



**MORTON GROVE
PUBLIC LIBRARY**

LIBRARIAN'S REPORT

March 2025

Pam Leffler, Executive Director

The monthly Librarian's Report includes the following reports and tables of information:

- Administration Report by Pam Leffler, Executive Director
- Access Services Report by Jeffrey Ray, Access Services Manager
- Adult and Teen Services Report by Melissa Mayberry, Adult and Teen Services Manager
- Business Office Report by Leighton Shell, Business Manager
- Facilities and Maintenance Report by Edmon Tamas, Facilities Manager
- Marketing and Engagement Report by Karina Guico, Marketing and Engagement Manager
- Youth Services Report by Courtney Schroeder, Youth Services Manager
- Programming statistics table for previous month
- Circulation statistics table for previous month
- Interlibrary Loan statistics table for previous month
- Library statistics table for year-to-date

If a more accessible digital version of this report is required, please contact either the Executive Director at (847) 929-5130 / pleffler@mgpl.org or the Business Manager at (847)929-5121 / lshell@mgpl.org.



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LIBRARIAN'S REPORT

March 2025

Pam Leffler, Executive Director

Administration

Personnel

- Unfortunately, our new Facilities Assistant, Felix, had to leave the employ of the library for personal reasons. We have reposted the position and will be doing interviews in April. Facilities Manager Ed Tamras will be adjusting his schedule for weekend coverage until we can get someone hired.
- Other personnel news can be found in the Department reports.

Automation & Technology

- Youth Services staff computers were replaced as scheduled.
- Business Manager Leighton Shell and I met with our OSG rep, Bryan Jones, for our quarterly review.
- OSG continues routine and general maintenance of our computers and other automation systems.

Legal/Financial/Policy

- Audit fieldwork has been completed. We have received the draft of the audit for review before finalization. Once finalized, we will schedule the presentation of the audit for the Board.
- We have been working with Sikich accountants to get budget lines added to our accounts to better track income and expenditures related to passport acceptance.
- There has been a lot of concern, uncertainty, and anxiety among staff around the potential elimination of the Institute of Museum and Library Services. Area directors have begun meetings to discuss and share information, etc. While this will have virtually no effect on MGPL funding initially, the elimination of IMLS will more than likely begin to have a trickle-down effect, if RAILS and/or the state library have to make cuts to make up for the loss of funds. I will, obviously, continue to monitor and report on this in the coming months.
- With our current treasurer, Carlotta Gonzales, leaving the Board once her term expires, Business Manager Leighton Shell and I are reviewing the process for payment of invoices, as well as utilizing ACH payments more for greater security and accountability.
- The Policy Committee did not meet due to scheduling conflicts. We plan on meeting before the May meeting.

Facilities

- I met with Tiffany Nash and Dan Pohrte from Product Architecture + Design to choose finishes, etc. for the bathroom renovations.
- We have been getting quotes on concrete repair work on the east side of the library and seal-coating and re-striping of the parking on the north side of the building. We hope to get the concrete repair work done as soon as possible, and the seal-coating and restriping done after summer reading and the bathroom remodel.
- Additional information on the building and grounds can be found in the report by Facilities Manager, Ed Tamras.

Miscellaneous

- In addition to all of our regular summer programming, the Library, along with the Village, Park District and Niles-Maine Townships, is partnering with Morton Grove Pride to bring a series of events and activities to the community throughout the summer.
- On March 12 I attended an all-day meeting to discuss and determine CCS strategic plan priorities for fiscal year 2026 (CCS is on a July 1 – June 30 fiscal year).

Events/Programs/Meetings

- | | |
|---|----------|
| • CCS Governing Board meeting | March 12 |
| • ECC/Digital Library of Illinois Annual All Member meeting | March 6 |
| • ECC/Digital Library of Illinois Executive Committee Meeting | March 19 |
| • Library Board of Trustees Regular meeting | March 13 |
| • Morton Grove Pride | March 6 |

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

MGPL Access Services
March 2025 Report
Jeffrey Ray, Access Services Manager

Library Cards:

- 102 Library Cards registered

License Plate Sticker Renewals/Passport Acceptance:

- 24 License Plate Renewals
- 92 Passport Applications Accepted

Professional Development:

- 3/17/25 Jeffrey Ray hosted LACONI Circulation Services Section program “Keeping Cool Under Pressure” with over 80 attendees.
- 3/17/25 Susan Poulos, Althea Bibat, Mary Simantz, Melanie Kerz, Daniel Russell, Ivy DeWitt attended LACONI Circulation Services program “Keeping Cool Under Pressure”.
- 3/19/25 Jeffrey Ray attended CCS Acquisitions Technical Group

Other Department Activity:

- 2,617 Morton Grove Public Library items were sent to other libraries to fill hold requests.
- 2,842 hold items were processed by Circulation Staff for patrons to pick up at MGPL.
- 17,594* items were checked in by Circulation Staff.
- 609 items were cataloged and added to the collection.

*Now includes items checked in from the daily delivery.

MGPL Adult and Teen Services
March 2025 Report
Melissa Mayberry, Adult and Teen Services Manager

Programming

This month, we had 48 programs with a total of 726 attendees.

We partnered with the Mather Institute to present a 4-week online program, Boost Your Brain and Memory. The instructor introduced effective strategies for enhancing memory, sharpening organizational skills, and improving focus, while also highlighting techniques to reduce stress and lower the risk of dementia. Patrons actively engaged in the class through audio, video, and chat, and we received valuable feedback indicating that they learned a great deal from the sessions.

The Age Options grant enables us to offer unique programs for older adults. One such program, Chair Qigong and Sound, provided deep relaxation using Himalayan singing bowls, crystal singing bowls, metal triangles, and rain-mimicking instruments. During the session, a patron shared a personal reflection with the instructor, expressing that this was the first time she had truly felt relaxed. She explained that caring for her ill husband, who requires frequent hospital visits, has been incredibly demanding, and the session offered her a rare moment of peace.

We recently expanded the Library of Things collection by adding three new streaming services. This brings the total to eight streaming services available through 16 Roku devices. The ATS staff have been instrumental in supporting this initiative by providing tech assistance to patrons, troubleshooting any issues, and managing the check-in process for the devices.

Book/Media Displays

- Making HERstory
- Wild Witchy Women
- Oscar Season
- Welsh Heritage Month
- National Craft Month
- National Nutrition Month
- Fiber Crafts

Book Rivers and Record Sets

- Super Heroines
- Spring Cleaning
- Ramadan Reads
- Women's History Month

Library Aware Newsletters

- Best Seller Preview
- New Fiction

- New Non-Fiction
- New AV
- New Graphic Novels

Continuing Education/Meetings/Webinars

- Mark attended Cultivating an inclusive workplace for neurodivergent staff
- Wynn, Melissa, Mark, Marlene, Cailyn and Bob attended Bystander Intervention to Support the Immigrant Community
- Wynn attended Readers' Advisory: Ideas & Practice 2025 Presented by Booklist
- Marlene attended Libraries Foster Social Connection: Responding to the Epidemic of Loneliness and Isolation
- Bob attended Reference Basics provided by RAILS
- Cailyn attended the Attended YALSA Networking Meeting
- Nate attended a Vendor demo for Bibliocore
- Bobby attended Copyright, Text Mining, and AI

MGPL Business Office
March 2025 Report
Leighton Shell, Business Manager

Business Office

- 2024 audit prep work has been completed. We have received the draft report from Sikich.
- Performed standard weekly invoice processing and bill paying and standard bi-weekly payroll processing.
- Have started developing a process for paying invoices using ACH (i.e. Automated Clearing House). Emailed with the Library accountant, Bridget, and sat in on a call with Director Leffler and the Sikich auditors to make sure we are on the right track.
- Created a monthly Square report to share with the Library accountant to ensure credit card revenue is recorded with appropriate budget lines in Sage (correcting issue of passport revenue recorded as Books Sales Receipts).
- Set up accounts in Pitney Bowes postage machine to track postage spent for passports, admin, marketing, etc. Started sending report to Library accountant to correctly record postage expenses in Sage.
- Started assessing business office filing cabinets for reorganization.

Human Resources

- Had a successful test of using the Paycom Personnel Action Form to process a change in an employee's status. The employee status change was initiated in Paycom by the manager, completed by me, and final approval was given by Director Leffler. Will start to develop written procedures for managers to process other employee status changes using PAFs.
- Worked with CXC Solutions to create, distribute, and e-file the ACA 2024 1094/1095 B forms.
- Worked with Paycom to set up and configure geofencing for the Library's payroll system. This will require anyone using the Paycom mobile app to clock in and out to be within a predefined perimeter of the building. Staff who normally would clock in and out on the app when working from home or at offsite outreach location will now have to use the app to request punches from their managers.
- Processed the offboarding of one staff member who has resigned from the Library.

IT Liaison

- Completed project of updating 21 library computers from Windows 10 to Windows 11.
- Outsource Solutions completed round two of staff computer replacement.
- Conducted inventory of old computer equipment and coordinated with Outsource Solutions to schedule an electronics recycling pick-up date.

Meetings/Training/Etc.

- On Friday, March 14th, I attended the virtual ILA Human Resources & Administration Forum Roundtable. The theme for this meeting was *Don't Bust Your Budget*.
- On Wednesday, April 2nd, I attended the virtual North Suburban Library Peer Hub meeting on Zoom.
- On Wednesday, April 9th, I attended the virtual LAANG Records Retention webinar.
- In between meetings, I also participate in email lists for the North Suburban Library Peer Hub and the Library Administrative Assistant Networking Group (LAANG). I also participate in the Paycom Discussion Group on Facebook and the Niche Academy Users Group on Facebook.

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

- Our weekend employee turned in his resignation, his last day was March 30th, the search for his replacement has begun.
- Painted over the Monarch butterfly at the main entrance to its original color.
- On 3/20, the fire alarm went off, MGFD came out to the library to check the panel, but the system went back to normal.
- On 3/23, the elevator had issues with the door but went back to normal on its own. I alerted the elevator tech; he checked the system during our monthly PM.
- Getting quotes for budgetary reasons to install security camera monitoring system for inside and outside of the library.
- Getting quotes from concrete companies to repair the last parking spot on the driveway.
- Replaced burned light bulbs outside of the main entrance.
- Shampooed one of the landing floors in the Baxter Auditorium due to noticeable stains on the floor tiles.
- Shampooed the mezzanine level hallway floor tiles and the picture book room in the lower level.
- The screw on the float trigger for the sump pump inside the pump room got loose and came off, took apart the mechanism cover and screwed back on.
- Made changes to all clocks and outdoor lighting timers as we move into daylight saving time.
- Maintaining the vending machine by restocking and making any small repairs needed.
- Snow removal and salting around the library.
- Continue to make changes to our outdoor light timers.
- Continued to perform daily and weekly tasks:
 - Daily cleaning of the library and grounds.
 - Weekly draining of the fire sprinkler auxiliary moisture accumulator tubes.
- Managed day-to-day building and ground operations.

MGPL Marketing & Engagement

March 2025 Report

Karina Guico, Marketing & Engagement Manager

Publicity/Promotion

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

- Karina sent out weekly e-blast and a targeted kids e-blast. Worked with Cailyn on Seed Library mailing list and email.
- The Marketing Team's efforts to promote library events throughout the month led to registration lists filling up.
- The Marketing Team is working with Mark on actively promoting databases
 - In March we promoted Mango Languages through social media and the weekly e-blast
 - The total number of sessions and number of users for Mango Languages increased in March from February statistics.
 - Database page views increased by 35% (from 239 views in February to 323 views in March). Active users increased by 62% (94 active users in February to 152 active users in March). The Database page also had 46 new users in March (only had 9 new users in February).
- Bettina created 17 new graphics and updated multiple items for ATS and YS staff
 - Finished layout of the April-May newsletter. Designed a great front-page graphic featuring National Library Week.
 - Worked with Cailyn on materials for the Seed Library update: new seed labels and forms. Created new graphics for poster, website, and newsletter.
 - Finalized Summer Reading Program logo.
 - Started to work with staff on Summer Reading projects: desk wrap, logs, and designs for t-shirts, frisbee, and coozies.
 - Other projects: create board book and book award signage, update award book trifold covers, create items for Make and Take project.
- Jan posted on social media 53 times
 - The "Favorite Patron" reel has 1,97 views and 90 likes on Instagram.
 - On Facebook, content interactions increased by 81% and profile visits increased by 35%.
- Jan took photos at events throughout the month and the photos were uploaded to Flickr. Select event recordings were posted on our YouTube channels.

Other Projects

- Karina worked on signage for the YS Department and worked with Nate on weekly updates for the Book Bracket challenge.
- Karina ordered and installed elevator signage.
- Karina updated the Voting and Elections and Seed Library webpages and created pages and form for the new Local Authors webpage.
- Karina worked with Leighton on adding Niche Academy tutorial buttons to database webpage. Jan helped with the project.

Community and Staff Engagement

- Karina ordered and set-up screen printing for new shirts for staff and for patrons (for purchase).

- Karina planned out staff celebrations for the year and will be working with the Staff Appreciation Committee, Pam, and the managers on the event details.
- Karina sent out the staff newsletter, Library Lowdown, which features library news, announces upcoming staff celebrations, and highlights upcoming events.

Meetings and Training

- Bettina had several meetings to discuss Summer Reading project: met with Courtney, Natalie to talk about desk wrap, Jessie and Stephanie to talk about activity signs.
- Bettina met with Katie to discuss Make and Take project
- Karina attended ILA Marketing Forum webinar “Library Celebrations Do’s and Don’ts”
- Karinan attended LACONI event “Keeping Cool Under Pressure”

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

Programming

In March we held 55 programs for 1510 people.

Of note, the Cook County Farm Bureau program on **Baby Farm Animals** was incredibly well-attended and families learned about animals that live on the farm and about all that goes into raising them.

This month we also partnered with a Morton Grove resident and Loyola professor to provide tooth health kits to children in the Library. We love partnering with local businesses and organizations, especially when it serves our community better.

Though last month there were no attendees at Jess' **Cozy Afternoon: Puzzles & Playaways**, this month we had 10 attendees who put puzzles together and listened to The Lighthouse Family series of books. This program will continue in the coming months, but we are changing the name as we move out of winter dreariness to Puzzles & Prose. I love programs that encourage participants to explore a new area of our collection.

Katie's **Ready, Set, Alphabet** and **Sensory Stations** programs are really popular with our community and provide hands-on learning for our littlest patrons. It's been great adding more storytime-alternative learning opportunities to the early childhood program lineup.

Outreach

In March the outreach team visited 31 groups (798 kids/teachers/parents) at schools and welcomed two preschool groups for a Mini Music Makers class here at the Library. We also welcomed classes from Molloy and Jerusalem Lutheran for unfacilitated visits to the building. This month we also created 3 book bags of 46 items for area classrooms.

Professional Development/Training/Meetings

In March the Youth Services staff attended the following professional development and training meetings in addition to the YS Department staff meeting:

- Jessie and Natalie both attended the Youth Mental Health First Aid workshop.
- Jess attended the STARnet Webinar: Summer Fun for All Ages with GLOBE Citizen Science.
- Natalie watched the Booklist webinar, Middle School Magic.
- Jess attended the Illinois Youth Services Institute committee meeting to debrief the conference.
- Debbie attended the ECA Events Committee Meeting.
- Courtney, Debbie, and Jessie attended the online webinar training on bystander intervention.
- Katie watched the Booklist webinar, Promising Picture Books.
- Debbie attended a meeting of the Advocate Health "Reading is a Right" initiative.

- Amy watched the recording of Jim Gill's Music Play is Learning Class.
- Katie watched the Random House webinar, Children's Books Summer 2025 Preview.
- Jessie watched the webinar, Using Critical Literacy to Decolonize your Collections.

MGPL STATS

GROWING OUR ONLINE COMMUNITY

Number of followers since March 2024



FACEBOOK
increased by
2.5%

2025: 2,596
2024: 2,533



INSTAGRAM
increased by
19%

2025: 1,861
2024: 1,564



TIKTOK
increased by
79%

2025: 706
2024: 394

2,617

MGPL items were sent to
other libraries to fill hold requests

2,842

hold items were processed by Access Staff
for patrons to pick up at MGPL

17,594

items were checked
in by Access Services Staff



48 adult & teen programs

726 viewers

55 kids programs

1,510 viewers



9,441
people visited
the Library



9,890
total active
library cards



3,183
questions
answered



12,043
website
visits



1,189
computer
sessions



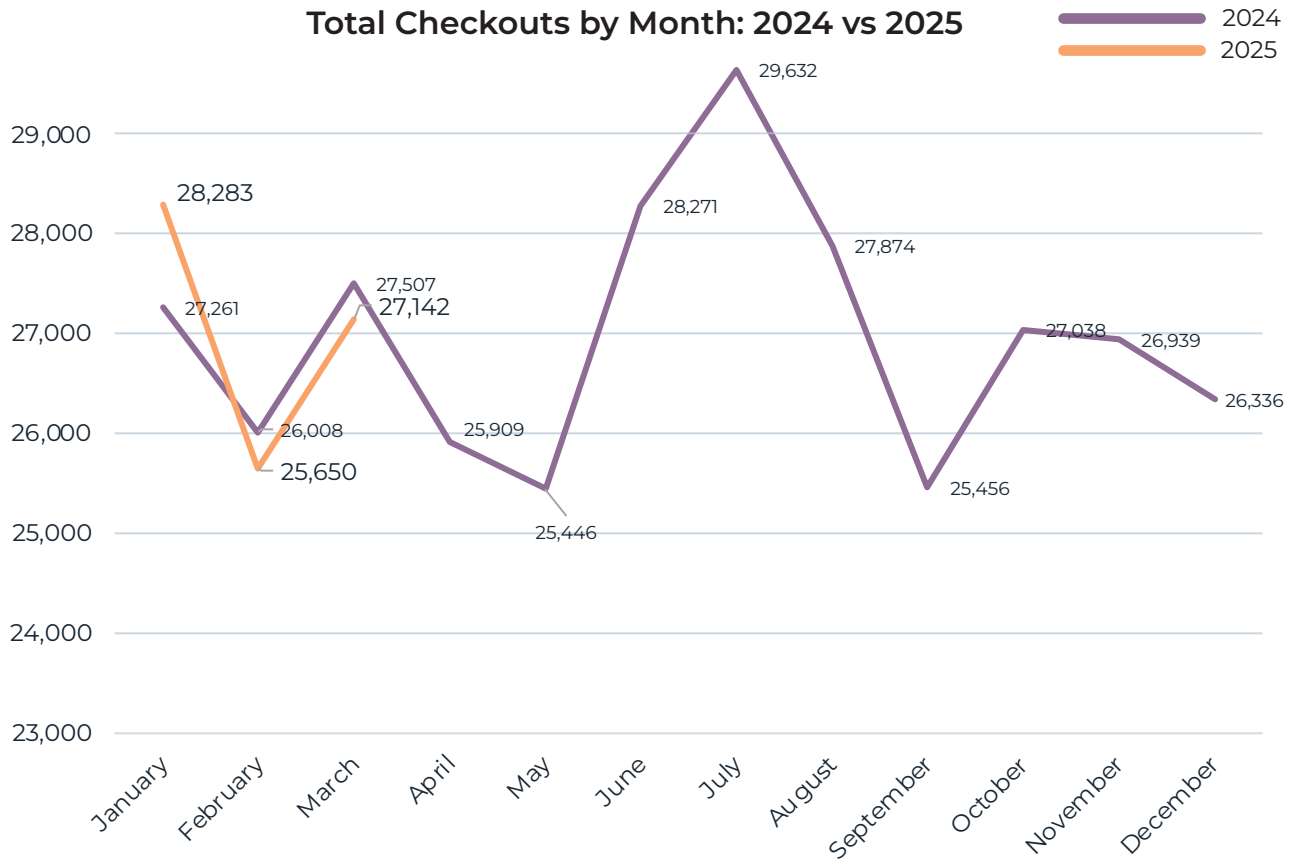
92
passport
applications
processed

27,142 TOTAL CHECKOUTS

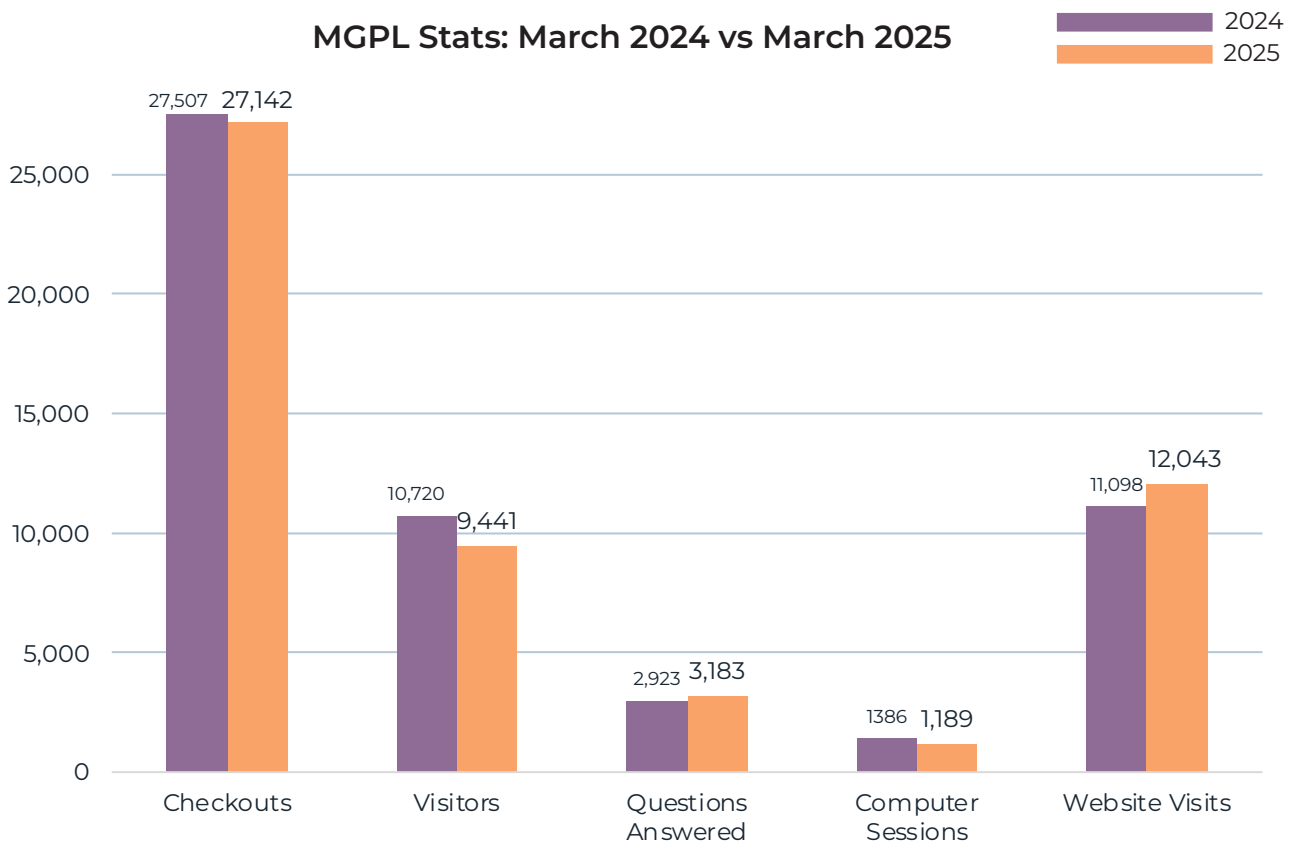
	PHYSICAL	DIGITAL
	16,751	2,477
	187	2,342
	1,794	702
	298	211
	528	857

MGPL STATS

Total Checkouts by Month: 2024 vs 2025



MGPL Stats: March 2024 vs March 2025



March Programming Statistics – Morton Grove Public Library

Adult Programs

Program Name	No. of Sessions	Total Attendance
Tuesday Movies	3	57
Exploring Space with Coralie Adam (Online)	1	16
Social Seniors: Bingo	1	11
Indie Movie Night	1	6
Boost Your Brain and Memory (Online)	4	86
ESL Games and Gab (Conversation)	1	5
Crafting for Charity	2	28
Board Game Night	1	1
Evening Craft for Adults and Teens	1	9
Social Seniors: Arts & Crafts	1	9
Concert: Home Away	1	41
Meal Prepping Made Easy (Online)	1	81
Chair Yoga (In Person)	1	15
Using WhatsApp on Your Smartphone	1	7
Introduction to Machine Sewing	1	6
Social Seniors: Trivia	1	8
Building Decarbonization 101 (Hybrid)	1	21
Virtual Screening: 9 to 5: The Story of a Movement (Online)	1	2
Chair Qigong and Sound	1	18
Social Seniors: Wits Workout	1	7
Tech Talk: AI Voice Cloning (Online)	1	4
Chair Yoga (Online)	1	20
Crochet Simple Flowers	1	3
Exploring Spices	1	13
LitLounge	1	7
Between the Lines	1	8
Between the Lines (Online)	1	6
Book a Librarian	7	7
Creative Space	1	1
March Madness	1	152
Senior Activity Kits	1	30
ESL Kits	1	10
Job Searching Kits	1	2
Seed Library	1	29
Total Adult Programs	46	726

Marketing & Engagement Outreach

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

Teen Programs

Program Name	No. of Sessions	Total Attendance
Teen Volunteer Drop-In	1	0
Teen Hangout	1	0
Total Teen Programs	2	0

Youth Programs

Program Name	No. of Sessions	Total Attendance
Anime Club	1	0
Baby Farm Animals	1	38
Bedtime Stories & More	1	8
Build-a-Reader: Bugs	1	14
Chess Academy	1	15
Crafty Saturday	1	48
Cuddle Bugs	1	16
Drama Club/Homeschool Drama Club	2	16
Family Engineering Night	1	27
Family Storytime	1	14
Goofball Science	1	4
Lego Builders	2	18
Listen Up	8	209
LitLoot Middle School	1	15
Loyola Tooth Health Make & Take Kit	1	300
Mad Math Society	1	9
Math Brigade	1	4
Mathematics Circus	1	20
Middle School Hangout	1	0
Mini Masterpieces	1	5
Monday Morning Playgroup	5	148
Preschool Storytime	3	72
Puzzles & Playaways	1	10
Read to the Rainbow Dogs	1	15
Ready, Set, Alphabet	1	22
Sensory Stations	1	22
STEMonade Stand	3	285

Toddler Time	3	46
Wee Read	8	110
Total Youth Programs	55	1510

Library Wide Programs

Program Name	No. of Sessions	Total Attendance
<i>None</i>	0	0
Total Library Wide Programs	0	0

YS Talks/Tours Inside the Library

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

ATS Talks/Tours Inside the Library

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

YS Talks/Visits Outside the Library

Program Name	No. of Sessions	Total Attendance
Children's Learning World	5	50
Golf	1	31
Hynes	5	210
Jerusalem Lutheran	1	27
Kids Academy	4	61
Melzer	3	53
MG Park District Preschool	2	24
Montessori Academy of Morton Grove	3	44
Oakton's Infant/Toddler Conference and Resource Fair	1	200
Park View	6	98
Total YS Talks/Visits Outside the Library	31	798

ATS Talks/Visits Outside the Library

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

04/01/2025

**Morton Grove Public Library
Monthly Statistics
For 03/2025**

The Checkout numbers and Renewal numbers exclude in-house cards as well as test cards

The line that reads "Number Of Items Currently Out" counts items with these Item Statuses :

'Checked Out', 'On loan to another library', 'Awaiting Pickup', 'In transit to another library', 'In-Transit to Home Library'

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

Transaction Type	Transaction SubType	NUMBER OF PATRONS ITEMS TRANSACTIONS
Checkins at your stations	Leap Check in	11702
Checkins at your stations	Quick Check in	36
Checkins at your stations	Checkin Leap In Hous	1654
Checkins at your stations	Self Check in	24
Checkins at your stations	Checkin Leap Bulk	1
	Total Checkins	13417
Checkouts at your stations	Self check Check out	6511
Checkouts at your stations	Leap Checkout and Renewal	4914
	Total Checkouts	11425
Renewals at your stations	Auto-renewal	8818
Renewals at your stations	Power PAC Renewal	64
Renewals at your stations	Leap Checkout and Renewal	169
Renewals at your stations	Self check Check out	28
Renewals at your stations	Third party renewal	49
	Total Renewals	9128
Number of your Library's items checked out system-wide		11413
Number of your Library's unique items checked out system-wide		10462

Holds Placed through your interface		3118
Holds placed for/by your patrons		3281
Holds Held		2842
Holds Located		0
Holds Checkedout		2590
Holds Expired		0
Holds Cancelled		470
Holds Unclaimed		296
Number Of Items Currently Out		12054
Existing "MortonGrove" patron received new barcode		31
Patron Expiration Date Extended More Than 30 Days:		5
Count of physical patron records at beginning of 03/2025		10336
Minus Patron records physically deleted		217
Minus Patron library was changed from "MortonGrove" to some other CCS librar		1
Plus Patron records physically added		102
Plus Patron library was changed from some CCS library to "MortonGrove"		1
Count of physical patron records at end of 03/2025		10221
Minus In-House and Test Cards		9
Minus Expired Cards		322
Unexpired Patrons on file		9890
Leap Registration	Patron Lib=MortonGrove	102
Leap Registration	Patron Lib=CCSL	9
Monthly ILLINET numbers		
Number of items borrowed by your library and supplied by a CCS library		1867
Number of items lent by your library to a CCS library		2617

04/01/2025

Morton Grove Public Library
MONTHLY CCS INTERLIBRARY LOAN ACTIVITY
03/2025 - 03/2025

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

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

The columns are labeled as follows:

- 1. Lending/Borrowing Library*
- 2. Lent Intra-CCS - To CCS Libraries*
- 3. Lent Other Ill. - To Other Libraries or Systems in Illinois*
- 4. Lent Outside Ill. - To Libraries Outside of Illinois*
- 5. Total Lent - Total Sent by Lending Library*
- 6. Percent Held - Lending Library Holdings to System Wide Holdings*
- 7. Percent Intra-CCS - Lending Library Intra-CCS ILL to System Wide Total Intra-CCS ILL*
- 8. Borrowed Intra-CCS - From CCS Libraries*
- 9. Borrowed Inter-CCS - From Non-CCS Libraries*
- 10. Total Borrowed -*

Lending/Borrowing Library	Lent Intra- CCS	Lent Other Ill.	Lent Outside Ill.	Lent Total	Percent Held	Percent Intra- CCS	Borrowed Intra-CCS	Borrowed Inter-CCS
Algonquin	3,211	268	5	3,484	2.80	4.35	2,055	41
Cary	1,338	87	29	1,454	2.79	1.81	2,006	41
CCSL	0	0	0	0	0.00	0.00	0	0
Crystal Lake	1,957	196	48	2,201	2.66	2.65	3,256	42
Des Plaines	4,509	287	201	4,997	4.82	6.11	2,896	138
Ela	2,760	153	0	2,913	2.86	3.74	3,527	25
Evanston	3,287	107	61	3,455	5.46	4.46	4,213	45
Fox River Valley	2,564	128	24	2,716	2.60	3.48	1,803	24
Fremont	2,011	93	15	2,119	1.84	2.73	2,907	25
Glencoe	1,379	78	37	1,494	2.20	1.87	782	15
Glenview	4,197	239	103	4,539	4.34	5.69	2,764	45
Grayslake	2,460	70	16	2,546	2.85	3.33	2,319	26
Highland Park	2,604	229	101	2,934	3.95	3.53	2,979	65

Lending/Borrowing Library	Lent Intra- CCS	Lent Other III.	Lent Outside III.	Lent Total	Percent Held	Percent Intra- CCS	Borrowed Intra-CCS	Borrowed Inter-CCS
Huntley	1,655	91	10	1,756	2.63	2.24	2,393	19
Indian Trails Public Library	2,610	142	81	2,833	2.97	3.54	3,557	118
Lake Forest	1,253	91	0	1,344	2.82	1.70	1,345	18
Lake Villa	1,976	94	43	2,113	2.10	2.68	2,917	0
Lincolnwood	1,010	57	8	1,075	2.10	1.37	758	6
McHenry	748	50	16	814	2.44	1.01	1,254	0
Morton Grove	1,843	57	15	1,915	3.26	2.50	1,855	30
Mount Prospect	5,357	76	1	5,434	6.31	7.26	2,560	75
Niles	3,637	84	42	3,763	4.66	4.93	2,556	15
Northbrook	3,015	218	171	3,404	4.32	4.09	3,450	48
Palatine Public Library	3,465	169	52	3,686	3.79	4.70	5,616	21
Park Ridge	2,245	157	71	2,473	3.05	3.04	2,875	47
Prospect Heights	1,631	61	41	1,733	2.43	2.21	952	12
Round Lake	1,287	46	74	1,407	2.86	1.74	639	9
Vernon Area Library	0	0	0	0	0.00	0.00	0	0
Warren-Newport Public Library	1,462	0	0	1,462	2.88	1.98	2,659	67
Waukegan	1,356	7	0	1,363	2.67	1.84	575	0
Wilmette	3,189	161	64	3,414	4.27	4.32	3,646	45
Winnetka-Northfield	2,412	146	26	2,584	2.81	3.27	1,656	43
Zion-Benton	1,352	126	74	1,552	2.45	1.83	1,202	12
Total	73,780	3,768	1,429	78,977	100.00	100.00	73,972	1,117

2025 Library Statistics – Morton Grove Public Library

CIRCULATION

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Total Checkouts (physical material)	11,661	10,478	11,425										33564	34539	11559
Total Renewals (physical material)	9,430	8,760	9,128										27318	28162	9767
Downloading/Streaming															
eBooks	2673	2374	2477										7524	6671	2141
eAudiobooks	2595	2313	2342										7250	6170	2102
Movies	910	700	702										2312	2164	791
Music	159	210	211										580	399	141
Magazines	855	815	857										2527	2671	1006
Total Circulation	28283	25660	27142										81085	80776	27507
In-House Use	1,581	1,592	1,654										4827	2685	1549

PATRONS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Gate Count	8,808	8,646	9,441										17454	19377	10720
Curbside Appointments	6												6	0	0
Active Cards	9,931	9,968	9,890										n/a	n/a	9608
Other (NR Fee, Org, etc)	0	0											0	0	0
% of MG pop w/ active cards	39.2%	39%	39%												37.6%

STUDY ROOM USAGE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Reservations	343	350	360										1053	1030	354
Total Time	767.5	760	799.5										2327	2333	784

REFERENCE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Adult															
Technology and Reference	726	725	965										2416	2347	863
Directional/General Library Info	886	1079	1088										3053	2673	882
Reading Program														0	0
Youth															
Technology and Reference	540	485	489										1514	1465	513
Directional/General Library Info	439	416	352										1207	1261	882
Reading Program	232	9	3										244	183	3
Circulation															
General Info	143	84	132										359	225	105
Directional	145	95	154										394	202	105
Total Reference Questions	3111	2893	3183										9187	8356	2878

OUTREACH

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Offsite Visits	36	29	31										96	91	29
Audience	793	593	798										2184	2124	525
In Library Visits	1	1	0										2	2	2
Audience	17	14	0										31	104	104
School Deliveries	4	4	3										11	13	3
Items	93	94	46										233	169	19
Homebound Deliveries	15	13	16										44	36	13
Items	112	97	131										340	356	138

TECHNOLOGY/INTERNET USE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Public Access Computers															
Sessions	580	615	751										1946	2288	813
Total Time (hrs)	459	557	702										1718	1909	704
AWE Early Learning Computers															
Sessions	473	336	438										1247	1501	573
Total Time (hrs)	158	112	146										416	423.58	185
Public Scan Stations															
Scans	668	1073	2499										4240	4118	1493
Faxes (pages)	230	158	333										721	653	203
Databases/Online Resources															
Sessions	1215	1045	1200										3460	3251	1160
Searches	3369	2685	2721										8775	8405	3045
Public WiFi Use															
Sessions	3175	3288	3469										9932	9596	3202
Website															
Website Visits	12,206	10,593	12,043										34842	34320	11098

MEETING ROOM USAGE

[illegible]

LIBRARY PROGRAMMING

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Adult															
Number of Program Sessions	39	35	46										120	118	41
Total Attendance	493	548	726										1767	2223	836
Teen															
Number of Program Sessions	2	3	2										7	4	1
Total Attendance	5	9	0										14	17	0
Youth															
Number of Program Sessions	54	50	55										104	148	52
Total Attendance	1550	1214	1510										2764	3890	1191
Library Wide															
Number of Program Sessions	1	0											1	3	2
Total Attendance	109	0											109	184	151

SOCIAL MEDIA

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Facebook															
Posts	19	17	20										56	66	20
Total Page Likes	2,601	2,590	2,596										n/a	n/a	2533
Engagements + Clicks	187	172	320										679	621	60
Page Reach	2,100	3,100	3,600										8800	41716	8278
Instagram															
Posts	35	29	28										92	116	38
Total Followers	1,844	1,850	1,861										n/a	n/a	1564
Engagements + Clicks	506	549	441										1496	2767	611
YouTube															
Videos	0	1	2										3	7	4
Views	0	6	84										90	370	121
Subscribers	268	268	272										272	n/a	251
TikTok															
Posts	4	3	5										12	18	5
Total Followers	665	682	706										706	n/a	394

OTHER/MISCELLANEOUS

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Prev. YTD	Prev. Yr/Mo
Volunteer Hours															
Adult	130.02	123.32	109.43										362.77	418.12	89.21
Teen	.5	6.5	0										7	28.5	1.5