

Indian Prairie Public Library
401 Plainfield Road
Darien, Illinois 60561

**Board of Trustees Regular Meeting
March 16, 2016 – 7 p.m. – Board Room**

All agenda items may be acted upon by the Board of Trustees

- A. Roll Call
Donald Damon, Beena Deshmukh, Marian Krupicka,
Julia Lacayo, Crystal Megaridis, Diane Ruscitti, Victoria Suriano

- B. Mission Statement: We enrich peoples' lives by providing
opportunities to explore, connect, and be inspired.

Vision Statement: Our community depends upon the Indian
Prairie Public Library District as a vital and trusted resource for
achieving personal goals and enhancing quality of life. With a
welcoming environment and state-of-the-art services, the library
is an essential center of learning, inspiration, and community pride.

- C. Public Comment

- D. Communications and Announcements
 - 1. Beardsley to Bukovac re: Darien Woman's Club Soap
Collection Page 4
 - 2. Guerilla Storytime Training featuring Katie Salo Page 5

- E. Omnibus Consent Agenda Action
 - 1. Minutes of Regular Board Meeting, February 17, 2016 Page 6
 - 2. Treasurer's Report Page 8
 - 3. Action on Bill/Additional Bills Page 12

- F. Items Deleted from Omnibus Consent Agenda Action

- G. Library Director's Report Page 17 Information

- H. Department Reports Information
 - 1. Assistant Director Page 34
 - 2. Marketing Page 38
 - 3. Adult Page 41
 - 4. Circulation Page 43
 - 5. Technology and Technical Services Page 46
 - 6. Youth Page 49

- I. Staff Report
Natalie Williams, Head of Youth Services

- J. Reports
- 1. Chambers' Reports (Ryan) Page 56 Information
 - 2. RAILS Page 58 Information
 - 3. Building and Grounds Committee (no report)
 - 4. Finance Committee (no report)
 - 5. Planning/Outreach Committee (no report)
 - 6. Policy Committee (no report)

- K. Unfinished Business
None

- L. New Business
- 1. How-To-Expo DISTRIBUTED at mtg. Information
 - 2. Sunny Patch Container Garden Discussion
 - 3. Trustee Visits to Libraries Discussion
 - 4. Strategic Plan 4.4.4 Consider the Use of Sponsorship of Services Discussion

- M. Committee Meetings
Schedule Policy Committee meeting – 4/ 11, 4/12, 4/13, 4/18, 4/25, 4/26

- N. Community Events

- O. Library Events

MIMO - Photo Booth Props	3/17/2016	4:30 PM
Crime Readers Book Discussion	3/17/2016	7:00 PM
ESL Conversation Group	3/19/2016	10:00 AM
Intro to Windows 10	3/19/2016	10:30 AM
Teen Advisory Board (TAB)	3/19/2016	2:30 PM
Humans vs. Zombies	3/19/2016	7:00 PM
iPad/iPhone 101	3/20/2016	2:00 PM
Adult Chess Group	3/21/2016	6:00 PM
Anime Addicts	3/21/2016	6:30 PM
Make It and Take It: Beginning Watercolors	3/22/2016	6:30 PM
Short on Time Book Discussion Group	3/23/2016	10:00 AM
4th Wednesdays: Dress Right for Your Type!	3/23/2016	1:00 PM
The Lucky Trikes Performance	3/23/2016	6:15 PM
GenLit Book Club (for 20-30 somethings)	3/23/2016	6:30 PM
The Lucky Trikes Performance	3/23/2016	7:15 PM
Genealogy Group	3/24/2016	1:00 PM
MIMO - Build a Drawbot	3/24/2016	4:30 PM
Tech Talk - Video Creation	3/24/2016	7:00 PM
Pokemon 3DS Multiplayer	3/25/2016	6:00 PM
LinkedIn 101	3/26/2016	10:00 AM
Great Decisions	3/28/2016	7:00 PM
Spring Break STEM Time - Building Drawbridges	3/30/2016	2:30 PM
MidKids Spring Program	3/31/2016	2:00 PM

Library Events (continued)

MIMO - Animation	3/31/2016	4:30 PM
ESL Conversation Group	4/2/2016	10:00 AM
Mid-Kids Mid-Day Sleepover	4/2/2016	6:00 PM
Adult Chess Group	4/4/2016	6:00 PM
Intro to Internet	4/5/2016	4:00 PM
Intro to Excel	4/5/2016	6:30 PM
Teen Job Interviewing Workshop	4/6/2016	6:30 PM
MIMO - Light-Up Paper	4/7/2016	4:30 PM
Mighty Mid-Kids Gaming Night	4/8/2016	5:30 PM
Teen Job Fair	4/9/2016	1:00 PM
Teen Service Day	4/10/2016	1:15 PM
Adult Chess Group	4/11/2016	6:00 PM
Great Decisions	4/11/2016	7:00 PM
Intro to Email	4/12/2016	4:00 PM
Intro to Excel	4/12/2016	6:30 PM
Samsung Galaxy/Android 101	4/13/2016	10:00 AM
Drama Reading Group	4/13/2016	2:00 PM
Novel Idea Book Discussion: Inspector Singh Investigates: A Most Peculiar Malaysian Murder	4/13/2016	7:00 PM
MIMO - Earth Day, Yeah!	4/14/2016	4:30 PM
Converting Old Pictures & Video	4/14/2016	7:00 PM
Microsoft OneNote & OneDrive	4/16/2016	10:30 AM
Print Making with Hoofprint Workshop	4/16/2016	12:00 PM
Adult Chess Group	4/18/2016	6:00 PM
Anime Addicts	4/18/2016	6:30 PM
Make It and Take It: Repurpose Your Old Jewelry!	4/19/2016	6:30 PM

P. Adjournment



February 29, 2016

Mrs. Jamie Bukovac
Library Director
Indian Prairie Public Library
401 Plainfield Road
Darien, IL 60561

Dear Mrs. Bukovac:

On behalf of the Darien Woman's Club I wish to thank you for your assistance in our soap collection this past December. The soap products that were donated were distributed to the same families served by the Darien Lions Club Food Basket Project and the toy drive sponsored by the Darien Park District. Nearly two hundred sixty families received food, toys, and soap products this past holiday season. We are very appreciative of your help and look forward to working with you next year.

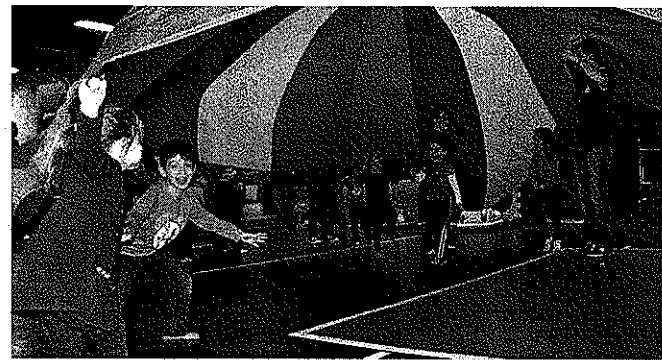
Sincerely,

Mary Beardsley
Home Life Committee



FROM STORYTIME UNDERGROUND
WE BRING YOU
GUERRILLA STORYTIME
TRAINING
MARCH 28, 2016

* Come to the joint CLASS/NWYS meeting with librarian/Early Literacy Specialist **Katie Salo** as she leads us through a session of Guerrilla Storytime Training. Bring your best rhymes, shaker songs, parachute ideas, scarves, puppets...anything and everything.



Agenda
9:30-10:15 CLASS & NWYS Business Meetings
10:15-10:30 Break
10:45-11:45 Guerrilla Storytime Training
12:00-1:00 Networking Lunch (See choices below)
1:00-1:30 SOS~ Share our Stories

Location:
Oak Lawn Public Library
9427 Raymond Ave, Oak Lawn, IL 60453

Cost: Free for CLASS/NWYS Members and \$10 for non-members.
RSVP by **March 21st** to Antonia McBride at amcbride@harvey.lib.il.us

Lunch: \$10 please make checks payable to CLASS
Box Lunch Options: (Specify selection in RSVP)
Napa Almond Chicken Salad Roasted Turkey & Avocado BLT
Tuna Sandwich Mediterranean Veggie Steak & Arugula

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Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of February 17, 2016

**Board of Trustees Regular Meeting
February 17, 2016 – 7 p.m.**

A. Roll Call

Vice-President Damon called the meeting to order at 7:02 p.m. Secretary Deshmukh called the roll.

Present: Donald Damon, Beena Deshmukh, Julia Lacayo, Crystal Megaridis, Marian Krupicka, Diane Ruscitti

Absent: Victoria Suriano

Staff Present: Jamie Bukovac, Maria Wlosinski

Others:

Vice-President Damon asked for additions and/or corrections to the agenda. There were none.

- B. Mission Statement: Secretary Deshmukh read the library mission statement. We enrich people's lives by providing opportunities to explore, connect, and be inspired.

Vision Statement: Secretary Deshmukh read the library vision statement. Our community depends upon the Indian Prairie Public Library District as a vital and trusted resource for achieving personal goals and enhancing quality of life. With a welcoming environment and state-of-the-art services, the library is an essential center of learning, inspiration, and community pride.

- C. Public Comment – none

D. Communications and Announcements

1. City of Darien to IPPL Board re: Citizen of the Year
2. Whole Foods to Library re: Thank You
3. Baumann to Williams re: Katie Salo
4. Streett to Birmingham re: Volunteer Event
5. MPI Investment Management Rankings

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, January 20, 2016
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Building and Grounds Committee Minutes, January 28, 2016
5. Statement of Receipts and Disbursements for Fiscal Period July 1, 2015 Through December 31, 2015

Megaridis moved, Lacayo seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Deshmukh moved, Krupicka seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

- F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

H. Department Reports

I. Reports

1. ILA Trustee Workshop – Ruscitti reported that she attended the workshop. There was good attendance with 100-125 people. Discussion areas included the Freedom of Information Act and the Open Meetings Act. A library lobbyist provided information on grants and library lawyer, Roger Ritzman spoke about best practices and answered questions.
2. Chamber Reports – backup in packet.
3. RAILS – backup in packet.
4. Building and Grounds Committee – Krupicka reviewed minutes from the January 28th meeting which are in the packet and were approved in the Omnibus Consent Agenda this evening.
5. Finance Committee – no report
6. Planning/Outreach Committee - no report
7. Policy Committee – no report

J. Unfinished Business - none

K. New Business

1. Technical Services Office Furniture Proposal – Bukovac reviewed the proposal contained in the packet. Krupicka moved, Megaridis seconded to approve spending up to \$6,600 for workstations for the Technical Services workroom. Motion carried unanimously.
2. Exterior Signs Proposal – Lacayo moved, Deshmukh seconded to approve the quote from Doyle Signs, Inc. for acrylic replacement for exterior signs in the amount of \$3,960. Motion carried unanimously.
3. User Experience – Delivering an exceptional library user experience is one of the priorities in our Strategic Plan. At the staff institute Bukovac gave a presentation on User Experience and she gave the same presentation to the Board this evening. Bukovac explained the difference between customer service and customer (user) experience, identified library touchpoints and principles of a good user experience. Next steps include further educating staff about the theory of user experience, forming a Staff User Experience Committee and creating a service philosophy.
4. Review of Library Surveys – Results from the Devices, Gadgets and Creation Survey are in the packet. Staff will be looking at it to plan out services. Bukovac reviewed the seating survey results contained in the packet. She noted that no problem areas stood out although we will be looking at noise reduction remedies such as sound absorption panels.
5. Library Strategic Plan Update – There were no questions regarding the backup in the packet.

L. Scheduled Meetings - none

M. Community Events

N. Library Event

O. Adjournment

At 8:25 p.m. Deshmukh moved, Megaridis seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Beena Deshmukh, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 2/29/2016

Balance on hand as of January 31, 2016.....	3,013,366.66
Cash Receipts for February.....	59,588.30
Cash Disbursements for February.....	288,384.36
Cash on hand as February 29, 2016.....	2,784,570.60

Investments

Illinois Funds (Money Market) - Average Monthly Rate 0.239%

General.....	941,154.78
Special Reserve.....	20,968.32
Children's Endowment.....	2,888.36
Endowment.....	11,180.53
MPI Investment (Corporate Fund).....	1,584,448.53

JP Morgan Chase - Checking

General.....	17,213.27
Hinsdale Bank & Trust - Checking.....	6,031.63
JP Morgan Chase - Savings - Rate .08%	
General.....	200,081.18
Petty Cash.....	200.00
Petty Cash/Circulation.....	404.00
Balances as of February 29, 2016.....	2,784,570.60

FUND BALANCES AS OF 02/29/2016

Corporate Fund.....	2,614,054.26
Building & Maintenance Fund.....	15,289.31
I.M.R.F. Fund.....	84.63
Liability Fund.....	4,493.22
Social Security Fund.....	74.38
Special Reserve Fund.....	22,092.22
Deferred Property Taxes.....	45,091.59
Current Liabilites.....	83,390.99
Grand Total All Funds.....	2,784,570.60

Indian Prairie Public Library District Consolidated Revenue Report for February 2016

Percent of Year: 66.67

	RECEIVED February 16	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	2,024.59	3,380,955.78	99.60%	3,394,610.00	13,654.22
41150 · Non-current Property Taxes	0.00	0.00	0.00%	500.00	500.00
43100 · Interest-Tax Levy	0.49	2.63	0.00%	0.00	-2.63
TOTAL PROPERTY TAX & LEVY INTEREST	2,025.08	3,380,958.41	99.58%	3,395,110.00	14,151.59
INTERGOVERNMENTAL					
42100 · I Lead Grant	0.00	4,000.00	100.00%	4,000.00	0.00
42200 · Per Capita Grant	0.00	0.00	0.00%	43,500.00	43,500.00
42300 · LIMRICC	0.00	21,714.74	0.00%	0.00	-21,714.74
TOTAL INTERGOVERNMENTAL	0.00	25,714.74	54.14%	47,500.00	21,785.26
INTEREST					
43500 · Interest - Investment	221.65	919.97	367.99%	250.00	-669.97
TOTAL INTEREST	221.65	919.97	367.99%	250.00	-669.97
DESK MONIES					
45100 · Copier	436.30	3,137.17	65.36%	4,800.00	1,662.83
45120 · Computer Copies	1,158.53	9,102.94	75.86%	12,000.00	2,897.06
45200 · Fines/Fees	3,828.02	30,334.09	60.67%	50,000.00	19,665.91
45250 · Gifts/Donations	1.00	726.00	48.40%	1,500.00	774.00
45300 · Lost Materials	556.25	6,896.95	53.05%	13,000.00	6,103.05
45350 · Non-Resident Fees	5,184.00	57,305.92	71.63%	80,000.00	22,694.08
45400 · DVD Fines	511.00	4,728.95	59.11%	8,000.00	3,271.05
45450 · Book Rental	45.70	559.78	32.93%	1,700.00	1,140.22
45550 · Meeting Room Rental	10.30	135.30	67.65%	200.00	64.70
45600 · ILL Fees	76.30	1,034.70	147.81%	700.00	-334.70
45650 · 3D Printing	42.30	342.75	68.55%	500.00	157.25
TOTAL DESK MONIES	11,849.70	114,304.55	66.30%	172,400.00	58,095.45
OTHER INCOME					
46700 · Miscellaneous	0.00	712.29	237.43%	300.00	-412.29
46800 · Collection Agency Fee	10.00	260.00	86.67%	300.00	40.00
* 49000 · Operating Transfer In	0.00	21,360.42	356.01%	6,000.00	-15,360.42
TOTAL OTHER INCOME	10.00	22,332.71	338.37%	6,600.00	-15,732.71
GRAND TOTAL	14,106.43	3,544,230.38	97.86%	3,621,860.00	77,629.62

* Operating Transfer In reflects \$3,000.00 from IMRF Reserve Fund, \$3,000.00 from FICA Reserve Fund and \$15,360.42 from Building Reserve Fund for New Study Room & Adult Chairs.

Indian Prairie Public Library District Consolidated Expenditures Report for February 2016

Percent of Year: 67.77

	February 16	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
PERSONNEL							
61100 · Salaries	162,850.01	1,330,882.06	63.40%	2,099,153.00	768,270.94	2,142,000.00	62.13%
61310 · Benefits - Medical / Life Ins.	8,878.65	75,672.87	70.72%	107,000.00	31,327.13	132,000.00	57.33%
61320 · Employee Assistance Program	0.00	0.00	0.00%	2,500.00	2,500.00	2,600.00	0.00%
61330 · Benefits - IMRF	14,866.69	123,408.84	63.74%	193,612.00	70,203.16	215,000.00	57.40%
61340 · Benefits - FICA	12,319.77	101,565.97	63.03%	161,142.00	59,576.03	175,000.00	58.04%
61400 · Staff Development	2,573.36	9,855.60	49.28%	20,000.00	10,144.40	25,000.00	39.42%
61500 · Recruitment	0.00	0.00	0.00%	0.00	0.00	1,000.00	0.00%
61600 · Board Development	71.65	561.81	56.18%	1,000.00	438.19	3,000.00	18.73%
61710 · Workers Compensation	0.00	8,556.00	101.87%	8,399.00	-157.00	13,000.00	65.82%
61720 · Unemployment Insurance	541.00	2,332.34	65.85%	3,542.00	1,209.66	6,000.00	38.87%
TOTAL PERSONNEL	202,101.13	1,652,835.49	63.66%	2,596,348.00	943,512.51	2,714,600.00	60.89%
MATERIALS							
62100 · Books	17,777.41	133,028.03	55.16%	241,175.00	108,146.97	250,000.00	53.21%
62200 · Periodicals	6,034.13	23,021.07	69.24%	33,250.00	10,228.93	35,000.00	65.77%
62300 · Audio	2,690.98	29,323.89	63.40%	46,250.00	16,926.11	50,000.00	58.65%
62400 · Video	5,836.27	31,115.82	53.01%	58,700.00	27,584.18	60,000.00	51.88%
62500 · Multi-Media	110.24	3,115.97	38.95%	8,000.00	4,884.03	10,000.00	31.16%
62600 · Electronic Reference Resources	5,000.00	62,129.94	92.32%	67,300.00	5,170.06	70,000.00	88.76%
62700 · Console Games	893.00	5,427.97	77.54%	7,000.00	1,572.03	8,000.00	67.85%
62800 · ESL	867.60	1,032.55	51.63%	2,000.00	967.45	3,000.00	34.42%
62850 · I Lead Grant Supplies	0.00	4,000.00	100.00%	4,000.00	0.00	0.00	0.00%
62900 · Materials Supplies	1,535.91	11,706.19	46.83%	25,000.00	13,293.81	30,000.00	39.02%
TOTAL MATERIALS	40,745.54	303,901.43	61.68%	492,675.00	188,773.57	516,000.00	58.80%
BUILDING							
63200 · Cleaning Service	5,960.86	44,494.95	59.33%	75,000.00	30,505.05	82,000.00	54.26%
63300 · Utilities (1-8-11 · Gas)	2,246.09	8,697.03	66.90%	13,000.00	4,302.97	50,000.00	17.39%
63300 · Utilities (1-8-12 · Electric)	4,047.18	41,100.49	56.30%	73,000.00	31,899.51	100,000.00	41.10%
63300 · Utilities (1-8-13 · Telephone)	512.26	4,354.63	72.58%	6,000.00	1,645.37	8,000.00	54.43%
63300 · Utilities (1-8-14 · Water/Sewer)	0.00	3,554.31	35.54%	10,000.00	6,445.69	13,000.00	27.34%
63300 · Utilities (1-8-15 · Garbage Disposal)	0.00	1,567.03	52.23%	3,000.00	1,432.97	50,000.00	3.13%
63400 · Maintenance Supplies	2,639.35	11,006.96	68.79%	16,000.00	4,993.04	20,000.00	55.03%
63500 · Security System Monitoring	105.00	559.00	37.27%	1,500.00	941.00	3,000.00	18.63%
63600 · Property Maintenance	0.00	5,173.26	20.69%	25,000.00	19,826.74	30,000.00	17.24%
63800 · Building Maintenance/Repairs	6,542.97	38,910.25	90.49%	43,000.00	4,089.75	55,000.00	70.75%
TOTAL BUILDING	22,053.71	159,417.91	60.04%	265,500.00	106,082.09	411,000.00	38.79%
OPERATIONS							
64200 · Supplies - Office	1,152.12	8,075.08	50.79%	15,900.00	7,824.92	18,000.00	44.86%
64300 · Photocopy Supplies	275.79	2,580.29	51.61%	5,000.00	2,419.71	6,000.00	43.00%
64400 · Patron Card Supplies	114.05	395.82	39.58%	1,000.00	604.18	1,500.00	26.39%
64500 · Postage	166.69	2,586.22	67.16%	4,000.00	1,313.78	8,000.00	33.58%
64600 · Non-Payment Reimbursement	0.00	1,044.07	34.80%	3,000.00	1,955.93	6,000.00	17.40%
64700 · Travel	22.14	234.29	42.60%	550.00	315.71	1,000.00	23.43%
64800 · Organizational Memberships	235.00	700.00	38.89%	1,800.00	1,100.00	2,200.00	31.82%
64900 · Bank Fees	217.34	1,609.05	64.36%	2,500.00	890.95	3,000.00	53.64%
TOTAL OPERATION	2,183.13	17,324.82	51.33%	33,750.00	16,425.18	45,700.00	37.91%
AUTOMATION							
65100 · Supplies-Public Toner	598.37	4,096.09	58.52%	7,000.00	2,903.91	8,000.00	51.20%
65150 · Supplies-Staff Toner	630.11	4,464.11	74.40%	6,000.00	1,535.89	8,000.00	55.80%
65160 · Supplies-3D Printer	95.99	331.52	66.30%	500.00	168.48	1,000.00	33.15%
65200 · Automation-Prof Services	0.00	100.00	2.00%	5,000.00	4,900.00	10,000.00	1.00%
65300 · Purchase of Equipment	1,044.74	4,465.60	22.33%	20,000.00	15,534.40	26,000.00	17.18%
65400 · Automation Equip Mnt/Repair	131.82	1,435.57	71.78%	2,000.00	564.43	4,000.00	35.89%

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**Indian Prairie Public Library District
Consolidated Expenditures Report for February 2016**

Percent of Year: 67.77

	February 16	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
65500 · Software	49.95	8,587.49	41.89%	20,500.00	11,912.51	27,000.00	31.81%
65600 · SWAN	11,405.00	34,215.00	75.00%	45,620.00	11,405.00	47,000.00	72.80%
65700 · Telecommunications	189.85	1,735.21	76.95%	2,255.00	519.79	4,000.00	43.38%
TOTAL AUTOMATION	14,145.83	59,430.59	54.59%	108,875.00	49,444.41	135,000.00	44.02%
CONTRACTUAL SERVICES							
66100 · General Professional Services	1,465.50	10,070.50	69.45%	14,500.00	4,429.50	26,000.00	38.73%
66200 · Credit Bureau	0.00	584.90	38.99%	1,500.00	915.10	2,000.00	29.25%
66300 · Equipment-Maintenance Repair	0.00	3,022.87	50.38%	6,000.00	2,977.13	8,000.00	37.79%
66900 · Fees - Bond Registrar	0.00	20.00	20.00%	100.00	80.00	0.00	0.00%
TOTAL CONTRACTUAL SERVICES	1,465.50	13,698.27	61.98%	22,100.00	8,401.73	36,000.00	38.05%
INSURANCE							
67100 · Multi Peril-Physical Assets	0.00	10,070.00	100.00%	10,070.00	0.00	10,000.00	100.70%
67200 · Bonding	0.00	1,336.00	95.43%	1,400.00	64.00	1,500.00	89.07%
67300 · Officers & Directors Liability	0.00	2,842.00	100.00%	2,842.00	0.00	4,000.00	71.05%
67400 · Umbrella Liability	0.00	2,150.00	100.00%	2,150.00	0.00	4,000.00	53.75%
TOTAL INSURANCE	0.00	16,398.00	99.61%	16,462.00	64.00	19,500.00	84.09%
MARKETING							
68110 · Marketing Newsletter	2,051.56	20,767.82	59.34%	35,000.00	14,232.18	37,000.00	56.13%
68111 · eNewsletter	0.00	1,638.00	109.20%	1,500.00	-138.00	2,000.00	81.90%
68210 · Marketing Advertising	337.50	1,167.50	38.92%	3,000.00	1,832.50	5,000.00	23.35%
68310 · Marketing Supplies	0.00	524.25	20.97%	2,500.00	1,975.75	4,000.00	13.11%
68410 · Marketing-Information Printing	0.00	1,335.26	26.71%	5,000.00	3,664.74	8,000.00	16.69%
68500 · Legal Notices	0.00	1,340.36	95.74%	1,400.00	59.64	2,000.00	67.02%
68600 · Special Events	1,662.26	11,864.90	44.11%	26,900.00	15,035.10	32,000.00	37.08%
TOTAL PUBLIC INFORMATION	4,051.32	38,638.09	51.31%	75,300.00	36,661.91	90,000.00	42.93%
CAPITAL OUTLAY & CONTINGENCY							
69200 · Special Reserve Fund	0.00	0.00	0.00%	0.00	0.00	100,000.00	0.00%
* 69800 · Operating Transfer Out	0.00	6,000.00	100.00%	6,000.00	0.00	0.00	0.00%
69900 · Contingency	74.59	3,260.59	67.23%	4,850.00	1,589.41	50,000.00	6.52%
69920 · Gift/Donation Purchases	0.00	495.23	0.00%	0.00	-495.23	0.00	0.00%
** 70000 · Operating Transfer Purchases	0.00	15,360.42	0.00%	0.00	-15,360.42	0.00	0.00%
GRAND TOTAL	286,820.75	2,286,760.84	63.14%	3,621,860.00	1,335,099.16	4,117,800.00	55.53%

* Operating Transfer Out reflects \$3,000.00 from IMRF Reserve Fund, \$3,000.00 from FICA Reserve Fund.

** Operating Transfer Purchases reflects \$15,360.42 in purchases from Building Fund Reserves for New Study Room & Adult Chairs.

ACTION ON BILLS February 2016

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Chase Bank-Bills for Approval	47020 thru 48123	\$ 100,051.42
Chase Bank-Salaries for February	36445 thru 36471	\$ 8,360.07
Hinsdale Bank-Direct Deposits	& 21381 thru 21537	\$ 110,057.25

MONTH'S TOTAL: \$ 218,468.74

12:37 PM
02/11/16
Accrual Basis

Indian Prairie Public Library District Account QuickReport

As of February 29, 2016

Type	Date	Num	Name	Amount
10121 - Checking JP Morgan Chase				
Bill Pmt Check	02/04/2016	48020	Art Excursions, Inc.	295.00
Bill Pmt Check	02/04/2016	48021	Case Lots Inc.	230.20
Bill Pmt Check	02/04/2016	48022	Colonial Life	82.53
Bill Pmt Check	02/04/2016	48023	DAC	129.00
Bill Pmt Check	02/04/2016	48024	Inglenook Catering	985.50
Bill Pmt Check	02/04/2016	48025	Kroeschell Service	926.35
Bill Pmt Check	02/04/2016	48026	LibrariesFirst	5,000.00
Bill Pmt Check	02/04/2016	48027	NCPERS Group Life	64.00
Bill Pmt Check	02/04/2016	48028	Pauls, Anna	48.30
Bill Pmt Check	02/04/2016	48029	Peregrine, Stime, Newman, Ritzman & Bruck	1,462.50
Bill Pmt Check	02/04/2016	48030	Phillip's Interior Plants	215.00
Bill Pmt Check	02/04/2016	48031	Razo, Tiffany	12.00
Bill Pmt Check	02/04/2016	48032	Ryan, Marianne	75.30
Bill Pmt Check	02/04/2016	48033	Showcases	213.15
Bill Pmt Check	02/04/2016	48034	Warehouse Direct	125.48
Bill Pmt Check	02/11/2016	48035	Alternative Energy Solutions, Ltd.	427.00
Bill Pmt Check	02/11/2016	48036	Armstrong, Thomas	250.00
Bill Pmt Check	02/11/2016	48037	Baker & Taylor	9,400.12
Bill Pmt Check	02/11/2016	48038	Baker & Taylor (video)	68.79
Bill Pmt Check	02/11/2016	48039	Bengal Electric Inc.	227.58
Bill Pmt Check	02/11/2016	48040	Blackstone Audio, Inc.	221.25
Bill Pmt Check	02/11/2016	48041	Cavendish Square	474.21
Bill Pmt Check	02/11/2016	48042	CCI Solutions	50.28
Bill Pmt Check	02/11/2016	48043	Center Point Large Print	72.06
Bill Pmt Check	02/11/2016	48044	CheckBook	34.00
Bill Pmt Check	02/11/2016	48045	Findaway World, LLC	2,174.70
Bill Pmt Check	02/11/2016	48046	Gale/CENGAGE Learning	1,064.33
Bill Pmt Check	02/11/2016	48047	Garvey's Office Products	37.98
Bill Pmt Check	02/11/2016	48048	Goddard, Leslie	175.00
Bill Pmt Check	02/11/2016	48049	Home Depot	33.87
Bill Pmt Check	02/11/2016	48050	Indian Prairie Library Foundation	500.00
Bill Pmt Check	02/11/2016	48051	Ingram Library Services	33.29
Bill Pmt Check	02/11/2016	48052	JavaSmart USA LLC	132.54
Bill Pmt Check	02/11/2016	48053	Keyes, Laura Frances	175.00
Bill Pmt Check	02/11/2016	48054	Medicom Reimbursement Spec., Ltd.	22.50
Bill Pmt Check	02/11/2016	48055	Midwest Promotional Group	393.54
Bill Pmt Check	02/11/2016	48056	Midwest Tape	2,946.37
Bill Pmt Check	02/11/2016	48057	Movie Licensing USA	110.00
Bill Pmt Check	02/11/2016	48058	Neviol Inc.	4,490.00
Bill Pmt Check	02/11/2016	48059	OverDrive	1,070.55
Bill Pmt Check	02/11/2016	48060	Palmisano, Stacy.	36.31
Bill Pmt Check	02/11/2016	48061	Penguin Random House LLC	296.25
Bill Pmt Check	02/11/2016	48062	Quality Books Inc.	97.25
Bill Pmt Check	02/11/2016	48063	Quill	1,228.07

Indian Prairie Public Library District Account QuickReport

As of February 29, 2016

Type	Date	Num	Name	Amount
Bill Pmt Check	02/11/2016	48064	RAILS	751.00
Bill Pmt Check	02/11/2016	48065	Recorded Books, LLC	6,386.31
Bill Pmt Check	02/11/2016	48066	Register Printing of Illinois, Inc.	114.05
Bill Pmt Check	02/11/2016	48067	Rivistas Subscription Services	959.27
Bill Pmt Check	02/11/2016	48068	Rock Valley Publishing	315.00
Bill Pmt Check	02/11/2016	48069	Roy, Nancy	93.53
Bill Pmt Check	02/11/2016	48070	Runco	275.79
Bill Pmt Check	02/11/2016	48071	Scheck, Kate	11.80
Bill Pmt Check	02/11/2016	48072	Scholastic Library Publishing	488.80
Bill Pmt Check	02/11/2016	48073	Showcases	3.78
Bill Pmt Check	02/11/2016	48074	Speciality Mat Service	175.86
Bill Pmt Check	02/11/2016	48075	Stephens Plumbing & Heating, Inc.	205.45
Bill Pmt Check	02/11/2016	48076	Suburban Door Check & Lock Service	190.00
Bill Pmt Check	02/11/2016	48077	Thomson Reuters West	58.94
Bill Pmt Check	02/11/2016	48078	Warehouse Direct	198.06
Bill Pmt Check	02/11/2016	48079	Westmont Paint & Decorating	80.96
Bill Pmt Check	02/11/2016	48080	Wlosinski, Maria	9.18
Liability Check	02/11/2016	48081	Nationwide Retirement	610.00
Liability Check	02/11/2016	48082	Vantagepoint	1,308.00
Bill Pmt Check	02/17/2016	48083	Case Lots Inc.	287.60
Bill Pmt Check	02/17/2016	48084	Illinois Library Association	235.00
Bill Pmt Check	02/17/2016	48085	Lincoln National Life	106.02
Bill Pmt Check	02/17/2016	48086	OverDrive	630.21
Bill Pmt Check	02/17/2016	48087	PCM	86.90
Bill Pmt Check	02/17/2016	48088	VISOgraphic	2,051.56
Bill Pmt Check	02/17/2016	48089	Warehouse Direct	28.19
Bill Pmt Check	02/17/2016	48090	Assurant Employee Benefits	375.00
Bill Pmt Check	02/24/2016	48091	Action Flag Co.	133.50
Bill Pmt Check	02/24/2016	48092	Alternative Energy Solutions, Ltd.	1,248.54
Bill Pmt Check	02/24/2016	48093	Baker & Taylor	3,102.51
Bill Pmt Check	02/24/2016	48094	Bal Industries	1,080.00
Bill Pmt Check	02/24/2016	48095	Bank of America	7,368.07
Bill Pmt Check	02/24/2016	48096	BCBS	8,443.90
Bill Pmt Check	02/24/2016	48097	Bengal Electric Inc.	572.86
Bill Pmt Check	02/24/2016	48098	BookPage	480.00
Bill Pmt Check	02/24/2016	48099	Borzo, Greg	200.00
Bill Pmt Check	02/24/2016	48100	Call One	512.26
Bill Pmt Check	02/24/2016	48101	Center Point Large Print	138.92
Bill Pmt Check	02/24/2016	48102	Comcast	189.85
Bill Pmt Check	02/24/2016	48103	Dynergy Energy Services	4,047.18
Bill Pmt Check	02/24/2016	48104	Edmonds Incorporated	1,443.49
Bill Pmt Check	02/24/2016	48105	ELM USA, Inc.	320.85
Bill Pmt Check	02/24/2016	48106	FedEx	27.56
Bill Pmt Check	02/24/2016	48107	Fire & Security Systems	1,100.00
Bill Pmt Check	02/24/2016	48108	Garvey's Office Products	70.80

12:37 PM
02/11/16
Accrual Basis

Indian Prairie Public Library District Account QuickReport

As of February 29, 2016

Type	Date	Num	Name	Amount
Bill Pmt Check	02/24/2016	48109	Grainger	67.80
Bill Pmt Check	02/24/2016	48110	Kroeschell Service	950.00
Bill Pmt Check	02/24/2016	48111	Michalak, Ellen	140.00
Bill Pmt Check	02/24/2016	48112	Midwest Tape	957.02
Bill Pmt Check	02/24/2016	48113	OverDrive	366.49
Bill Pmt Check	02/24/2016	48114	Penguin Random House LLC	123.75
Bill Pmt Check	02/24/2016	48115	Stephens Plumbing & Heating, Inc.	131.50
Bill Pmt Check	02/24/2016	48116	SWAN	11,405.00
Bill Pmt Check	02/24/2016	48117	VSP Vision	108.94
Bill Pmt Check	02/24/2016	48118	Waterlogic East LLC	119.86
Liability Check	02/25/2016	48119	Nationwide Retirement	610.00
Liability Check	02/25/2016	48120	Vantagepoint	1,333.00
Bill Pmt Check	02/25/2016	48121	Bukovac, Jamie	92.50
Bill Pmt Check	02/25/2016	48122	Home Depot	188.69
Bill Pmt Check	02/25/2016	48123	OverDrive	833.17
Total 10121 - Checking JP Morgan Chase				<u>100,051.42</u>
TOTAL				<u>100,051.42</u>

Bills for approval – Electronic Payments & Automatic Withdrawals

February 2016

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	02/12/2016	20952.18
ILDOR-State	Payroll taxes	02/12/2016	2,762.96
EFTPS-Federal	Payroll taxes	02/26/2016	19,714.36
ILDOR-State	Payroll taxes	02/26/2016	2,597.68
IMRF	Payroll Pension	02/29/2016	19,775.01
DAC	Deposit to HRA	02/02/2016	1,700.00
Nicor	Gas	02/18/2016	2246.09
US Bank	Credit Card Fee	02/02/2016	192.34
Hinsdale Bank	Fee-Direct Deposit	02/02/2016	25.00

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**Director's Report
March 2016**

Agenda

New Business:

Laura will present about the upcoming and first-ever IPPL How-To Expo. I've attached information from other libraries who have done this type of fair.

Sunny Patch is a community container garden in Darien and they would like to partner with the library and put a vegetable container garden on our property. I've attached information from their website to my report. Natalie has been speaking to them about this. They are looking to plant "pop-up" gardens around Darien. The initial planting would be turned into a program for kids. Natalie said that she would like to create a "Garden Buddy" program for the summer to take care of the containers. But Sunny Patch has said that if we can't take care of the containers they are committed to tending them. Sunny Patch also said that they are not concerned about theft of vegetables – that if someone takes vegetables they must need them. We have not yet received a final proposal from Sunny Patch but I am recommending that board appoint a trustee (or two) to work with staff to evaluate the project and determine if this is something the library should participate in.

The Building and Grounds Committee recommends that trustees visit other libraries to see how libraries are using the space in their buildings and the services they are providing. I'll have a list of suggested libraries at the meeting.

The strategic plan calls for the library to consider the use of sponsorships. We'll start that discussion at the meeting. I've attached information from some libraries' websites.

Statement of Economic Interest

You each should have received an email and/or a letter with information about the Statement of Economic Interest. Filing online is new this year. If you file online, print out a copy of the verification email you receive and give it to Maria as it is very important that we track that each trustee filed their statement. You will not receive a similar request from Cook County.

Staff

Head of Adult Services Debbie Wordinger has given me a letter informing me that she plans to retire and her last day will be July 15, 2016.

For the Senior Technology Librarian position Ann and I interviewed seven people. We selected three to participate in a 2nd interview with Ann and I plus Laura, Debbie W. and Tyler. Happily our first choice T.J. Szafranski has accepted the position. We are discussing a start date. T.J. is working as the Virtual Services Librarian at the Lake Villa District Library and comes with quite a bit of technology teaching experience.

Sharing

2/17 ILA Membership Committee telephone conference

2/22 SWAN Futures Committee meeting

3/11 ILA Membership Committee meeting

The ILA Membership Committee has had its final meeting and I'll be preparing a report for the ILA Board. The SWAN Futures Committee met to discuss merging SWAN with two other, much smaller consortiums that operate in the far west suburbs. The consensus of the committee is that we do not see SWAN merging with other consortiums (thus setting up a scenario of having to negotiate governance and policies, etc.) but we would welcome libraries who would like to join SWAN.

Meetings

2/15 Deb S one-on-one

2/15 Better Together committee meeting

2/16 Met with Ann to review interview questions

2/16 Senior Technology Librarian interview

2/17 Senior Technology Librarian Interview

2/17 Board meeting

2/19 Willowbrook Coalition meeting

2/19 Senior Technology Librarian interview

2/19 Senior Technology Librarian interview

2/22 Laura one-on-one

2/22 Senior Technology Librarian interview

2/23 Senior Technology Librarian interview

2/23 Department Heads meeting

2/23 Senior Technology Librarian interview

2/24 Senior Technology Librarian interview

2/24 Met with Ann to review librarian candidates and select candidates for 2nd interviews

2/25 Natalie one-on-one

2/25 Deb W one-on-one

2/25 Discussion with Ann and Tyler regarding status of new web site

2/26 – 3/3 vacation!!

3/4 Ann one-on-one

3/7 Met with office furniture vendor

3/7 Met with another office furniture vendor

3/8 Senior Technology Librarian 2nd interview

3/8 Department Heads meeting

3/9 Senior Technology Librarian 2nd interview

3/9 Senior Technology Librarian 2nd interview

3/9 Meeting to discuss candidates for the librarian position

3/9 Laura one-on-one

3/10 Met with office furniture vendor

3/10 Natalie one-on-one

3/10 Willowbrook Coalition Executive Board meeting

3/11 Deb W one-on-one

Jamie Bukovac, Director

From the Sunny Patch website <http://www.goodworxinc.org/sunny-patch-membership/>

We're excited to see you here but we'd be even more excited to see you at the Sunny Patch!

We're Darien's first-ever community container garden.

We started this project to raise awareness about the troubling food gaps in our community and the many families struggling to access food, especially garden fresh foods on a regular basis. We felt that if we could get the community thinking about food differently and get involved in actually growing the food, that we'd stand a better chance of assisting more families and having a greater impact.

FOOD INSECURITY IN DARIEN

- Families in Darien - 43% Food Insecure

Food Insecurity is not knowing where your next meal will come from - due to a number of factors -- low wages, inadequate access, etc.

We will open registration for new Sunny Patch families in March and hope to significantly increase the number of families we're able to accommodate and grow with for our second season.

In our first season we planted over 68 containers or Patches as we like to refer to them. We also utilized some of the open spaces and experimented with planting some of our winter hardy crops in those spaces. All of the vegetables and fruits grown on the grounds are accessible by the registered families throughout the growing season.

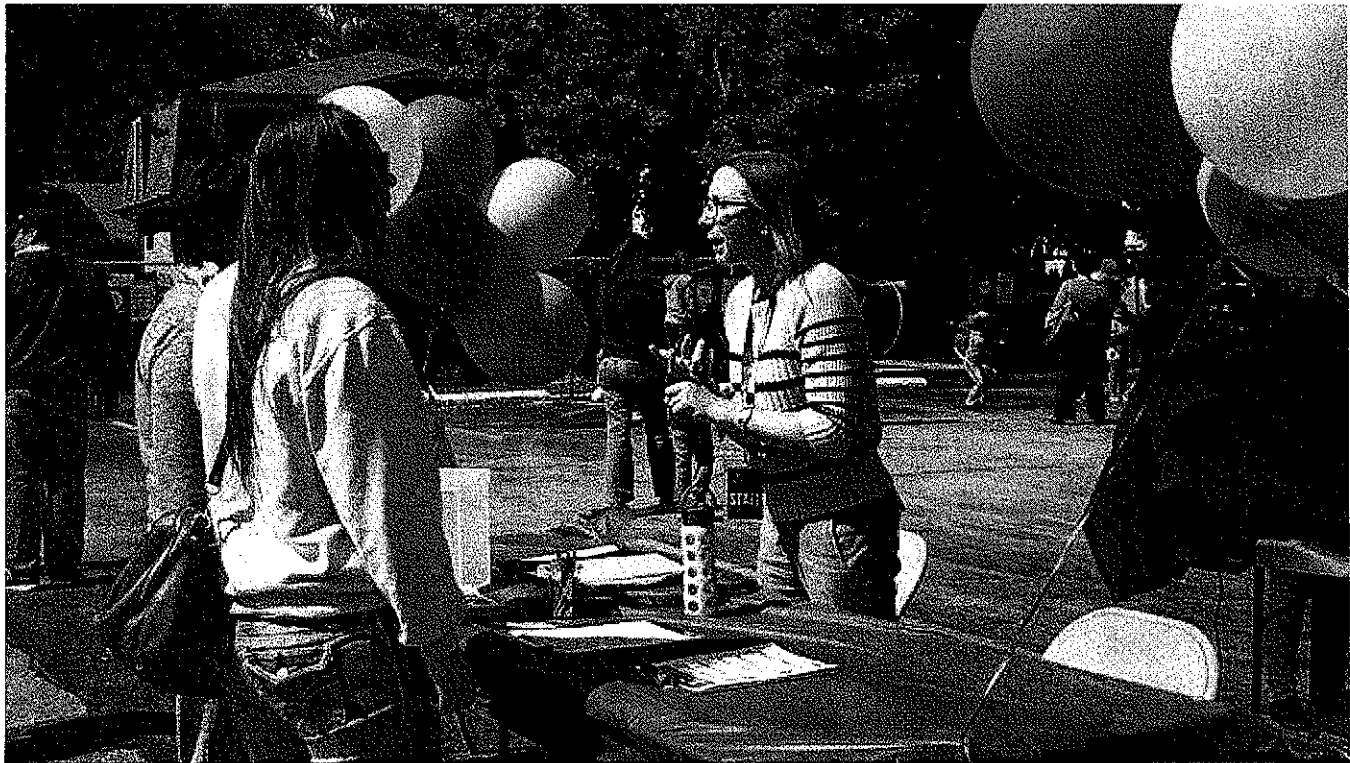
Our Sunny Patch Community Container Garden is located on the grounds of Safety Village of Darien (7400 Cass Ave., Darien) Without the Hagens (Cindie and Dave) generously agreeing to act as the inaugural location for this project, there probably wouldn't be any Sunny Patch Project - thank you so very much Cindie and Dave!

The operative word here is **container garden** - these are not raised beds or in ground garden plots. The soil we used in our Patches was donated by **Hinsdale Nursery in Willowbrook!** Special thanks to Marlana and the crew there at **Hinsdale Nursery!** We received some additional soil to complete our Patches from the City of Darien. **Tameling's** also stepped up to further support our project with some additional mushroom compost, this on top of their initial generous support of over six yards of mulch to prepare our grounds - thank you Dave!

The aerated containers or Patches as were calling them are **Made in the U.S.A. by High Caliper Growing System in Oklahoma City, OK.** High Caliper Growing System donated 24 aerated container systems to help jump start our pilot project and we can't thank them enough! To learn more about these amazing growing containers, visit: <http://bigbagbed.com>

Suburbs / Morton Grove Champion / Morton Grove Community

From the community: How-To Fest at MGPL: Presenters Wanted



Posted by Morton Grove Public Library, Community Contributor

By **Community Contributor Morton Grove Public Library**

JUNE 28, 2015, 4:44 PM

How-To Fest at Morton Grove Public Library is returning this September!

Hundreds came out and enjoyed How-To Fest last year and so we are bringing it back and looking for new presenters to join this year's event. How-To Fest is an opportunity for the community to gather and learn from one another. We are seeking individuals, local businesses, and community groups to demonstrate their skills in short, interactive presentations at this event.

If you have an area of expertise, we invite you to fill out a Presenter Application on www.mgpl.org for consideration.

Call 847-965-4220 or visit www.mgpl.org for more information.

Morton Grove Public Library / 6140 Lincoln Ave / 847-965-4220 / www.mgpl.org

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One participant excited to show what they can offer the community is ClaySpace - a nonprofit Ceramic Arts Center that relocated from Warrenville to Lisle in September 2013. This organization is made up of over 50 resident artists from all over the western suburbs with the mission to develop, sustain and promote outstanding educational, artistic and collaborative programs in the ceramic arts to the general public.

During the Maker's Fair, ClaySpace plans to display examples of various ceramic artwork created by resident artists including wheel work, sculpture and fused glass. Staff will also be on hand to share "tools of the trade" and provide class schedules and brochures on a variety of programs.

Taylor Habal is another presenter excited to share her art with the Maker's Fair attendees. Habal has been making chain mail for about 5 years, and is currently working to open an online store to sell her jewelry, accessories, and other custom made items.

"Chain mail is a really flexible form of art. It was originally used as armor and now it can be used as jewelry, props, and decoration," said Habal.

Habal will be sharing some historical background, as well as her creative process and different chain mail weave techniques.

In addition to pottery and chain mail, presenters come from a variety of other focus areas including: electric cars, crocheting, quilting, robotics, dog fashion, writing and more.

For more information about the Maker's Fair, as well as other library programs and services, go to lislelibrary.org or call 630-971-1675.

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This article is related to: Arts and Culture, Libraries, Artists

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Open Call for Makers 2016!

Posted on [February 22, 2016](#) by [makerfairechicagonorthside](#) | [Leave a comment](#)

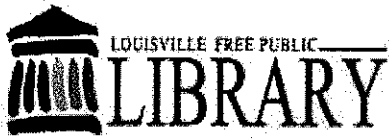
CELEBRATE OUR 5th ANNIVERSARY FAIRE IN STYLE!



Welcome to the Fifth Anniversary [Chicago Northside Mini Maker Faire](#), presented by [Schurz High School](#), the [Urban School Foundation](#), and [Christina Pei](#)! For those of you who are new to Maker Faire, it is the largest celebration of DIY (Do-It-Yourself) in the world. [Maker Faire](#) is a venue for inventors, technophiles, artists, crafters, mad scientists, hackers, musicians, and anyone who makes cool things and want to show others how it's done. Our Faire is the most diverse in the world, and we invite you to participate in teaching and learning for all ages and interests! If you have an awesome project to showcase, share it here:

APPLY NOW!

Reserve your maker table at [Schurz High School](#) on Saturday, May 7, 2016. We will be accepting



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- Services
- Accessibility
- Get Involved



The Louisville Free Public Library's annual *How-to Festival* was another big success. Thanks to the 125 community presenters, thousands of attendees, library staff, and the Library Foundation for making it happen!

We learned more than 100 things* in 5 hours—from how to square dance to how to train your dog to how to make the perfect pizza.



To see pictures from the day visit our Facebook album and Instagram page.

And thanks to everyone who contributed photos to our photo stream using **#HowToFestival!** Here are our community photos.

***The complete schedule of "how-to" sessions and presenters is still available here.**

Last Updated: 5/11/15

© 2008 Louisville Free Public Library, 301 York Street, Louisville, KY 40203 (502) 574-1611 - Site Map

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How-To Fair

October 3 – 4, 2015 Plainfield IL

Have you ever wanted to...?

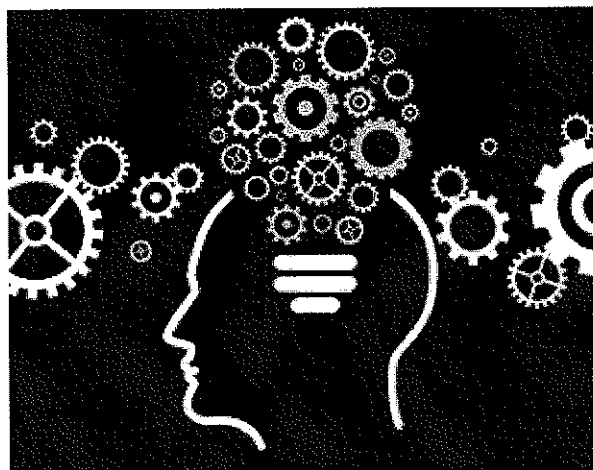
Plainfield's How-To Fair

50 FREE Workshops: One Interactive, Fun, and Informative Weekend!

Saturday, October 3, 9:00 am to 4:00 pm

Sunday, October 4, 1:00 pm to 4:00 pm

Have you ever wanted to expand your world and learn something new? Well, that's exactly what the How-To Fair is all about. Taught by local experts and business owners, learning opportunities range from how to tile a backsplash to smart travel; from home brewing to making greeting cards; and from holding an estate sale to making the most of your mobile phone apps.



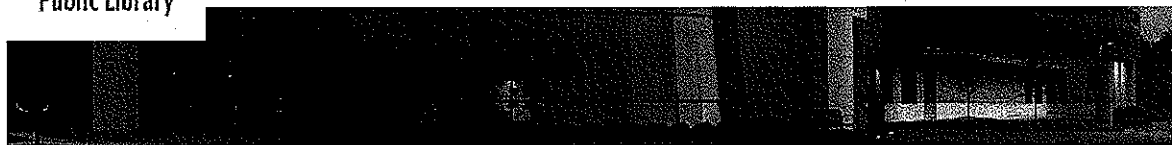
Remember you can choose among 50 different workshops, so join us for 1, 5, or 7, one-hour sessions; whatever your interest and schedule allows.

[Click here for a class listing.](#)

[Click here to register for FREE admission tickets.](#)



Southfield Public Library



Program Sponsorship

The Southfield Public Library has programs geared toward all age ranges and many interests. We welcome sponsors for all of our programs. Program sponsors give financial support to a program or programs of their choosing. Program sponsorship amounts are arranged on an individual basis.

Sponsorship benefits can include:

- Naming rights to the program.
- Your logo and contact information on all of the publicity for the program including the printed flyer and the website.
- Have a presence at your sponsored events where you can give away information and/or other giveaways and give a short presentation at the beginning of the program.
- Be publicly thanked at the program.

In addition, sponsorship support is tax-deductible, and you'll enjoy the satisfaction of making a difference in your community. To find out more about sponsoring a Southfield Library program please contact Kelly Rembert, Outreach Librarian at krembert@southfieldlibrary.org or call (248) 796-4367. Thank you for your support!



Translate »

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Username

832-393-1464

Visit the Houston Public Library

THE LIBRARY IS FREE - HELP KEEP IT THAT WAY

[ABOUT US](#) [EVENTS](#) [WAYS TO GIVE](#) [NEWS](#) [CONTACT US](#) [PROJECTS](#) [DONATE](#)

PROGRAM SPONSORSHIP

SUPPORT THE HOUSTON PUBLIC LIBRARY'S WIDE VARIETY OF PROGRAMS!

Program sponsorships are necessary to ensure the lasting success of HPL's free and innovative programs. Help keep the library free and support a program today!

HPL MOBILE EXPRESS LAB



Created by the Houston Public Library, HPL Mobile Express is a "lab on wheels" that combines innovative technology and mobility to provide access to technology, literacy programs, workforce development training and computer training to high-need neighborhoods. The HPL Mobile Express is equipped with 13 desktop computers, seven laptops, and a large-screen television for instruction and a broad range of literacy and workforce development programs. For more information on the HPL Mobile Express, please visit: <http://www.houstonlibrary.org/hpl-mobile-express>

For more information on sponsoring the HPL Mobile Express Lab and other exciting program sponsorship opportunities, please contact 832-393-1464 or at dgamble@houstonlibraryfoundation.org.

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Now more than ever, Houston public libraries need help to ... [Read more...](#)

HOUSTON PUBLIC LIBRARY FOUNDATION PHOTOS



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The HTFL Connection

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2016 Library Sponsorship Opportunities

Learn more about becoming a 2015 Library Sponsor:

- Sponsorship Levels and Benefits
- Event Descriptions
- Questions
- Ready to become a sponsor?
- Making an Online Sponsorship Payment
- Sponsorship Response Card

Join local businesses like Kettle, Stash Yarns, and Ranieri & Kerns Associations in becoming a 2015 Library Sponsor.

Sponsorship is a great way to grow your organization and demonstrate your commitment to education and the services the library provides for all ages. **The next two years will be exciting for the Library as we begin our renovation. As more people will be visiting our website to see our progress, there will be a greater opportunity for visibility for your business.** You have the opportunity to join with more than 30 local businesses that have benefited greatly from their sponsorship relationship with us. As a sponsor, your organization will:

- Gain brand exposure and be seen by:
 - A targeted audience of Township residents and potential customers
 - More than 200,000 annual visitors to the Library building
 - 3,000 monthly readers of the *HTFL Connection* eNewsletter
 - 7,400 visitors a month to the haverfordlibrary.org website
 - Thousands of participants at Library events
 - Your sponsorship dollars are tax-deductible. HTFL is a registered 501(c) 3 non-profit organization.
- 2. Show the community that you support the Library by displaying your HTFL Sponsor Badge at your location and your website.
- 3. Gain valuable exposure for your company and help us sustain the important work of the Haverford Township Free Library by becoming a Business Sponsor today.

Please help us sustain the important work of the Haverford Township Free Library by becoming a Library Sponsor today!

[Return to the top](#)

Sponsorship Levels and Benefits

Payment options are available! See the Sponsorship Response Card for the details.

	\$50	\$100	\$250	\$500	\$1,000	\$2,500	\$5,000
	Enhanced	Copper	Bronze	Silver	Gold	Platinum	Diamond
Enhanced Listing on the Online	X	X	X	X	X	X	X

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Community Business & Organization Directory							
Your organization promoted as a sponsor on the Library's website and HTFL Connection for 1 year		X	X	X	X	X	X
HTFL Sponsor Badge for your website		X	X	X	X	X	X
Your organization listed in promotional materials and recognition at major Library events throughout the year			X	X	X	X	X
Your organization featured in the HTFL Connection eNewsletter and website in "Spotlight on Local Business?"			X	X	X	X	X
Complimentary tickets to the Quizzo & Karaoke Fundraiser			2	2	2	2	2
Listing including your organization's logo on promotional materials for major Library events				X	X	X	X
Your organizations logo and information at the Annual Friends of HTFL Book Sale; a copy of Friends of HTFL Cookbook and tote bag				X	X	X	X
Opportunity to attend selected high-attendance events and have an information table to market your business.				1 Event	2 Events	3 Events	4 Events
Complimentary tickets to the HTFL Gala & Silent and Silent Auction				2	4	6	8

Limited \$500 and \$1,000 individual event sponsorships are available for Quizzo and Karaoke Fundraiser, Sounds of Summer Music Series, 6th Annual Business Breakfast, and the HTFL Gala & Silent Auction.

Please see the Event Descriptions below to learn more about these exclusive opportunities!

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Event Descriptions

Quizzo and Karaoke

Date: Friday, April 1

Location: TBA

Attendees: Over 100

Attendees compete for Quizzo and Karaoke domination! While they put their knowledge and voices to the test, a buffet dinner and bar is enjoyed.

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Jazz Cafe

Dates: March & October, 2016

Location: Community Room, HTFL

Jazz lovers come and unwind from a busy week to the sounds of local jazz bands.

Sounds of Summer

Date: June-August 2015

Location: TBA

Attendees: Over 300

Support local music and performance on the 4th Friday of the month all summer long. This free, inter-generational series brings together community members for live entertainment, refreshments and fun!

6th Annual Business Breakfast

Date: September 21, 2016

Location: HTFL

Attendees: Over 100

Local business people are invited to network and learn more about the free business resources available right here at the Library.

HTFL Gala & Silent Auction

Date: November 12, 2016

Location: Llanerch Country Club

Attendees: Over 100

Join the Library Board of Trustees, staff, and supporters as we celebrate the Library. Enjoy cocktails, dinner, dancing, and a silent auction brought to you by the Friends of HTFL. We will honor local community members who help strengthen the Library and further its mission.

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Questions or Concerns?

For additional information regarding Major Events Business Sponsorships, please contact Christine Faris, Library Director, directly at 610-446-3082 or faris@haverfordlibrary.org

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Ready to Become a Sponsor?

Please submit your Sponsorship Response Card and payment to the library. You can either download the response card and mail it in or make an online payment.

If you would like to make your sponsorship payment online, please visit our secure Online Giving page.

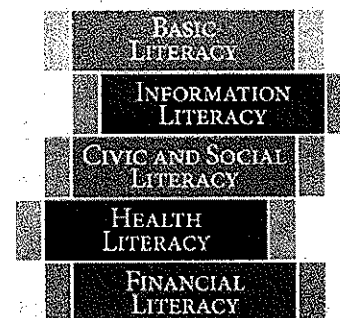
Please download the *Sponsorship Response Card* and return it to the Library with your check.

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Attachment	Size
FINAL Library Sponsorship Response Card Web.pdf	154.03 KB

Search

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Sponsorship Policy

Vancouver Public Library welcomes and encourages the business community and other organizations to support the Library through the establishment of sponsorships that will provide the Library with the resources, including revenue and/or in-kind contributions, to enhance events, programmes, activities and services to the community.

The Vancouver Public Library Board endorses the Canadian Library Association's Position Statement on Corporate Sponsorship Agreement in Libraries approved in June, 1997.

Library Principles

Vancouver Public Library is a cornerstone of the community. Sponsorships must not undermine the integrity of the non-commercial public space that the Library provides. In developing sponsorship arrangements the Library will:

1. not compromise the public service objectives and practices of the Library or of the sponsored event, service, programmes or activity;
2. protect its principle of intellectual freedom and equity of access to its programmes, services, and collections;
3. protect the confidentiality of user records;
4. not permit sponsors to have any undue impact on the policies and practices of the Library or information provided by the Library (e.g. materials selection, purchasing or web content) or to influence or alter the basic goals and objectives of Library programmes;

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5. not allow corporate names and/or logo to have prominence over the Vancouver Public Library name and/or logo;
6. not seek or accept sponsorships for programmes, events, services or activities involving or targeted to children from companies whose products cannot legally be sold or distributed to children or from companies whose products are inappropriate for use by children;
7. not allow direct marketing of products to children, except where relevant educational material is promoted in conjunction with programmes.

Application and Scope of Policy

The policy applies to all arrangements whereby an organization sponsors or contributes to Library programmes, events, activities, and services as defined below in the definition of sponsorship. A Sponsorship is a contracted arrangement between Vancouver Public Library and an organization, designed to benefit both parties. This policy does not apply to:

- Philanthropic gifts or donations
- Grants or funds obtained from other levels of government
- Arrangements where the Library sponsors or contributes to external projects or other organizations

The partner organization has marketing rights to promote their involvement with Vancouver Public Library for the duration of the sponsorship agreement subject to the provisions of this policy.

Definitions

A **sponsorship** is a mutually beneficial business exchange between the Library and an external organization (hereinafter the sponsor) whereby the sponsor contributes funds, products or in-kind services to the Library in return for recognition, acknowledgement or other promotional considerations. Sponsorships involve an association between the sponsor and the Library and/or the specific programmes, event, service or activity being sponsored. Tax receipts are not issued for funds, products or in-kind services made to the Library.

A **philanthropic gift or donation** is an arrangement where a donor contributes cash and/or in-kind goods or services to the Library without expectation or requirement of a reciprocal benefit. While most donors expect some form of recognition as a result of their gift, the recognition is marginal in value relative to the value of the gift as defined by the Canada Customs and Revenue Agency.

APPLICATION OF POLICY

1. Sponsor Profile

Only organizations and arrangements deemed appropriate and compatible with the policies, goals and values of Vancouver Public Library will be considered for potential partnerships. Specifically, the Library will not enter into sponsorship agreements with tobacco companies and arms manufacturers. Prior to engaging in a sponsorship relationship, the Library will critically assess the reputation of the potential sponsor and its business practices, the nature of the sponsor's business, and the effect that an affiliation with that sponsor will have on the Library's public image.

2. Merit of Sponsorship

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Sponsorships must benefit the Library by allowing it to enhance, promote and/or market approved Library programmes, services, events or activities. In return for providing certain benefits to the sponsor, the Library will receive resources in the form of cash, products, services or other in-kind contributions which can be used directly in support of the sponsored programmes or indirectly to support other Library programmes, services, events or activities.

3. Protection of the Public Interest

The Library will only enter into sponsorships determined to be in the best interest of Library users.

4. Appropriate Benefits for the Sponsor

The sponsor will receive a benefits package and level of recognition commensurate with the value of its contribution.

5. No endorsement

While sponsorship involves an association between the sponsor and the Library, the Library will not officially endorse the sponsor or its products and services.

6. Adherence to Library Policies.

All sponsorship arrangements must be in accordance with all relevant Library policies (e.g. Conflict of Interest, Purchasing). Should a specific sponsorship arrangement require an exception to an existing Library Policy, the Library Board will be asked to approve such exception.

APPROVAL OF SPONSORSHIPS

Final approval of the actual sponsorship agreement is as follows:

1) The Chief Librarian may approve sponsorships which are:

- a) valued at \$50,000 or less per year; and
- b) have a total, multi-year value of \$150,000 or less

2) Library Board approval will be required for all sponsorships which do not meet all of the above criteria.

Potential sponsorship arrangements, likely to exceed \$50,000 or more per year, to be brought to the Library by the Vancouver Public Library Foundation or the Friends of Vancouver Public Library will be reviewed with the VPL Board Chair by a Foundation or Friends Board member.

WRITTEN AGREEMENTS

A written proposal covering terms of the sponsorship agreement will be prepared.

Recognizing the Library's mission to be accountable, the terms of the sponsorship agreements will be made available to the public.

TERMINATION OF A SPONSORSHIP

The Vancouver Public Library reserves the right to terminate an existing partnership should any of the following occur:

- a) the partner uses the Vancouver Public Library's name outside the parameters of the partnership association, as embodied in the agreement, and without prior consent;
- b) the partner develops a public image inappropriate to the Vancouver Public Library's services and/or objectives.

Approved by the Library Board: September 24, 2003

Revised: February 25, 2004

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Assistant Director's Report

March 2016

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Building:

ComEd Update: I received notification from ComEd that they denied our claim for reimbursement for repairs to our HVAC after the January 22nd planned outage. ComEd claims that they are not liable for the claim since they gave us notice of the planned outage. I wrote the claim manager back and said that our loss was due to a surge caused by turning off the power. I will keep you posted on their further response.

With the construction at the District 86 Building, the library is once again a polling place in 2016. Polls open at 6am on Tuesday, March 15th. A staff person will be stationed in the lobby to help direct people to the meeting room and keep an eye on things until the library opens at 9am.

Acoustical tiles have been added to the area on the 1st floor stairs landing (adjacent to the seating that is under the stairs). Staff will be monitoring if the addition of these tiles helps reduce sound carrying through the Adult Services Department when people are sitting and talking.

Eagle Scout Updates:

- Brian Witkowski's upholstery project was completed in early February. The Scouts reupholstered 35 chairs that had stuffing or tears in the upholstery. Each chair took approximately one hour because steps included removing the seat from the chair frame, removing the old fabric and LOTS of staples, cutting the new fabric, attaching foam and new fabric with new staples, and finally, reattaching seat to the chair frame. Over 15 Scouts helped in an assembly line format to get the job done in 2 days.
- Andrew Cole's Story Walk project has been named "*Read & Walk*". The Darien Park District has agreed to locate it in the park located near the Darien Park District Community Center which has the most security cameras (which will minimize vandalism) and it is where Preschool classes are held so it will have a built-in target audience. The Scouts are working on building a sample post to see what exact costs for each post will be. So far, Andrew has obtained \$250 from the Darien Lions Club towards the project.
- Kyle Ciolek is working on building book cubes for the toddler books.
- Jack Cunningham is currently researching rain barrel systems and designing rain barrels for our property. He will build and install two rain barrels.
- I also was approached by a 5th Eagle Scout who asked to partner with the library. He is collecting donations for children in long-term treatment in the hospital and asked to place a collection bin in our lobby for people to donate toys, puzzles, socks, slippers, books, etc. to be donated to the hospital. Since we are already working with several Eagle Scouts and the placement of the collection bin in our lobby did not conflict with any other collections at this time, I agreed to partner with him. More information to follow.

How To Expo Update:

There will be a total of 25 different demonstrations. After confirming everyone's participation, I have been working on locations for everything going on during the How to Expo. Descriptions for all the demonstrations

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will be up on the How to Expo webpage on March 15th. Only a few demonstrations require participants to register: the beginner's genealogy program, *How to Create Family Dinners* cooking program, *Designing a Fairy Garden*, and the screen printing demo. All other demonstrations are "walk up".

Sharing: Community Outreach/Engagement:

I have had two people, Lisa Berg and Nina Newport, who attended the Community Connections Expo turn in applications to be library volunteers. Nina, who lives in Burr Ridge, and bought a non-resident card after talking to me at the Expo, wrote a very nice letter which I've included with my report.

On March 1st, I attended a Director's lunch at the Woodridge Public Library. Libraries in attendance were Woodridge, Downers Grove, Lisle, Westmont, La Grange Park, and Hinsdale. It was a good opportunity to share what is happening at Indian Prairie, such as the How to Expo as well as hear what is happening at area libraries. There was also a tour of the newly remodeled Woodridge Library, which included a nice new Children's area, a divided meeting room, additional study rooms, a new computer lab, and new furniture for the teen area.

I attended a workshop at Giving DuPage, located in Wheaton so I learned more about their organization. The mission of Giving DuPage is to promote giving and volunteering in DuPage County. They connect nonprofit organizations to existing resources. Also as a partner, Indian Prairie can utilize their volunteer portal by listing open volunteer positions. The portal will match interested residents with our position.

On a personal note, I recently joined the Darien Women's Club.

Friends of the Library:

The Book Nook made \$649 in February.

The Friends continued sponsorship of the "Thursday Afternoon Movies" with *The Walk* on March 3rd and *The Intern* coming up on March 17th. (The Friends sponsor the annual movie license - \$1,357)

Marketing:

Marianne's monthly report is attached.

Meetings:

- 2/22 One on one with Jamie
- 2/23 Department Head Meeting
- 2/24 Eagle Scout Project meeting with Andrew Cole
- 2/25 One on one with Marianne
- 2/25 Eagle Scout Project meeting with Brian Witkowski
- 3/3 Eagle Scout Project Meeting with Jack Cunningham
- 3/8 2nd Interview Technology Services Librarian: Candidate 1
- 3/8 Department Head Meeting
- 3/9 2nd Interview Technology Services Librarian: Candidate 2

- 3/9 2nd Interview Technology Services Librarian: Candidate 3
3/9 One on one with Jamie
3/16 Board Meeting

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Continuing Education:

2/24 Webinar (RAILS): ***Keeping Patrons Safe in Your Library*** (Given by Dr. Steve Albrecht)

This webinar was a good overview of security in a public library ranging from handling typical situations (unruly teens, challenging patrons) to responding to an active shooter. It also included tips on working with local law enforcement.

3/10 ***Are You the Perfect Board Member? What You Need to Know in Order to Lead and Govern*** (Given by Giving DuPage)

This workshop was a thorough overview of the role of the board, the role of individual board members, and recruitment. They also covered vision and mission statement, strategic planning, and the process for contracts and bids. I registered for it to get a review on the bidding process since we will be going out for tuck-pointing bids soon. A lot of the rest of the workshop is information I can apply to the Friends Board.

Submitted by: Laura Birmingham

February 20, 2016

Laura Birmingham
Assistant Director
Indian Prairie Public Library
401 Plainfield Rd.
Darien, IL 60561-4207

Dear Laura,

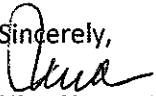
We met during the Community Connections Expo at the library when you explained all the benefits of belonging to the library and volunteering.

I've enclosed my application for volunteering. I'm not sure what positions are available and hope you can determine the best position based on my volunteering experience as noted on the application. I have been a volunteer at Advocate Good Samaritan Hospital for the past 9 years.

I was also a member of the Wheaton Community Relations Commission where we promoted the city's activities within the community such as scholarships for high school seniors, and held food drives for those less fortunate.

My work experience includes marketing/writing, public relations and event planning for a privately-held company.

If you need more information, please let me know. I look forward to hearing from you...and helping the library in any way that I can.

Sincerely,

Nina Newport
630 655-3408
nnewp@comcast.net

*Thanks to you -
I joined The Library!*

Marketing Department Report – February 2016

Promotional Support

The Marketing Department supported and promoted several library events, programs, and services, including Trustee Marian Krupicka’s Darien Citizen of the Year reception and banquet hosted by the City of Darien; employers needed for the Teen Job Fair; Night at the Museum; February WouldShop themes; College Prep workshops including an ACT Essay workshop, College Scholarship program, and Practice ACT test; Mid-Kids Rubik’s Play; Making Movies with iMovie; Classic Computer Game Night; Art Therapy Night; tax services offered by the library; databases including Brainfuse HelpNow, Brainfuse JobNow, and Lynda.com; March book discussions; the February art gallery display; hoopla; and the eBooks newsletter signup. Marianne also took photos at Staff Institute Day and Night at the Museum.

Story Plan

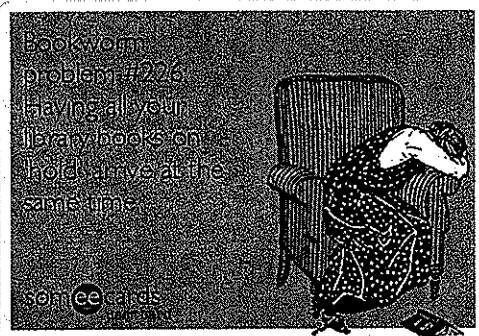
As directed by Strategy 5.2.4, Marianne is developing a plan for how to tell the library story using outcomes, focusing on how residents benefit from the library. A process for capturing these stories has been developed, and ways to effectively use the stories are being identified. The initiative will kick off in April as part of National Library Week, April 10-16.

Newsletter

The spring newsletter was delivered to resident mailboxes on Feb. 20, and per Action 5.2.2.4, it is being distributed in more locations throughout the community. Production of the summer newsletter will begin mid-April, and it will be delivered to resident mailboxes by Saturday, May 21.

Social Media

The library’s organic reach on Facebook continues to grow. The following picture posted by Marianne on Feb. 20 reached an IPPL record 4,339 people with 254 reactions, 27 comments, and 31 shares, including a share by the Naperville Public Library.



eNews

There are currently 16,198 (+115) email addresses on the mailing list. Open rates continue to hover around 20% (the industry average), with more than half (55-60%) taking place on a mobile device.

Darien Park District

As directed by Action 5.2.2.7, the library has submitted items to the Darien Park District for their summer brochure, which will be mailed to residents on March 31. Marianne submitted descriptions and logos for the How-To Expo, Teen Job Fair, and Seed Library.

Willowbrook Post

The library will begin submitting monthly articles and photos to the Willowbrook Post. Marianne wrote an article recapping the Feb. 19 Night in the Museum event for the March issue and submitted several photos to accompany it. A copy is included in this packet.

Advertising

Ads for the Teen Job Fair were placed in the Feb. 29 issue of the Hinsdale South High School Stinger and the March 11 issue of the Downers Grove South High School Blueprint.

Continuing EducationMarianne attended:

Staff Institute Day on Feb. 5

RAILS Webinar: The Accidental Leader on Feb. 18

Theresa attended:

Staff Institute Day on Feb. 5

MeetingsMarianne attended:

Meetings w/Laura Feb. 11 & 25

Meetings w/Theresa & Laura Feb. 12 & 25

"How-To Expo" planning committee meeting on Feb. 2

20s/30s Marketing meeting w/Jez & Jen on Feb. 16

Natalie interview for Night at the Museum story on Feb. 22

Better Together logo meeting w/Jamie, Laura, Natalie & Theresa on Feb. 25

WouldShop in a Box meeting w/Tyler & Theresa on Feb. 25

Theresa attended:

Better Together logo meeting w/Jamie, Laura, Natalie & Marianne on Feb. 25

WouldShop in a Box meeting w/Tyler & Marianne on Feb. 25

Graphics/Website

In addition to day-to-day publications, TV slides, and website updates, Theresa designed the spring newsletter. She also continues to work on logos for the summer reading program as well as designs for new Wouldshop in a Box packaging templates and the Foundation's new website.

Marianne Ryan, Marketing Coordinator

March 9, 2016

LIBRARY

Library gets hands-on with history



Brody and Jovani Piazza dig out "fossils" made with a 3-D printer as part of the library event.

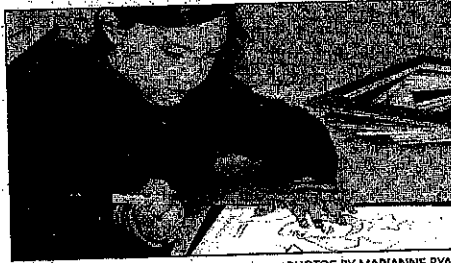
Marianne Ryan

DARIEN—The Indian Prairie Public Library's kids and teens department was turned into a hands-on children's museum on Feb. 19.

Families investigated fossils, maps, stars and people who have created significant cultural changes throughout history during its "night at the museum" event.

"One of our goals is to create hands-on learning opportunities for families, and since the library is celebrating history this winter, we wanted to create an event where they could explore the past using today's technology," said Natalie Williams, head of youth services for the library.

One example was a display of "fossils" that had been printed on the library's 3-D printer, as well as a



Vivian Kringle traces a line drawing of Martin Luther King Jr. as part of Indian Prairie Public Library's "night at the museum" event on Feb. 19.

PHOTOS BY MARIANNE RYAN

sandbox for younger children to dig and "excavate" items from the sand. The library's "WouldShop" area was also converted into a fossil excavation site, where kids extracted items from sand blocks, and made

imprints of shells and other items in clay to take home.

Families were also invited to trace the portraits of 20 figures that have created significant cultural changes throughout history. Partic-

pants could trace the portraits in two ways: using a light table or using an Osmo, a unique gaming accessory for the iPad. The Osmo's Masterpiece game transforms any image into easy-to-follow lines that can be traced, and records a time-lapse video of the drawing being created.

Figures ranged from Galileo to Bill Gates, and included presidents and scientists, as well as civil rights and religious leaders. The portraits designed during the event were displayed in the library's second-floor art gallery through the end of February.

To explore the stars, the youth room was transformed into "outer space," with glowing planets on the walls and constellations projected onto the ceiling. Participants also made straw rockets and marshmallow constellations to take home.

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Adult Services Monthly Report
February 2016

We had two afternoon programs in February. Costumes of Downton Abbey had 80 in attendance and the 4th Wednesday program on the history of the Chicago "L" had 65. The program with the greatest attendance was a Wednesday evening program on Mrs Lincoln and Mrs. Kennedy with 96. There were 42 people at a program by Val Camilletti, who owned a record shop in Oak Park and worked as a record producer for Capitol Records in the early sixties. We had nine people at an opera lecture and four at a program given by Mary Krekelberg on Government at Work. This last was part of an EDGE initiative. On a Sunday, and in honor of Black History Month, Cindy has a the program, "A Foot Soldier's Journey," a presentation by a man who was a Freedom Rider in the 1960s. There were 16 in attendance.

Jez had arranged a classic computer game night on the day we happened to not have any internet. She called and left messages where she was able, but rounded up some board games and continued with the program for the seven people who did come.

We continued with our Thursday afternoon movies. I book the movies and Ben Egger runs and hosts them for me. We had 43 people for *A Walk in the Woods* and 30 for *Ricki and the Flash*.

There were 13 at the Novel Idea Book Discussion and 19 at Crime Readers. GenLit had eight at their book discussion on a night of bad weather. Mary Krekelberg began Great Decisions in February. They have met twice with 27 at the first meeting and 26 at the second. The drama reading group averaged five at their meeting. The chess group averaged eight. There were 33 at genealogy, and an average of five at the ESL discussion group.

AARP registrations began February first and are full into April. So far 101 tax returns have been done by the volunteers. Since many of these are joint returns, that is more than 101 people assisted.

SCORE, who provides small business assistance had a discussion here with seven in attendance.

There have been some updates for the eReader apps from both Axis 360 and Overdrive. Neither went smoothly for all devices, but staff has been figuring it out and working with patrons who have had problems.

Jennifer had arranged for a three month promotion of hoopla, allowing patrons to stream more items per month than our normal cutoff. She is evaluating how this went to see if we should make adjustments to what we are allowing monthly.

The microfilm machine has had unusually heavy use in the last several weeks. It was used nearly every day in February (compared to once in February 2014), and there were times when someone wanting to use it had to come back another day because it was already in use.

Meetings: the adult and kids and teens departments had a joint meeting in February.

Continuing Education:

Debbie did a webinar on Change Management. Dave trained the Computer Desk staff on using an iPad. They have also been taking online Lynda.com training on Picasa. Staff attended the library's staff institute day and five staff members presented technology breakout sessions as well.

Future Plans: Because they could not find a suitable site in our district, we will not be co-hosting the jobs fair this year. Instead Shirley will be working with The People's Resource Center job coordinator to arrange some programming.

Based on a suggestion from Joan Mommsen, Jennifer has contacted the Darien Park District for a co-sponsored program for the end of the summer. It will be a book exchange held in one of the park district's pavilions. We will have snacks and invite people to bring their vacation reading paperbacks to exchange for something different.

Debbie

Circulation Services

February 2016

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This is the first month in quite some time that Circulation is higher than the previous year. Total checkouts for February were 60,625. This compares to 60,286 February 2015. Electronic circulation was +1% at 4,699 this year and 4,323 last year.

Patron visits were up 7% from last year (32,699 this year compared to 30,473 last year). A total of 7,812 holds were placed in February. Patrons placed 5,837 (75%) holds while staff placed 1,975 (or 25%) holds. ILL's processed were down 10%. We processed 8,125 this year and 8,991 last year.

21,763 items were checked out or renewed by staff at the desk. This is 36% of total checkouts/renewals. 25,619 items were checked out or renewed by patrons at one of our self-check machines, 8,538 items were renewed by patrons through enterprise and 4,705 items were electronically checked out by patrons – for a total of 38,862 items checked out through some sort of self service. This is 64% of total checkouts/renewals.

Many things were happening in the Circulation Department in February. We installed two new “Chip” enabled credit card machines. I think patrons are very happy to see that we have the latest technology to keep their information safe. We also set up a computer near the phone at the front desk. This way, when either no one is available to answer the main phone, or the receptionist is on the phone, patrons can choose to get to the Check Out Desk to be helped immediately, instead of leaving a message. February 16th was the last day to register to vote for the Illinois Primary. Although we were not that busy with registrations, Circulation staff was all re-sworn in as Registrars, so we will be ready for the Presidential election in November.

I had one on ones with all my staff in February. Some really good ideas came out of these meetings. One in particular was getting new signs to be placed in front of the Check Out Desk. Staff feels that for privacy reasons, they would like patrons to wait to be called to the desk. We are looking into this and hopefully new signs will address this issue.

Continuing Education

I attended the following webinars:

- Using Change Management to Transform Your Library – Catherin Soehner & Dan Freeman
Many excellent points from making sure there is a real reason to change, to focusing on changing yourself as well as others. There were also some good examples of having a difficult conversation with an employee. (We will be discussing this in depth at the Leadership meeting in March)
- The Challenging Patron Workshop: Safety, Security, and Service at the Moment of Truth - Dr. Steve Albrecht
Discussed safety and security in the library, having a code of conduct posted for patrons to see, police interaction and more

I also attended the library's staff institute day.

Meetings

- Feb. 1 One on One with Jamie
- Feb. 2 How to Expo Meeting
- Feb. 3 One on One with Kim Palicz
- Feb. 4 One on One with June O'Connell
- Feb. 8 One on One with Terri Brozek
- Feb. 9 Department Heads
- Feb 10 One on One with Pat Leja
- Feb. 10 One on One with Karen Cartwright
- Feb. 11 One on One with Barb Boyer
- Feb. 12 One on One with Monica Guidi
- Feb. 15 One on One with Jamie
- Feb. 16 One on One with Pat Komperda
- Feb. 17 Circulation Training Planning Meeting SWAN
- Feb. 18 One on One with Barb Guldberg
- Feb. 22 Circulation Manager Meeting Westmont Library
- Feb. 23 How to Expo (Laura B)
- Feb. 24 One on One with Joyce Dangles
- Feb. 24 One on One with Karen Honan
- Feb. 26 One on One with Carol Shackleton
- Feb. 29 One on One with Patricia Czuba

Debbie Sheehan
 Head of Circulation Services

Month	Circ Stats											
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	
July	68,182	69,450	70,056	79,189	84,907	84,936	86,301	87,216	87,602	80,022	75,425	
Aug.	66,665	67,898	64,625	72,584	80,592	77,314	84,118	80,915	77,621	72,824	67,971	
Sept.	55,283	53,975	55,798	62,798	69,066	71,475	70,089	67,864	65,873	64,241	57,006	
Oct.	55,646	58,620	63,670	66,511	75,131	42,400	71,702	74,123	70,857	65,894	60,141	
Nov.	55,000	55,020	59,559	66,395	71,373	53,470	67,626	71,019	68,912	64,203	59,906	
Dec.	46,961	50,059	51,403	59,953	64,351	67,699	67,864	66,499	62,642	62,656	56,512	
Jan.	60,336	60,832	64,730	72,058	76,341	77,035	74,604	78,554	71,590	69,608	64,231	
Feb.	57,337	54,435	62,086	69,661	71,385	69,341	73,132	70,512	65,225	60,286	60,625	
Mar.	67,087	65,230	70,477	80,579	81,058	83,103	79,502	78,612	74,816	64,857		
Apr.	55,281	57,505	64,763	73,007	72,010	68,953	73,470	71,161	68,376	71,904	*	
May	54,656	54,410	62,724	68,994	67,337	72,416	69,927	67,429	61,687	62,018		
June	69,165	67,386	74,029	84,888	87,748	87,635	83,339	79,392	74,986	71,702		
Renewals through the webpack not included before				1,284								
				Electronic Circulation	3,852							
Yearly												
Total	711,599	714,820	763,920	857,901	905,151	855,777	901,674	893,296	850,187	810,215	501,817	
*Missing data--used an average number to get a total												
Indicates highest number for that month												
Indicates library was closed partial months for construction												

TECHNICAL & TECHNOLOGY SERVICES BOARD REPORT February 2016

Technical Services

- New Collections- Two new collection formats were processed and are now available to checkout. Preloaded tablets called Launchpads with education applications for kids from Playaway. Mature console games for the Playstation and Xbox systems. The physical collection total statistics has been updated to include these two formats.
- SWAN Database Projects & Maintenance- We are developing best practices and procedures using the new SWAN system to ensure the catalog is up-to-date and accurate. We are working on cleaning up items that have been checked out to missing and repair, simplifying magazine call numbers, junior award books and DVD box sets.
- Acquisitions Projects- We are experimenting with reports module of the new SWAN system to clean-up old orders and to run high demand hold reports.

Technology Services

- Circulation Desk Improvements- A spare computer was added to the back circulation counter near the phone to better assist patrons over the phone. Two new credit card readers were installed at the front checkout counter making credit card transactions easier and more secure.
- Internet Downtime – Internet was down from 11 a.m. Friday February 19 until 10:30 a.m. the following morning due to a major Comcast outage. We have purchased a mobile hotspot and prepaid cellular data card as a back-up and provide Internet access.
- Website Issues- The website was up and down over the weekend of February 19th due to a security vulnerability on our webhost server. The issue took longer to detect and resolve because it happened at the same time we were without internet access and getting the right support we needed from our web host. We added additional security measures and are in the process of creating best practices for a more secure internal network and web services environment. Plus we're evaluating using a different host.

3D Printing

- Received 14 print requests and all of them were successfully printed.
- Most interesting object printed: Maker Fair robot with movable joints, segments to a storm trooper figure and model set pieces.

Wi-Fi Usage – 4,809 Wi-Fi connections and 4,317 of those were from patrons using their own device.

Continuing Education

- All staff attended Staff Institute except for Sue F. & Geri B.
- April attended a LACONI cataloging workshop at St. Charles Library
- Ann attended the following webinars: Using Change Management to Transform Your Library; Accidental Leadership; Coaching Skills

Meetings

- Feb. 2, 16, 24- Meetings with Jamie to discuss projects
- Feb. 3, 10 – Weekly meetings with Brett to discuss projects and IT improvements
- Feb. 10- Met with instructor Sandi Trapp to go over revising class instruction and handouts for computer basic topics.
- Feb. 4, 11, 18 – Weekly meetings with Dave to discuss projects and public class offerings
- Feb. 9, 23 – Department Head Meetings
- Feb. 16, 17, 19, 22, 23, and 24- Jamie and I held first interview meetings with eight candidates for the Senior Technology Librarian position.
- Feb. 17- Attended part of the Computer Help Desk meetings
- Feb. 19- Met with Shirley and Anna to discuss magazine reorganization responsibilities and processes.
- Feb. 24 -Attended joint Adult & Kids/Teens meeting to talk about Technology Services changes and new processes for ordering materials.
- Feb. 24- Met with Tyler and Jamie to go over content and style of the new website.

Training

- Staff Institute 20 minute technology sessions: Dave presented on digital media equipment, Brett presented on the 3D printer, and I presented on media conversion equipment.
- Dave trained the Computer Help Desk staff on the new digital media equipment.
- I trained April on running reports to process high demand holds and perform acquisitions database clean-up.
- April trained Jane on adding on-order item records to SWAN.
- Anna trained Jane on processing magazines.
- Anna trained Sue and Jane on how to enter materials using the new SWAN cataloging module.

Programs & Classes

- February we offered five classes and one drop-in with a total attendance of 45.
- Classes taught by Microsoft trainers at the Microsoft store in Oakbrook have been well attended. We have decided to continue to partner with Microsoft to offer classes at the store and they have agreed to teach one class a month. The Windows 10 class that they teach continues to be popular and the new class on Onenote/Onedrive filled up within the first five days of open registration.

<u>Day/Time</u>	<u>Class/Program</u>	<u>Instructor/Presenter</u>	<u>Attendance</u>
Tues. Feb 2, 6 p.m.	Intro to PowerPoint Part 1	Ellen	12
Thurs. Feb. 11, 6 p.m.	Intro to PowerPoint Part 2	Ellen	7
Thurs. Feb. 11, 7 p.m.	Windows 10	Microsoft Store	10
Wed. Feb. 23, 7 p.m.	Drop-in: Ask an Excel Expert	Ron	3
Thurs. Feb. 24, 7 p.m.	TechTalk: Podcasting	Ann	2
Sat., Feb. 27, 10 a.m.	Intermediate iPad	Dave	11

Youth Services
Monthly Report to the Board
February 2016

Programs

In February, we presented 60 programs and served 1,147 people through events. We concluded the winter session of our regular weekly storytimes and programs for kids and teens. *(Supporting Strategic Plan: 2.3 The library provides opportunities for learning, exploration, creativity and enjoyment. 5.1)*

Partnerships

Date	Description	Presenter
3-Feb	HSHS Book Club	Tyler Works
6-Feb	Willowbrook Corners Parent Workshop Partnership	Jane Hartney
8-Feb	Chick-Fil-A	Jane Hartney
8-Feb	Meeting with Rebecca Larratta about Summer Planning	Natalie Williams
9-Feb	Tinker Meeting	Tyler Works
16-Feb	Teens for Excellence book club	Monica Dzierzbicki
16-Feb	Kindercare Storytime (Willowbrook)	Katie Salo
19-Feb	Meeting with Rebecca Larratta & Burr Ridge Parks Director Jim Pacanowski about Summer Planning	Natalie Williams
23-Feb	Paige Rawl Author Visit	Tyler Works
24-Feb	Code Club	Tyler Works
24-Feb	Meeting about the story walk project with Laura Birmingham, Eagle Scout - Andrew Cole, and Darien Parks Super - Blake Ermanis	Natalie Williams
26-Feb	Teen Job Fair Presentation Planning	Tyler Works
29-Feb	Summer Planning with Good Worx Cynthia and Mary Beth	Natalie Williams

(Supporting Strategic Plan: 3.1 The library is visible in the community. 3.2 The library creates partnerships throughout the community that provide mutual benefits and enhance the community.)

Displays

Heather Forster Jensen created two sets of book displays in February, including "All You Need is Pug," book recommendations about pugs and other dogs for Early Literacy and "Books for BFFs" for Mid-Kids. The book displays were switched for the second half of the month to highlight winter stories for Early Literacy and fiction novels written by Canadian authors for Mid-Kids.

Monica completed and sent 2016 Caudill IPPL voting. Monica also purchased and worked with Tech Services & YS Paging staff to process materials from 2017 nominee titles list. These items will now be on display.

MEETINGS

Date	Description	K&T Staff
1-Feb	Teen Librarian Interview	Natalie Williams, Tyler Works
2-Feb	Teen Librarian Interview	Natalie Williams, Tyler Works
2-Feb	How-To Expo Planning	Natalie Williams, Tyler Works
3-Feb	Teen Librarian Interview	Natalie Williams, Tyler Works

9-Feb	Dept Heads	Natalie Williams
11-Feb	Job Description and expectations	Natalie Williams, Tyler Works
15-Feb	Better Together Committee Meeting	Natalie Williams
16-Feb	Meeting with Debbie W to plan Joint Dept Meeting	Natalie Williams
20-Feb	Teen Advisory Board	Tyler Works
22-Feb	meeting with Marianne for Making History article	Natalie Williams
23-Feb	Graduation for Jenny Ni at HSHS Transition Center	Jane Hartney
24-Feb	Joint Youth and Adult Department Meeting	Tyler Works, Natalie Williams, Monica Dzierzbicki, Katie Salo, Heather Jensen
25-Feb	STEM Kits Marketing	Tyler Works
25-Feb	Website Style Meeting	Tyler Works
25-Feb	Marketing about Summer Logos	Natalie Williams
25-Feb	One on one with Jamie	Natalie Williams
25-Feb	One on One	Natalie Williams, Monica Dzierzbicki
26-Feb	Annual Evaluation Meeting	Natalie Williams, Katie Salo
29-Feb	Collection Labels and Signs	Tyler Works, Natalie Williams, Heather Jensen

Continuing Education

Date	Description	K&T-Staff
1-Feb	Page Training	Tyler Works, Sam Perez
2-Feb	Webinar Explore and Discover: Nature based Spaces and Activities for your library webinar	Monica Dzierzbicki
4-Feb	Change Management Webinar	Natalie Williams
5-Feb	Staff Institute	All K&T Staff, including Pages and Subs
11-Feb	Challenging Patron Workshop	Natalie Williams
26-Feb	Laconi - Serving Special Populations	Jane Hartney

(Supporting Strategic Plan: 4.1 The library provides a collaborative, supportive workplace and staff are confident in their ability to serve guests.)

Grants

Natalie Williams submitted an application for the JumpStart Financial Literacy Grant.

New Staff

Tyler Works worked with the new Page, Sam Perez, to orientate her to the department and the library as well as training her in the new position. She has picked up on the different aspects of the position quickly and is fitting into the department well. Two of our other Pages Sandi McKee and Mary Lynn Sobun should also be commended for assisting with her training.

Submitted by Natalie Williams, Head of Youth Services 3/11/2016

STATISTICS FOR	Feb-16	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	34,896	35,348	286,402	320,348	-10.60%
Teen	2,595	2,652	23,125	29,064	-20.43%
Kids	18,435	18,119	157,014	160,141	-1.95%
TOTAL	55,926	56,119	466,541	509,553	-8.44%
Electronic Circulation	4,699	4,167	35,276	30,181	16.88%
GRAND TOTAL CIRC.	60,625	60,286	501,817	539,734	-7.03%
% Reciprocal Borrowing	14%	15%	13%	14%	
Patron Visits	32,699	30,473	284,167	291,133	-2.39%
<u>Current Cards</u>					
Resident	207	123	21,297	22,396	-4.91%
Non-Resident	52	70	911	883	3.17%
TOTAL	259	193	22,208	23,279	-4.60%
Non-Resident Households	31	36	507	454	11.67%
<u>Patron Assistance</u>					
Adult - Reference	3,138	2,850	25,151	24,698	1.83%
Kids - Reference	1,332	1,183	11,067	10,262	7.84%
TOTAL REFERENCE	4,470	4,033	36,218	34,960	3.60%
Adult - Other	2,591	2,180	15,780	16,000	-1.38%
Kids - Other	1,720	1,571	14,596	12,474	17.01%
TOTAL OTHER	4,311	3,751	30,376	28,474	6.68%
GRAND TOTAL ASST.	8,781	7,784	66,594	63,434	4.98%
<u>ILL/Reserves</u>					
Holds	7,812	7,496	62,268	63,546	-2.01%
ILLs Sent	3,522	4,142	28,076	35,059	-19.92%
ILLs Checked Out	4,172	4,472	34,054	38,942	-12.55%
ILLs Received	4,603	4,849	36,226	42,435	-14.63%
<u>Programs - Adult</u>					
# Programs	10	8	70	51	37.25%
Attendance	392	165	1,783	1,324	34.67%
<u>Technology Classes</u>					
# Programs	6	4	53	75	-29.33%
Attendance	54	37	564	702	-19.66%
<u>Individual Technology Training</u>					
# of Patrons	54	48	632	839	-24.67%
<u>Groups</u>					
# Programs	16	0	101	88	14.77%
Attendance	184	0	1,038	958	8.35%
<u>Others</u>					
#Programs	7	8	15	14	7.14%
Attendance	108	141	349	479	-27.14%
<u>Programs - Teen</u>					
# Programs	3	10	55	58	-5.17%
Attendance	49	100	808	871	-7.23%
<u>Programs - Kids</u>					
# Programs	49	48	220	272	-19.12%
Attendance	951	896	6,007	6,876	-12.64%
GRAND TOTAL ATT.	1,792	1,387	11,181	12,049	-7.20%

STATISTICS FOR	Feb-16	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Computers -					
Patron Use					
Adult Computers	3,319	3,339	29,865	28,901	3.34%
Kids Computers	1,149	1,298	11,772	12,795	-8.00%
Teen Laptop	125	189	1,571	2,204	-28.72%
Adult Laptop	183	185	1,614	2,199	-26.60%
TOTAL PATRON USE	4,776	5,011	44,822	46,099	-2.77%
Hours Used					
Adult Computers	2,340	2,281	20,655	20,187	2.32%
Kids Computers	735	827	7,796	7,618	2.34%
Teen Laptop	171	274	2,022	3,876	-47.83%
Adult Laptop	341	259	2,544	4,245	-40.07%
TOTAL HOURS USED	3,587	3,641	33,017	35,926	-8.10%
IPPL Total Web Site Access	27,175	28,861	224,256	217,431	3.14%
IPPL Total Page Views	57,271	58,244	451,616	421,056	7.26%
Subscription Database Logins	2,035	1,848	20,531	21,221	-3.25%
Outreach-Homebound					
Items Delivered	146	115	1,212	968	25.21%
Volunteers					
Number Active	49	56			
Hours Worked	344	338	3,749.50	2,959	26.72%
Staff Training Hours	634.50	151.75	1,113.75	1,085.75	2.58%
Room Use					
Youth Room	35	40	230	200	15.00%
Meeting Room					
Library	43	43	281	326	-13.80%
Non-Library	8		69		
Conference Rooms	347		1,902		
Lobby Programs	2	4	36	30	20.00%
Board Room					
Library	20	14	137	140	-2.14%
Non-Library	20		171		
Clavinova	0	0	6	1	500.00%

MATERIALS COLLECTION TOTALS FOR PHYSICAL FORMATS - FEBRUARY 2016

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BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Discarded
ADULT								
Reference	1195	3	2	1196	49	94	52	96
Non-Fiction	51657	414	163	51908	2227	2756	2641	2919
Fiction	38034	407	354	38087	2715	3073	3122	3427
ADULT TOTALS	90886	824	519	91191	4991	5923	5815	6442
KIDS								
Reference	21	0	0	21	0	0	0	0
Non-Fiction	16336	89	0	16425	411	269	500	269
Fiction	29859	183	36	30006	1592	412	1775	448
KIDS TOTALS	46216	272	36	46452	2003	681	2275	717
TEEN								
Non-Fiction	744	0	0	744	63	6	63	6
Fiction	3574	54	4	3624	371	876	425	880
TEEN TOTALS	4318	54	4	4368	434	882	488	886
BOOK TOTALS	141420	1150	559	142011	7428	7486	8578	8045

AUDIOVISUAL	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Discarded
ADULT								
Audio Books on CD	5867	58	1	5924	363	63	421	64
Music CD	10365	51	14	10402	250	42	301	56
Playaway	372	0	1	371	2	8	2	9
DVDs (DVD & Blu-ray)	19125	150	2	19273	1077	252	1227	254
CD-ROMs	149	4	1	152	0	10	4	11
Console Games (New Feb 2016)	0	14	0	14	0	0	14	0
ADULT TOTALS	35878	277	19	36136	1692	375	1969	394
KIDS								
Audio Books	691	2	2	691	27	73	29	75
Childrens Music CD	929	1	0	930	22	9	23	9
Junior Music CD	177	0	0	177	2	24	2	24
Playaway	83	0	0	83	5	0	5	0
DVDs (DVD & Blu-ray)	5724	29	13	5740	271	130	300	143
Playaway Launch Pads (New)	0	13	0	13	0	0	13	0
KIDS TOTALS	7604	45	15	7634	327	236	372	251
TEEN								
Audio Books on CD	251	2	0	253	27	54	29	54
Playaway	70	0	0	70	0	0	0	0
DVDs (DVD & Blu-ray)	654	3	0	657	64	89	67	89
CONSOLE GAMES	536	1	2	535	124	52	125	54
PC-GAMES	59	0	0	59	0	0	0	0
TEEN TOTALS	1570	6	2	1574	215	195	221	197
AUDIOVISUAL TOTALS	45052	328	36	45344	2234	806	2562	842
COLLECTION TOTALS	186472	1478	595	187355	9662	8292	11140	8887

MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS- FEBRUARY 2016

BOOKS	Previous Month Totals	Montly Update		Current Totals	Prev. Mo. YTD		YTD	
		Items			A	W	Added	Discards
Hoopla (Yearly for all ages)	12,928			12,928				
Reference (Yearly for all ages)	549			549				
eRead Illinois (Monthly for all ages)	23830	477	0	24307	3571	495	4048	495
TOTALS FOR ALL AGES	37,307	477		37,784	3571	0	4048	495
ADULT								
Non-Fiction								
eMedia (Overdrive Consortium)	2,227	13		2,240	67	0	80	0
eMedia (Overdrive Advantage)	638	4		642	47	0	51	0
Fiction								
eMedia (Overdrive Consortium)	9,046	82		9,128	372	0	454	0
eMedia (Overdrive Advantage)	2,274	54		2,328	286	0	340	0
ADULT TOTALS	14,185	153		14,338	772	0	925	0
KIDS								
Non-Fiction								
eMedia (Overdrive Consortium)	74	0		74	1		1	
eMedia (Overdrive Advantage)	6	0		6			0	
Fiction								
eMedia (Overdrive Consortium)	1,218	25		1,243	78	0	103	0
eMedia (Overdrive Advantage)	142	0		142	2	0	2	
KIDS TOTALS	1,440	25		1,465	80	0	106	0
TEEN								
Non-Fiction								
eMedia (Overdrive Consortium)	72	0		72	5		5	
eMedia (Overdrive Advantage)	10	0		10			0	
Fiction								
eMedia (Overdrive Consortium)	2,019	50		2,069	127	0	177	0
eMedia (Overdrive Advantage)	355	0		355	24	0	24	
TEEN TOTALS	2,456	50		2,506	156	0	206	0
BOOK TOTALS	55,388	705		56,093	4579	0	5,285	495

AUDIOVISUAL	Previous Month Totals	Added Items	Current Totals	Prev. Mo. YTD		YTD		
				A	W	Added	Discarded	
Hoopla (Yearly for all ages)								
Audio Books	16,978		16,978					
Music	255,428		255,428					
Movies/TV	17,497		17,497					
eRead Illinois Audio Books	3,561	0	3,561	1818	0	1818	0	
Yearly Total for All Ages	293,464	0	293,464	1818	0	1818	0	
ADULT								
Audio Books								
eMedia (Overdrive Consortium)	3,518	0	3,518	33		33	0	
eMedia Advantage (Overdrive)	380	0	380	51		51	0	
Movies								
Preloaded Roku Titles	473	9	482	93		102		
ADULT TOTALS	4,371	9	4,380	177	0	186	0	
KIDS								
Audio Books								
eMedia Library (Overdrive)	227	0	227	8		8		
eMedia Advantage (Overdrive)	1	0	1					
Movies								
Preloaded Roku Titles	80	0	80	22		22		
KIDS TOTALS	308	0	308	30	0	30	0	
TEEN								
Audio Books								
eMedia Library (Overdrive)	451	0	451	13		13	0	
eMedia Advantage (Overdrive)	12	0	12	1		1	0	
TEEN TOTALS	463		463	0	0	14	0	
AUDIOVISUAL TOTAL	298,606	9	298,615	2025	0	2048	0	
COLLECTION TOTALS	353,994	714	354,708	6604	0	7,333	495	

Chamber Report

The Indian Prairie Public Library, Darien Chamber of Commerce, and Willowbrook/Burr Ridge Chamber of Commerce and Industry will host their second annual Teen Job Fair on Saturday, April 9, from 1 to 3:30 p.m. at the library. The fair is for teens seeking employment, internships, and/or volunteer opportunities.

By soliciting local employers beyond the chamber membership, we have almost tripled the number of participating employers from last year's event. This year's participating employers include:

- Baskin Robbins
- Bradford & Kent Exteriors
- Chick-fil-A Willowbrook
- Chipotle
- Chuck's Southern Comforts Cafe
- Citadel Information Management
- The Community House
- Culver's
- Darien Chamber of Commerce
- Finan Animal Hospital
- Giordano's
- India Development Coalition of America
- Indian Prairie Public Library
- Jewel
- McDonald's
- Meatheads
- MFC Sports Performance
- Nick Pitzer State Farm Agency
- Old Navy
- Panera Bread
- Portillo's

Event promotion is underway, and we hope to increase the number of teen participants in the fair as well. An event flyer is included in this packet.

Marianne Ryan, Marketing Coordinator
March 10, 2016

TEEN JOB FAIR

Sat., April 9, 1–3:30 p.m.
at Indian Prairie Public Library

**For teens seeking employment, internships,
and/or volunteer opportunities. More
than 20 businesses and organizations are
looking to fill over 85 positions, including:**

- Baskin Robbins
- Bradford & Kent Exteriors
- Chick-fil-A Willowbrook
- Chipotle
- Chuck's Southern Comforts Cafe
- Citadel Information Management
- The Community House
- Culver's
- Darien Chamber of Commerce
- Finan Animal Hospital
- Giordano's
- India Development Coalition of America
- Indian Prairie Public Library
- Jewel
- McDonald's
- Meatheads
- MFC Sports Performance
- Nick Pitzer State Farm Agency
- Old Navy
- Panera Bread
- Portillo's

Hosted by:



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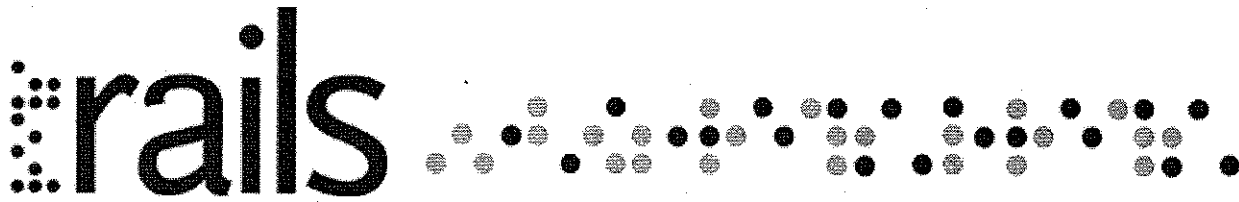
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News from the Reaching Across Illinois Library System.



e-news

RAILS Members Asked to Complete Continuing Education Survey

All staff members working in all types of RAILS libraries (academic, public, school, and special) are invited to provide feedback on RAILS Continuing Education (CE) offerings by taking [this survey](#). Your input will help us ensure that we are meeting member CE needs and to plan future offerings. The [survey](#) should take about 10 minutes to complete and the deadline is Friday, March 18. Questions? Contact [Joe Filapek](#).

March 24 RAILS Member Update Features Discussion on System Membership Standards

The next RAILS Member Update will be Thursday, March 24, from 10 a.m. to noon. The main topic will be the progress that has been made revising system membership standards for all types of libraries. [Six subcommittees](#) have drafted standards that will be distributed to members prior to the update. Attendees will have plenty of opportunity to provide feedback and ask questions. See L2 for [more information/registration](#).

February 26 RAILS Board Meeting

The RAILS Board will meet on Friday, February 26, at 1 p.m., in person at the RAILS Burr Ridge service center and other videoconference locations. The meeting will also be streamed and recorded for viewing at a later date. See the [RAILS website](#) for an [agenda](#) and supporting documents.

Trustee Workshop on Robert's Rules and Board Governance April 16 or April 30

Nancy Sylvester, author and professional parliamentarian, will cover what you need to know about parliamentary procedure, including board basics, board governing documents, fiduciary duty, and much more. Two identical workshops will be held. Log into L2 to register to attend at one of the following locations:

[Moline Public Library](#), Saturday, April 16, 9:30 a.m. – 12:30 p.m.

[Peoria Heights Public Library](#), Saturday, April 30, 9:30 a.m. – 12:30 p.m.

Group Viewing of "Outreach to Customers with Print Disabilities" Webinar March 8

Join us on Tuesday, March 8, from 2 - 3 p.m., at the RAILS Burr Ridge service center for a group viewing of "Library Outreach to Customers with Print Disabilities." Speakers from the American Library Association will show you how to reach out to persons who have difficulty reading standard print and provide you with a toolkit to get started.

After the webinar, [Illinois Talking Book Outreach Center](#) staff will be available in Burr Ridge to answer questions about the talking book program that serves Illinois residents that cannot read standard print. Log into L2 for [more information/registration](#).

February 24, 2016

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[February 29 Coaching Skills](#)

[March 1 Genealogy](#)

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Is your library prepared for the unexpected? The Management Association will help you identify potential vulnerabilities in your organization and show you how to develop a comprehensive emergency action plan. The webinar will be held on Tuesday, March 15, from 1:30 – 3:00 p.m. Log into L2 for [more information/registration](#).

Other RAILS CE Opportunities:

[Coaching Skills for Library Supervisors February 29](#)

[Genealogy @ Your Reference Desk March 1](#)

[Finance for Librarians March 10, 17, and 24](#)

Last Chance to Register for Cherry Valley Networking Event March 3

All levels of staff at all RAILS libraries are invited to the Cherry Valley Public Library District on [Thursday, March 3, from 1 - 3 p.m.](#) You'll hear the latest RAILS news and have plenty of time to network with colleagues. You'll also meet Jane Lenser, the new director at Cherry Valley, and Carolyn Coulter, the new RAILS PrairieCat Services Manager, and hear from the project team that created [Gail's Toolkit](#), a free online portal sponsored by RAILS.

Special Networking Lunch in East Peoria Prior to April 22 Board Meeting

Join RAILS staff and Board members at a lunch at the RAILS East Peoria service center on Friday, April 22, at 11:30 a.m. All library staff working in all types of libraries are invited to hear the latest RAILS news and to network with other attendees. You are also encouraged to stay for the 1 p.m. RAILS Board meeting at East Peoria. See [more information/registration](#).

Connect with RAILS on Facebook

Visit the [RAILS Facebook page](#) to see the latest RAILS photos, find out about continuing education opportunities, and stay ahead of RAILS member news and library happenings. All member libraries are welcome to share their library news on the [RAILS Facebook page](#) ("visitor posts" on the left) and/or post their news to [RAILS Library News](#).

Librarians Working Together Staff Development Day March 11

Library staff working in all departments are invited to attend a "[Better Patron Experience](#)" staff development day on Friday, March 11, at Faranda's Banquet Center in DeKalb, from 9 a.m. - 3 p.m. Training will follow three tracks: technology, public services, and programming. Sponsored by the [Librarians Working Together](#) networking group, the program is partially funded by a RAILS [networking/continuing education group grant](#). See [more information/registration](#).

Congratulations to Chicago History Museum

The [Chicago History Museum](#), a RAILS member, is among [30 finalists](#) for the Institute of Museum and Library Services (IMLS) [National Medal for Museum and Library Service](#). The National Medal is the nation's highest honor given to museums and libraries for service to the community.

Early Bird Registration for IACRL Conference Ends February 29

Early Bird registration for the Illinois Association of College & Research Libraries' (IACRL's) conference, "[Raise Your Voice: Librarians in the Lead](#)," ends Monday, February 29. The Conference, at the Chicago Marriott O'Hare, will be held on the evening of Thursday, March 17 (reception), with presentations on Friday, March 18. See [more information/registration](#).

RAILS will have a table in the registration area on Friday, March 18. Please stop by to learn

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[Subscribe](#)[Share](#) ▾[Past Issues](#)[Translate](#) ▾[RSS](#)**Illinois Public Library Annual Report Webinar Available**

A recorded webinar is available that tells you what you need to know about the Illinois Public Library Annual Report (IPLAR). Visit the Illinois State Library's [IPLAR page](#) and click on Informational Webinars at the top. IPLAR surveys for FY2016 are due on a rolling basis, between March 1 and Sept. 1, depending on the end date of each library's fiscal year. For more information, contact [Jamie Mott](#) or [Cyndy Colletti](#).

Live and Learn Construction Grant

Applications for the FY2016 [Live and Learn Construction Grant Program](#) for public libraries are due by March 1. See [more information](#), including a [webinar](#) recording that tells you what you need to know. For more information, please contact [Mark Shaffer](#), [Pat Boze](#), or [Jay O'Dell](#).

Save the Date - Upper Midwest Digital Collections Conference, August 9 - 11

The second Upper Midwest Digital Collections Conference will be August 9 - 11, at [St. Ambrose University](#) in Davenport, Iowa. The conference will provide opportunities for digital collections creators and curators to network, share best practices, participate in hands-on workshops, and learn from leaders in digital cultural heritage. See [more information](#).

Revised Interlibrary Loan Code for the United States

The revised [Interlibrary Loan Code for the United States](#) was approved by the American Library Association's Reference and User Services Association Board of Directors and is now in effect. You are encouraged to review the code to see if changes should be considered in your interlibrary loan (ILL) procedures for out-of-state loans.

The [ILLINET Interlibrary Loan Code](#) addresses ILL transactions among ILLINET libraries (all RAILS member libraries are ILLINET libraries). See last week's [ISL E-News](#) for further information.

2016 American Library Association (ALA) Annual Conference Preliminary Program

The [preliminary program](#) for the [2016 ALA Annual Conference](#) (June 23 - 28, Orlando, Florida), is now available. In addition to all the action-packed programs, speakers, and exhibits, conference goers will also hear the latest about the [Libraries Transform](#) campaign and see how libraries strengthen their role as community leaders and bring about positive change in their communities.

RAILS Library Director News

Terra Jacobson is now the Director of the Learning Resource Center at Moraine Valley Community College.

Glenn Kahmann will be the new Director of the Town and Country Public Library District (Elburn), effective March 1.

Andrew Kim will be the Director of the Glencoe Public Library, effective March 14.

Cathy Mayer is now the Director at the Trinity Christian College library.

Debra Stombres will be the Director of the Poplar Creek Public Library District (Streamwood), effective March 7.

Do you have library director changes to share? Let RAILS [Communications](#) know of changes in library directors (and the effective date of the changes) so we can officially welcome new

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News from the Reaching Across Illinois Library System.



e-news

March 31 Deadline for Certification & Interlibrary Loan Traffic Survey

There is less than one month left for RAILS members to complete the annual library certification process. There is a new requirement this year; all libraries must complete the [Interlibrary Loan \(ILL\) Traffic Survey](#) (for the July 1, 2014 – June 30, 2015 time period) as well as complete the online certification form on the [Illinois State Library's certification website](#).

All RAILS libraries must complete the ILL survey and certification form by Thursday,

March 31. Libraries that do not complete both the certification process and the ILL survey will be recommended for suspension from RAILS and lose access to all RAILS services. Contact the RAILS certification team with questions at certification@railslibraries.info or 630.734.5160.

RAILS Members Asked to Complete Continuing Education Survey

All staff members working in all types of RAILS libraries - academic, public, school, and special - are invited to provide feedback on RAILS Continuing Education offerings by taking [this survey](#). It should take about 10 minutes to complete. The deadline is Friday, March 18. Questions? Contact [Joe Filapek](#).

March 24 RAILS Member Update Features Discussion of Draft System Membership Standards

The next RAILS Member Update will be Thursday, March 24, from 10 a.m. to noon. Executive Director Dee Brennan will host the meeting from the RAILS Burr Ridge service center. Attend in Burr Ridge, at one of many videoconference locations, or watch via one-way streaming (RAILS Live Video). The session will also be recorded.

The main topic will be a discussion of the draft system membership standards that [six subcommittees](#) have been working on for the past year. The drafts will be distributed to members prior to the update and all are invited to come with their comments and questions. See L2 for [more information/registration](#).

Workshop on "Creating a MakerSpace for Authors: Tools for Self-Publishing" March 23

The [Soon to be Famous Author](#) project and RAILS are sponsoring this workshop at the RAILS Burr Ridge service center on March 23, from 10 – 11 a.m. Kristina Schwobel, librarian at Loyola University, will show you how to help authors transform their manuscripts into the [EPUB](#) format, the standard for digital publications and documents. Participants are encouraged to bring a laptop with MS Word and [Sigil](#) (a multi-platform e-book editor) installed. Log into L2 for [more information/registration](#).

Webinar on Innovative Technologies and Tech Trends March 29

This webinar will explore current technology trends such as home automation, robotics, wearable technology, "big data" (large data sets that exceed the ability of commonly used software tools),

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Program on "Fundamentals of Municipal Finance: How Illinois Libraries Borrow Money" March 30

Presenters from Robert W. Baird and Co. will provide the basics of issuing bonds in Illinois. Join us at the RAILS Burr Ridge service center or via RAILS Live streaming on Wednesday, March 30, from 9:30 a.m. – 12:30 p.m. You will become familiar with the requirements of Illinois law, different types of bonds, terminology, and common pitfalls. Log into L2 for [more information/registration.](#)

Trustee Workshops: "Running More Successful Board Meetings" April 16 or April 30

Nancy Sylvester, author and certified professional parliamentarian, will help board members understand their important roles and responsibilities. Topics will include agenda building, board governing documents, fiduciary duty, and the board/staff relationship. Two identical workshops will be held. Log into L2 to register to attend at one of the following locations:

[Moline Public Library, Saturday, April 16, 9:30 a.m. – 12:30 p.m.](#)

[Peoria Heights Public Library, Saturday, April 30, 9:30 a.m. – 12:30 p.m.](#)

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Join us on Tuesday, March 8, from 2 - 3 p.m., at the RAILS Burr Ridge service center for a group viewing of "Library Outreach to Customers with Print Disabilities." Speakers from the American Library Association will show you how to reach out to persons who have difficulty reading standard print and provide you with a toolkit to get started.

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Other RAILS CE Opportunities:

[Finance for Librarians March 10, 17, and 24](#)

[Emergency Preparedness March 15](#)

ABCmouse Offered Free to RAILS Public Libraries

ABCMouse is now available free to RAILS public libraries. [ABCMouse.com](#) offers thousands of educational opportunities for children age 2 - 7. To take advantage of this offer, log into the [RAILS website](#) (with the email address and password used for [L2](#)), see Services > Deals and Discounts, and click on Vendor Discounts.

See You at IACRL Conference on March 18

If you are attending the Illinois Association of College & Research Libraries' (IACRL's) conference, "[Raise Your Voice: Librarians in the Lead](#)," (at the Chicago Marriott O'Hare), stop by the RAILS table in the registration area on Friday, March 18. You'll find out more about continuing education, the [eRead Illinois](#) e-book program, and other services that RAILS offers for our academic libraries. You'll also have the chance to pick up some great giveaway items.

Last Chance to Register for Cherry Valley Networking Event March 3

All levels of staff at all RAILS libraries are invited to the Cherry Valley Public Library District on [Thursday, March 3, from 1 - 3 p.m.](#) You'll hear the latest RAILS news and have plenty of time

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Carolyn Coulter, the new RAILS PrairieCat Services Manager, and hear from the project team that created [Gail's Toolkit](#), a free online portal sponsored by RAILS.

Special Networking Lunch in East Peoria Prior to April 22 Board Meeting

Join RAILS staff and Board members at a lunch at the RAILS East Peoria service center on Friday, April 22, at 11:30 a.m. All library staff working in all types of libraries are invited to hear the latest RAILS news and to network with other attendees. You are also encouraged to stay for the 1 p.m. RAILS Board meeting at East Peoria. See [more information/registration](#).

American Libraries Live Webcast on eBooks and Audiobooks Webcast March 10

American Libraries Live will host a webcast on e-books and audiobooks on Thursday, March 10, at 1 p.m. Central Time. Veronda Pitchford, Program Director for [eRead Illinois](#) and RAILS Director of Membership Development and Resource Sharing, will be among the panelists. See [more information/registration](#).

Program Proposals Due April 1 for Illinois Library Association (ILA) Conference

The Annual ILA Conference, "[Discovery Advocacy Leadership](#)," will be held at the Donald E. Stephens Conference Center in Rosemont on October 18 – 20. The conference's Program Committee seeks program proposals by April 1. See the ILA website for suggested topics and [more information](#).

Last Chance for Early Bird Pricing for Illinois Youth Services Institute

"Early Bird" pricing has been extended until Friday, March 4, for the 2016 [Illinois Youth Services Institute](#), April 1-2, at the Marriott Bloomington-Normal Hotel/Conference Center. The institute is being developed by the [LACONI Youth Services Section](#) and the Illinois Library Association, in collaboration with RAILS and Illinois Heartland Library System. See [more information](#).

RAILS will have an exhibit table at the institute and we look forward to seeing you there!

Early Bird Discount for 2016 American Library Association (ALA) Annual Conference

An "Early Bird" discount is being offered for the [2016 ALA Annual Conference](#) (June 23 - 28, Orlando, Florida), until March 16. In addition to all the action-packed programs, speakers, and exhibits, conference goers will also hear the latest about the [Libraries Transform](#) campaign.

RAILS Library Director News

Kelly McCully will be the new director of the Bourbonnais Public Library, effective May 2.

Do you have library director changes to share? Let RAILS [Communications](#) know of changes in library directors (and the effective date of the changes) so we can officially welcome new directors to the RAILS community.

Member News

The following include items posted to the [Library News](#) section of the RAILS website and other articles featured in the media. (All RAILS members are welcome to post their news to the [Library News](#) section.)

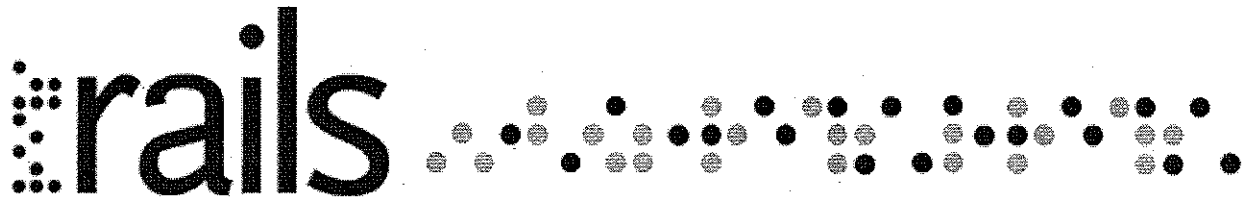
[Glencoe Public Library Names Andrew Kim as Executive Director](#)

[Downers Grove Public Library Announces Fond Farewell to Director Ashton](#)

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News from the Reaching Across Illinois Library System.



e-news

Help Shape the Future of RAILS: Nominations for RAILS Board Due March 31

RAILS invites nominations for six volunteer positions on the RAILS Board:

- 2 at-large seats (to be filled by individuals representing academic, public, school, or special libraries)
- 3 public library trustee seats (to be filled by board members from RAILS public libraries)
- 1 special library seat (to be filled by an individual employed at a RAILS special library)

To nominate yourself or someone else, please complete [this form](#) on the RAILS website by Thursday, March 31, at 5 p.m.

Terms for all positions begin on July 1, 2016. The term for one of the public library trustee seats ends on June 30, 2018. All other terms end on June 30, 2019. To maintain geographical representation on the RAILS Board, we are especially looking for candidates from the northwest/west portion of the RAILS area.

See details, including a [RAILS Board member job description](#) and the [nomination form](#). If you have questions, please contact Mary Witt, RAILS Communications Director, at mary.witt@railslibraries.info.

March 24 RAILS Member Update Features Discussion of Draft System Membership Standards

Join us for the next RAILS Member Update on Thursday, March 24, from 10 a.m. - noon. Executive Director Dee Brennan will host the meeting from the RAILS Burr Ridge service center. Attend in Burr Ridge, at an available videoconference location, or watch via one-way streaming (RAILS Live Video). The session will also be recorded.

There will be a discussion of the draft system membership standards that [six subcommittees](#) have been working on for the past year. These standards will apply to all library types (academic, public, school, and special). The drafts will be available next week for members to review so they can come to the member update prepared to give feedback.

See L2 for [more information/registration](#). Contact [Mary Witt](#), RAILS Communications Director, with questions.

Improved eRead Illinois Agreement Benefits Large Public Library Axis 360 Members

Thanks to RAILS' advocacy efforts, public libraries with circulation over 1 million may now join [eRead Illinois](#) without purchasing a separate Axis 360 collection or unbound collection. An unbound collection is a local collection where titles are only available to users of that library. These items are integrated into the eRead shared collection so everything is presented in one place for users. The unbound collection is available to eRead Illinois participants at a discounted

March 9, 2016

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[April 16 | April 30 Trustee Workshop](#)

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eRead Illinois public libraries that have already purchased an unbound collection should direct questions about this change to [Curt Lepper](#) at Baker & Taylor.

Improved eRead Illinois Agreement Benefits Large Academic and School Library Axis 360 Members

Thanks to RAILS' advocacy efforts, academic and school libraries with Full-Time Equivalents (FTEs) over 25,000 may now join [eRead Illinois](#) without purchasing a separate Axis 360 collection or unbound collection. An unbound collection is a local collection where titles are only available to users of that library. These items are integrated into the eRead Illinois shared collection so everything is presented in one place for library users. The unbound collection is available to eRead Illinois participants at a discounted rate.

eRead Illinois academic libraries that have already purchased an unbound collection should direct questions about this change to [Carolyn Morris](#) at Baker & Taylor. School libraries should direct questions to [John Chamberlain](#) at Baker & Taylor.

eRead Illinois Unbound Collection Platform Fee Waived for School Library Axis 360 Members

School libraries may now purchase a Baker & Taylor unbound collection without paying a platform fee, allowing them to direct more funds toward content. An unbound collection is a separate, local collection where titles are only available to users of that library. These items are integrated into the [eRead Illinois](#) shared collection so everything is presented in one place for library users. The unbound collection is available to eRead Illinois participants at a discounted rate.

eRead Illinois school libraries that have already purchased an unbound collection should direct questions about this change to [John Chamberlain](#) at Baker & Taylor. Libraries interested in a quote for an unbound collection should contact [Natalie DeJonghe](#), eRead Illinois Axis 360 Trainer/Coordinator.

March 31 Deadline for Certification & Interlibrary Loan Traffic Survey

All RAILS libraries must certify that they are meeting system membership requirements by Thursday, March 31. In addition to completing the online certification form on the [Illinois State Library's certification website](#), libraries must also complete the [Interlibrary Loan \(ILL\) Traffic Survey](#) for the July 1, 2014 – June 30, 2015 time period.

Libraries that do not complete **both** the certification form and the ILL survey will be recommended for suspension from RAILS and lose access to all RAILS services. Contact the RAILS certification team with questions at certification@railslibraries.info or 630.734.5160.

Deadline Approaching for RAILS Continuing Education Survey

All staff members working in all types of RAILS libraries - academic, public, school, and special - are invited to provide feedback on RAILS Continuing Education offerings by taking [this survey](#). It should take about 10 minutes to complete. The deadline is Friday, March 18. Questions? Contact [Joe Filapek](#).

Webinar on Building a Cross-Cultural Service Environment April 6

Catherine Popowits will present a webinar with tips to help you communicate with patrons from diverse cultural backgrounds and show how to design services that will help attract more patrons to your library. The webinar will be offered on Wednesday, April 6, from 1:30 – 3:00 p.m. Log into L2 for [more information/registration](#).

RAILS Networking Events

[April 22 Networking Lunch in East Peoria](#)

[May 20 Naperville](#)

[May 25 Stockton](#)

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[Subscribe](#) [Share](#) ▾ [Past Issues](#)[Translate](#) ▾ [RSS](#)**Webinar on Creating Strong Technology Proposals April 7**

Tune into this webinar on Thursday, April 7, from 1:30 – 3:00 p.m., to learn the tricks to writing effective technology proposals. (This webinar was originally scheduled for February 9.) Log into L2 for [more information/registration](#).

Workshop on "Creating a MakerSpace for Authors: Tools for Self-Publishing" March 23

The [Soon to be Famous Author](#) project and RAILS are sponsoring this workshop at the RAILS Burr Ridge service center on Wednesday, March 23, from 10 – 11 a.m. Kristina Schwobel, librarian at Loyola University, will show how to help authors transform their manuscripts into the [EPUB](#) format, the standard for digital publications and documents. Participants are encouraged to bring a laptop with MS Word and [Sigil](#) (a multi-platform e-book editor) installed. Log into L2 for [more information/registration](#).

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"Fundamentals of Municipal Finance: How Illinois Libraries Borrow Money" March 30

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[Peoria Heights Public Library](#), Saturday, April 30, 9:30 a.m. – 12:30 p.m.

Other RAILS CE Opportunities:

[Finance for Librarians March 10, 17, and 24](#)

[Emergency Preparedness March 15](#)

Continuing Education (CE) Grants

RAILS offers [grants to networking groups](#) in our area to fund CE events. Events must be made available to RAILS members and be of interest to a wide range of library staff. The deadline for the current award period is Thursday, March 31.

See You at IACRL Conference on March 18

If you are attending the Illinois Association of College & Research Libraries' (IACRL's) conference, "[Raise Your Voice: Librarians in the Lead](#)," (at the Chicago Marriott O'Hare), stop by the RAILS table in the registration area on Friday, March 18. You'll find out more about continuing education, the [eRead Illinois](#) e-book program, and other services that RAILS offers for

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[Subscribe](#)[Share ▾](#)[Past Issues](#)[Translate ▾](#)[RSS](#)**Special Networking Lunch in East Peoria Prior to April 22 Board Meeting**

Join RAILS staff and Board members at a lunch at the RAILS East Peoria service center on Friday, April 22, at 11:30 a.m. All library staff working in all types of libraries are invited to hear the latest RAILS news and to network with other attendees. You are also encouraged to stay for the 1 p.m. RAILS Board meeting at East Peoria. See [more information/registration](#).

RAILS Member Networking Event in Naperville May 20

Hear the latest RAILS' news and enjoy a tour of the special library at Nalco, an Ecolab Company, on [Friday, May 20, from 1 - 3 p.m.](#) There will also be plenty of time to talk with colleagues from other libraries. All library staff working in all types of libraries - academic, public, school, and special - are welcome.

RAILS Member Networking Event in Stockton May 25

All RAILS members are welcome to network with colleagues, learn the latest about RAILS and meet PrairieCat LLSAP Services Manager, Carolyn Coulter at this networking event at the Stockton Township Public Library on [Wednesday, May 25, from 10 a.m. - noon](#).

Readers' Choice Book Grant

The Illinois School Library Media Association/Library Book Selection Service Endowment Fund announces its 2016-2017 Readers' Choice Grant. School and public libraries registered to participate in any of the 2016-2017 Readers' Choice programs (Monarch, Bluestem, Rebecca Caudill or Abraham Lincoln Book Award) are eligible to apply for the competitive grant. The application form will be available March 15, 2016. See [more information](#).

Summer Food Service Program

The Illinois State Board of Education's [Summer Food Service Program](#) reimburses approved sponsors for providing nutritious meals during the summer months when school is not in session. The program is funded by the United States Department of Agriculture (USDA). Sites can include libraries, public or private nonprofit schools and colleges, and more. See [more information](#).

Program Proposals Invited for WILS Conference

[WILS](#) and the WILSWorld Planning Team invite proposals for programs for WILS' annual library technology and innovation conference. The conference will be held August 2 - 3 at the Pyle Center in Madison, WI. Proposals are due by Tuesday, April 12. See [more information](#).

RAILS Library Director News

Sue O'Brien and Bonnie Reid will serve as Co-interim Library Directors at the Downers Grove Public Library, beginning April 1.

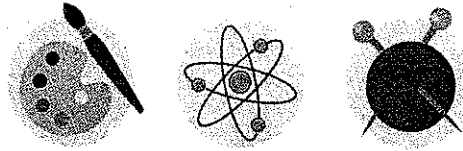
Do you have library director changes to share? Let RAILS [Communications](#) know of changes in library directors (and the effective date of the changes) so we can officially welcome new directors to the RAILS community.

Member News

The following include items posted to the [Library News](#) section of the RAILS website and other articles featured in the media. (All RAILS members are welcome to post their news to the [Library News](#) section.)

[Moline Public Library Awarded Project Next Generation Grant](#)

New Business (LI)

Distributed at
mtg.

HOW-TO EXPO

Saturday, April 16, noon to 3 p.m.
Indian Prairie Public Library
Free, all-ages event

Starting at Noon

Noon-1 p.m.

Simple Bike Repair

Ken Hartley, Hartley's Cycle

A demonstration of how to change a flat tire as well as how to monitor and inflate tires.

Genealogy "How To"

Mary Krekelberg, Indian Prairie Public Library

Registration required. Limited to 12 IPPL cardholders.

Learn the basics of genealogy research using the library's resources. Must be proficient with the mouse, keyboard, and Internet use. Bring names, dates, and locations to research.

Curing Bacon at Home

Tyler Works, Indian Prairie Public Library

A brief explanation of how to cure bacon at home. (Sorry, no samples!)

Noon-2 p.m.

Fairy Gardens

Jan Hanson, University of Illinois at Chicago Master Gardener Program

A demonstration of how to construct a container fairy garden.

12-3 p.m.

Grow a Vegetable Garden

Tony Ndoca, Pick at Garden Patch Farms

Learn the basics of growing a veggie garden.

Composting

Arthur Daigle, resident with 30 years of gardening and composting experience

Learn how to build a compost heap and fix problems in your current compost.

Music Recording/Audio Production

Joel Simpson, Randomosity Records

Learn the basics of multi-track recording and music production.

Fly Tying

Lanning Hochhauser, DuPage River Fly Tyers

Demonstration of tying flies for warm and cold water species such as trout and bass.

Gift Bags & Boxes

Jenny Waszak, Stampin' Up!

Learn how to create beautiful gift bags and boxes for all occasions.

Coin Appraisal

Don Amirante, resident coin collector

Learn how to determine condition, grade, and value of coins, as well as ways to preserve them as keepsakes.

*Make a Floral Centerpiece*Shobba Basti, [Prabha Petals](#)

Put together a fresh flower arrangement in a teacup. Makes a great gift!

Coffee Brew Methods

Sarah Jane Nordan, Barista and Certified Coffee Master

A demonstration of alternative coffee brew methods, coffee tasting, and food pairings with coffee.

*Woodturning/Wood Carving*Mark Hubl, [Windy City Woodturners](#)

A demonstration of hand carving and embellishing wood art pieces.

Open Tech Lab

Tyler Works, Brett Butcher, and Dave Bunn, Indian Prairie Public Library

Play with STEM toys and equipment for 3D printing, vinyl cutting, virtual reality, robotics, coding, digital creation, and more.

Get Started Making for Kids

Natalie Williams, Indian Prairie Public Library

Do you want to learn how to sew? Build a bottle rocket? Cross stitch? Bake? Draw? Discover the tools available at IPPL to get started.

Get Ready to Read

Jane Hartney, Indian Prairie Public Library

Learn to identify and write letters and practice spelling with fun games and activities. Great for kids first grade and younger and their parents.

Mug Painting

Mary Kay Ernst, Indian Prairie Public Library

Make cool DIY marbled mugs using materials you have at home. Mugs will be supplied.

Home Improvement: Do It Yourself

Phil White, resident with 50 years of home improvement experience on seven different houses

A demonstration of simple repairs, how to use common tools, and when to hire an expert. Bring your questions!

Print Making with Hoofprint Workshop[Hoofprint Workshop](#)

Registration required.

[Noon-1 p.m.](#), [1-2 p.m.](#), or [2-3 p.m.](#)

Learn to make simple relief prints in this hands-on workshop.

*Scarf Tying*Maria Boznos, [J. Jill](#)

A demonstration of a variety of ways to tie a scarf.

Crochet Basics

Nancy Roy, resident who has been crocheting since grade school

Learn the basic stitches for crocheting—chain, turning chain, single, and double.

Creating Paper Arts with Upcycling

Beth Bozeman, Stampin' Up!

Discover fun ways to turn cereal boxes, junk mail, and other things from your recycling bin into cards, gift boxes, and decorative items with this hands-on workshop.

Starting at 1 p.m.**1-2 p.m.***Floral-Gami*

Heidi Estrada, Indian Prairie Public Library

Learn how to fold beautiful origami flowers from colorful papers.

1-3 p.m.*Meet and Greet Rescue Dogs*[The Dog District/3R Training and Rescue](#)

Meet rescue dogs available for adoption. Staff will answer questions about dog

behavior, training, and rescue.

Craft Beer Styles and Pairings

Josh Mowry, Miskatonic Brewing Company

An overview of beer styles, their flavor profiles, and some pairing tips for food.
(Sorry, no samples!)

Starting at 2 p.m.

2-3 p.m.

Create Family Dinners

Chef Laura Valcour, Midtown Athletic Club

Registration required.

A healthy meal menu cooking demonstration with limited samples.

Soap Making

Heather Forster Jensen, Indian Prairie Public Library

Learn how to make your own soap in 10 easy steps. Find out how you can customize your soap, and take a sample home with the recipe.

Kids & Teens

A member was being introduced to our e-book system and the Teen Nooks that were available for checkout. She stated that she, "had belonged to both the Berwyn Library System and the Oak Park Library and neither of them had the technologies that we have available for member use. This is a fantastic library."

Member came in to check out our seed library after they read about it in the newsletter. "Very cool" she took seeds to start indoor seeding. We were able to invite her to the upcoming "How to Expo" and "Seed Swap".

Circulation

Member loves our new renewal policy, "I don't have to pay fines!"

Patron would like to have the checkout date put on the receipt.

While checking out, a patron said that the "Western" fiction books are shelved too tight and that they were too difficult to pull off of the shelf.

While I was at the phone desk, the caller said how nice it was that a live person was answering the phone and not a recording.

Adult & Computer Help Desk

"This is a strange setup." (Patron commenting on the Ask Us Desk layout closest to the lobby; Staff faces into the Adult area rather than the lobby.)

Patron said that the computer help desk staff always knows just what he needs and gives great customer service.

Technology

Administration