

Director's Report

March 2017

Circulation:

2017	Feb 2017	Jan 2017	Dec 2016	Feb 2016	Feb 2015
Checkouts/renewals/in-house:	24442	25428	20109	28578	24922
Ebook Circulation	1207	1372	1448	1492	1324
ILL Total Circulation	4920	5024	4006	5251	4996
New Patrons	186	198	151	281	122
Total Patrons	18058	17926	18160	18365	n/a

- February was a relatively quiet month for circulation, which is common for the library. Borrowing is similar to past years, with some fluctuation.
- ILL usage remains balanced, with 2559 lent and 2361 borrowed.
- A software issue briefly froze-up a couple of the self-check machines, but was quickly resolved.
- Otherwise, all of the Circulation equipment (DVD Dispensers/Automatic Sorter/Self-Check Machines) operated without failure this month, which is reportedly a stark change from this time last year.
- The library has come to an agreement with Hope Haven to provide library cards to their residents upon receipt of a personalized and signed letter stating the individual resides at Hope Haven. This was discontinued some years ago at Hope Haven's request, but after discussion with their assistant director it has been decided letters put less of a burden on both institutions and provide better service for the patrons involved. The acceptance of letters went into effect on March 3rd.

Staff and Volunteer Updates:

- Darcy Tatlock has left DKPL for a position at the St. Charles Public Library. Her last day was Friday, March 3rd.
- Sally DeFauw is leaving DKPL for retirement. Her last day will be Tuesday, March 7th.
- Job listings for a Youth Services Librarian--Teen and Head of Adult Services have been posted, and applicants are being considered on a rolling basis. The website now has a section for Employment Opportunities that will be updated as positions become available.

Children's Services

- Book babies for the month of February had 82 adults and 86 babies in attendance. We received a beautiful new carpet from an anonymous donor to make playtimes easier on the babies' hands and knees and to help keep our clean toys clean on the floor.



- Weekly storytimes at the Early Learning and Development Center--a partnership with the library, the DeKalb County Community Foundation, and the DeKalb Township board—have been going well in their first month. Each child receives a free book after story time.
- Florence, Paul, and Aaron Butler brought in new lambs for the last time to the Little Learners programs on Tuesday and Wednesday, February 7 and 8. The children loved having the chance to pet the lambs and sit next to them. The Butlers have given generously of their time over the years, and people have loved seeing the lambs, but they are retiring from raising sheep. 58 people (32 children and 26 adults) saw them on Tuesday. 83 people (41 children and 42 adults) saw them on Wednesday.
- "Sleeping Beauty" provided a program for the kids on February 15, and this program was very popular with the kids. 41 adults and 50 kids heard the princess tell a story and got to visit with her. Jessica from *Parties with Character* has appeared at the library as various princesses (Snow Queen, Cinderella) or superheroines (Batgirl, Supergirl). In March, during Spring Break, she will be coming as Beauty (from *Beauty and the Beast*).
- President's Day was a great success. In addition to the general public, a class from Growing Place attended. NIU volunteers from the Sophomore Day of Service and staff member Darcy Tatlock were presidential 'representatives'. A reporter and photographer from the Chronicle also attended and spoke to all the presidential 'representatives'. Fact sheets, a crossword puzzle, a word search, and coloring pages were provided to attendees. One little boy requested that next year we have President McKinley!



- A local homeschool parent is hosting a new program – Homeschool Happenings – so that people interested in or curious about homeschooling can see what it is all about. This new program will be held a couple Monday afternoons a month.

- Movies shown during the month of February have attracted consistently sizeable crowds, with 26 kids and 12 adults attending *Storks*, 25 kids and 7 adults attending *Kubo and the Two Strings*, and 24 kids and 14 adults attending *Trolls*.

Teen Services

- The teen room saw a sharp increase in staff-patron interactions: 283 up from 141 in January.
- NBA2K remains the most popular video game in the collection
- We held two Pop-up Programs in February, the first was a movie viewing of *Ant-Man*, which drew 10 participants. The second was a viewing of *Jurassic World*, which 24 teens attended.
- We had 63 teens and tweens attend our regularly scheduled monthly programs: Magic Muffins Discuss a Book + Activity (tween); Adventure @ Your Library (teen, meets twice monthly); Magic Muffins Magazine (tween, meets twice monthly); Cinematic Teen Reads (teen); and Teen Advisory Group (teen). This is an increase from last month (41 participants).
- The Teen Advisory Group has begun to design and create a monthly display of suggested titles for the display case outside the Teen Room. For March they chose the theme "March Into the Void" and selected titles to recommend.
- As a way to contain the noise level of the teen room several changes were piloted during February: The door to the Teen Room is now unlocked during open hours so it can remain closed, and a sign reminding teen patrons to leave quietly has been placed on the door. Much of the issue revolved around a new group of middle school students who were learning how to behave in the library, and now that they understand the rules (and staff know their names) things have resolved. This may be an ongoing issue as new teens and tweens begin to use the space, but the changes seem to be having an effect on the number of patron complaints.

Adult Services

Adult book clubs

- The General Book Club met on February 13th to discuss the autobiography *My Life in France* by Julia Child. 9 people attended. The next Book Club will take place Monday, March 13 at 7:00 pm. We will discuss *Open City: a Novel* by Teju Cole.
- The Off the Beaten Path Book Club discussed *Oryx and Crake* by Margaret Atwood with 5 attendees. In March we will discuss *Shades of Grey* by Jasper Fforde.
- The Crime Fiction Book Club resumes March 20th & 21st reading *Jade Dragon Mountain* by Elsa Hart.
- The Last Monday Book Group, a community book club of 8-10 members that the library assists with book selection, read *The Secrets of Flight* by Maggie Leffler.
- Another community book group has also requested assistance in coordinating materials beginning in March. Kristine Ohman and Jeanine Thurmaier are working with them to provide sufficient copies of selected titles for their club.

Local History Room

- The Local History Room was open for a total of 103 hours in February resulting in 22 reference transactions, similar to January.
- AncestryLibrary is now available on all of the OPAC computers in Adult Services which has nearly doubled usage--the total number of searches increased from 1179 in January to 2158 in February.
- The library is sending letters in support of the restoration of a portrait of Haish that is currently owned by the Masons. They are hoping to receive a grant for restoration from the DeKalb County Community Foundation, after which time the library will take the portrait on a long-term loan to display in the Local History Room. The timing is unknown for funding and restoration, but a location is being retained for the portrait.
- Upon request from Littlejohn school, the Local History Room staff met with Tricia Runzel, Curator of Education and Interpretation at the Ellwood House Museum to collaborate on guidance for third grade teachers who have been tasked with creating a three week unit on the history of DeKalb. The library will provide an orientation of resources in the Local History Room for second and third grade teachers on Tuesday, March 7, and has prepared a timeline and bibliography in conjunction with Runzel. 19 teachers are expected to attend.

Philanthropy Center

- WealthEngine, the Foundation Directory Online, and Foundation Grants to Individuals received 9 logins in February, up from 1 in January.
- Sarah Gray from the nonprofit Rural Community Pavilion Education Group in Mt. Morris, IL and two others from her organization came in for training on the Foundation Directory Online database on Wednesday, February 8. The training was provided in the Nancy D. Castle Collaboration Studio.

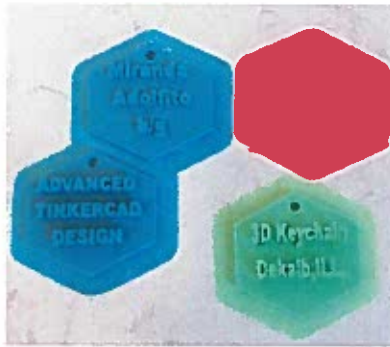
Other Programs

- The AARP Tax-Aide volunteers started offering free tax help on Saturday, February 11th and will be at the library every Saturday through April 15 from 9:30 am-12:30 pm.
- The Library Open House: Meet and Greet w/ Emily Faulkner on Saturday, February 4th drew 75 donors and 47 community members for a total of 122 participants
- Shakespeare Shenanigans w/ NIU on Saturday, February 18th drew 32 attendees (16 adults and 16 children) to the first session, and 14 (13 adults and 1 child) to the second. Those present had a chance to participate in Mad Lib-ed soliloquies, scenes "re-cast" in famous movie genres, and Shakespearean verse translated into family friendly rap lyrics.

Collaboration Studio and IT Help Desk:

Maker/Collaboration Studio	16 classes	28 attendees
Computer Classes	8 classes	13 attendees

- Approximately half of the Maker/Collaboration Studio attendees were children.
- A TinkerCAD open lab was piloted, but did not draw any interest. The lab is being discontinued for the time being.
- Maker classes: Introduction to 3D Printing, Introduction to and Advanced 3D Design, Introduction to Arduino, TinkerCAD Open Lab, Arduino Open Lab.
- Computer classes have variable attendance, but much interest is centered around the Computer Basics class.
- New classes are being created for the 3D printers for April, including a Design Your Own Cell Phone Stand class.



Keychains created in Advanced 3D Design

Public Internet Computer Usage:

Adult	Feb	Jan
Total Sessions:	1,709	1,785
Total Time (min):	80,577	84,222
Average session length:	47	47

Teen	Feb	Jan
Total Sessions:	13	16
Total Time (min):	706	336
Average Session length:	54	23

YS	Feb	Jan
Total Sessions:	445	377
Total Time: (min):	19,038	17,533
Average Session length:	43	47

Total Sessions All Ages:	2,167	2,178
Total Time: (min):	100,321	102,091
Average Session length:	48	39

- Computer usage dropped slightly in February, but the average length of a session rose. Staff is beginning to monitor average session lengths and overall usage in order to determine how to best serve patron needs, and will continue to do so throughout the summer before offering suggestions to improve our service.
- Staff is also investigating other avenues for marketing computer and Maker classes to seniors, high school students, and other user groups.

Collections and Materials:

- Weeding has taken place in the CD collection to increase space for new materials.
- For January and February approximately 1294 new items were added to our collection. About 112 items were mended and/or discs cleaned.

Staff Training and Development:

- A Travel Request form has been created and staff have begun to use it to request travel to conferences and continuing education opportunities.
- Librarians Working Together, DeKalb County’s library director group, is sponsoring a day-long training session at Faranda’s on March 10. Three staff members from DKPL will be in attendance.
- Director Emily Faulkner participated in the inaugural DeKalb Leadership Symposium on March 4, along with Board member Joe Mitchell. Ideas for improving individual leadership and management were presented along with discussion of cultivating new leaders within the community. In all, it was an excellent networking and learning opportunity and the library made some good connections with other area businesses and nonprofits.

Public Relations

Media coverage of the library for the month of February:

Date	Media Outlet	Topic	DKPL Staff Reference(s)	Link
2/1/2017	Midweek	3D Classes	Josh McCarthy	http://www.midweeknews.com/articles/2017/01/30/30b6261bef454eb2ad3f31976e0de8ee/
Feb-17	ILA Reporter	Expansion	Dee Coover	https://www.ila.org/content/documents/reporter_0217.pdf
2/3/2017	WNIJ	Congressman Kinzinger	N/A	http://northernpublicradio.org/post/large-crowds-something-say-pack-congressional-office-meetings
2/6/2017	WLBK	Library News	Emily Faulkner	N/A
2/8/2017	DeKalb County Journal	New Director	Emily Faulkner	http://chronicleillinois.com/news/dekalb-native-comes-full-circle-librarians-new-director/
2/9/2017	Daily Chronicle	Library Tech Classes	Josh McCarthy, Demi Aderiye	http://photos.daily-chronicle.com/Library-Tech-Classes/i-G7K5RmX
2/9/2017	The Daily Progress	Outgoing Director	Dee Coover	http://www.dailyprogress.com/exchange-former-library-director-to-give-writing-a-try/article_8c66c356-db2f-5b05-8123-0470fd0e4ce.html
2/13/2017	Channel 14	New Director	Emily Faulkner	https://www.youtube.com/watch?v=P49uMVfikJc
2/21/2017	Daily Chronicle	Meet the Presidents Event	Theresa Winterbauer	http://www.daily-chronicle.com/2017/02/20/dekalb-library-meet-the-presidents-event-covers-lesser-known-leaders/alljhm2/

- The library and the Kishwaukee College Adult Literacy Program are coordinating on a partnership to begin in fall of 2017 for English Language Learners.
- The DeKalb County Visitor's Guide has graciously offered to promote our events for free on their website. This is a county-wide organization that gets about 400 views a day.
- Many downtown businesses now provide the library's monthly brochures to their customers.
- The next round of donor signage has been ordered and should be installed soon.

Grants/Fundraising/Donations:

- A direct-mail piece was sent to every household in DeKalb to highlight library offerings and solicit donations.
- Prior donors also received a letter and donation request from the Director.
- The reporting of donations related to mailings has been modified for clarity, new donation numbers may look different from previous mailings due to these changes.

Building:

- Commissioning is ongoing, but all parties are working together. The building is still being commissioned with a few hiccups but all parties are working to get everything worked out. We have had some warranty work performed on the AHU and recirculating pump on the water heater.
- The finishing touches to construction including tuckpointing the Haish Building, installing a fence around the generator, additional security cameras, and the final server are underway. Staff input was requested for the final additional items needed for the building and are expected to be in place by the end of the year, at latest.

Security Issues:

- There were no incidents requiring police involvement during the month of February.

Administration:

- The Illinois Public Library Annual Report (IPLAR) was submitted, along with the Illinois Certification. The IPLAR report and actual budget for the 2016.5 fiscal year will be added to the library website.
- Collecting information to apply for E-rate funds will begin shortly.
- The city is in the process of completing its annual budget audit for the 2016.5 fiscal year.

Upcoming Events:

- The library is hosting a blood drive on Saturday, March 18th from 11 a.m. to 2 p.m. Participants must be 16 and up, 16-17 year olds need a parent or guardian to accompany them.
- Magic Matt's Family Fun Show will be held on Wednesday, March 29th at 2 p.m.
- The library will have a booth at the DeKalb Community Expo on Thursday, March 30th.
- Saturday, April 8th at 6:30 p.m. the NIU Steel Band will perform in a special after-hours event at the library.