

Departmental Reports February 2013

Exhibits

Art Gallery: Collage by Sandy Blanc

Main Floor Display Cases

1 case: RM Senior Center - Golden Years Council

1 case: Black History Month - At the Crossroads of Freedom and Equality

Library Displays

Readers Services Displays

Adult Fiction

Cooking Up Romance
Read Like a President
Read A Likes for Nevada Barr

Teen Fiction

Brand New Fiction for January and February

Movies

New DVDs
If You Liked Lincoln...
The Language of Love
Oscar Winning Movies

Music

New CDs
Love Songs
Smooth Crooners

Reference Services Display

Civil Rights in the US

Reference Services - Mini Display

American Presidents

Youth Services – Child Book Display

Chess Club Saturdays

Building Services

February 2013

Submitted by: Sabri Kecici, Director Building Services

- The front of the Library and walks were kept clean of snow and ice
- Many lights and ballasts inside the building were replaced
- We ordered and received two pallets of ice melter from True Green
- Flooring Management Group, Inc. provided quarterly carpet cleaning
- We contacted Jeffrey Elevator Company, Great Lakes Elevator Services, and Elevator Works, Inc. - received proposals for installing an elevator door restrictor per ANSI and municipal codes
- Continued standard daily building maintenance and spot cleaning of carpets

Readers Services

February 2013

Submitted by: Mary Constance Back, Director Readers Services

Book Discussions

Books and Bagels

Thursday, February 7, 2013

Rabbit, Run by John Updike

Led by Carrie DeMoss

Morning Book Break

Tuesday, February 12, 2013

The Language of Flowers by Vanessa Diffenbaugh

Led by Carrie DeMoss

Just Desserts

No meeting in February

- The Fiction weeding project continued.
- Weeding of the Paperback collection continued.
- Weeding of the CD collection continued.
- Weeding of the Readers Advisory Reference Area continued.
- Summer Reading Club booklists and materials were prepared and ordered.

Reference Services

February 2013

Submitted by: Jennifer Collette, Director Reference Services

This month, the Reference Staff has been busy with our regular tasks of ordering, shelving, weeding and staffing of the Reference Desk. In addition, and as in year's past, February means the start of tax season and that means many questions for us regarding tax forms! Lastly, Nana Herron hosted the non-fiction book discussion group.

Information Technology

February 2013

Submitted by: Lucia Khipple, Director Information Technology

- 3 new PCs installed in lab/walk-up computers
- WiFi configuration troubleshooting
- Installed new printers at Reader's Advisory, Reference Director's office
- Java updates in all lab & walk-up computers
- Replaced Circulation Desk PC
- Cleaned Reference copier
- Updated website with newsletter
- Updated Circulation, Administration & Youth Service PCs
- 129 Staff Assists
- 10 Patron Assists

Special Services

February 2013

Submitted by: Sharon Montague, Director Special Services

We're preparing the spring program posters and fliers and assisting in preparations for the Dr. Seuss Celebration in Youth Services.

Program Statistics:	127
Shoot Like a Pro!	17
Arts Alive Concert: <i>Songs from the Heart – Peter Oprisko</i>	91
Movie: <i>Premium Rush</i>	
Tuesday Matinee	3
Friday Night at the Movies	3 est.
History of the Chicago Cubs	13 est.

Volunteer Hours: 45.0	In-House Printing 11,280
Doris Botes 12.0	Riso Duplicator 10,730
Katherine Kinney 11.25	Xerox Color Qube 550
Annie LeFevre .75	
Donna Thompson 21.0	

Youth Services

February 2013

Submitted by: Lucia Khipple, Director Youth Services

We spent much of the month getting ready for our annual Seuss celebration. Youth Services staff, Laura Garcia and Julie Farris, hosted the Lincoln Story League. Darlene Eiffes attended Anderson's Annual Children's Literature Breakfast in Naperville. She also attended the Dominican University Graduate School of Library and Information Science Butler Lecture presenting Caldecott Medal-winning children's book illustrator Ed Young. The lecture was titled "The House Baba Built". We sent out 26 teacher bags.