



**MORTON GROVE
PUBLIC LIBRARY**

LIBRARIAN'S REPORT

January 2025

Pam Leffler, Executive Director

Administration

Personnel

- We hired a part-time Facilities Associate, Felix Weinand, whose first day was January 17th. Felix will be working on Saturdays and Sundays.
- We hired a part-time Adult and Teen Services Associate, Luke Gilbreth, to replace former ATS Associate Ashely Misceovich. Luke's first day was January 21st.
- Other personnel news can be found in the Department reports.

Automation & Technology

- Business Manager Leighton Shell, with instruction from OSG as necessary, has been updating staff computers to Windows 11.
- Our next round of computer replacements will be the YS staff computers. While budgeted for in the 2025 budget, the quote for approval of the new YS computers is in the February Board packets for Trustee review and approval.
- This month the managers and I began using the new, more digitally accessible templates created by Leighton. Trustees should not notice any major changes to the reports.
- OSG continues routine and general maintenance of our computers and other automation systems.

Legal/Financial/Policy

- Fieldwork on the 2024 audit has been completed.
- Business Manager Leighton Shell and I have been reviewing the Employee Handbook to make sure that any 2025 changes to Illinois law as they pertain to workers and working conditions in the state are accurately reflected.

Facilities

- I met with Tiffany Nash and Dan Pohrte from Product Architecture + Design for a more thorough walk-through and to take measurements of the bathrooms, garage, and the administration offices in order to produce design plans. I'm hoping to have plans for the bathrooms and admin space sometime in February.
- Additional information on the building and grounds can be found in the report from Facilities Manager, Ed Tamras.

Miscellaneous

- Passport Acceptance Services have really begun to take off, as you can see from the statistics. Special thanks should be given to Access Services Manager Jeff Ray and Access Services Assistant Manager Shawn Cherian, as they have really been going above and beyond getting Access Services staff trained in the passport acceptance process and overseeing appointments. This has clearly been an important service to the Morton Grove and surrounding communities.

Events/Programs/Meetings

- | | |
|---|----------------|
| • CCS Executive Committee | January 8 |
| • Department Managers meetings | January 15, 29 |
| • ECC/Digital Library of Illinois Executive Committee meeting | January 29 |
| • Library Board of Trustees Regular meeting | January 9 |
| • Morton Grove Pride Committee meeting | January 9 |
| • North Suburban Directors Meet-Up | January 28 |

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 Access Services
January 2025 Report
Jeffrey Ray, Access Services Manager

Library Cards:

- 214 Library Cards registered

License Plate Sticker Renewals/Passport Acceptance:

- 18 License Plate Renewals
- 78 Passport Applications Accepted

Professional Development:

- 1/23/25 Jeffrey Ray attended LACONI CSS Committee meeting.

Other Department Activity:

- 2,762 Morton Grove Public Library items were sent to other libraries to fill hold requests.
- 3,378 hold items were processed by Circulation Staff for patrons to pick up at MGPL.
- 13,154 items were checked in by Circulation Staff.
- Shawn Cherian completed the project of relabeling the Youth Readers collection.

MGPL Adult and Teen Services

January 2025 Report

Melissa Mayberry, Adult and Teen Services Manager

Programming

This month, we had 41 programs with a total of 498 attendees.

We celebrated the New Year once again with the Luminaria display. Despite the brisk weather this year, the event attracted families who came to see the lanterns they had decorated, as well as others who wanted to enjoy the display and a cup of cocoa.

Cailyn attended the very first Niles West Library Con, where the Niles West library hosted a number of student artists, local bookstores, authors, and a few local libraries. For this event, Cailyn tried out a new engagement tactic—the prize wheel—and the students loved it! Other vendors, libraries, and school staff also really liked the prize wheel, making it a great choice to bring. The prize wheel featured six options: candy, squishy, bookmark, MGPL swag, rock-paper-scissors (your choice), and book. We also offered stickers that we made in-house with the Cricut. Cailyn was able to speak with 150 students about what the library has to offer, which was amazing. The candy was a big draw for students, but once they were at the table, there were some great conversations about what public libraries can do for them.

Helping patrons at the desk, over the phone, or on chat is incredibly fulfilling. Here is a small selection of success stories from the Info Desks this month:

- We assisted a patron over the phone with accessing her Hoopla account on her Smart TV. We were able to help her, and she called back later that day to express her gratitude for solving the problem.
- We helped a patron over the phone who was seeking book recommendations but only had vague ideas about the kinds of books she likes. After selecting four books and providing brief descriptions of each, she was very pleased and asked to have all four put on hold for her.
- We were asked to assist two patrons with applying for an electronic travel authorization (ETA), which is required for traveling to the UK. We helped them from start to finish, and the patrons were extremely appreciative, stating, “There was no way we could have done this without your help.”

We look forward to continuing to offer this level of support to the community in the coming year.

Book/Media Displays

- New Titles in World Languages
- New Year New You
- For Fans of Wicked
- Murder and Mayhem
- Quick Picks

Book Rivers and Record Sets

- Favorite Reads of 2024
- If You Like Squid Games
- For Fans of Wicked
- Great Graphic Novels for Teens

Library Aware Newsletters

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

Continuing Education/Meetings/Webinars

- ATS staff attended the Preventing Discrimination & Harassment Prevention webinar
- Wynn attended the Spring 2025 Librarian Preview presented by Macmillan
- Nate attended the Top 10 Tips for Library Grant Success webinar

MGPL Business Office
January 2025 Report
Leighton Shell, Business Manager

Business Office

- Finalized Word templates for staff department reports and tables to make complying with digital accessibility requirements easier. I have also started updating earlier 2024 Board reports which had been posted to our website to make them digitally accessible.
- Assisted Executive Director with compiling information for 2024 audit walkthrough requests.
- As part of my role as local IT liaison for OSG, I started working on a project to upgrade about 20 library computers to Windows 11 to avoid the need for OSG to dispatch someone onsite. I have completed the first five upgrades without issue. Will upgrade a few computers each week until the project is completed.
- Performed standard weekly invoice processing and bill paying and standard bi-weekly payroll processing.
-

Human Resources

- We had two new employees join the Library, who had to be onboarded.
 - Felix Weinand in Facilities & Maintenance
 - Luke Gilbreth in Adult & Teen Services
- I have worked on two draft policies for consideration by the Policy Committee
 - Key & Code Policy
 - Anti-Bullying Policy
- Researched training opportunities for possible bloodborne pathogen training for Facilities & Maintenance staff.

Meetings/Training/Etc.

- On Friday, January 17th, I attended the inaugural meeting of ILA's new Human Resources & Administration Forum. It is a great new forum to ask HR questions to people working in the field who know the law and can give you advice. This first meeting was more of an introductory meeting. But there was some conversation on best practices for terminating an employee
- On Thursday, January 30th, I had a one-on-one Zoom call with a woman whom I met on the Paycom Discussion Group on Facebook. She offered to show me the basics of using Personnel Action Forms in Paycom. This is a more efficient way to make changes to employee records in Paycom and also provides a better change log of changes made.
- On Wednesday, February 5th, I took part in the North Suburban Library Peer Hub Zoom call for library HR and business administration staff members. We discussed a variety of topics including anti-bullying policy templates available from HR Source, conducting I9 audits, posting requirements for OSHA incident summaries, pet insurance, and DISC communication training.
- In between meetings, I also participate in email lists for the North Suburban Library Peer Hub and the Library Administrative Assistant Networking Group (LAANG). As mentioned earlier, I also participate in the Paycom Discussion Group on Facebook and the Niche Academy Users Group on Facebook.

MGPL Facilities and Maintenance
January 2025 Report
Edmon Tamras, Facilities Manager

- Training our new weekend maintenance assistant on job duties.
- Snow removal and salting around the library.
- Installed new battery for the Dyson vac in the lower level, the old battery does not hold a full charge.
- Removed the outdoor cigarette ashtrays.
- Installed new pads for our AED defibrillator, current pads were expired.
- Making changes to the outdoor lighting timers as we get more daylight.
- Tightened the handrails on the stairwell behind YS info desk.
- Installed a new pushbutton doorbell by staff entrance, harsh weather damaged the old one.
- Needed a toilet clog winding auger to open and clear one of the YS bathroom toilets.
- HVAC unit for the Cooperman room not heating. Unit locked up and the ignitor wouldn't fire up due to snow and sleet that may have entered the gas regulator; new regulator was installed.
- Replaced 2 bad LED magnetic lighting strips in the pump room.
- Continued to perform daily and weekly tasks:
 - Daily cleaning of the library and grounds.
 - Weekly draining of the fire sprinkler auxiliary moisture accumulator tubes.
- Managed day-to-day building and ground operations.

MGPL Marketing & Engagement

January 2025 Report

Karina Guico, Marketing & Engagement Manager

Publicity/Promotion

The Marketing Team continues to promote and publicize library events, services, and news.

- Karina sent out weekly e-blast
- Bettina created 18 new graphics and updated multiple items for AS and YS staff
 - Finished layout of the February-March newsletter. Designed another great, original graphic for the front cover – featuring the new Passport Services.
 - Printed signage for different department projects.
 - Worked on materials for Oscar Prediction Contest and revised the Job Search Toolkit.
 - Started working on mockups for Summer Reading Program logo.
- Jan posted on social media 58 times
 - Instagram and Facebook statistics increased this month.
 - Interactions increased by 98% and profile visits increased by 30% on Facebook
 - The “Giving Up Reading” reel on Instagram has 1,902 views and 54 likes.
 - The “Being Chased” video on Tiktok has 1,492 views and 54 likes.
 - Paton comment on a Facebook post: “Terrific show – we loved it!” about the Exotic Animal Show.
- Jan took photos at events throughout the month and the photos were uploaded to Flickr. Select event recordings were posted on our YouTube channels.

Other Projects

- Karina helped Melissa with the New Year’s Luminaria event. She made hot cocoa for attendees and helped set out over 100 lanterns on the front steps of the Library. It was a fun event.
- Karina worked on graphics for the new community group, Morton Grove Pride.
- Karina worked on print materials for new Library of Things items.

Meetings and Training

- Karina attended managers meetings

MGPL Youth Services
January 2025 Report
Courtney Schroeder, Youth Services Manager

Programming

In January we held 54 programs for 1550 people.

At the end of the **Winter Reading Challenge**, we had 299 kids sign up for the program and 173 kids earn their book/enter the raffles. The extended program gave families more time to complete their reading goals and it seemed to be a much calmer experience at the desk as well.

With the kids out of school for Martin Luther King's birthday, we held **Crosstown Exotics**, a program focused on learning more about reptiles, which drew a huge crowd of 174 people. We continue to have a lot of success with our larger-scale animal shows and will host another over the summer.

Outreach

In January the outreach team visited 34 groups (639 kids/teachers/parents) at schools and welcomed two preschool groups for a Mini Music Makers class here at the Library. This month we also created 4 book bags of 93 items for area classrooms.

Professional Development/Training/Meetings

In January the Youth Services staff attended the following professional development and training meetings in addition to attending the Youth Services Staff Meeting:

- Katie attended the virtual Jim Gill workshop on music in early literacy and early childhood development.
- Jess watched the first segment of The Science of Reading webinar from RAILS.
- Debbie attended the online 2-day conference, That Music Teacher: January Refresh.
- Jess attended the IYSI Conference Planning Committee and Sub-committee Meetings.
- Debbie watched the webinar, Achieve Early Literacy Success at Scale
- Amy, Jessie, Jess, Debbie, watched the mandatory Preventing Discrimination and Harassment training video.
- Debbie attended the virtual Lapsit Leaders RAILS Networking Group meeting.
- Debbie attended a meeting of the Advocate Health "Reading is a Right" initiative.
- Amy attended the fourth in a series of webinars on Storytime creation. This one focused on creating a positive, inclusive atmosphere.

December Programming Statistics – Morton Grove Public Library

Adult Programs

Program Name	No. of Sessions	Total Attendance
New Year's Luminaria	1	53
Tuesday Movies	4	65
Evening Craft for Adults and Teens	1	9
Social Seniors: Arts & Crafts	1	7
Indie Movie Night: The Road Dance	1	6
LitLounge: We Fed an Island by Jose Andres	1	10
Photo App on iPhones	1	5
Chicago Pizza: Past, Present and Future with Steve Dolinsky (Online/Watch Party)	1	50
Chair Yoga (In Person)	1	15
Crafting for Charity	2	23
ESL Games and Gab (Conversation)	1	1
Board Game Night	1	1
Introduction to Machine Sewing	1	5
Between the Lines: Maame by Jessica George	1	7
Google Photo App on Android	1	7
Job Search Like a Pro: Career Change Resumes (Online)	1	7
Karaoke at MGPL	1	26
MGPL After Dark: Karaoke & Mocktails!	1	8
Jigsaw Puzzle Swap	1	19
Jigsaw Puzzle Competition	1	33
Between the Lines: Maame by Jessica George (Online)	1	8
Social Seniors: Wits Workout	1	9
Introduction to Google Docs and Drive	1	5
Book Talk: Books You Might Have Missed in 2024	1	4
Explore Plant-Based Diets	1	12
Love and Laughs with Michelle Buteau (Online)	1	10
Chair Yoga (Online)	1	27
Exploring Spices: Golden Milk Chai Spice (Online)	1	9
Post-Election Update with WGN-TV Political Analyst Paul Lisnek (Online)	1	6
Listening Session for Older Adults	1	5
Book a Librarian	2	2
BAL-Creative Space	1	1
Senior Activity Kits	1	28
ESL Kits	1	10
Total Adult Programs	39	493

Teen Programs

Program Name	No. of Sessions	Total Attendance
Super Smash Bros. Tournament	1	2
FAFSA Application Help	1	3
Total Teen Programs	2	5

Youth Programs

Program Name	No. of Sessions	Total Attendance
Anime Club	1	0
Bedtime Stories & More	1	12
Chess Academy	1	4
Crafty Saturday	1	48
Crosstown Exotics	1	174
DIY Family Game Night	1	15
Drama Club/Homeschool Drama Club	2	10
Family Engineering Night	1	36
Family Storytime	1	15
Goofball Science	1	9
Lego Builders	2	35
Listen Up	8	169
Lunar New Year Celebration	1	12
Mad Math Society	1	6
Math Brigade	1	4
Mathematics Circus	1	9
Mini Masterpieces	1	9
Mini Music Makers	1	30
Monday Morning Playgroup	4	59
Preschool Storytime	3	67
Puppet Craft Storytime	1	18
Ready, Set, Alphabet	1	17
Rock, Paper, Scissors Tournament	1	36
Sound it Out to the Pup	1	14
STEMonade Stand	2	243
Tiny Science	1	13
Toddler Time	2	34
Tots Dealing with Big Feelings	1	16

Wee Read	8	133
Winter Reading Challenge	1	299
Youth Writing Club	1	4
Total Youth Programs	54	1550

Library Wide Programs

Program Name	No. of Sessions	Total Attendance
The Magician's Folly	1	109
Total Library Wide Programs	1	109

YS Talks/Tours Inside the Library

Program Name	No. of Sessions	Total Attendance
Daycare Mini Music Makers	1	17
Total YS Talks/Tours Inside the Library	1	17

ATS Talks/Tours Inside the Library

Program Name	No. of Sessions	Total Attendance
<i>None</i>	0	0
Total ATS Talks/Tours Inside the Library	0	0

YS Talks/Visits Outside the Library

Program Name	No. of Sessions	Total Attendance
Children's Learning World	5	37
Gemini	1	8
Golf	2	67
Hynes	5	210
Jerusalem Lutheran	1	28
Kids Academy	4	60
MCC/MEC	1	22
Melzer	3	53
MG Park District Preschool	2	22
Montessori Academy of Morton Grove	3	32
Park View	7	100
Total YS Talks/Visits Outside the Library	34	639

ATS Talks/Visits Outside the Library

Program Name	No. of Sessions	Total Attendance
Famished for Fiction	1	4
Niles West Library Con	1	150
Total ATS Talks/Visits Outside the Library	2	154

Marketing & Engagement Outreach

Program Name	No. of Sessions	Total Attendance
<i>None</i>	0	0
Total Marketing & Engagement Outreach	0	0

02/01/2025

**Morton Grove Public Library
Monthly Statistics
For 01/2025**

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'

For More Information: <https://www.learning.ccslib.org>

Transaction Type	Transaction SubType	NUMBER OF PATRONS ITEMS TRANSACTIONS
Checkins at your stations	Leap Check in	11527
Checkins at your stations	Checkin Leap In Hous	1581
Checkins at your stations	Self Check in	18
Checkins at your stations	Checkin Leap Invento	5
Checkins at your stations	Quick Check in	23
	Total Checkins	13154
Checkouts at your stations	Self check Check out	6739
Checkouts at your stations	Leap Checkout and Renewal	4922
	Total Checkouts	11661
Renewals at your stations	Auto-renewal	8890
Renewals at your stations	Third party renewal	64
Renewals at your stations	Power PAC Renewal	88
Renewals at your stations	Leap Checkout and Renewal	351
Renewals at your stations	Self check Check out	37
	Total Renewals	9430
Number of your Library's items checked out system-wide		11698
Number of your Library's unique items checked out system-wide		10801

Holds Placed through your interface		3549
Holds placed for/by your patrons		3827
Holds Held		3378
Holds Located		0
Holds Checkedout		2900
Holds Expired		0
Holds Cancelled		541
Holds Unclaimed		360
Number Of Items Currently Out		12522
Existing "MortonGrove" patron received new barcode		22
Patron Expiration Date Extended More Than 30 Days:		15
Count of physical patron records at beginning of 01/2025		10124
Minus Patron records physically deleted		47
Minus Patron library was changed from "MortonGrove" to some other CCS librar		4
Plus Patron records physically added		214
Plus Patron library was changed from some CCS library to "MortonGrove"		5
Count of physical patron records at end of 01/2025		10292
Minus In-House and Test Cards		9
Minus Expired Cards		352
Unexpired Patrons on file		9931
Leap Registration	Patron Lib=MortonGrove	214
Leap Registration	Patron Lib=CCSL	6
Monthly ILLINET numbers		
Number of items borrowed by your library and supplied by a CCS library		2238
Number of items lent by your library to a CCS library		2762

Morton Grove Public Library
MONTHLY CCS INTERLIBRARY LOAN ACTIVITY
01/2025 - 01/2025

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/Borrowing Library*
2. *Lent Intra-CCS - To CCS Libraries*
3. *Lent Other Ill. - To Other Libraries or Systems in Illinois*
4. *Lent Outside Ill. - To Libraries Outside of Illinois*
5. *Total Lent - 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*
8. *Borrowed Intra-CCS - From CCS Libraries*
9. *Borrowed Inter-CCS - From Non-CCS Libraries*
10. *Total Borrowed -*

Lending/Borrowing Library	Lent Intra-CCS	Lent Other Ill.	Lent Outside Ill.	Lent Total	Percent Held	Percent Intra-CCS	Borrowed Intra-CCS	Borrowed Inter-CCS
Algonquin	3,437	192	19	3,648	2.81	4.17	2,343	39
Cary	1,390	92	10	1,492	2.79	1.69	2,501	55
CCSL	2	0	0	2	0.00	0.00	4	0
Crystal Lake	2,206	147	31	2,384	2.66	2.68	3,465	55
Des Plaines	4,543	317	288	5,148	4.79	5.51	3,068	158
Ela	3,170	150	0	3,320	2.90	3.85	4,146	17
Evanston	3,594	76	63	3,733	5.50	4.36	4,349	47
Fox River Valley	2,893	146	28	3,067	2.61	3.51	2,156	42
Fremont	2,325	102	25	2,452	1.84	2.82	3,301	24
Glencoe	1,573	106	28	1,707	2.19	1.91	906	19
Glenview	4,629	199	93	4,921	4.33	5.62	3,448	53
Grayslake	2,756	73	18	2,847	2.87	3.35	2,589	30
Highland Park	2,895	160	71	3,126	3.95	3.51	3,296	72
Huntley	1,794	102	6	1,902	2.62	2.18	2,747	27

Lending/Borrowing Library	Lent Intra- CCS	Lent Other III.	Lent Outside III.	Lent Total	Percent Held	Percent Intra- CCS	Borrowed Intra-CCS	Borrowed Inter-CCS
Indian Trails Public Library	2,912	168	80	3,160	2.97	3.53	4,398	131
Lake Forest	1,486	64	0	1,550	2.81	1.80	1,570	11
Lake Villa	2,359	114	31	2,504	2.12	2.86	2,899	0
Lincolnwood	1,196	38	12	1,246	2.09	1.45	690	9
McHenry	710	24	9	743	2.47	0.86	1,470	0
Morton Grove	2,032	87	28	2,147	3.25	2.47	1,995	23
Mount Prospect	5,674	163	0	5,837	6.26	6.89	2,564	76
Niles	3,975	207	63	4,245	4.47	4.82	2,750	29
Northbrook	3,316	199	198	3,713	4.31	4.02	3,864	62
Palatine Public Library	4,069	160	61	4,290	3.81	4.94	6,452	40
Park Ridge	2,501	123	60	2,684	3.07	3.04	3,337	39
Prospect Heights	1,957	58	20	2,035	2.43	2.38	858	5
Round Lake	1,567	38	81	1,686	2.86	1.90	722	10
Warren-Newport Public Library	1,638	0	0	1,638	2.90	1.99	2,641	92
Waukegan	1,716	11	0	1,727	2.81	2.08	617	0
Wilmette	3,631	159	88	3,878	4.27	4.41	4,412	57
Winnetka-Northfield	2,940	99	14	3,053	2.78	3.57	1,872	41
Zion-Benton	1,503	94	50	1,647	2.45	1.82	1,101	17
Total	82,389	3,668	1,475	87,532	100.00	100.00	82,531	1,280

2025 Library Statistics – Morton Grove Public Library

CIRCULATION

[illegible]

PATRONS

[illegible]

REFERENCE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Adult															
Technology and Reference	726												726	712	712
Directional/General Library Info	886												886	883	883
Reading Program															
Youth															
Technology and Reference	540												540	461	461
Directional/General Library Info	439												439	447	447
Reading Program	232												232	174	174
Circulation															
General Info	143												143	105	105
Directional	145												145	96	105
Total Reference Questions	3111												3111	2878	2878

OUTREACH

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Offsite Visits	36												36	24	24
Audience	793												793	592	592
In Library Visits	1												1	0	0
Audience	17												17	0	0
School Deliveries	4												4	5	5
Items	93												93	68	6
Homebound Deliveries	15												15	11	11
Items	112												112	88	88

TECHNOLOGY/INTERNET USE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Public Access Computers															
Sessions	580												580	707	707
Total Time (hrs)	459												459	543	543
AWE Early Learning Computers															
Sessions															
Total Time (hrs)															
Public Scan Stations															
Scans	668												668	981	981
Faxes (pages)	230												230	262	262
Databases/Online Resources															
Sessions	1214												1214	840	840
Searches	3363												3363	2414	2414
Public WiFi Use															
Sessions	3175												3175	3034	3034
Website															
Website Visits	12,206												12206	12804	12804

LIBRARY PROGRAMMING

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Adult															
Number of Program Sessions	39												39	38	38
Total Attendance	493												493	625	625
Teen															
Number of Program Sessions	2												2	2	2
Total Attendance	5												5	9	9
Youth															
Number of Program Sessions	54												54	51	51
Total Attendance	1550												1550	1378	1378
Library Wide															
Number of Program Sessions	1												1	0	0
Total Attendance	109												109	0	0

SOCIAL MEDIA

[illegible]

MEETING ROOM USAGE

[illegible]

STUDY ROOM USAGE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Reservations	343												343	306	306
Total Time	767.5												767.5	681.5	681.5

OTHER/MISCELLANEOUS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Volunteer Hours															
Adult	130.02												130.02	132.4	132.4
Teen	.5												0.5	26.5	26.5