

Rolling Meadows Library

September 2023 – Executive Director’s Report

Executive Summary / Per Capita Goals Check-in

Over the summer, our salary-benchmarking project was completed in consultation with HRSource. It provided supportive data, which confirmed what some had suspected, that our positions in the lower half of the pay scale are undercompensated when compared to peer libraries with similar budgets, populations, and staffing numbers. The resulting report can serve as the basis for some key improvements, such as:

- 1) immediately increasing the pay rates of staff who are well below the recommended base level of pay,
- 2) establishing a market-based pay scale by which to ensure competitive salaries for all positions (HRSource has provided the Library with a recommended January 1, 2024 pay scale), and
- 3) giving the necessary information to properly grade existing positions.

Note: the latter can sometimes result in a correction to a given position’s pay grade, and end up moving a position higher or lower than the current pay grade, thereby changing that position’s pay grade group (i.e., a person who used to share “Grade 7” with Position A and Position B, may end up being moved to a pay grade group comprised of Positions D, E, and F). This can sometimes come as a surprise, but the Library can be confident that the changes are based on an impartial, evidenced-based evaluation of the library talent market performed by a third-party consultancy.

In the Library

This month, the Library collaborated with All Saints Food Pantry for Hunger Action Month by hosting a drop box. The organization operates a mobile food pantry which provides food directly to clients at apartment complexes in Palatine, Rolling Meadows, and Arlington Heights. In Rolling Meadows, it makes monthly visits at the East Park Apartments near Algonquin & Wilke and the Preserve at Woodfield at Algonquin & Route 53. Other partners in this collaboration include the Palatine Library and Arlington Heights Memorial Library—the intent being that having three major local institutions as partners motivates others. (MCB)

In the Community

- Laura and Kate promoted library services a booth at the B-PAC (Bilingual Parents Advisory Committee for District 15) Picnic welcoming families back to school. Over 600 people were in attendance. (LK)
- Hispanic Heritage Month has begun. Laura has held her first program at the EPNRC the celebration continues into October. (LK)

Department Highlights

Youth Services

- We have our Summer Reading Challenge results! We have continued awarding prizes well into September. We had a great number of sign-ups this summer thanks to the Ice Cream Kick-Off Event and our amazing decorated department (Thanks to Special

Services) you couldn't miss what was happening! Over 750 kids signed up, 41% had some participation, and 248 completed the challenge earning t-shirts.

- School visits have begun. Kate has had a great response from teachers who wish to bring their classes to tour the library. This month it's been students from Sandburg Jr. High. Most have been able to visit the library. A few classes required Kate bringing the show to them due to storms. We've seen 437 students so far. We had bunches of Junior High age kids in the library today after school. Class visits work!!!

Readers Services

- Excitement continues to build in Readers Services as two big events are in the works for October including RML's first ever escape room—Escape from Poe's Mansion. Details will be featured in an upcoming monthly report.
- Regretfully, Readers Services Associate Lisa M. has tendered her resignation. She is traveling on to new horizons--literally--in her new position at United Airlines.

Reference Services

- We have a great start to our year long reading challenge, My Year Of Truly Great Reads, which kicked off on September 1st.
- Full-time librarian, Sue M., retired as of August 31st. We'll miss her, but wish her well as she starts life's next chapter.
- We're thrilled that part-time librarian, Lauren V., has moved to full-time status replacing Sue's full-time hours.

Special Services

- The beginning of the fall season means that Special Services' graphics staff was furiously working to complete the posters, flyers and rotators for library sponsored programming in September, October and November. In addition, Jessica created many eye-catching promotional items for My Year of Truly Great Reads, a year long reading program introduced by the Reference department. Those items include: posters, flyers, website rotators, banners, booklists, and magnetic stack signage.
- Jessica attended a Communico Webinar introducing some of their new and updated website building features. She completed the design of the mobile navigation for section menus. She was also able to improve the accessibility to the service pages.
- The Arts Alive Concert on September 10 was well attended. Classical pianist Mark Valenti performed to a crowd of nearly 50. In-person attendance is increasing slowly, but steadily.

Circulation

- We welcomed Lisa C. to our team in September.
- We assisted Kate in YS by creating new accounts for local teachers and students.

Technical Services

- Julie M. participated as a member of the Technical Services Director search committee. The committee’s recommended top candidate was Milan K., who has accepted the position and starts October 12, 2023. We look forward to welcoming him.
- During the transition between Technical Services directors, the entire Technical Services department has pitched in to do whatever is needed to keep the department running as smoothly as possible.
- Eleven hotspots were added to our Library of Things collection, bringing the total number of hotspots to 22.

Facilities

- Main level tile was scrubbed and grout lines repainted.
- Carpets steamed cleaned throughout library.