

LIBRARY DIRECTOR'S REPORT – August, 2015

Summer Reading Program

Read to the Rhythm set a wonderful tone to enjoy reading over the summer months. We thank our local organizations and businesses for their ongoing generosity. Once again we approached area schools to donate a prize basket so that students can proudly recognize their schools' partnership and reading tie-in with the library. Donations were received from many sponsors including: local restaurant gift certificates, businesses, admission passes, prize baskets, free kids' meal certificates, bowling passes, and more. All provide encouragement for summer reading in a fun way. The generosity of these sponsors has been a wonderful cost savings for the library budget. All sponsors are being showcased in library PR and on our web site. We had many volunteers and 75 teens undertook 747 total hours of service at the library, a 33% increase from last year. The Reading Program had almost 2,000 registered, including 725 families: 511 adults, 1169 youth, and 165 teens.

Teen Interns + Young Adults @ the Library

This summer we continued a volunteer program for young adults as Summer Interns. Youth volunteers were able to choose a project to do weekly or undertake various tasks as needed in library departments. We appreciate the assistance of more than 75 teen volunteers ranging in ages from 12-18. They completed a total of 747 hours of service. Youth learn to shelve and align books, readying themselves for positions as future library employees known as "pages", interact with and mentor younger children, help to prepare materials for upcoming programs for the fall, and staff the check-in desk for the library's Summer Reading Program. Many of the volunteers were able to use the time as service hours needed for scouts, schools, or confirmation. Benefits for peer coaching include building self-esteem and promoting leadership qualities. We thank our teen interns and volunteers who provided much support this summer.

Our **Youth Advisory Committee (YAC)** for young adults of the Homer Library has been rebooted as the **Tween Scene**, which is reflective of a change to a more social group. Clever crafts, science, and opportunities to socialize will be offered. We will continue to welcome input from this group and anticipate many great events.

The **Teen Advisory Board (TAB)** serving high school students has a solid core group of dynamic teens. TAB teens assist with collection and program recommendations, discuss why certain programs succeed others may not, discuss marketing and perceptions, and are avid volunteers and a great group of teens. We have a special Teen Open House planned for October 16th to encourage use at the library and inclusion in the group.

Per Capita / Annual Report

The Illinois State Library (ISL) has provided the per capita grant application to us. Every public library in Illinois is required by law (ILCS) 5/4-10 to file an annual report with the State Library. The purpose of this report is to obtain and publish data on the resources and services of all Illinois public libraries. Our annual report is being completed with fiscal year-end statistics (after June 30th) now in. The ISL has requirements each year which must be met to receive funding. Previously we updated our Technology Plan, formalized our "Green" document, undertook a SWOT and community SCAN, and we continue to review the required State Standards for Libraries.

Appropriation

The final appropriation is in your packets. It has not been increased and remains the same as last year. On August 24th there is a 7 p.m. special meeting preceding the regular board meeting for a public appropriation hearing before adoption of the document at the regular meeting.

Illinois Library Association

The 2015 Illinois Library Association Annual Conference is titled 2015 All for One Conference: A Library State of Mind. Held October 22-24 at the Peoria Civic Center, it brings together library organizations in Illinois for a chance to connect, network, and learn together. This will be the first combined annual conference of the [Illinois Library](#)

[Association](#) and [Illinois School Library Media Association](#), in collaboration with the [Illinois Association of College and Research Libraries](#) and the [Special Libraries Association Illinois Chapter](#). Complete information is at: <http://librariesillinois.org/>

The ILA conference is the best place in Illinois to develop professionally, connect with colleagues, and learn about new techniques and new products that improve library services for our community. This year's conference offers approximately 70 programs and will feature more than 150 companies exhibiting their new products and services. This conference is the third-largest state library exposition in the nation, representing 3,000 librarians from the state's public, academic, school, and special libraries. Librarians, trustees, library assistants, educators, and others interested in libraries all attend. Conference attendance highlights the innovative ways that we can use to embrace best practices, offers opportunities to network with colleagues, and provides information to encourage librarians' to remain vital and indispensable to our community.

An entire track of programming has been created specifically for library trustees. As noted in the State Standards for Illinois Libraries, trustees are encouraged to attend at least one educational opportunity annually and I hope you will consider the ILA Conference. Trustee day is set for Saturday, October 24th. The day begins with opportunities to network with other library trustees, followed by many quality educational sessions that you may attend, including the Fundraising luncheon and exhibit times. This year's conference planning committee dedicated itself to bringing a top notch line-up of programming. Program information is included in your board packet. Please let us know if you plan on attending.

Book Sale Highlights

The library book sale was a resounding success. We had many staff and some volunteers who assisted with the preparation of approximately 5000 items, sorting and working the sale days. Donated materials were sold over the course of several days and the library netted approximately \$1,600 to supplement future materials purchasing. In times of a tax-capped budget these extra funds are very welcome. This year the sale was split up into both a winter and summer sale. Grand total for both was **\$4,597**. In past year's we have generated \$1603 in 2014, \$1500 in 2011, \$2192 in 2010, \$1200 in 2009, and \$1600 in 2008. No sales were held in 2012-13 due to construction.

We offered about 5,000 books for sale— somewhat less than usual. What we can offer is mostly dependent on donations. The library has a book sale storage room, which makes it very convenient to store materials for the next sale. All books not purchased were provided to a book re-distributor.

Two new things implemented this year (to change things up a little) may have led to increasing sales.

- 1) We positioned the sale in the center walkway of the library instead of in the community room. Placing it front and center captured people's interest. That generated lots of browsing, which of course leads to purchasing. Kids especially were very intrigued to see what was offered and parents browsed, too. Holding the book sale in the center pathway was a pilot initiative, and it went well.
- 2) We opened early at 8:30 a.m. each day of the sale and people lined up outside; it appeared to be a hit.

We received many positive comments from customers about how organized the sale was. We also have \$5 Green Bag day on Monday, where customers pay \$5 and get our green library bag to fill up. That's really popular and we saw many repeat customers from both Friday and Saturday come back on Monday. We will plan an educator initiative next year.

StoryWalk®

The newest StoryWalk® book is *Ol'Mama Squirrel* by David Ezra Stein. We continue to use Libby and Barry drawings that coordinate with the book. StoryWalk® was featured in the Summer Reading Club and participants could earn a prize ticket by visiting the StoryWalk®. Approximately 205 people visited the StoryWalk®. In October, we will again promote StoryWalk® with a set of questions pertaining to reading along the path. Sendra Park is currently under construction and after that is completed we will be housing the Free Little Library there.

Financial

Conservative budget management is a high priority and I endeavor to continue this. The new fiscal year (FY) began July 1, 2015. The appropriation is included within your packet and is the same as 2014, with no increase except updated ending balances. The working budget (compilation report) does not mimic appropriation amounts, which represent our authority to spend. Instead the monthly compilation report is an accurate picture of what we are conservatively limiting spending to. This budget is distributed monthly at all board meetings and includes a comparison chart noting last year's figures. Construction costs are noted on a separate compilation report. Changes to the monthly compilation report include updating working budget line item amounts, and noting the bond repayments.

Planning for fall

- ➔ Sunday hours from 4-8pm resume September 13 and continue through May 2016.
- ➔ September is Literacy Month.
- ➔ September is Library Card Sign-Up Month.
- ➔ We will have the bookmobile and a library booth at the Chamber of Commerce Expo.
- ➔ We have scheduled a variety of quality programming and anticipate a busy fall season.
- ➔ On August 10th, we held the staff "end of summer" luncheon. This event is our way of thanking staff for their hard work during summer reading initiatives and as preparation for what is expected to be a busy fall.

Specialized Services - Outreach

- ✓ Bookmobile - The bookmobile continues to serve our community well. Bookmobile Manager Maryellen Reed has done an excellent job in offering quality programs and showcasing the collection. Events are featured on the library photo blog site: <http://www.flickr.com/photos/homerlibrary/>.
- ✓ VIP Rolling Library Service – We bring materials to each Senior Village directly on-site twice a month. From this activity we are promoting use of the collection and awareness of our library and outreach activities. We also register new library cards to the seniors. Seniors are a priority demographic and make much use of our services and collections.
- ✓ VIP Homebound Service - Homer Township residents who are temporarily or permanently confined to their homes may ask us to deliver books, magazines, audio recordings, and videos. VIP service users may ask for specific titles, or our staff members can select items which match user preferences (mystery, books on CD, etc.). Items are delivered as coordinated on an individual needs basis.
- ✓ Teacher Support - Teachers who live in or work in schools that serve Homer Township may request a "**Bag It**" package of books and other materials to support a curriculum unit. Teachers are also encouraged to notify us of any assignments which require use of our collections and resources. To submit a "Bag It" request or assignment alert they can call us or use our web form.
- ✓ Presentations – Library staff is available for presentations and have undertaken both conference and local presentations. I presented at past Chamber of Commerce Luncheons and Alex Annen has, too. The YS Manager and staff will be undertaking fall book talks and school outreach. The Bookmobile also provides proactive outreach services to youth at local schools, daycares, etc.

Programs + Events

We welcome the Lemont Artist Guild with monthly programs that begin in September. Other library events and programs to note include:

- Aug. 7, 8 & 10 Used Book Sale
- Aug. 25 Lego's
- Aug. 25 Chick Lit Book Club

- Aug. 26 Mahjong
- Aug. 28 Coffee, Donuts, and a Movie
- Aug. 29 Chamber Expo @ Hadley School
- September Literacy Month and Library Card Sign Up Month
- September Fall newsletter
- Sept. 2 Ladies Night Out
- Sept. 3 Teen Volunteers
- Sept. 7 Closed – Labor Day
- Sept. 8 Teen Book Club
- Sept. 9 Chess Club
- Sept. 10 Teen Advisory Board
- Sept. 13 Sunday hours 4-8 pm resume
- Sept. 14 Fall program sign-up
- Sept. 14 Adult Movie Matinee
- Sept. 14 Mystery Book Club
- Sept. 14 Book Buzz
- Sept. 15 Rep Durkin Traveling Office Hours
- Sept. 16 Lego's
- Sept. 16 Artist Guild class
- Sept. 16 Adult Book Discussion
- Sept. 17 Manga
- Sept. 18 Bingo
- Sept. 19 Babysitting
- Sept. 22 Chick Lit Book Club
- Sept. 23 Manga
- Sept. 23 Adult craft
- Sept. 25 Coffee, Donuts & and a Movie
- Sept. 28 thru Nov. 19 Weekly youth programs
 - ✓ Story Time
 - ✓ Wiggles & Giggles
 - ✓ Family Story Time
 - ✓ Music & Movement with Mary
 - ✓ Polish Story Time
 - ✓ Simply Stories
- Sept. 28 – Oct. 3 Banned Books Week: Celebrating the Freedom to Read
- October IL Arts Month
- Oct. 8 Grimm's Grimmest: Darker Side of Fairy Tales
- Oct. 16 Teen Open House
- Oct. 18-24 Teen Read Week
- Oct. 21-24 IL Library Association Annual Conference; Peoria
- Oct. 14 Senior Harvest with Gleaners Oak Arbor
- Nov. 5 Star Wars Specialty Program
- November Food for Fines Month
- Nov. 19 Family Reading Night

In General

- The library bookmobile and an inside table will be part of the Chamber of Commerce Community Expo on Saturday, August 29th.
- Due to a township weather alarm, staff implemented safety procedures August 18th that included bringing patrons into the basement for safety. Staff operated efficiently and quickly with our safety procedures.
- The library bookmobile was in the community 4th of July parade.
- PR articles regarding the library are included.
- The Bookmobile was out of service for the week of June 15th and July 6-30.
- We will distribute monthly calendars to 10,000 children via the local schools, as well as e-fliers.
- The Fall Newsletter is being created. We have a full calendar of programming and events.
- Kindergarten school tours will begin soon. We anticipate several hundred visitors this fall.
- Fall school visits to promote the library's collections, services and support are planned. Our Web highlights a homework/assignment alert form on the site at www.homerlibrary.org. Teachers can use this as a means of sending our staff messages, questions, or comments. In addition, a teacher's flier to detail what we offer and how we can assist educators is being updated for distribution.

In Conclusion

This monthly report is intended to give you a detailed overview and provide pertinent information on local, regional and state issues. Upcoming priorities include the levy and working budget portions of the budget.

Please don't hesitate to contact me if you need any item in my report detailed more fully.

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Executive Director

8/21/15