

LIBRARY DIRECTOR'S REPORT – April 2015

Partnerships and Community Support

Local businesses continue to support our programs with donations and prizes. We thank them for their ongoing generosity. Sponsors are recognized in library PR, on the electronic sign, in social media, and on our library web site.

We are currently working with several local agencies, including the Homer Township Oak Arbor Gleaners, an organization that does many community activities and support projects. In May, the Oak Arbor is working with library teens (and staff) to undertake their second Craft Fair. All proceeds will purchase materials and AV for the library collections. The Oak Arbor has provided substantial support towards this fair. Gleaners support specific initiatives, like working with the teens on the Craft Fair and the upcoming 55+ Safe Driving program.

The Homer Glen Women's Club has sponsored our new 1,000 Books Before Kindergarten program. A partnership has also been established with State Bank of Countryside. Support from them has moved forward our plans to include Music @ the Library series and two featured author events. We extend our gratitude to each for their support.

Staff In Service Training

This spring we will host a staff in service training for a half-day staff planned on Friday, May 29. We will open at 1pm to the public on this day.

Building and Grounds

Review of the cleaning schedule is ongoing, to possibly realize a cost savings by the elimination of one day. The pipe issue has been resolved. The outside controlled burn has been undertaken. We thank the Gleaners for their sponsorship of the outdoor planters again this year. Building tours continue and we hear many positive comments.

Meeting Dates for New Fiscal Year

A resolution needs to be passed regarding the schedule of board meetings for the next fiscal year.

- July 27, 2015
- August 24, 2015
- September 28, 2015
- October 26, 2015
- November 30, 2015
- No December Meeting
- January 25, 2016
- February 22, 2016
- March 28, 2016
- April 25, 2016
- May 23, 2016
- June 27, 2016

Summer Reading Program

This year's theme is Read to the Rhythm. Staff has once again planned wonderful programming to encourage youth to participate and enjoy reading during the summer months. We are pleased to coordinate the summer reading club with several local elementary schools. This tie-in with local schools is a win-win for all. In addition, we have sponsors in place. A full listing of sponsors will be posted on our web site. Last year we expended zero dollars on the summer reading program due to the generosity of sponsors. I facilitate some and encourage staff to solicit sponsors for existing and new programs that benefit our community. We recognize all sponsors in PR, fliers, on the library electronic bulletin board, in social media, and on our web site. We thank local businesses for their ongoing generosity. Program support will be pursued to help maintain a conservative budget.

April/May Programs and Events

We complete our Money Smart Week Programming soon. The partnership with BMO Harris Bank has been excellent and extended our ability to offer more to our library community. The IL American Water partnership continues with programs and activities. We will host the Lemont Art Guild for monthly programs beginning in September. A wide variety of programs anchors our offerings and includes: book discussions, featured movies, IL Humanity grant programs, bingo, mahjong, yoga, and other specialty programs. Youth Series programs continue thru May 7 and include:

- ✓ Mon & Tue Story Time
- ✓ Tuesday Family Story Time
- ✓ Tuesday Special Needs Story Time
- ✓ Wednesday Simply Stories
- ✓ Wednesday Music & Movement
- ✓ Mon, Wed & Thu Wiggles & Giggles
- ✓ Thursday Polish Story Time

- ◆ Apr 27 Mother's Day Craft
- ◆ Apr 27 BM: Mother's Day Craft
- ◆ Apr 28 Lego's
- ◆ Apr 28 Chick Lit Book Club
- ◆ Apr 29 Pokémon
- ◆ Apr 29 Springtime in Paris with Chef Maddox
- ◆ Apr 30 Teen Movie Night
- ◆ May 1 Basic Yoga
- ◆ May 2 Arts & Crafts Vendor Fair!!!
- ◆ May 4 Adult Movie Matinee
- ◆ May 5 Teen Book Club
- ◆ May 6 Story Explorers
- ◆ May 7 Kids Bingo
- ◆ May 7 Teen Volunteer Night
- ◆ May 7 Mother's Day Craft
- ◆ May 8 Vinyasa Yoga
- ◆ May 8 Armchair Traveler
- ◆ May 9 Board Game Central
- ◆ May 11 Mother Daughter Book Club
- ◆ May 11 Mystery Book Club
- ◆ May 12 Teen Ice Cream Sundae Bar
- ◆ May 13 Chess Club
- ◆ May 13 Ladies Night Out – Movie Night
- ◆ May 14 Teen Advisory Board
- ◆ May 15 Adult/Senior Bingo
- ◆ May 18 Board Meeting

Sunday Hours

Sunday hours are very popular at the library. Typically in the spring they taper down, so we plan to take a hiatus again this summer, which saves approximately \$5,000. We will adjourn Sunday hours beginning Memorial Day weekend and re-open them on September 13, after Labor Day.

Public Relations

- Articles in the newspaper include our upcoming Craft Fair, and several featured programs in the Homer Horizon, Triblocal, and the Will County Farm Bureau Newspaper.
- We are sending a monthly library calendar to the schools in our district.
- We are receiving excellent press coverage from the local newspapers.
- The library calendar is accessible from the Library Web page.

Financial

We continue conservative budget management and have expended approximately 60% of the library's working budget over the past nine months (through March). Planning the new working budget will begin based on the upcoming fiscal year, which begins July 1, 2015. The working budget is distributed monthly at all board meetings as part of the compilation report. This budget is always reviewed with both the accountant and finance committee. The working budget does not mimic the appropriation amounts, which represent our authority to spend. Instead it presents an accurate picture of what we limit spending to.

Staffing

We continue to review staffing levels to ensure sufficient coverage and staffing to provide the best in customer service and assistance.

In General

1. We have scheduled a variety of programming to promote continued usage for all ages.
2. The Library Calendar that lists all of our programs is accessible from the Web page.
3. The Library Web page highlights a "quick click" homework/assignment alert form on the site at www.homerlibrary.org. Teachers use this as a means of sending our staff messages, questions, or comments.
4. A community survey will be posted on the website next month.
5. Site work will be completed.

In Conclusion

Dane Hiatt from Knutte and Associates will be in attendance at the April board meeting. Accountant Dave Lennon from Senesac and Lennon Accounting will also be at the meeting.

These monthly reports are intended to give you a detailed overview and provide pertinent information on local and regional issues. In addition, I provide weekly trustee updates that present information about the activities and plans of our library. Please don't hesitate to contact me if you have any questions or if you would like any item in my report detailed more fully.

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Library Director

4/25/15