM PC Reservation software we have used for several years: Kalinka, Keefe, Minniti, Lombardo, Murray, Naisbitt, Girard, McNeil-Marshall.

In addition, the following staff development also took place:

Adult:	Chris Keefe	- Upgrade Your World: Windows 10 for Nonprofits and Libraries, - Tech Soup Webinar
	Brenda O'Brien	- Tutorial on Sirsi/Dynix Reports Basics - SWAN Reports Workshop, RAILS
	Denise Murray	- Media On Demand Networking Meeting, Eisenhower PL
	Pam Whitt	- SWAN Sirsi/Dynix Reports, RAILS
	Meghan Hall	- "How to Discuss e-Books with Patrons-Part 2" Webinar
Children's	Sheri Daun-Bedford	- Welcome to Reading: Amp Up Your Services for Beginning Readers: Report of Multnomah County Library's Allen Foundation Grant Webinar - Idea Playground: Youth Services UnConference, Dominican - YS-Forum Meeting, Naperville 95 th Street Branch - New Teacher's Luncheon for District #68
	Kelly Girard	- Welcome to Reading: Amp Up Your Services for Beginning Readers: Report of Multnomah County Library's Allen Foundation Grant Webinar
	Kate Lehman	- Welcome to Reading: Amp Up Your Services for Beginning Readers: Report of Multnomah County Library's Allen Foundation Grant Webinar
	Elizabeth Burns	- Booklist's " <i>Lerner Publishing Group's Fall 2015 Librarian Preview</i> " Webinar
	Julie Lombardo	- Reports Training, RAILS
Circulation	Kay Minniti	- Reports Training, RAILS
Tech Services	Amy Weiss	- Symphony GUTS Training, RAILS - SymphonyDynix Webinar: MARCdata Reports in BLUECloud - LACONI All Sections Board Meeting, Prospect Heights PL - Conflict Management Webinar, By IL Management Assoc. - SymphonyDynix Webinar, What's New with BLUECloud - RAILS Technical Services Networking Group, Santori PL of Aurora
	Cindy Jones	- Symphony GUTS Training, RAILS
	Sharada Kamath	- SymphonyDynix Pre-Cat Training, RAILS
	Tess Forbes	- SymphonyDynix Pre-Cat Training, RAILS
	Patsy Horner	- SymphonyDynix Pre-Cat Training, RAILS - Accidental Cataloger Webinar
Administration:	S. McNeil-Marshall	-4 Rotary meetings - SWAN Committee of the Whole Meeting, RAILS - Woodridge Administrators Quarterly Lunch
	Patti Naisbitt	- Future "Big Author" Event, Thomas Ford Library -District #68 New Teacher's Luncheon

Library Operations

Circulation for the month of August was 52,307, down 5% from August, 2014.

Registered borrowers number 23,406 which is 71% of the jurisdictional population.

People Count for the Month: 41977, down from 44,086 in August, 2014.