

Departmental Reports August 2011

Exhibits

Art Gallery

Robert Cobb, oil/acrylic

Main Floor Display Cases

2 cases: Student Jewelry display, District 211 Adult Continuing Education

Book Displays

Readers Services Displays

Books

Beach Reads

Have Fun in the Sun with a Paperback

Twins Fiction

Celebrate! Read an Author Born in the Month of ... August

Music

The Sounds of Summer

More Music!

Movies

If You Liked the Remake, You'll Love the Original

Teen

Ladies in Waiting

Summer Reads Here

Reference Services Display

Outdoor Cooking

Reference Services - Mini Display

Summer Reads

Youth Services – Child Book Display

Back to School Books

Building Services

August 2011

Submitted by: Sabri Kecici, Director Building Services

- We kept the lawn trimmed and daily picked up trash on grounds.
- We trimmed the lower branches of many of bigger and smaller trees and trimmed bushes.
- We watered the Mary Hart Garden plants around the Library and the new sod.
- Assisted MG Mechanical with Ejector Pump repair.
- Quality Home Remodelers, LLC installed four aluminum downspouts on the west side of the building.
- Long Elevator provided inspection and periodic inspection on the elevator and dumbwaiter.
- Continued standard daily building maintenance and spot cleaning of carpets.

Information Technology

August 2011

Submitted by: Lucia Khipple, Director Information Technology

- New Website went Live
- New Email went Live
- Cleaned air filter for movie projector
- Installed 3 new monitors in Tech Services
- Reprogrammed network settings for printer in Special Services
- Updated AWE (Children's Educational Computer) system and gathered weekly stats
- Built laptop for Heritage Committee project
- Meeting for Server Alternative Back-up for new server
- Replaced and configured Circulation printer
- Replaced broken speakers in Tech Services
- Gathered network Usage Stats
- Gathered Printer Usage Stats
- Replaced all 3 Ethernet Station plugs
- Replaced broken phone at Readers Advisory Desk
- Updated webpages for Y.S. Kids' pages
- Updated webpages/online catalog links for Reference
- Replaced and secured headphones in Y.S
- Replaced Millenium Server Back-up Battery
- Set-up wireless for iPod/iPad program
- Transferred old emails into new email system
- 68 Patron Issues assisted with
- 167 Staff Issues assisted with

Readers Services

August 2011

Submitted by: Mary Constance Back, Director Readers Services

Book Discussions

No discussions in August

- The Adult and Teen Summer Reading Clubs ended on August 7. This summer, 137 adults and 54 teens participated in the reading programs. We are pleased to report that these numbers reflect a 6% increase in adult and 24% increase in teen participation since last year.
- Work continued on the Readers Services portion of the webpage.
- Weeding of the fiction collection continued.
- Multiple copies of DVDs were weeded from the collection as necessary to make room for new acquisitions.
- Weeding of the music CD collection was completed.

Reference Services

August 2011

Submitted by: Jennifer Collette, Director Reference Services

Reference Staff has been busy with our usual tasks of selection, weeding, and shelving. The kids have started school, so they keep us busy too. Also this month, Nana's book discussion group met. The "Four Seasons Book Group" meets quarterly and focuses on nonfiction books. The group is new to the Reference Department this year; however it already is proving to be popular.

Special Services

August 2011

Submitted by: Sharon Montague, Director Special Services

We are busy designing posters and fliers for upcoming fall programs and events. News rotators for the web and slides for our schedule of events board are new ways that we use to promote upcoming programs.

Program Statistics:	167
Michigan Bechtowns	15
Arts Alive Concert: <i>Summertime Jazz & Pop</i>	74
Monthly Movie – <i>The Adjustment Bureau</i>	
Tuesday Movie Matinee	12
Friday Night at the Movies	19
The iPod/iPad Revolution	36
Write It Now	11

Special Services cont'd

Volunteer Hours: 54.5

Katherine Kinney 8.0

Annie LeFevre 2.0

Donna Thompson 44.5

In-House Printing: 5,978

Duplicator 5,190

Phaser 788

Youth Services

August 2011

Submitted by: Lucia Khipple, Director Youth Services

Summer Reading is over. Our fall programs started up in the last two weeks of the month. We have geared up for the beginning of school. The Museum Adventure Pass program was extended through the month of October. The continuation of the program depends on negotiations sponsoring museums. We are weeding and have interfiled the YA paperbacks into the hardcover collection to make it easier for our patrons. We delivered 6 book bags.

Meetings: Kathy Fredrickson attended an iREAD committee meeting at the LaSalle Public Library. Kathy has accepted the chair of the 2014 iREAD committee. She also attended the LACONI Youth Services Section officers meeting.