

LIBRARIAN'S REPORT October 2022 Pam Leffler, Executive Director

Administration

Personnel

- Karina Guico and Jess Alexander were awarded the Deborah Dowley Preiser Marketing Award and Youth Services Librarian of the Year Award, respectively. It is gratifying to see the great work that Karina and Jess do recognized at this level. Jess and Karina received their awards at the Illinois Library Association Award Luncheon held on Tuesday, October 18, 2022.
- I continued to assist YS staff with scheduling and other issues while Courtney remains out on parental leave. Courtney will begin transitioning back to working in the library in early November.
- Staffing levels remained steady throughout the month.
- Other personnel news can be found in the Department reports.

Automation & Technology

- Jerry from OSG continues to make regular on-site visits to address any automation issues that cannot be addressed remotely.
- At the October Board meeting, the Board approved two major projects for early 2023, both already accounted for in the Automation budget for 2023:
 - Server migration
 - Migrate staff shared data, currently located on the old server, to our existing SharePoint/Teams/OneDrive cloud platforms.
- Bryan Jones, our OSG rep, is scheduled to attend the November 16 Department Managers meeting to begin training us on the new configuration of individual and shared data.
- OSG continues routine and general maintenance of our computers and other automation systems.

Legal/Financial/Policy

- As mentioned in last month's report, the Spending Policy has been rescinded and the new Finance and Purchasing Policy will take its place. The latest draft of the Finance and Purchasing policy is included in your packets.
- Library attorney Frank Tennant filed for copyright on the word *stemonade*, the phrase *STEMonade Stand*, and the *STEMonade Stand* graphic. All filing documents have been sent to me for our records.
- Susanne and I continued transitioning funds and other accounting functions to the new Wintrust bank accounts. We will begin paying invoices out of the Wintrust operating account on November 1, and we will pay the first payroll from the Wintrust payroll account on November 11.

- Anecdotal accounts indicate that Cook County has begun sending out assessment letters and Estimated
 Assessed Valuations (EAVs) to homeowners and taxing districts. I believe this takes place before tax bills
 are distributed so I'm slightly encouraged and hopeful that we may begin to see some tax monies soon.
 Out of an abundance of caution, I will be instructing staff to pause purchases, effective November 4.
- I was notified that our annual MERF contribution (the non-IMRF retirement plan) is approximately \$40,000 more than budgeted for in 2022 (and potentially for 2023, as well). We have funds to cover this though they will need to be transferred from another budget line. In your packets you will find the resolution to transfer funds to cover the contribution for this year.

Facilities

- Roof/gutter/ice melt installation is slated to begin the week of October 31.
- Railing replacement will begin once the roof work has been complete.
- Additional information on the building and grounds can be found in the report from Facilities Manager, Ed Tamras.

Events/Programs/Meetings

CCS Governing Board

Department Manager meeting(s)

ECC/Digital Library of IL Executive Committee

LACONI – Intellectual Freedom & Social Justice

Illinois Library Association Annual Conference

Library Board of Trustees Regular Mtg

North Suburban Directors Meet-up

October 12

October 5

October 26

October 4

October 18-20

October 13

Besides the meetings listed above, I had several meetings throughout the month with Department Managers and other staff on a variety of personnel, collection, and building related issues.

MGPL Adult Services October 2022 Report

Melissa Mayberry, Adult Services Manager

Programming

We had a total of 40 programs with 977 attendees in October.

We hosted our 2nd One Book, One Village program featuring the book, *Lake on Fire*. This year we kicked it off with a concert by Chicago Klezmer Ensemble. We also hosted the presentations, Impact of the World's Columbian Exposition on Chicago, and Maxwell Street: The Way it Was. These programs as well as the final program, Meet Rosellen Brown, were all available to attend in person or online as well as being available to watch on YouTube for a period after the event. A total of 127 people attended OBOV programs in person or over zoom, and at this time there are over 300 views of OBOV programs on the MGPL YouTube channel. We received a lot of positive feedback from attendees, such as this response from a patron who attended online, "I love to hear the writer's process, inspirations, influences, and personal take on the book and its writing process. I can read the book later and get the story on my own, but I don't have access to the originator, her thoughts, her personality, her creative stance except through your discussion. Thank you for providing that to your listeners."





Another big program, Catalytic Converter Marketing Event, was hosted in partnership with the Morton Grove Police Department. The library was responsible for the registration of MG residents and the check-in of cars on the day of the event. MG Police helped facilitate a total of 95 cars that came through

our parking lot and had their catalytic converter marked with spray paint by a Public Works employee. Resident were very appreciative of this program, especially since it had recently been offered in neighboring villages.

To promote the library's vast collection of adult graphic novels, we launched a monthly New Graphic Novels enewsletter.



Fall into Baking

Book Rivers and Record Sets

- Graphic Novel Terror
- Fall into Baking
- This is Halloween
- Books to Fall For
- New YA Releases

Library Aware Newsletters

- Best Seller Preview
- New Fiction
- New Non-Fiction
- New AV
- New Graphic Novels

Continuing Education/Meetings/Webinars

- Caitlyn, Grace, Melissa and Nate attended LACONI POP Presents: Intellectual Freedom and Social Justice
- Cailyn attended Staff Appreciation meeting
- Nate and Rebecca attended EDI meeting
- Marlene attended the Libraries English and Reading Network meeting
- Marlene attended the World Languages Networking Group meeting
- Nate attended Homeless De-escalation with Ryan Dowd
- Nate attended a Volgistics webinar on Background screening



Book/Media Displays

- One Book, One Village
- This is Halloween
- Tales of Terror
- Scariest Movies Ever- Staff Picks

MGPL Circulation Services October 2022 Report

Jeffrey Ray, Circulation Services Manager

Patrons:

119 Library Cards registered

Staff:

- 10/4/22 Jeffrey Ray attended LACONI POP program "Intellectual Freedom and Social Justice"
- 10/17/22 Jeffrey Ray attended LACONI Governing Board Strategic Planning meeting.
- 10/20/22 Susan Poulos represented the library at the Morton Grove Village's Neighborhood Outreach program at Edison Elementary School.

MGPL Facilities October 2022 Report

Edmon Tamras, Facilities Manager

- Finished installing the corner guards all over the library where needed.
- Patched, sanded, and painted a small area of wall that was scraped by kids in the middle school area of the YS dept., also did some wall work in the staff entrance area before installing the corner guards.
- Midwest Mechanical started with the installation of the new heater in the YS dept., more work to follow.
- Work has started on the roof and gutters; project should be finished in November.
- Making adjustments to our timers controlling the outdoor lights.
- Daily duties of cleaning the library.
- Weekly draining of the fire sprinkler auxiliary drain/drip tubes.
- Monthly check/clean-out of HVAC unit drip tube on the roof.
- Manage day to day operations.

MGPL Technical Services October 2022 Report

Helga Scherer, Technical Services Manager

• Helga will do a combined October/November report next month.

MGPL Marketing & Engagement October 2022 Report

Karina Guico, Marketing & Engagement Manager

Karina worked on projects for Trunk or Treat - purchased materials, printed stickers, got things ready for volunteer to stuff bags (circ staff also helped stuff extra bags), created the car decorations. Karina rode the Book Bike to the event. Cailyn and Jessie also attended the event and gave out over 230 bags, Karina checked out materials, and Jessie held two storytimes.



Karina was recognized (along with Jess) at the ILA Conference and received her certificate for winning the 2022 Deborah Dowley Prieser Marketing Award.

Took photos of Catalytic Converter Marking event, adult craft, Trunk or Treat event, Rosellen Brown author visit, and Halloween Storytime.

October in photos:





Bettina designed materials for the Great Library Mystery including labels for chocolate bars, buttons, print materials, and digital publicity. She also worked on materials needed for the Children's Art Contest and updated materials for Family Reading Night.

Jan took StoryWalk photos and shared them with Natalie and Sarah for our StoryWalk Week submission. Authors continue to interact with Jan's new release Tuesday tweets and IG stories. Her "Fall Books for Hispanic Heritage Month" reel got 6,812 views and 237 likes.

Marketing & Engagement

- Karina sent weekly e-news emails and a special email about roof repair work
- Jan created reels and stories to post on social media accounts
- Jan uploaded event photos to Flickr
- Jan posted select events to Patch and Tribune Things to Do online calendars

Design

- Bettina started laying out the December/January newsletter
- Bettina created graphics, including for social media, website, print, and digital signage
- Bettina helped create the November StoryWalk
- Bettina designed the graphics and branding for the YS Winter Break Reading Program
- Bettina rebranded the "Cards for Kindness" materials
- Bettina created monthly community flyers for posting at our Metra station shelf
- Bettina designed bookmarks for a variety of Youth and Adult events and created flyers for upcoming Adult events.
- Karina updated the YS play counter prompts and signage
- Karina updated forms for Admin, created and posted signs for roof repair

Other

- Karina uploaded program recordings on our YouTube channel
- Karina updated webpage (Changed layout of home page and created a page for roof repair project)
- Karina finalized cooking demo for the staff in-service and set plans with the Staff Appreciation Committee for other activities for staff day
- Karina submitted help tickets for MyLibro and LibraryMarket issues
- Karina trained Nate on LibraryAware

Meetings/Training/Etc.

- Bettina attended a Winter Break Reading Program meeting (10/7)
- Karina met with our MyLibro rep (10/12)
- Karina met with Melissa to discuss website pages (10/17)
- Karina met with the Staff Appreciation Committee (10/18)

MGPL Youth Services October 2022 Report

Courtney Schroeder, Youth Services Manager

This month Jess officially received the Youth Services Librarian of the Year award from the Illinois Library Association. We're very proud of them and all they have accomplished.

Programming

In October, we provided 52 programs for 899 people.

For the first time in 2.5 years, we held **Monday Morning Playgroup** in the activity room. It has been really well-received and it's wonderful to see parents falling back into the routine of coming to the Library every Monday morning for play time and conversation with other parents.

Because playgroup started up again, Debbie's **Mini Music Makers** made the move to Wednesday morning, and we had a great crowd of 24 people.

This month Jess and Jessie held another **Diary of a Wimpy Kid Party** as the 17th DOAWK book Diaper Overlode, was released. 44 kids and parents had fun getting dorky, wimpy, and uncool.

At the end of the month, we were very excited to bring back our Halloween trick-or-treat parade as part of Sarah's **Boo! Halloween Storytime**. Brave children took pictures with 'the witch' (Sarah) after storytime and everyone left with a bag full of goodies.

Outreach

In October the outreach team visited 40 groups (740 kids/teachers/parents) out in the schools and we welcomed 3 groups of Molloy students and 3 groups of Jerusalem Lutheran students who visited the library. The YS Team also provided 4 book bags of 60 items for area classrooms.

Professional Development/Training/Meetings

In October, the Youth Services staff attended the following professional development and training meetings in addition to the Youth Services staff meeting:

- Jess attended the Illinois Youth Services Institute planning meeting.
- Debbie attended the Early Childhood Alliance's steering committee meeting.
- Debbie attended the Advocate Literacy Initiative meeting.
- Jess attended the LACONI Governing and Youth Services Board meetings.
- Jess attended 2 days of the ILA annual conference.
- Debbie met with a resident from Advocate for their workshop on the importance of early literacy.
- Courtney attended her second Project Ready meeting (an EDI cohort with other YS managers)
- Sarah attended her first iREAD committee meeting. She will be creating the resource guide for the iREAD summer reading theme for 2024.

Programming Statistics - October 2022		
Program Name:	# of	Total
_	sessions	Attendance
Adult Programs	39	963
Chair Yoga (Zoom)	2	39
Tai Chi (Zoom)	2	15
Crafting for Charity	2	18
Tuesday Movies Social Seniors: Bingo	4	59
Social Seniors: Arts & Crafts	<u>1</u>	4
	1	7
Social Seniors: Coloring & Brain Puzzles Social Seniors: Wits Workout		3
Medicare Supplement Insurance: Picking the Right Medigap Plan (Hybrid)	<u>1</u>	43
Classroom Kitchen: Perfectly Pumpkin (Zoom)	1	61
Cassioon Ritchen. Perfectly Fumpkin (20011) Catalytic Converter Marking Event with MGPD	1	95
Jazz Legends of Chicago	1	12
		33
Understanding Medicare (Hybrid)	1	
Silent Film with Live Accompaniment	1	26
ts Out, Everybody: Mystery and Horror During the Golden Age of Radio (Hybrid)	1	32
Intro to Excel (Zoom)	1	3
Chicago & Cook County Genealogy Records (Zoom)	1	6
One Book, One Village Kickoff Concert: Chicago Klezmer Ensemble (Hybrid)	1	92
One Book, One Village: Impact of the World's Columbian Exposition (Hybrid)	1	119
One Book, One Village: Maxwell Street: The Way it Was (Hybrid)	1	60
One Book, One Village: Meet Rosellen Brown (Hybrid) Book a Librarian	<u>1</u> 9	150 9
Between the Lines		9
	1	12
Between the Lines (Zoom)	<u> </u>	13 7
LitLounge (Zoom)		-
Senior Activity Kits	1	40
ESL Kits	1	5
Toon Drograms	1	14
Teen Programs LitLoot	1	14
LILLOOL		14
Youth Programs	52	899
Anime Club	1	2
Bedtime Stories & More	1	0
Boo! It's Halloween Storytime	1	39
Chess Academy	1	14
Crafternoon	1	7
Craftin' Around	1	1
Crafty Saturday	1	26
Cuddle Bugs	1	8
DIY Family Game Night	1	15

Drama Club	1	9
Family Engineering Night	1	28
Family Storytime	2	8
Lego Builders	1	13
Listen Up	8	75
Mad Math Society	1	9
Math Brigade	1	13
Mathematics Circus	1	20
Middle School Comics Club	1	1
Mini Music Makers	1	24
Mini-Masterpieces	1	9
Monday Morning Playgroup	5	78
Pakistani Storytime	1	23
Preschool Storytime	3	43
Read to the Rainbow Dogs	1	16
STEMonade Stand	2	300
Toddler Time	3	6
Wee Read	8	68
Diary of a Wimpy Kid Party	1	44
, , ,		
Library-Wide Programs	0	0
Talks/Tours inside the Library		
Youth Services	1	0
Homeschool	1	0
Adult/Teen Services	0	0
Talks/Tours outside the Library		
Youth Services	40	740
Children's Bright Beginnings	2	29
Children's Learning World	4	30
Gemini	3	24
Golf	2	42
Hynes	4	205
Jerusalem Lutheran	1	13
MCC/MEC	1	8
Melzer	3	63
	1	10
Morton Grove Park District	-1	
Morton Grove Park District Montessori Academy of Morton Grove	3	41
		41 275

Morton Grove Public Library Monthly Statistics For 10/2022

The Checkout numbers and Renewal numbers exclude in-house cards as well as test cards
The line that reads "Number Of Items Currently Out" counts items with these Item Statuses:
'Checked Out', 'On loan to another library', 'Awaiting Pickup', 'In transit to another library', 'In-Transit to Home Library'

Transaction Type	Transaction SubType	NUMBER OF PATRONS ITEMS TRANSACTIONS
Checkins at your stations	Leap Check in	12343
Checkins at your stations	Checkin Leap In Hous	1257
Checkins at your stations	Checkin Leap Invento	6
Checkins at your stations	Self Check in	13
Checkins at your stations	Quick Check in	39
Checkins at your stations	Normal	5
	Total Checkins	13663
Checkouts at your stations	Leap Checkout and Renewal	5084
Checkouts at your stations	Self check Check out	7141
Checkouts at your stations	Circ Checkout and Renewal	10
	Total Checkouts	12235
Renewals at your stations	Auto-renewal	8719
Renewals at your stations	Self check Check out	95
Renewals at your stations	Power PAC Renewal	139
Renewals at your stations	Leap Checkout and Renewal	309
Renewals at your stations	Inbound Telephony Checkout	1
	Total Renewals	9263
Number of your Library's items checked out system-wide		12356
Number of your Library's unique items checked out system-wide		11180

Holds Placed through your interface Holds placed for/by your patrons Holds Held Holds Located Holds Checkedout		3085 3176 2917 0 2606
Holds Expired		0
Holds Cancelled		409
Holds Unclaimed		245
Number Of Items Currently Out		11862
Existing "MortonGrove" patron received new barcode		25
Patron Expiration Date Extended More Than 30 Days:		18
Count of physical patron records at beginning of 10/2022 Minus Patron records physically deleted Minus Patron library was changed from "MortonGrove" to some other CCS librar Plus Patron records physically added Plus Patron library was changed from some CCS library to "MortonGrove" Count of physical patron records at end of 10/2022 Minus In-House and Test Cards Minus Expired Cards Unexpired Patrons on file		9674 291 3 119 3 9502 8 436 9058
Leap Registration	Patron Lib=MortonGrove	119
Leap Registration	Patron Lib=CCSL	8
Leap Registration	Patron Lib=Evanston	1
Monthly ILLINET numbers Number of items borrowed by your library and supplied by a CCS library Number of items lent by your library to a CCS library		1734 2341

Morton Grove Public Library MONTHLY CCS INTERLIBRARY LOAN ACTIVITY 10/2022 - 10/2022

Circulation between a library's branches is excluded from these numbers.

For example, circulation of an Algonquin Main item at Algonquin Branch is excluded.

The columns are labeled as follows:

- 1. Lending Library
- 2. Intra-CCS To CCS Libraries
- 3. Other III. To Other Libraries or Systems in Illinois
- 4. Outside III. To Libraries Outside of Illinois
- 5. Total Total Sent by Lending Library
- 6. Percent Held Lending Library Holdings to System Wide Holdings
- 7. Percent Intra-CCS Lending Library Intra-CCS ILL to System Wide Total Intra-CCS ILL

Lending Library	Intra-CCS	Other III.	Outside III.	Total	Percent Held	Percent Intra- CCS
Algonquin	2,435	164	12	2,611	3.24	3.85
Cary	1,135	84	18	1,237	3.05	1.80
CCSL	0	0	0	0	0.00	0.00
Crystal Lake	1,343	151	23	1,517	3.12	2.12
Des Plaines	5,025	319	367	5,711	5.50	7.95
Ela	2,933	125	0	3,058	3.29	4.64
Evanston	3,000	134	99	3,233	7.12	4.75
Fox River Valley	2,358	72	14	2,444	2.91	3.73
Fremont	1,923	68	24	2,015	1.85	3.04
Glencoe	1,200	53	26	1,279	2.29	1.90
Glenview	4,253	155	78	4,486	5.01	6.73
Grayslake	2,970	79	26	3,075	3.45	4.70
Highland Park	2,237	125	37	2,399	4.19	3.54
Huntley	1,286	56	10	1,352	2.82	2.03
Indian Trails Public Library	2,238	180	129	2,547	3.44	3.54
Lake Forest	1,147	5	1	1,153	3.06	1.81
Lake Villa	2,311	115	23	2,449	2.96	3.66
Lincolnwood	750	26	4	780	2.09	1.19
McHenry	1,618	79	22	1,719	2.67	2.56
Morton Grove	1,731	50	19	1,800	3.61	2.74
Niles	3,312	151	72	3,535	4.91	5.24
Northbrook	2,851	186	127	3,164	4.84	4.51
Palatine Public Library	4,117	113	52	4,282	4.21	6.51
Park Ridge	2,118	89	69	2,276	3.49	3.35
Prospect Heights	1,801	30	43	1,874	2.65	2.85
Round Lake	1,590	44	61	1,695	3.11	2.52
Wilmette	3,032	125	100	3,257	5.25	4.80
Winnetka-Northfield	1,430	34	5	1,469	3.01	2.26
Zion-Benton	1,058	109	69	1,236	2.86	1.67
Total	63,202	2,921	1,530	67,653	100.00	100.00

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev VTD	Prev YrMo
CIRCULATION		Jun	100	14101	Api	iviay	June	July	AWB .	Зере		1404	Dec	TTD Total	TICVITO	1100 111010
<u> </u>															2021	Oct-21
Total Checkouts (physical material)		11,319	11,626	13,517	11,520	10,665	14,858	13,429	12,634	11,222	12,235			123,025	98,205	12,170
Total checkouts (physical material)		11,515	11,020	13,317	11,320	10,003	14,030	13,423	12,034	11,222	12,233			123,023	30,203	12,170
Total Renewals (physical material)		9.640	8.661	10,493	10,208	9.476	8.637	10,222	9601	. 8988	9,263			95,189	72,909	9,708
(р. устания,		5,510	5,555			,,,,,	5,00				0,200				,	57:00
Downloads/Streaming																
ebooks		2,390	2,202	2,184	2,026	2,097	2,019	2,221	2,170	1,887	1,965			21,161	20,585	1,950
eAudiobooks		1,479	1,221	1,460	1,462	1,454	1496	1,545	1,627	1,550	1,540			14,834	13,031	1,289
Movies		819	712	595	554	603	512	564	617	525	560			6,061	7,024	576
Music		103	108	140	74	133	106	78	69	74	112			997	1,064	149
Magazines		236	183	220	173	171	185	202	166	160	222			1,918	2,007	185
	TOTAL	25,986	24,713	28,609	26,017	24,599	27,813	28,261	26,884	24,406	25,897	0	0	263,185	214,825	26,027
In House Use		460	831	1,134	909	937	1,087	1,247	1,079	1,186	1,257			10,127	2,980	573
<u>PATRONS</u>																
Gate Count		6,912	7,370	9,172	8,281	,	11,668	10,371	9,348	8,692	9,607			89,656	50,449	7,896
Curbside Appointments		29			15			3						73	5,114	14
Active Cards		8,779	8,798	8,924	8,977	8,998	9,015	9,063	9,088	9,127	9,058					8,653
Other (NR Fee, Org, etc)														0		0
% of MG pop w/active cards		39%	39%	40%	40%	40%	40%	40%	40%	40%	40%			n/a		38%
REFERENCE																
Adult																
Technology and Reference		809		908					, , , , ,		760			8,518	8,432	907
Directional/General Library Info		608		791				940	1		843			7,982	7,765	754
Reading Program		0	0	0	0	0	192	314	1	. 0	0			507	51	0
Vende																
Youth		470	452	625	F07	474	670	650	500						F 066	752
Technology and Reference		473		635				650			554			5,522	5,066	753
Directional/General Library Info		326 5	291 7	408				555 543			529 5			4,719	3,347 1,679	434 9
Reading Program		5	/		1	8	1674	543	18	13	5			2,276	1,679	9
Circulation																
General Info		71	79	92	84		103	98	77	' 81	88			773	505	88
Directional		96		101	87	1	96	90	1					850	509	79
	TOTAL	2,388			2,780								0	31,147	27,354	3,024
		2,550	_,				2,2.2	.,_50				<u> </u>		,,	_,,551	3,021

	Jan	Feb	Mar	Anr	May	June	luk	Aug	Sept	Oct	Nov	Dec YTD Total	Droy VTD	Prev YrMo
OUTREACH	Jan	reb	IVIAI	Apr	May	June	July	Aug	Sept	OCI	NOV	Dec 11D Total	Plev fib	Prev mivio
Offsite Visits	9	10	16	16	59	3	2	12	30	40		198	115	12
	124	_	256				_						3,614	
Audience	124	101	250	3/4	1445	02	115	500	033	740		4,458	3,014	033
In Library Visits	0	3	0	3	0	3	0	C	4	0		13	2	1
Audience	0	16	0	26	0	129	0	O	100	0		271	20	8
School Deliveries	9	5	6	5	1	10	2	3	3	4		48	35	6
Items	167	193	128	89	15	217	58	69	53	60		1,049	729	71
Hamahawad Baliwaisa		10	40	20	17	1.0	20	1.0	1.1	10		100	101	22
Homebound Deliveries	0		19									160	191	22
Items	0	173	133	134	115	123	183	120	121	171		1,273	1,438	163
TECHNOLOGY/INTERNET USE														
Public Access computers														
Sessions	487	572	622	692	721	935	915	1,017	774	732		7,467	3,382	543
Total time (hrs)	404	402	477	521		645	709			533		5,483	2,477	
												,		
AWE Early Learning computers														
Sessions	Unable to	obtain at thi	s time.									0	363	171
Total time (hrs)												0	147	67
Public Scan Stations														
Scans	922	2,536	987	3,091	897	1,062	1,230	1,095	749	1,705		14,274	11,572	1,393
Faxes (pages)	115	61	79	58	47	52	64	42	49	69		636	467	34
Public WiFi Use	Unable to	obtain at thi	s time											
Devices	Unable to	Obtain at thi	s ume.									0		n/a
Sessions												0		n/a
Sessions												0		11/ a
Website Visits														
mgpl.org	10,973	10,815	11,055	9,717	11,132	10,895	9,899	10,860	9,930	9,831		105,107	109,520	9,608
Databases/Online Resources														
Sessions	1,122	.	1,050									8,180	11,569	
Searches	2,879	2,289	2,401	2,334	2,809	2,248	2,400	2,039	2,032	2,321		23,752	31,805	3,439

Library	1au Auu	Jan Feb		l	leelee.	A	Comt	Oct	Nov	Dec YTD Total	Dray VTD	Prev YrMo
Adult	flar Apr	Jan Feb	May	June	July	Aug	Sept	σα	NOV	Dec YTD Total	Prev YID	Prev Yrivio
Number of Program Sessions 27 27 Total Attendance 567 581 Teen												
Total Attendance 567 581	20 45	27 2	45 45	40	21	20	22	20		252	277	20
Teen			45 45 699 563	40 291	31 443	28 592		39 963		352	277 4701	26 359
Number of Program Sessions 0 2	459 699	567 583	699 563	291	443	592	419	963		5577	4/01	359
Number of Program Sessions 0 2												
Total Attendance	4 4		4 2	2		2				40		
Youth 34 36 Total Attendance 1322 1253 1 Library-wide 0			1 2		1	2		1		13	11	2
Number of Program Sessions 34 36 Total Attendance 1322 1253 1 Library-wide 0 0 0 Number of Program Sessions 0 0 0 Total Attendance 0 0 0 MEETING ROOM USAGE 0 0 16 Activity Room 0 16 0 0 Uside Use 0 0 0 0 0 Baxter Auditorium 0 15 0	19 4	0 1/	4 13	6	2	14	2	14		91	118	11
Total Attendance 1322 1253 1												
Total Attendance 1322 1253 1	45 40	ons 34 36	40 48	59	58	35	54	52		461	379	44
Number of Program Sessions 0 0 Total Attendance 0 0 MEETING ROOM USAGE 0 0 Activity Room 16 0 Library 0 16 Outside Use 0 0 Eaxter Auditorium 15 0 Library 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 0 Volunteer Hours Adult 22.04 34.45 53	1424 940		940 1018	1740	1528	1216		899		12091	15274	1270
Number of Program Sessions 0 0 Total Attendance 0 0 MEETING ROOM USAGE 0 0 Activity Room 0 16 Library 0 0 Outside Use 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 34.45 53 Adult 22.04 34.45 53												
Total Attendance	0 0	0 (0 0	1	0	0	0	0		1	0	0
MEETING ROOM USAGE Activity Room Library 0 16 Outside Use 0 0 Baxter Auditorium 15 0 Library 0 15 Outside Use 0 0 Cooperman Room 15 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 0 0 Volunteer Hours 22.04 34.45 53			0 0		0						0	0
Activity Room 0 16 Library 0 0 Outside Use 0 0 Baxter Auditorium 0 15 Library 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 0 0 Reservations 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 Volunteer Hours 22.04 34.45 53	0 0		0 0	105	U	0	0	0		105	U	U
Library 0 16 Outside Use 0 0 Baxter Auditorium 0 15 Library 0 15 Outside Use 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 0 0 Reservations 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 Volunteer Hours 0 34.45 53												
Outside Use 0 0 Baxter Auditorium 0 15 Library 0 15 Outside Use 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 0 0 Reservations 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 Volunteer Hours 0 0 0 Adult 22.04 34.45 53												
Baxter Auditorium	23 24	0 16	24 29	17	18	20	46	45		238	16	0
Library 0 15 Outside Use 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 0 Volunteer Hours 22.04 34.45 53	0 0	0 (0 0	0	0	0	0	0		0	0	0
Library 0 15 Outside Use 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 0 Volunteer Hours 22.04 34.45 53												
Outside Use 0 0 Cooperman Room 0 0 Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS 0 0 0 Volunteer Hours 22.04 34.45 53	23 23	0 1	23 28	36	31	21	27	29		233	11	11
Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Reservations 155 239.5 45 OTHER/MISCELLANEOUS 0 0 0 Volunteer Hours 0 0 0 0 0 Adult 22.04 34.45 53			1 2		0					7	0	0
Library Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 155 157 Reservations 155 239.5 45 OTHER/MISCELLANEOUS 0 0 0 Volunteer Hours 0 0 0 0 0 Adult 22.04 34.45 53												
Outside Use 0 0 STUDY ROOM USAGE	0 0		0 0	0	0	0	0	0		0	0	0
STUDY ROOM USAGE Reservations 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS Volunteer Hours 22.04 34.45 53			0 0							0	0	
Reservations 155 157 Total time 363.5 239.5 45 OTHER/MISCELLANEOUS Volunteer Hours 22.04 34.45 53	0 0		0 0	U	U	0	0	0		0	U	0
Total time 363.5 239.5 45 OTHER/MISCELLANEOUS Volunteer Hours 22.04 34.45 53												
OTHER/MISCELLANEOUS Volunteer Hours Adult 22.04 34.45 53			263 205	234	250	275	248			2267	372	164
Volunteer Hours Adult 22.04 34.45 53	450.5 482.5	363.5 239.5	482.5 398.5	470.5	400	466.5	462	490		4223.5	717.5	326.5
Volunteer Hours Adult 22.04 34.45 53												
Adult 22.04 34.45 53												
	53.58 51.19	22.04 34.45	51.19 42.1	48.21	68.1	40.32	55	54.9		469.89	185.39	78.51
			22.46 10.16		9.52	0	l			99.54	64.05	26.46

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec YTD Total	Prev YTD	Prev YrMo
SOCIAL MEDIA														
Facebook														
posts	38	39	48	51	39	15	14	20	20	19		303	720	70
total page likes as of 1st of the month	2109	2098	2101	2117	2124	2141	2153	2180	2,228	2,238		n/a	n/a	2,077
post likes/shares/comments/views	1043	773	1363	1504	691	463	812	190	359	323		7,521	17,285	2,357
Twitter														
posts	33	33	50	52	17	2	4	44	43	51		329	628	69
total followers as of the 1st of the month	755	755	753	758	763	762	768	783	787	789		n/a	n/a	743
profile visits	371	494	477	1241				2,829	1,999	923		8334	4346	495
mentions	8	4	8	25				5				50	70	9
Instagram														
posts	20	22	22	26	23	15	14	22	25	25		214	359	44
total followers as of the 1st of the month	1037	1054	1067	1087	1093	1107	1138	1178	1196	1,205		n/a	n/a	1036
likes/comments/views	396	397	441	566	422	338	370	852	666	991		5439	4346	495
YouTube														
videos	5	3	3	6	5	2	1	1	. 3	8		37	69	3
views	101	73	176	196	83	303	33	254	233	244		1,696	1,752	24
subscribers				207	208	207	208	209	211	216		1466		