

**Library Administrator's Report  
February, 2016**

Programming is in full force again after renovations. Our door count was up over a year ago, which is great. The public is still giving staff rave reviews about the building. The State of the Village Address on February 3 was attended by four staff members and Trustee Whiteside. Mayor Cunningham made very positive references to the Open House the weekend before in front of all attendees at the meeting.

**Library Programs and Services**

**Children's:** Baby Lapsit I and II, 12 sessions; 303  
Toddler Time, 12 sessions; 207  
Storytime, 12 sessions; 109  
Drop-In Storytime, 4 sessions; 130  
Spanish Storytime, 8 sessions; 108  
Book Magic, 8 sessions; 139  
Krafty Kidz; 16  
I Love My Library; 45  
School's Out – Brown Bag Movie; 22  
International Storytime – Chinese; 20  
Homeschool Lego Club; 19  
1000 Books Before Kindergarten; 9 additional; 327 total in the program  
Park District Kids Squad: Murphy and Meadowview; 99  
Park District Totschool: Community Helpers: Librarians (Single session on being a Librarian) & Storytime; 60

**Teen:** Free Practice A.C.T.; 16  
**GOAT** (Group of Advising Teens) Meeting; 12

**Adult:** A Glimpse of China; 9  
Chess Club: Interest Meeting; 11  
Tote Bag Sewing Craft; 8  
Genealogy in the Training Lab; 10  
Chess Club; 9  
Library Needlers; 4  
Woodridge Horizon Open House; 23  
Third Thursdays Chess; 4  
Get Out of Debt in 9 Years; 7  
Ernest Brown Black History Month Speaker; 70  
Home Buying; 15  
Literacy DuPage Information Table; 23  
Petra Sings: Jazz Duet; 96  
Book Discussions: *Gutenberg's Apprentice* by Alix Christie, *When the Moon is Low* by Nadia Hashimi, and Crime Readers Club title: *A Taste for Death* by P.D. James; 35  
Computer Classes: Computer Basics; Using Windows 8.1; Lynda.com; Introduction to the Internet; Your Library@Home; Introduction to Email; 46  
Art Display: Photographer Chuck Morris; Digital Photos

**Services:** Reference Questions: 3499 Adult/Teen and 1242 Children's  
Public PC Sessions: 4291 Adult/Teen and 503 Children's  
Interlibrary Loans Received: 3814  
Outreach Visits: 11  
Home Page Views: 26,798  
Study Rooms: 627  
Volunteer Hours: 80 from Community Service; 139.5 from Adults; none from Teens  
Notary Services: 12  
Meraki Wireless Unique Users: 1787

**Displays:** **Adult/YA Department:** *Hallowed Grounds: Sites of African American Memories; 25<sup>th</sup> Anniversary of the end of the Gulf War; Classic Romantic Movies*  
**Children's:** *Award Table – Caldecott & Newbery winners; Leap Day (frogs); Irish Dancers; Black History Month; Rosa Parks Day; Football; Voting and Elections; S'mitten with Science Fiction; Clothing; Colors; Favorites; Outer Space*

### **Staff Development and Training**

Additional staff development opportunities are listed below.

<b>Adult:</b>	Meghan Hall	- Library Journal Webinar: Why Books Are Still a Good Library Brand - Booklist Webinar: What's New in Women's Fiction
	Denise Murray	- Building a Digital Branch, RAILS - Website Redesign with Library Market, Conference Call - LOGO Design and Colors with Library Market, Conference Call
	Brenda O'Brien	- Library Journal Webinar: Why Books Are Still a Good Library Brand
	Beth Van Opdorp	- Body & Mind: Serving At-Risk Teens in the Public Library, LACONI Program, Downers Grove PL
<b>Children's:</b>	S. Daun-Bedford	- Hosted District 68 LRC Directors: Tour of Renovation - Hosted NWSS Managers: Tour of Renovation - CSLP Budget & Finance Committee, Conference Call
	Mary Ann Steinhaus	- Reviewed Webinar: Workflows Advanced Searching
<b>Circulation:</b>	Julie Lombardo:	- Two Circulation Mentors Training Planning Sessions, RAILS - SAM/SWAN Consortia Meeting, RAILS - Circulation Managers Meeting, Westmont PL
	Kay Minniti	- Circulation Managers Meeting, Westmont PL
<b>Collection Services:</b>	Amy Weiss	- 3 Web Classes; Copy Cataloging of Monographs Using RDA - All Sections LACONI Board Meeting, Prospect Heights PL - Technical Services Networking Group, St. Charles PL - State of the Village Address
<b>Admin:</b>	Susan McNeil-Marshall	- 3 Rotary meetings - State of the Village Address
	Patti Naisbitt	- Age-Friendly Task Force - Ancestry.com Marriage Records Tutorial - LOGO Design and Colors with Library Market, Conference Call - State of the Village Address
	Scott Patton	- State of the Village Address

### **Library Operations**

Circulation for the month of February was 51,187, an 8% increase over February, 2015.

Registered borrowers number 24,369 which is 73.9% of the jurisdictional population

People/Door Count for the month: 37,676, compared to 35,055 in February, 2015.