

Departmental Reports August 2012

Exhibits

Art Gallery: Mixed Media by Min Ja Lah

Main Floor Display Cases

1 case: Origami Display by Giselle, Eduardo and Jerusalén and Esmeralda

1 case: Summer Reading Club for Adults and Teens: Reading is So Delicious!
& September is Library Card Sign-up Month

Book Displays

Readers Services Displays

Adult Fiction

Science Fiction or Science Fact

Transport Yourself

Movies

Comic Book Hero Movies

Charles Dickens in Film

Music

Divas

Dog Days of Summer

Teen Fiction

Brand New Fiction for Teens

Have you read Ray? Ray Bradbury 1920-2012

High School Summer Reading Books

Reference Services Display

Read About The Birds And The Bees . . . And Butterflies . . .And Moths . . .

Reference Services - Mini Display

Many Aspects Of Business

Midwest Getaways

Youth Services – Child Book Display

Learn New Language Make New Friends

Building Services

August 2012

Submitted by: Sabri Kecici, Director Building Services

- We kept the lawn trimmed and picked up trash on the ground
- We replaced several lights and ballasts inside and outside the building
- The lock/keypad entry to the Staff Lounge on the upper level was repaired
- Contacted Sundek of Illinois and received a proposal for the concrete treatment on the Mary Hart Garden concrete bench pad
- Contacted Fulton Technologies, Goodfellas Construction Company and Holton Brothers, Inc. - received proposals to replace the concrete base on the existing west parking lot light pole
- Flooring Management Group, Inc. provided quarterly carpet cleaning
- Green Tartan Cleaning, Inc. provided vinyl tile stripping and waxing
- Continued standard daily building maintenance and spot cleaning of the carpets

Information Technology

August 2012

Submitted by: Lucia Khipple, Director Information Technology

Investigated alternative Email solutions for Library
Purchased & installed new Administration Copier
Assisted in Adult Programs set-up
Troubleshooting SonicWall Filter
Troubleshooting Phones/Phone System
Uploaded newsletter to webpage
Updated Administration Office PCs
Updated laptops & installed new program for YS computer class
Updated Youth Services PCs
Uploaded the updated Employee Handbook on the staff page
Repaired Adult Services Xerox Printer
Assisted with 113 patrons
Assisted with 148 staff issues

Reference Services

August 2012

Submitted By: Jennifer Collette, Director Reference Services

This month, the Reference Staff has busy with our regular tasks of ordering, shelving, weeding and staffing of the Reference Desk.

The non-fiction book discussion group also meets this month on August 29th.

Readers Services

August 2012

Submitted by: Mary Constance Back, Director Readers Services

Book Discussions

Books and Bagels

No discussion this month

Morning Book Break

No discussion this month

Just Desserts: Evening Book Group

No discussion this month

- The Adult and Teen Summer Reading Clubs ended on August 5, 2012. 161 adults and 48 teens participated. Each teen read an average of 6 books while each adult read an average of 7 books over the summer. Figures for teens were down this year (from 56 to 48). However 2011 was a record high year. Thus, even more noteworthy is the fact that adult figures are up from 2011—participation went from 139 to 161, while total books read went from 878 to 1213.
- Weeding of the fiction collection continued.
- Weeding of the fiction audio cassette collection continued.

It is with sadness that we announce that Meghan Carney resigned from the library on August 29, 2012. She was an integral part of the Readers Services Department for the last 9 years and will be greatly missed. She has taken a new position with the United States Hunter Jumper Association in Lexington, KY. We wish her the very best.

Special Services

August 2012

Submitted by: Sharon Montague, Director Special Services

We've moved into fall mode - working on posters and fliers for the next quarter. A special promotion for National Library Card Sign-up Month will run all through September. We've made a banner, drawing slips and display case to publicize the event.

Program Statistics:	125
Around the World in 60 Minutes	6
Conquering Clutter	27
Arts Alive Concert: Jazz & Java	
<i>Jazz Spectrum</i>	73
Movie: <i>This Means War</i>	
Tuesday Matinee	13
Friday Night at the Movies	6

Special Services cont'd

Volunteer Hours: 51.0

Doris Botes	4.5
Katherine Kinney	6.5
Annie LeFevre	1.5
Donna Thompson	38.5

In-House Printing: 4,288

Riso Duplicator	3,931
Xerox Color Qube	357

Youth Services

August 2012

Submitted by: Lucia Khipple, Director Youth Services

We have recovered from Summer Reading. Statistics have been gathered and studied. It was a busy and good summer. Youth Services patrons read over 5,108 hours this summer. We had an increase in almost every measure. Now to switch gears, as the majority of our patrons return to school and their needs and interests change.

Dan Mauller conducted a brand new program called SCRATCH to introduce staff and children to basic computer skills. It was very successful. Regular programs continue in addition to the beginning of fall class visits.

We delivered one teacher bag.