

Director's Report

It's been a busy construction month in the Kids' Department. The entrance to the Department was closed last Tuesday to begin construction on the decorative soffits. Patrons are diverting through the Circulation Department and entering the Kids' Library from a staff entrance. Patrons may also take the elevator or stairs up to the ADS Department and then back down again. So far, so good. Elmhurst staff and patrons are good at adapting. The entrance is expected to be closed for two weeks.

Circulation was down four percent this month with most of the decrease coming from Kids' materials. It's no surprise that during construction, visits and checkouts are down slightly. I anticipate that circulation will pick up after the project is completed.

We celebrated National Library Worker's day on April 10 with pizza and salad in the new staff lounge. Thanks to Bill Shanklin for reminding us about the date. Sometimes these things slip by and it was nice to be able to acknowledge the date with staff!

Adult Services Department

March 2018

Adults	1289		
Author Summit: Publish and Promote Your Book Like a Pro	45	Inkscape Basics	4
Beer Club: One Fifty One Kitchen & Bar	19	iPhone for Beginners	6
Board Game Club	45	Learn to Use Small Business Builder for Your Business Plan	14
Book Discussion: The Supremes at Earl's All-You-Can-Eat	24	Library Insiders Karaoke Night	19
Ciao Italia! Culture and Conversational Group	25	Lyric Opera Lecture: <i>Faust</i>	20
Coloring for Mindfulness	5	Martin Luther: The Idea that Changed the World Film Screening	28
Common Connection Film Series: Before the Flood	8	Native Gardening and Restoration	39
Common Connection: TED Talk Conversations About the Environment	6	Next Chapter Book Club	26
Computer Files Management for Beginners	7	One Earth Film Festival: <i>Happening: A Clean Energy Revolution</i>	120
[VIP] Craft Lab: Eco Series - Pill Bottles	23	Open Bridge & Pinochle Club	58
[VIP] Creative Card Making	29	Open Bridge Club	9
Creative Card Makery Workshop	8	Parks and Rec Trivia	102
[VIP] Culture Club - Croatia	52	Present: Dementia Activity Club - Travel	8
Cutting the Cable Cord	26	Read Between the Wines - Book Discussion at Flight 112	9
Date Night at the Makery	16	Senior Technology Series: Technology Literacy	9
Dish! Club for Cooks	12	Snapchat Basics	2
DIY CROP Day	7	Spring Cleaning for the Mind and Body through Meditation	17
Elmhurst Business Connection	3	Tangling Club	4
Elmhurst Co-Working Connection	2	Thirty Million Words Workshop	13
Elmhurst Writers Group	0	Wine Club	9
Excel Basics: Projects	13	Women of World War II: On the Front Lines and the Home Front	49
Friday Features: Home Again	46	York Chamber Music Concert	64
Friday Features: The Big Sick	31	Passive Programs (1)	
Friday Features: The Circle	32		
Friday Features: The Immortal Life of Henrietta Lacks	43	Teens	123
Friday Features: Victoria & Abdul	57	Filmed Sketch Class	1
Genealogy Club: Dig Into Your Research	3	Girls Who Code Club	9
Get Your Small Business Online	14	littleBits: Catapult Challenge	0
Google Docs, Sheets, and Slides Basics	5	littleBits: Mini-Golf Windmill Challenge	0
Google Drive Basics	3	Shaving Cream Easter Eggs	7
Great Decisions: China and America: The New Geo...	25	Teen Job + Volunteer Fair	77
In Stitches/Learning to Knit	26	The Technical / Vocational Education Pathway to a... Passive Programs (1)	17 12

Number of Adult Programs:	55
Number of Teen Programs:	8
Total Number of Programs :	63
Total Number of Programs Compared to February 2017 (67):	- 6%
Total Attendance Compared to March 2017 (1474):	- 4.2%

Group Study Rooms

	Dec	Nov	Oct	Sept	Aug	July	June	May	Apr	Mar	Feb	Jan
2018 Total Uses										1594	1492	1629
2017 Total Uses	1467	1519	1583	1427	1349	1261	1344	1564	1397	1518	1408	1415

Patron Interactions

	Reference Questions	Library Info Questions	Tech Consults (>15 min)	Other Consult (>15 min)
March 2018	5288	1930	16	18
March 2017	5312	1689	32	19
% Increase	-5%	+14.3%	-50%	-5.2%
Monthly Average (12 mo)	4929	1891	26	15

KIDS' LIBRARY

March 2018

PROGRAMS	Sessions	Kids	Adults	Total
Chicka Chicka Baby (infants)	9 sessions	114	116	230
Rise & Shine (ages 1-3)	18 sessions	625	559	1184
Rhyme Time (ages 1-2)	14 sessions	184	183	367
Saturday Family Storytime	5 sessions	87	72	159
Road to Reading (ages 3-5)	5 sessions	106	56	162
Music Factory (ages 3-5)	3 sessions	31	25	56
We Love Reading (gr K-1)	4 sessions	74		74
Code with Scratch, Jr (K-2)	2 Sessions	22		22
Yoga Friday	4 Sessions	39		39
Drive-in Movie (families)	March 1	23	14	37
Trinity Irish Dancers (families)	March 3	100	125	225
Way Cool Adventures	March 8	17		17
Read to the Dogs (K-8)	March 10	12		12
Chopped Jr (Gr 3-5)	March 13	20		20
Drop-in Science (all ages)	March 15	15	10	25
Homeschool Hangout (all ages)	March 15	15	10	17
Jr. LEGO (3-5)	March 20	20		20
Learn 3D Printing (gr 3-5)	March 22	8		8
Lego Robotics (gr 3-5)	March 22	8		8
LEGO Extreme (3-8)	March 23	7		7
Homeschool Art Open House	March 24	20	10	30
Parent-Child Makery (families)	March 26	10	11	21
Movie: The Incredibles	March 28	10	10	20
Flight STEM Party	March 29	37	20	57
Passive Drop-in Rainbow Craft	March 9	23		23
Passive: Drop-in Art	March 13	25	20	45
Passive: Open Lego (all ages)	March 28	13	9	22
Passive: EHM Cartoon Contest	all month	25		25
Passive: Renovation Scavenger Hunts	all month	80		80
Passive: 1000 Books Before K	all month	30		30
Passive: Bookmark contest entries	all month	10		10
Passive: Tuck Everlasting Contest	all month	3		3

MIDDLE SCHOOL PROGRAMS

3D Printing: Middle School	March 8	3 kids
Gummies vs Real Food	March 23	12 kids



Drop-in Rainbow Craft with intern Noor Malik

SCHOOL SERVICES

Thirty-one collections totaling 628 items circulated to fourteen Elmhurst schools: Conrad Fischer, Emerson, Lincoln, Hawthorne, Visitation, Timothy Christian, Buttons and Bows Preschool, Wee 3's Preschool, YMCA Preschool/K, Bethel Preschool, Courts Plus, Sandburg, Bryan, and York.

SCHOOL AND SCOUT VISITS

March 16 Tiger Scout visit 11 scouts 3 leaders

On March 23, Shaira Rock and Lori Hoegler participated in the Emerson School Makerspace Event. They provided MagnaTiles, KEVA Blocks, Coding Robot Mice, Code-A-Pillars and Ozobots to the students. Shaira taught three classes of 75 first grade students how to program a robotic coding mouse to reach a cookie. Lori taught three classes of 75 second graders how to program Code-A-Pillars to reach food stations. The students were enthusiastic about the technology challenges they were given, and had a great time learning how to code!

PROGRAM TOTALS

Children's Programs:	80
Children's Program Attendance:	2,831
Passive Children's Programs:	8
Passive Children's Attendance:	238
Middle School Programs:	2
Middle School Attendance:	15
Total programs offered:	90
Total attendance:	3,084

VOLUNTEERS

Four middle school volunteers donated twelve hours of service to the Library in March.

STAFF

Sharon Karpel staffed a table at the Youth Commission's Teen Job and Volunteers Fair at York High School on March 14.

TRAINING

March 7	Lori Hoegler, Sarah Burnside, Lincoln Story League	4 hours
March 9	Marti Valasek, Prairie State Story League	2 hours
March 9	Gloria Walsh-Rock, RAILS Youth Services Managers meeting	2 hours
March 14	Shaira Rock, Innovative Technologies and Tech Trends webinar	1 hour
Total:		9 hours

RENOVATION



Study Room 1



Computer Lab

The Computer Lab is open, with a limited number of computers. The two Group Study Rooms are also open for business! The dots are sound absorption panels.

CIRCULATION REPORT

March 2018

TOTAL CIRCULATION:

March 2018 = 109,871

March 2017 = 114,251

Circulation for March 2018 decreased 4% compared to March 2017.

% of checkouts done on self-checks March 2018 = 29%

Holds:

- Placed this month: 9,307
 - Staff placed = 1,806
 - Patron placed = 6,399
 - Placed in LINKin = 1,102
- Placed a year ago: 9,503
- Percent Change: -2%
- Amount of holds filled this month: 7,892
 - Elmhurst items = 6,612
 - LINKin items = 1,089
 - OCLC items = 191
- Filled a year ago: 8,102
- Percent Change: -3%
- Holds Not Picked Up: 882
- Percent of holds filled: 11%

ILL:

- ILL sent this month: 1,194 (LINKin =927 / OCLC = 267)
- ILL sent a year ago: 1,145
- Percent Change: 4%
- ILL received this month: 1,546 (LINKin = 1,355/ OCLC = 191)
- ILL received a year ago: 1,666
- Percent Change: -7%

Non-Resident Cards purchased: 2 for a total of \$396.26

Unique Management Services:

- Accounts submitted this month: 7 @ \$8.95 = \$62.65
- Total cumulative recovery yielding an ROI of 12 to 1

Book Sale Room:

- Revenue: \$ 498.15

Ecommerce:

- | | | |
|---------------------------|----|----------|
| • Non-Resident Fees | \$ | 181.27 |
| • Lost items/Misc. | \$ | 539.00 |
| • Fines & Processing Fees | \$ | 1,817.05 |
| • Makery | \$ | 120.00 |
| • Total..... | \$ | 2,657.32 |

Breakdown of Monthly Circulation by Users:

Elmhurst Patrons	83,188	76%
Downloadable Material	15,331	14%
Reciprocal Borrowers	7,489	7%
Interlibrary Loans Sent	1,194	1%
Non Residents-Unincorporated	656	1%
Teachers	628	1%
Outreach Patrons	406	<1%
Elmhurst Work Perks	338	<1%
Elmhurst College Students	283	<1%
Non Resident Taxpayers	229	<1%
Elmhurst Businesses	129	<1%
Total	109,871	100%

of Patrons Served at Drive-up Window:

- March 2018 = 2,546
- March 2017 = 2,615
- Percent Change: -3%

Highest Hourly Rate of Circulation Transactions:

Sunday, March 4: Average 1,194 items/hour.*

*items checked in, checked out and renewed

Of Note:

- Debbie represented the Library at the City Wellness Committee meeting on March 6.
- Debbie facilitated In Stitches on March 13.
- Chris and Dina led Creative Card Making classes on March 14.
- Sam facilitated In Stitches on March 21.
- Tracy, Chris, Debbie and Christy worked in the Makery.
- Eighteen volunteers worked for 94 hours.
- 507 patrons signed have registered for our new Text Notification service.

Notable Circulation Figures:

- 15,331 Digital Media
 - 5,081 My Media Mall
 - 381 Cloud Library
 - 896 Freegal downloads
 - 3,007 Freegal songs streamed
 - 1 IndieFlix
 - 2,032 Hoopla
 - 596 RBG Digital (formerly Zinio)
 - 114 Kanopy
 - 2,831 eLearning
 - 71 BookFlix
 - 28 TrueFlix
 - 282 Tumblebooks
 - 11 Artist Works
- 512 Electronic Devices
 - 0 Assistive Technology iPad
 - 148 Laptop
 - 23 ADS Nook
 - 33 KIDS Nook
 - 6 Projector
 - 10 VHS to DVD Converter
 - 90 Creative Studio Visual and Audio Equipment
 - 87 KIDS LaunchPad
 - 2 ADS LaunchPad
 - 13 Media Players
 - 11 Photo Equipment
 - 42 Hot Spots
 - 47 Makery Equipment
- Items from Library of Extraordinary Things
 - 120 Adult Board Games
 - 142 KIDS' Board Games
 - 365 KIDS' Toys/Puzzles
 - 47 Appliances
 - 27 Cake Pans
 - 18 Adult Bags to Go
 - 25 KIDS Bags to Go
 - 15 Knitting Needles/Crochet hooks

BOARD REPORT

March 2018

	Mar-18	Mar-17	PER CENT CHANGE	CUMULATIVE TOTAL FY 18	FY 17	PER CENT CHANGE
Circulation						
Adult	60,798	62,735	-3%	175,152	176,119	-1%
Kids' Library	47,525	49,849	-5%	133,077	137,580	-3%
Unspecified	1,548	1,667	-7%	4,442	4,866	-9%
Total	109,871	114,251	-4%	312,671	318,565	-2%
<i>Digital Material</i>	<i>15,331</i>	<i>14,106</i>	<i>9%</i>	<i>47,499</i>	<i>38,813</i>	<i>22%</i>
<i>Database Usage</i>	<i>21,502</i>	<i>N/A</i>		<i>49,203</i>	<i>N/A</i>	
Number of Days Open	31	31				
Online Statistics						
Web Site Visits	213,927	319,376	-33%	627,953	967,963	-35%
Web Site Unique Visitors	212,062	300,168	-29%	614,415	912,809	-33%
Web Site Page Views	233,956	358,000	-35%	680,945	1,083,998	-37%
Sessions on Public Computers	23,200	N/A		49,000	N/A	
Wifi Sessions	22,599	N/A		46,299	N/A	
Reference Queries						
Adult Reference	5,288	5,312	0%	14,604	15,348	-5%
Kids' Library	1,285	1,563	-18%	3,868	4,233	-9%
Total Reference Req.	6,573	6,875	-4%	18,472	19,581	-6%
<i>One to One Tutorials</i>	<i>18</i>	<i>N/A</i>		<i>56</i>	<i>N/A</i>	
Meeting Room Use						
Library Programs	153	180	-15%	420	501	-16%
Public Meetings	94	114	-18%	312	359	-13%
*Group Study Rooms	1,594	1,518	5%	4,715	4,341	9%
Total Programs/Meetings	1,841	1,812	2%	5,447	5,201	5%
<i>Passive Programs</i>	<i>10</i>	<i>N/A</i>		<i>21</i>	<i>N/A</i>	
Program Attendance						
Adults & Teens	1,412	1,474	-4%	3,331	3,869	-14%
Kids	3,084	3,977	-22%	9,529	9,613	-1%
Total Program Attendance	4,496	5,451	-18%	12,860	13,482	-5%
<i>Passive Program</i>	<i>238</i>	<i>N/A</i>			<i>N/A</i>	
Visitor Count						
In-house	48,036	48,595	-1%	134,262	137,622	-2%
Drive-up	2,546	2,615	-3%	7,239	7,275	0%
Total	50,582	51,210	-1%	141,501	144,897	-2%
<i>Makery</i>	<i>1,429</i>	<i>N/A</i>		<i>4,016</i>	<i>N/A</i>	
<i>Creative Studio</i>	<i>131</i>	<i>N/A</i>		<i>260</i>	<i>N/A</i>	

BOARD REPORT
March 2018

Elmhurst Library Cards

Card Holders 03/01/18	31,183
Added	176
Withdrawn	13
Card Holders 03/31/18	31,346

Elmhurst Cards Used 9,451 9,555 -1%

Nonresident Cards	ADULT	JUVENILE	TOTAL	Reciprocal Borrower Cards
Card Holders 03/01/18	84	14	98	Card Holders 03/01/18 1,941
Added	2	0	2	Added 86
Expired	6	1	7	Expired 104
Card Holders 03/31/18	80	13	93	Card Holders 03/31/18 1,923

Materials (Selected Statistics)	Adult Added	Adult Withdrawn	Juvenile Added	Juvenile Withdrawn
Books, Non-Fiction	567	1,085	139	71
Books, Fiction	826	555	831	437
Compact Discs	125	12	11	12
Playaways Audio	7	0	26	2
Kits	0	0	0	1
Software	0	0	0	0
CD-ROM	0	0	0	0
DVD's	243	668	50	22
Blu-ray	71	120	24	0
Console Video Games	6	21	2	1
Toys	0	0	6	8
Board Games	0	1	0	2
Launchpads	0	0	2	0
Vinyl Records	0	1	0	0
TOTAL	1,845	2,463	1,091	556

Collection Totals	Adult	Juvenile	Total
Books	128,604	80,539	209,143
Compact Discs	21,364	2,560	23,924
Playaways Audio	1,266	473	1,739
Magazines	5,948	143	6,091
DVDs	15,643	7,020	22,663
Blu-ray	1,303	404	1,707
CD-ROM	0	180	180
Console Video Games	836	820	1,656
Launchpads	7	34	41
Culinary Cupboard	65	0	65
Board Games	110	63	173
eReaders	70	0	70
Knitting Needles	39	0	39
Vinyl Records	114	0	114
Kits	10	45	55
Toys	381	381	762
eBooks	22,533		22,533
eAudio Recordings	9,785		9,785
eMovies	128		128
eMagazines	193		193

Marketing is in the midst of finalizing our Summer Reading campaigns. There are six Summer Reading programs that our department produces: four Kids programs, which are organized by age; a combined Teen and Adult program; and a program for Library Insiders. Each program has its own booklog, as well as accompanying pieces, such as raffle tickets, booklists, and registration cards.

Additionally, we are putting together all of the program information, feature stories, and graphics for the summer edition of *Fine Print*. **Did you know?** *Fine Print* is worked on for about six months out of the year.

Other points of interest:

- With the cooperation and input of all of the departments, the Bookmark page was updated.
- We were visited by the Des Plaines Public Library Marketing Department. They were very interested to learn about our workflow and processes. It was great to compare notes and learn from them too.
- *Suburban Life Magazine* reached out to us to asked us for a quote about a book that had a great impact on someone. Look out for the May Arts & Entertainment issue to see which book Mary Beth chose.
- Noor Malik, a College of Dupage LTA student, spent four days with the Marketing Department. During her time with us, she shadowed staff, helped organize the Library's Archives (which are housed in Marketing) and assisted in putting together a Marketing Road Kit that all staff are welcome to use when doing outreach.

EPL Road Kit supplies include:

EPL logo tablecloths

Book stands

General supplies (office supplies, sign holders, extension cords, etc.)

Large signs (EPL parade banner and self-standing logo)



EPL's Road Kit is now located in the Receiving Room. This allow for easier loading of materials for outreach.