### Departmental Reports May 2011

#### **Exhibits**

#### **Art Gallery**

Kevin Wisor, Photo Collage

#### **Main Floor Display Cases**

1 case: Many Children, Many Cultures, Many Books

1 case: A Great Vacation is Just a Drive Away! Explore the Midwest and Beyond.

### **Book Displays**

#### **Readers Services Displays**

#### Books

Mint Juleps: Southern Fiction Mothers and Daughters in Fiction Stories of Survival **Movies** Don't Mess With the Cape: Superhero Movies Movies about the Mob **Music** Movie Soundtracks Wild Cool and Swingin' Jazz **Teen** What's New for May Summer Reads Here: High School Summer Reads

#### **Reference Services Display**

Walk on the Wild Side

#### **Reference Services - Mini Display**

Spring into Action

#### **Youth Services – Child Book Displays**

The Rebecca Caudhill Young Readers Book Awards 2012 2012 Bluestem Book Awards

# **Building Services**

May 2011 Submitted by: Sabri Kecici, Director Building Services

- We kept the lawn trimmed and picked up trash on the grounds.
- We had some extra clean-up work following the storms.
- We picked up broken branches and cleaned out the storm drains.
- We installed a new bench and plaque in the Mary Hart Garden.
- Northwest Town replaced a valve on the cold water supply system.
- Long Elevator provided inspection and periodic maintenance on the elevator and dumbwaiter.
- Continued standard daily building maintenance and spot cleaning of carpets.
- Prepared the sprinkler carts for summer watering.

# **Information Technology**

May 2011 Submitted by: Lucia Khipple, Director Information Technology

- 9 PC Upgrades/Rebuilds
- Assisted with Phone System repair
- Replaced Backup Battery for Server
- Installed new Scanner in Special Services
- Cleaned Laptops
- New Server Research
- Installed Staff PC updates
- Added additional Scanner to Walk-Up PC area
- Updated Toner inventory
- Updated PC inventory
- Updated PWB (Public Web Browser) terminal licenses

# **Readers Services**

May 2011 Submitted by: Mary Constance Back, Director Readers Services

# **Book Discussions**

Books and Bagels May 5, 2011 Generosity By Richard Powers Led by Meghan Carney Morning Book Break May 10, 2011 Ms. Hempel Chronicles By Sarah Shun-lien Bynum Led by Meghan Carney Just Desserts May 24, 2011 Julie and Romeo By Jeanne Ray Led by Robin Schroeder

- A basic training session (conducted by Joe Tang) on maintaining the new library web pages was attended.
- The Harper Telecourse collection was updated accordingly to correspond with the Harper College curriculum.
- Extra copies of the Rolling Meadows High School reading selections have arrived and have been processed accordingly for the summer.
- Summer Reading Program planning continued.
- Weeding of the fiction collection continued.
- Weeding of the paperback collection was completed.

# **Reference Services**

May 2011 Submitted By: Jennifer Collette, Director Reference Services

Reference Staff has been busy with selection, weeding, and shelving. The computers have been extremely busy too! We are handling it all with one less staff person; Lauren is on maternity leave after the birth of her daughter.

Nana Herron also offered the second meeting of the Reference Department's non-fiction book club. We have been pleased with the number of participants but, of course, hope for it to grow.

### **Special Services**

May 2011 Submitted by: Sharon Montague, Director Special Services

This has been a busy month! The Volunteer Luncheon on May 14<sup>th</sup> went off without a hitch. Summer Reading Club preparations are in full swing. We've designed and printed signs, fliers, prize packet items, registration materials, notepads, and décor. In the midst of all this activity, the summer newsletter was finalized and mailed in the latter part of the month.

We also had a special addition to the Special Services department this month. Justin Alexander was born on May 11<sup>th</sup>. He was a bit earlier than expected but he and mom, Jamie, are doing great!

| Program Statistics:                    | 169 |
|--|-----|
| Arts Alive Concert: Hearts and Flowers | 31  |
| Whole Foods: Cheese Beyond the Rind    | 75  |
| Monthly Movie – Secretariat            |     |
| Tuesday Movie Matinee                  | 6   |
| Friday Night at the Movies             | 9   |
| Container Gardening                    | 26  |
| Write It Now                           | 22  |

| Volunteer Hours:          | 82.75  |
|---------------------------|--------|
| Katherine Kinney          | 11.5   |
| Annie LeFevre             | 2.25   |
| Donna Thompson            | 44.0   |
| Jenna Montague            | 6.0    |
| Magda Garcia              | 19.0   |
| <b>In-House Printing:</b> | 24,265 |
| Duplicator                | 23,830 |
| Phaser                    | 435    |

### **Youth Services**

May 2011 Submitted by: Lucia Khipple, Director Youth Services

Youth Service is submerged in Summer Reading. Kathy Fredrickson is preparing for our 40+ Junior High volunteers. We helped Special Services fold and cut our terrific Summer Reading flyer that is distributed through the schools. Darlene Eiffes has had great success visiting classes and presenting to school groups at the Library this spring. We sent out 24 teacher book bags.

#### Meetings:

- Laura Garcia and Julie Farris attended the Lincoln Story League meeting at the Gail Borden Library in Elgin.
- Kathy Fredrickson attended the LACONI Youth Services Section Board Meeting at the West Chicago Public Library.