

Director's Report

We hosted a Week of Workshops: Social Work Series the week of January 21 – 25 for staff. The social work interns and two staff members held instructional meetings for staff on a variety of topics dealing with issues we experience here. The workshops and the format were well received by staff and we hope to hold more trainings like this in the future.

It has been a difficult month of weather but we persevered and remained open to the public through it all. On the days of extreme cold, we provided refuge for a few patrons who needed warmth during the extreme cold. Several people expressed their thanks to us for remaining open. We will always consider the safety of our staff when deciding to close the Library, but when possible, it is important to stay open.

Adult Services Department

January 2019

Adults 1119

| | | | |
|---|----|---|-----------|
| 10-Week Wellness Challenge with Courts Plus | 31 | Google Drive Basics | 7 |
| Ancestry.com [Library Edition] Basics | 5 | Great Decisions: Refugees and Global Migration | 22 |
| Board Game Club | 49 | Green Screen for Video | 2 |
| Book Discussion: The Novels of Edward Kelsey Moore | 14 | Healthy Living for Your Brain and Body | 34 |
| Bridge & Pinochle Club | 53 | In Stitches Needleworkers | 9 |
| Cassette/Vinyl to MP3 Basics | 4 | Intro to Reiki | 14 |
| Ciao Italia! Culture and Conversational Group | 14 | iPhone Intermediate | 8 |
| Claire Barton: Civil Wall Battlefield Nurse | 29 | Lyric Opera Lecture <i>Elektra</i> | 7 |
| Coloring for Mindfulness | 5 | Marketing for Your Small Business | 37 |
| Common Connection Film Series: <i>Patch Adams</i> | 6 | Meet the Author: Edward Kelsey Moore | 45 |
| Cozy Winter Cottage: A Painting Workshop | 24 | Natural Immune Support With Fruitful Yield | 12 |
| Cricut Design Space Essentials | 9 | Next Chapter Book Club | 33 |
| CROP Day | 8 | Open Bridge Club | 11 |
| [VIP] Culture Club: Peru | 49 | Senior Technology Series: Windows 10 Basics | 9 |
| Dish! Club for Cooks | 9 | Social Service Coffee Chat | 12 |
| Drop-In: Android Basics | 7 | Steve and Johnnie: Les Paul and Other Radio Memories | 53 |
| Drop-In: Get Your Resume Ready | 11 | TED Talk Conversations: How the Brain Takes Care of Itself | 16 |
| Easel for the Carvey Essentials | 10 | The Office Trivia | 115 |
| Elmhurst Business Connection | 9 | The Presidency of Harry Truman | 29 |
| Embrace Retirement | 29 | The Shakespeare Project of Chicago: <i>Titus Andronicus</i> | 46 |
| [VIP] Essential Oil Workshop | 18 | What Color Is Your Brain | 37 |
| Excel Intermediate: Formulas | 10 | Wine Club | 7 |
| Extreme Knitting | 23 | York Chamber Music | 45 |
| Friday Features Oscar Winners: <i>From Here to Eternity</i> | 18 | | |
| Friday Features Oscar Winners: <i>It Happened One Night</i> | 16 | | |
| Friday Features Oscar Winners: <i>On the Waterfront</i> | 19 | Make A Difference: Volunteer Your Time | 31 |
| Friday Features Oscar Winners: <i>The Sting</i> | 24 | Monday Crafternoons | 4 |
| Genealogy Club: Dig Into Your Research | 6 | Spill | 16 |
| | | Teens | 51 |

| | |
|--|--------------|
| Number of Adult Programs: | 51 |
| Number of Teen Programs: | 3 |
| Total Number of Programs : | 54 |
| Total Number of Programs Compared to January 2018 (59): | -8.5% |
| Total Attendance Compared to January 2018 (1170): | 13.5% |

Group Study Rooms

| | Dec | Nov | Oct | Sept | Aug | July | June | May | Apr | Mar | Feb | Jan |
|------------------------|------|------|------|------|------|------|------|------|------|------|------|-------------|
| 2019 Total Uses | | | | | | | | | | | | 1563 |
| 2018 Total Uses | 1383 | 1541 | 1702 | 1499 | 1455 | 1442 | 1439 | 1587 | 1656 | 1594 | 1492 | 1629 |

Patron Interactions

| | Reference Questions | Library Info Questions | Tech Consults (>15 min) | Other Consult (>15 min) |
|-------------------------|---------------------|------------------------|----------------------------|----------------------------|
| January 2019 | 4061 | 2203 | 25 | 34 |
| January 2018 | 4887 | 2229 | 24 | 12 |
| % Increase | -16.9% | -1.2% | 4.2% | 83.3% |
| Monthly Average (12 mo) | 4135 | 1771 | 24 | 24 |

KIDS' LIBRARY

January 2019

| PROGRAMS | Sessions | Total |
|-----------------------------------|-----------------|--------------|
| Chicka Chicka Baby (infants) | 8 sessions | 120 |
| Rise & Shine (ages 1-3) | 16 sessions | 803 |
| Rhyme Time (ages 1-2) | 8 sessions | 208 |
| Saturday Family Storytime | 4 sessions | 117 |
| Road to Reading (ages 3-5) | 5 sessions | 168 |
| Jr. Lego Club (gr K-2) | 2 sessions | 24 |
| Keyboarding Skills (gr 2-3) | 3 sessions | 28 |
| Keyboarding Skills (gr 4-5) | 3 sessions | 27 |
| Spanish Story Time (ages 1-5) | Jan 9 | 13 |
| Homeschool Hangout | Jan 10 | 20 |
| ECT Songs from Shrek (families) | Jan 12 | 113 |
| Read to the Dogs (gr 3-8) | Jan 12 | 45 |
| Lego Robotics Club | Jan 15 | 17 |
| Parent/Child Makery (families) | Jan 16 | 20 |
| Advanced 3D Printer (gr 3-5) | Jan 17 | 10 |
| Way Cool Adventures | Jan 17 | 20 |
| Chopped Jr (3-5) | Jan 21 | 18 |
| Wendy & DB Sing (families) | Jan 21 | 141 |
| Learn to Use a 3D Printer (gr3-5) | Jan 24 | 11 |
| Escape Room Party (family) | Jan 26 | 45 |
| Kids Makery Craft lab | Jan 28 | 9 |
| Meet An Antarctic Explorer | Jan 31 | 47 |
| Passive: Make a Difference (all) | Jan 14 | 75 |
| Passive: Open Lego (families) | Jan 19 | 15 |
| Passive: 1000 Books Before K | all month | 44 |
| Passive: WRP "Read Undercover" | all month | 592 |

MIDDLE SCHOOL PROGRAMS

| | | |
|-------------------|---------|-------------|
| 3D Printing | Jan. 10 | 3 designers |
| Cutthroat Kitchen | Jan. 18 | 14 chefs |

SCHOOL SERVICES

1226 items checked out in January.

On January 17, two groups from Timothy Christian 5th grade classes, totaling 90 attendees, visited EPL for Biography research.

On January 15, Nuala led a group of five 3rd grade scouts in a visit.

PRESCHOOL SERVICES

On January 15, Treetown Cooperative Nursery School hosted a “sleepover” party for 65 folks where Jana McNally joined Sarah Burnside to present Bedtime Brain Builders storytime/parent education workshop. Each story or activity was accompanied by a quick explanation of an applicable reading strategy to enrich the experience for budding readers while having as much fun as possible.

The same program on January 18, hosted by pajama clad Gloria Walsh-Rock and Sarah Burnside, was enjoyed by 70 Madison School parents and children.

Mary Queen of Heaven preschool enjoyed two visits celebrating the winter weather. Sarah presented the visits for a total of 41 attendees.

PROGRAM TOTALS

| | | | |
|--------------------------------|-----------|--------------------------------|--------------|
| Children’s Programs: | 70 | Children’s Program Attendance: | 2,295 |
| Passive Children’s Programs: | 4 | Passive Children’s Attendance: | 726 |
| Middle School Programs: | 2 | Middle School Attendance: | 17 |
| Total programs offered: | 76 | Total attendance: | 3,038 |

OTHER KIDS’ STATS

| | |
|----------------------------|--------|
| Reference questions: | 1,266 |
| Total item circulation: | 46,281 |
| Total database usage/hits: | 6,613 |
| Total downloads: | 549 |
| Study rooms use: | 108 |

VOLUNTEERS

Four middle school volunteers donated eleven hours of service to the Library in January.

STAFF TRAINING AND PROFESSIONAL DEVELOPMENT

| | | | |
|------|---|------------------------------|------------------------|
| 1/09 | Erica & Sarah | Lincoln Story League | 3 hours |
| 1/11 | Marti & Peg | Prairie State Story League | 3 hours |
| 1/21 | Erica, Shaira, Allison, Jamie and Nuala | Self Care | 4 hours |
| 1/21 | Jan | Addictions | 1 hour |
| 1/21 | Marti | Mental Health First Aid | 1 hour |
| 1/22 | Erica & Sarah | Tips with Tim | 1 hour |
| 1/22 | Carol | Trading Titles-Bibliotherapy | 1 hour |
| 1/23 | Lori H | Resource Folder | 1 hour |
| 1/23 | Lori L | Tips with Tim | 1 hour |
| 1/23 | Nuala | Trading Titles-Bibliotherapy | 1 hour |
| 1/24 | Nuala | Transgender Populations | 1 hour |
| | | | Total: 18 hours |

CIRCULATION REPORT

January 2019

TOTAL CIRCULATION:

January 2019 = 102,242

January 2018 = 107,412

Circulation for January 2019 decreased 5% compared to January 2018.

% of checkouts done on self-checks January 2019 = 30%

Holds:

- Placed this month: 9,904
 - Staff placed = 1,414
 - Patron placed = 7,409
 - Placed in LINKin = 1,081
- Placed a year ago: 9,718
- Percent Change: 2%
- Amount of holds filled this month: 7,425
 - Elmhurst items = 6,294
 - LINKin items = 1,013
 - OCLC items = 118
- Filled a year ago: 7,339
- Percent Change: 1%
- Holds Not Picked Up: 722 (10%)

ILL:

- ILL sent this month: 1,220 (LINKin = 990 / OCLC = 230)
- ILL sent a year ago: 1,104
- Percent Change: 11%
- ILL received this month: 1,350 (LINKin = 1,232/ OCLC = 118)
- ILL received a year ago: 1,517
- Percent Change: -11%

Non-Resident Cards purchased: 2 for a total of \$427.47

Book Sale Room:

- Revenue: \$ 422.42

Breakdown of Monthly Circulation by Users:

| | | |
|------------------------------|----------------|-------------|
| Elmhurst Patrons | 77,243 | 76% |
| Digital Material | 14,640 | 14% |
| Reciprocal Borrowers | 6,170 | 6% |
| Teachers | 1,226 | 1% |
| Interlibrary Loans Sent | 1,130 | 1% |
| Non Residents-Unincorporated | 579 | 1% |
| Outreach Patrons | 553 | 1% |
| Elmhurst Work Perks | 274 | <1% |
| Elmhurst College Students | 236 | <1% |
| Non Resident Taxpayers | 94 | <1% |
| Elmhurst Businesses | 88 | <1% |
| Limited Access | 9 | <1% |
| Total | 102,242 | 100% |

of Patrons Served at Drive-up Window:

- January 2019 = 2,189
- January 2018 = 2,490
- Percent Change: -12%

Highest Hourly Rate of Circulation Transactions:

Sunday, January 27: Average 1,235 items/hour.*

*items checked in, checked out and renewed

Of Note:

- Debbie represented the Library at the City Wellness Committee Meeting on January 8.
- Sam facilitated In Stitches on January 8.
- Debbie facilitated In Stitches on January 16.
- Keith facilitated Friday Features on January 11 and 25.
- Tracy, Chris, Debbie and Christy worked in the Makery.
- Twenty volunteers worked for 74.5 hours.
- 1,619 patrons have registered for our new Text Notification service; 73 in January.
- The Circulation Department welcomed Daisy, Alina, Allie, Brianna and Nicole as our newest Pages.

Notable Circulation Figures:

- 14,640 Digital Media
 - 3,629 My Media Mall
 - 752 Cloud Library
 - 959 Freegal downloads
 - 2,334 Freegal songs streamed
 - 0 IndieFlix
 - 2,496 Hoopla
 - 968 RBG Digital (formerly Zinio)
 - 384 Kanopy
 - 2,811 eLearning
 - 8 Artist Works
 - 78 BookFlix
 - 68 TrueFlix
 - 153 Tumblebooks
- 515 Electronic Devices
 - 0 Assistive Technology iPad
 - 93 Laptop
 - 25 ADS Nook
 - 19 KIDS' Nook
 - 12 Projector
 - 10 VHS to DVD Converter
 - 145 Creative Studio Visual and Audio Equipment
 - 69 KIDS LaunchPad
 - 2 ADS LaunchPad
 - 23 ADS Media Player
 - 7 KIDS' Media Player
 - 16 Photo Equipment
 - 43 Hot Spots
 - 50 Makery Equipment
 - 1 Graphing Calculator
- Items from Library of Extraordinary Things
 - 169 Adult Board Games
 - 223 KIDS' Board Games
 - 195 KIDS' Toys/Puzzles
 - 54 Appliances
 - 26 Cake Pans
 - 174 KIDS' STREAM Kits

We welcomed the New Year by adding hours and changing position titles for Marketing Department staff. Molly Schlecht is now our Graphic Designer and Carol Pavlik is now our Communications Specialist. Molly will take on more project-based work in her new role and Carol is taking on additional digital content marketing duties, namely the weekly newsletter. EPL is lucky to have the dynamic and creative Marketing staff members!

And if it's January it means the start of Summer Reading. The Marketing Department and Kids' Library had a series of productive meetings to determine the direction of the program. Molly, a veteran of both the Kids' Library and Marketing, is leading the way with redesigning the booklogs and look of the program.

Additionally, Marketing began finalizing details for the launch of the Adventure Backpacks, a new collection put together by a local Eagle Scout, but coordinated by EPL's interdepartmental Marketing Committee. These nature exploration kits will be launched in the Spring quarter and will include guidebooks, equipment, and a video component that will be hosted on the Library's YouTube channel.

Marketing's focus in February includes:

Programs: *Business Programs*

EPL supports Elmhurst's dynamic local business community by offering resources, services, and programs. We can help you start, run, and grow your business!

Collection: *Movies*

It's award season! We have LOTS of options for people to see their favorite films.

Formats: DVD, Blu-ray, and Streaming! Streaming services to push are Kanopy and hoopla.

Service: *Personal Reading Recommendations*

The Winter Reading Challenge is done, but we can help find the perfect book at any time. elmlib.org/prr

Amenity: *Creative Studios*

EPL card holders can access high-end equipment and software needed to complete digital audio, visual, and graphics projects in three studios on the second floor. elmlib.org/creative

Here are some sample screenshots of our online presence from January:



Elmhurst Public Library
Published by askelmhurst (P) · January 29 at 1:22 PM · 🌐

Due to extreme weather conditions, the Library will be limiting hours and services until Thursday, January 31.

HOURS:
 Tuesday, January 29
 9 a.m. – 5 p.m. OPEN
 Evening programs CANCELED
 5 – 9 p.m. Emergency Warming Center OPEN (Large Meeting Room/Bathrooms ONLY)
 Wednesday, January 30
 9 a.m. – 5 p.m. Open with limited services
 All programs CANCELED
 Checkout Desk CLOSED
 5 – 9 p.m. Emergency Warming Center OPEN (Large Meeting Room/Bathrooms ONLY)

🟢 **Get More Likes, Comments and Shares**
Boost this post for \$30 to reach up to 25,000 people.

1,632 People Reached 252 Engagements [Boost Post](#)

👍❤️ Nancy Schultz, Samantha Raley and 29 others 2 Comments 7 Shares

👍 Like 💬 Comment ➦ Share 🌐

Write a comment...

Most Relevant ▾

Pamela Schiewe Berger VERY impressed that you are making sure the Warming Center is still available! Good job!
Like · Reply · Message · 2w

Rebecca Hitchcock Thank you EPL for keeping meeting rooms and rest rooms open during the reg hours so there are extra warming stations available.
Like · Reply · Message · 2w

1,632 People Reached

47 Reactions, Comments & Shares

| | | |
|--------------|---------------|----------------|
| 34 👍 Like | 29 On Post | 5 On Shares |
|--------------|---------------|----------------|

| | | |
|--------------|--------------|----------------|
| 2 ❤️ Love | 2 On Post | 0 On Shares |
|--------------|--------------|----------------|

| | | |
|---------------|--------------|----------------|
| 3 Comments | 2 On Post | 1 On Shares |
|---------------|--------------|----------------|

| | | |
|-------------|--------------|----------------|
| 8 Shares | 7 On Post | 1 On Shares |
|-------------|--------------|----------------|

205 Post Clicks

| | | |
|------------------|------------------|---------------------|
| 1 Photo Views | 0 Link Clicks | 204 Other Clicks |
|------------------|------------------|---------------------|

NEGATIVE FEEDBACK

| | |
|------------------|------------------|
| 0 Hide Post | 1 Hide All Posts |
| 0 Report as Spam | 0 Unlike Page |

Reported stats may be delayed from what appears on posts



BOARD REPORT

January 2019

| | Jan-18 | Jan-17 | PER CENT CHANGE | CUMULATIVE TOTAL FY 18 | FY 17 | PER CENT CHANGE |
|------------------------------|---------------|---------------|----------------------------|-----------------------------------|---------------|----------------------------|
| Circulation | | | | | | |
| Adult | 57,790 | 60,677 | -5% | 57,790 | 60,677 | -5% |
| Kids' Library | 43,103 | 45,212 | -5% | 43,103 | 45,212 | -5% |
| Unspecified | 1,350 | 1,524 | -11% | 1,350 | 1,524 | -11% |
| Total | 102,242 | 107,412 | -5% | 102,242 | 107,412 | -5% |
| <i>Digital Material</i> | <i>14,640</i> | <i>17,162</i> | <i>-15%</i> | <i>14,640</i> | <i>17,162</i> | <i>-15%</i> |
| <i>Database Usage</i> | <i>59,267</i> | <i>N/A</i> | | <i>59,267</i> | <i>0</i> | |
| Number of Days Open | 28.75 | 30 | | | | |
| Online Statistics | | | | | | |
| Web Site Visits | 140,387 | 210,512 | -33% | 140,387 | 210,512 | -33% |
| Web Site Unique Visitors | 134,939 | 204,797 | -34% | 134,939 | 204,797 | -34% |
| Web Site Page Views | 160,803 | 228,576 | -30% | 160,803 | 228,576 | -30% |
| Sessions on Public Computers | 22,227 | N/A | | 22,227 | 0 | |
| Wifi Sessions | 22,145 | N/A | | 22,145 | 0 | |
| Reference Queries | | | | | | |
| Adult Reference | 4,061 | 4,887 | -17% | 4,061 | 4,887 | -17% |
| Kids' Library | 1,266 | 1,390 | -9% | 1,266 | 1,390 | -9% |
| Total Reference Req. | 5,327 | 6,277 | -15% | 5,327 | 6,277 | -15% |
| <i>One to One Tutorials</i> | <i>34</i> | <i>N/A</i> | | <i>34</i> | <i>0</i> | |
| Meeting Room Use | | | | | | |
| Library Programs | 123 | 136 | -10% | 123 | 267 | -54% |
| Public Meetings | 94 | 115 | -18% | 94 | 218 | -57% |
| *Group Study Rooms | 1,563 | 1,629 | -4% | 1,563 | 3,121 | -50% |
| Total Programs/Meetings | 1,780 | 1,880 | -5% | 1,780 | 3,606 | -51% |
| <i>Passive Programs</i> | <i>4</i> | <i>N/A</i> | | <i>4</i> | <i>6,945</i> | |
| Program Attendance | | | | | | |
| Adults | 1,119 | 966 | 16% | 1,119 | 966 | 16% |
| Teens | 51 | N/A | | 51 | N/A | |
| Middle School | 17 | N/A | | 17 | N/A | |
| Kids | 2,295 | 3,847 | -40% | 2,295 | 3,847 | -40% |
| Library Wide | 0 | N/A | | 0 | 0 | |
| Passive Programs | 726 | N/A | | 726 | 0 | |
| Total Program Attendance | 4,208 | 4,813 | -13% | 4,208 | 4,813 | -13% |
| Visitor Count | | | | | | |
| In-house | 42,216 | 45,633 | -7% | 42,216 | 45,633 | -7% |
| Drive-up | 2,189 | 2,490 | -12% | 2,189 | 2,490 | -12% |
| Total | 44,405 | 48,123 | -8% | 44,405 | 48,123 | -8% |
| <i>Makery</i> | <i>1,192</i> | <i>1,441</i> | <i>-17%</i> | <i>1,192</i> | <i>1,441</i> | <i>-17%</i> |
| <i>Creative Studio</i> | <i>164</i> | <i>N/A</i> | | <i>164</i> | <i>0</i> | |

BOARD REPORT

January 2019

Elmhurst Library Cards

| | |
|-----------------------|----------------------------|
| Card Holders 01/01/19 | 31,980 |
| Added | 185 |
| Withdrawn | 256 Purge of expired cards |
| Card Holders 01/31/19 | 31,909 |

Elmhurst Cards Used 8,935 9,362 -5%

Nonresident Cards

| | ADULT | JUVENILE | TOTAL | Reciprocal Borrower Cards | |
|-----------------------|--------------|-----------------|--------------|----------------------------------|-------|
| Card Holders 01/01/19 | 74 | 13 | 87 | Card Holders 01/01/19 | 1,874 |
| Added | 0 | 0 | 0 | Added | 61 |
| Expired | 4 | 0 | 4 | Expired | 106 |
| Card Holders 01/31/19 | 70 | 13 | 83 | Card Holders 01/31/19 | 1,829 |

Collection Totals

| | Adult | Juvenile | Total |
|-----------------------------|----------------|-----------------|----------------|
| Books | 130,189 | 77,744 | 207,933 |
| Compact Discs | 21,985 | 2,312 | 24,297 |
| Playaways Audio | 1,416 | 545 | 1,961 |
| Magazines | 6,552 | 252 | 6,804 |
| DVDs | 16,118 | 6,830 | 22,948 |
| Blu-ray | 1,431 | 426 | 1,857 |
| CD-ROM | 0 | 168 | 168 |
| Console Video Games | 842 | 788 | 1,630 |
| Launchpads | 7 | 42 | 49 |
| Culinary Cupboard | 73 | 0 | 73 |
| Board Games/Puzzles | 183 | 99 | 282 |
| eReaders | 60 | 0 | 60 |
| Knitting Needles | 43 | 0 | 43 |
| Vinyl Records | 128 | 0 | 128 |
| Kits | 11 | 155 | 166 |
| Toys | 0 | 342 | 342 |
| eBooks | 36,196 | 0 | 36,196 |
| eAudio Recordings | 19,893 | 0 | 19,893 |
| eComics | 4,370 | 0 | 4,370 |
| eMusic | 7,781 | 0 | 7,781 |
| eVideo | 26,413 | 0 | 26,413 |
| eMagazines | 193 | 0 | 193 |
| Equipment (Circulating) | 130 | 0 | 130 |
| Media Players | 14 | 0 | 14 |
| Photo Equipment | 9 | 0 | 9 |
| Echo Devices | 5 | 0 | 5 |
| Makery (Equip. Power Cords) | 20 | 0 | 20 |
| Canvas Bags | 2,856 | 0 | 2,856 |
| Teachers Bags | 76 | 0 | 76 |
| Umbrellas | 19 | 0 | 19 |
| Creative Studio | 57 | 0 | 57 |
| TOTAL | 277,070 | 89,703 | 366,773 |