

Director's Report—November 2017

Door Count:

Door Count	17-Oct	17-Sep	16-Oct
Door Count	16053	14765	3320
Hours Open	304	281	284

- October 2016 had some kind of door count malfunction, resulting in incorrect numbers.

Circulation:

Circulation	Oct-17	Sep-17	Aug-17	Oct-16
Checkouts/renewals in-house	23,503	21,683	25,651	23,507
Ebook circulation	1,378	1,262	1,496	1,482
ILL Total Circulation	4,806	4,415	5,275	4,242
New Patrons	209	194	274	221
Total Patrons	17,959	17,866	17,817	18,429

Staff and Volunteer Updates:

- Applications for Facilities Manager have been reviewed. Interviews are expected to take place in mid-November.
- Mike Kaiser's contract for janitorial services has ended.

Staff Training and Development:

- All staff participated in a strategic planning session on Wednesday, November 1st. The originally scheduled speaker on Active Shooter training was unable to attend, so we spent the time discussing staff ideas about the library's values, mission, and vision for the next Strategic Plan.
- All staff have been trained on Paylocity for scheduling, time off requests, and clocking in and out. Paylocity has already taken on our payroll processing and will begin acting as our timeclock as of November 5th.
- New staff members Leah Huey and Lindsey Aurand are being trained on the different reference desks.
- Teresa Iversen virtually attended three training sessions related to the Philanthropy Center on October 6, 12, and 16.
- Britta Krabill attended the virtual TechKnowledge conference on Wednesday, October 18.
- Beatrice O'Connell attended the PrairieCat Administrative Council meeting on October 6, as well as the PrairieCat Delegate Assembly on October 15.

Youth Services:

Programming	Adults	Children	Total
Elphaba the Witch	25	28	53
Fun-o-ween	29	30	59
Halloween Parade	45	47	92
Hearing Tests	8	20	28
Homeschool Happenings	2	6	8
LL Outreach	16	81	97
Mighty Makers	2	7	9
Movie Showings	1	4	5
Music for Toddlers	10	20	30
Pokémon League	8	35	43
Read to Rover	12	19	31
Recurring Story Times and Crafts	471	539	1010
School Visits	82	105	187
Special Visits	161	203	364
Spooktacular	77	114	191
Story Time @ Panera	5	6	11
Teacher in the Library	6	17	23
Total	960	1281	2241

- NIU students and faculty conducted free hearing tests. Patrons age 0-18 were invited to participate in a study comparing the hearing of children in the US to that of children in South America and Asia.
- During DeKalb's annual Spooktacular event, candy was handed out to over 100 children at the Circulation and Youth Services desks. Accompanying adults also received Papa John's coupons.
- The library's table at the YMCA Family Halloween Event at NIU had stickers and coloring sheets along with various other program publicity materials. We also had two games – Pin the Ghost on the Haunted House, and Bucket Toss (which was especially popular).
- Fun-o-ween was indeed fun! Elphaba the Witch conducted a storytime, and children and their families were able to have their picture taken in front of a green screen, play games, create a bat mobile, and more.
- Our annual Halloween parade provided the opportunity for children to show off their costumes as they trick-or-treated throughout the department.
- Marti Brown represented the library at ELDC Parent Night at Huntley, giving away approximately 300 books (many of which were donated) to pre-school children and their families.
- Marti also represented the library at Malta Elementary Literacy Night, presiding over a table of promotional items and give-aways.
- The new minister from First United Methodist Church, Jonathan Crail, was a special guest at story time on October 3rd.



Reading to Rover



Fun-o-Ween



Halloween Parade

Teen Services:

Teen and Tween Programs	Total
Adventure @ Your Library	18
Anime & Manga Club	13
Clinton Rosette Middle School Horror Book Talk	150
Disability Awareness movie: Blindsight	7
Tweens Read Book Discussion: <i>Skulduggery Pleasant</i>	7
Tween/Teen Activity: Rice Sock Buddy	6
Young Actors Club: Halloween Characters	9
Hispanic Heritage Activity	4
MagaZeen	3
Movie and Spooky Activity	11
Pop-up Program: An Abundance of Turtles	7
Pop-up program: Origami	3
Pop-up program: Green Screen Videos	1
Teem Genre Book Club: The Monstrumologist	0
Teen Advisory Group –not held in October-	0
NIU Program in Teen Room	12
Video Gaming Club	41
Your Write: Disability Awareness Poetry	8
Total	300

- Tweens requested the option to re-name Magic Muffins and selected the new name: “MagaZeen”.
- The Video Gaming Club run by Gaming Goat now includes gift certificate prizes and runs a weekly tournament, which has increased attendance from last month.
- A Disability Awareness partnership produced two programs for teens, including activist Caprisha Shamira Williams acting as a guest host for Your Write.
- Young Actors Group (formerly Magical Theatricals) created a short Horror-themed film.



Young Actors Group Horror Film



Disability Awareness Poetry Workshop

Adult Services:

Adult Programs

Adult/All Ages Programs	Adults	Children	Total
Book Clubs	30	0	30
Computer Classes	2	0	2
Maker Classes	15	16	31
Writing Your Family Story	20	0	20
Introduction to Proposal Writing	2	0	2
Articulating Disability, Mental Health, and Neurodiversity Writing Workshop	4	0	4
Total	73	16	89

- Upcoming Book Club books:
 - General Book Club (November 13) – Thirteenth Tale by Diane Setterfield
 - Off the Beaten Path (November 14) – Long Way to a Small, Angry Planet by Becky Chambers
 - Crime Fiction Book Club (November 20/21) – I See You by Clare Mackintosh

Tech Desk and Collaboration Studio

Computer Classes	Total Attendance	Adults	Children
Powerpoint I	0	0	0
Files and Folders	1	1	0
Computer Basics	0	0	0
Basic Photos	1	1	0
Total	2	2	0

Maker Classes	Total Attendance	Adults	Children
Design a Jack o' Lantern	6	2	4
Makerspace For Educators	0	0	0
Intro to TinkerCAD	0	0	0
Arduino I	2	0	0
Design a Jack'o Lantern	2	2	0
Arduino II	0	0	0
Makerspace for Edu	0	0	0
Design a Jack o' Lantern	3	0	3
Arduino III	0	0	0
Design a Jack o' Lantern	0	0	0
Scrapbooking	3	3	0
Design a Jack o' Lantern	2	0	2
Cosplay workshop	8	8	0
Fidget Spinner	0	0	0
Total	26	15	9

- Collaboration Classroom and computer classes were very poorly attended this month. We are re-evaluating classes to see if we can generate more interest.
- The Cos-Play (costume play) program was attended by eight very engaged participants who were interested in recreating their favorite characters.
- Patron 3D printing generated \$91.77 for the month.

Collections and Materials

- Selectors were given new collection assignments and a first draft of a collection budget breakdown for FY 2018.
- The inventory of the Local History collection continues, as does weeding the general Adult collection for unnecessary duplicates.
- The Teen collection is also undergoing weeding. New Teen Fiction has been moved to the Haish Building's Reading Room area to be more accessible to patrons.

Public Relations:

Media coverage for the month of October:

Date	Media Outlet	Topic	DKPL Staff Reference(s)	Link
10/25/2017	Daily Chronicle	First Impressions	Emily Faulkner	http://www.daily-chronicle.com/2017/10/24/dekalb-high-school-students-make-first-impressions-at-soft-skills-workshop/aj29zdl/

- The library had a booth at the YMCA Halloween event at the Convocation Center on Friday, October 27. Around 2,000 people attended.
- NIU student artwork honoring Gwendolyn Brooks is on display in the lower level hallways and meeting rooms during November.

Grants/Fundraising/Donations:

- The library received a \$5000 grant from the Farny R. Wurlitzer Foundation to support music education. The funds will be used to purchase equipment for the Sound Studio.
- We were granted LEED Silver status, which completes the requirements for the Illinois Clean Energy Community Foundation Grant.
- The library has requested funding from the Friends of the Library to purchase table linens for both the round tables and the rectangular tables and additional button materials.
- The library has submitted a grant proposal to the Mary E. Stevens Lecture and Concert Fund for \$400.00 to cover the cost of the *Arcomusical* concert on December 1st.
- The DeKalb County Community Foundation's Community Needs Grant was not awarded to the library.

Other Programs:

Adult/All Ages Programs	Adults	Children	Total
8 Countries in 1 Day	100	150	250
Stitch Niche (twice)	16	0	16
Advanced ESL (four)	46	0	46
Author Visit: Jennine Capo Crucet	23	0	23
Becoming a Foster Parent	7	0	7
Ben Franklin Circle: Temperance	2	0	2
Blue Stockings Performance	19	1	20
Community Feedback Session	1	0	1
Hearing Tests and Research Help (2)	8	20	28
Lizzie Borden and the Borden Murders	35	0	35
Medicare and You	5	0	5
Sounds and Scenes of Gwendolyn Brooks	25	0	25
Understanding Credit	8	0	8
	295	171	466

- The Friends of the Library held their fall book sale on October 20-22.
- October 2017 had more programs than any other month since 2013, and most were well-attended.
- The second 8 Countries in 1 Day program and the Sounds and Scenes of Gwendolyn Brooks were both after-hours programs.

Upcoming Events:

- Gluten-free Demonstration w/ Hy-Vee – Thursday, November 9th, 6:30 – 7:30 p.m. In conjunction with the DeKalb Kiwanis Club as part of the “Healthy Mind, in a Healthy Body” initiative.
- Cat Yoga – Saturday, November 11th, 2:00 – 3:30 p.m.
- Advance Care Planning Coffee Chat – Monday, November 13th, 6:30 – 7:30 p.m.
- Ben Franklin Circle: Silence – Wednesday, November 15th, 6:30 – 8:00 p.m.
- Thanksgiving Feast: Twist on Classics – Thursday, November 16th, 6:30 – 8:00 p.m. In conjunction with the DeKalb Kiwanis Club as part of the “Healthy Mind, in a Healthy Body” initiative.
- A Golden Spike and a Silver Hammer, Riding the Rails with Barry Cloyd – Saturday, November 18th, 2:00 – 3:30 p.m.
- Arcomusical: Holiday Music and More! – Friday, December 1st, 7:00 – 8:30 p.m. After-hours program.
- Lebowski Fest – Friday, December 8th, 6:30 – 9:30 p.m. After-hours program.
- Pop-Con – Saturday, December 9th, 11:00 a.m. – 2:00 p.m.

Meeting Room Reservations:

Space	Library	Government	Non-profit/ Organization	Individual	Business/ Total	Revenue
Adult Study Rooms	3	2	4	122	131	\$0.00
Teen Study Rooms	2	0	0	21	23	\$0.00
Youth Study Rooms	19	23	1	28	71	\$0.00
Story & Activity Room	29	0	10	0	39	\$0.00
Bilder Family Meeting Room	13	0	18	1	32	\$100.00
Zimmerman Meeting Room	9	0	4	4	17	\$50.00
Yusunas Meeting Room	9	2	5	0	16	\$20.00
Nancy D. Castle Collaboration Studio	17	0	0	0	17	\$0.00
Total	101	27	42	176	346	\$170.00

Building:

- On October 17th the anodes in the hot water heater were replaced in the hopes that it will solve any water quality issues. We are currently monitoring the situation to see if it improves.
- Several of the trees and grasses which had died have been replaced. Others are scheduled for a spring replacement, depending on the type of tree and which weather it prefers.
- A number of trees have been trimmed.

Security Issues:

- A group of teens was found in the Adult Services workroom on November 2nd. The elevator company has been contacted to ascertain whether they were able to go through the back doors and to secure the situation. As it was a one-time occurrence they may have followed someone off or gotten in through another door.