

LIBRARIAN'S REPORT October 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.



LIBRARIAN'S REPORT October 2025 Pam Leffler, Executive Director

Administration

Personnel

- We began interviews for the Facilities Manager position. This position should be filled by the
 beginning of December. All staff are to be commended for stepping up and helping with room set
 ups, closing of the building, etc. while the Facilities and Maintenance Department hasn't been fully
 staffed.
- We hired a new Adult and Teen Services Associate, Nathan Lemke. His first day will be November 5.
- Other personnel news can be found in the Department reports.

Automation & Technology

• OSG, with onsite assistance from Business Manager Leighton Shell, as necessary, continues routine and general maintenance of our computers and other automation systems.

Legal/Financial/Policy

- The 2026 budget was finalized and approved at the October 9th meeting and sent on to the Village for inclusion in the Village budget.
- The Policy Committee met on October 2 and reviewed the following policies: Computer and Technology Use, Homebound Services, Internet Access, Public Comment, Public Services, Recording of Public Meetings, Social Networking, and Study Room Use. The Policy Committee recommended to the full Board adoption of all policies as presented, and the Board approved them.
- As of the end of October there was still no word on when the second installment of the Cook
 County tax bills would be distributed. Staff have been instructed to get prior permission from me
 before making any significant purchases. Fortunately, we are nearing the end of our fiscal year so
 purchasing has already slowed down. I continue to carefully monitor expenditures in case we must
 curtail spending more aggressively while waiting for funding.
- Long-time and extremely major library vendor Baker & Taylor abruptly declared bankruptcy and shut down so staff have been busy searching out and setting up accounts with other vendors so that collection development activities can continue with minimal disruption to our patrons. Access

- Services Manager Jeff Ray deserves special thanks for all of the work that he has done and continues to do as we transition to using new vendors.
- I am continuing to monitor the situation with IMLS funding. As mentioned previously, while the library receives no direct funding from IMLS, the Illinois State Library and our library system, RAILS, do. Cuts to funding for the state library and RAILS could potentially affect their services, which would in turn impact us.
- Immigration enforcement activity in the area is ongoing. There has been and continues to be much discussion among staff, area library directors, RAILS staff, and legal counsel regarding what we, as a library, are legally allowed to do, ways to continue to keep staff and patrons safe, development of procedures in the event of ICE activity in or around the library building, etc. Our procedures in the event of a visit from ICE have been distributed to all staff and will be discussed at the staff inservice, scheduled for November 7.

Facilities

- Renovation of the multi-stall bathrooms on the main floor continues. Asbestos abatement, originally scheduled to begin on October 20th was pushed back to start on Friday, October 24. To stay on schedule the abatement contractor had two shifts on site that day to get the abatement complete in one day. The east end of the building remained closed to the public until Monday evening when we received the air quality test 'all clear'. This change in schedule actually worked out a bit better for us as we didn't have to keep the east entrance and elevator closed to the public as long as we originally anticipated.
- Facilities Assistant Ganka Kuneva has been extremely helpful with building related tasks during the past several weeks.
- I will be reporting on Facilities matters until a new Facilities Manager can be hired.

Miscellaneous

- From October 13 October 16, I attended the annual Illinois Library Association Conference in Rosemont. Programs attended:
 - o Libraries Count: RAILS Data Conference
 - Opening Session featuring Dr. Terrell Strayhorn, Professor of Education and Psychology at Virginia Union University and President and CEO of Do Good Work Consulting Group
 - o The Power of Recognition: Engaging and Retaining Your Team
 - Your Next Chapter: Redefining Library Skills and Belonging
 - How to Banish Imposter Syndrome
 - o Capital Campaign Fundraising Without a Donor Base
 - ILA Membership Meeting & President's Program featuring Dilla (Chicago historian Shermann Thomas)
 - o Courageous Belonging: Navigating Public Backlash and the First Amendment with Care
 - Supporting Neurodiverse Adults and Staff in the Library: Inclusive Programming and Best Practices
 - Illinois Public Library Standards
 - DiversiTEA Closing Keynote featuring Roy Kinsey, a Chicago-based rapper, librarian, and the founder of Rapbrary

Events/Programs/Meetings

•	Department Manager meeting(s)	October 8, 22
•	Dolly Parton Imagination Library community meeting	October 21
•	ECC/Digital Library of Illinois Executive Committee meeting	October 8
•	Harwood Institute Presentation	October 8

Illinois Library Association Annual Conference
 Library Board of Trustees Regular meeting
 Library Board of Trustees Policy Committee meeting
 Morton Grove Chamber of Commerce Board meeting
 North Suburban Directors Networking meeting
 RAILS – Puzzle Project/OverDrive informational meeting
 October 13-16
 October 9
 October 2
 October 2
 October 27
 October 28

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

MGPL Access Services October 2025 Report

Jeffrey Ray, Access Services Manager

Library Cards:

103 Library Cards registered

License Plate Sticker Renewals/Passport Acceptance:

- 17 License Plate Renewals
- 50 Passport Applications Accepted

Professional Development:

• 10/31/25 Danielle O'Donovan completed Passport Acceptance Agent training and can now start accepting passport applications.

Other Department Activity:

- 2,216 Morton Grove Public Library items were sent to other libraries to fill hold requests.
- 3,137 hold items were processed by Circulation Staff for patrons to pick up at MGPL.
- 17,164 items were checked in by Circulation Staff.
- Diego Navarro hired as a Circulation Clerk I.
- Arabella Gomez hired as a Circulation Clerk I.

MGPL Adult and Teen Services October 2025 Report

Melissa Mayberry, Adult and Teen Services Manager

Programming

This month, we had 36 programs with a total of 479 attendees.

We offered a variety of unique programs this month. To celebrate Banned Books week, we hosted a café where patrons could stop by for a small treat, pick up a themed tote bag, and take part in a discussion about banned books and the importance of intellectual freedom. Patrons of all ages engaged in interactive matching games and enjoyed conversations with Cailyn and Wynn.

Instead of our usual murder mystery, we hosted a Zombie Escape Room as an after-hours program. Nate designed three challenges for patrons to complete: a symbol puzzle, a math puzzle, and a bean bag toss. After completing the challenges, patrons entered the escape room to claim a prize. Attendees shared enthusiastic feedback, with many requesting selfies with the zombie.

MGPL was once again invited to participate in the Niles West Library Con. The MGPL booth was featured as one of the activities students needed to complete, and Cailyn came prepared with swag, candy, and spooky-themed freebies, always a hit with the crowd. She ended up engaging with nearly 200 students!

With the unexpected closure of Baker & Taylor, ATS staff have spent a significant amount of time this month navigating the move to a new vendor. Despite the disruption, staff have worked diligently to maintain steady access of new materials for our patrons.

It's also worth noting that this month we saw our highest study room usage ever, with over 450 reservations and nearly 1,000 total hours. The staff at both Info Desks continue to do an outstanding job managing the reservations and checking patrons into the rooms, all while handling their other desk responsibilities.

Book/Media Displays

- Menopause Awareness Month
- Tales of Terror
- Witchy Vibes
- I'm Batman
- Frightening Films
- National Vegetarian Month (Cookbooks)
- Back to Basics
- National Wellness Awareness Month

Book Rivers and Record Sets

- Spooky Reads
- Horror Graphic Novels
- Hispanic Heritage Month

Library Aware Newsletters

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

Continuing Education/Meetings/Webinars

- Bob attended Meaningful Library Gatherings: Bringing Purpose to Every Meeting and Event
- Luke attended Building Community Through Craft Programs
- Bob, Cailyn and Melissa attended Toxic Talk: Identifying Harmful Workplace Communication Styles that are Destroying Morale and Trust
- Bob attended AI-Hallucinated Citations in Libraries: A Discussion
 Bobby and Marlene attended AI and Public Libraries: Panel and Discussion
- Cailyn attended SLJ Day of Dialog
- Wynn attended BookBrowse: Engaging Readers, Building Community-Practical Strategies for Readers' Advisory, Book Clubs and Beyond
- Wynn attended Read On: Tools to Help You Prepare for and Respond to Book Challenges presented by Booklist
- Nate and Melissa attended the Age Options Library Cares Q1 Kickoff and NorthStar Training

MGPL Business Office October 2025 Report

Leighton Shell, Business Manager

Business Office

- Typical monthly invoice payment. Processed 107 invoices, 41 checks, and 30 ACH payments.
- Began working through Paycom Year-End Checklist tasks.

Human Resources

- Assisted M. Mayberry with interviewing Adult and Teen Services Associate candidates.
- Onboarded new Adult and Teen Services staff member N. Lemke.
- Assisted Executive Director with interviewing Facilities Manager candidates.

IT Liaison

- Performed monthly Windows updates on computer lab, YS public computers, and circulating laptops.
- Worked with M. Mayberry to come up with solution to failing computer lab audio jacks.
- Worked with C. Schroeder to come up with solution for YS OPAC computer station.

Miscellaneous

Assisted N. Miller with "Zombie escape room" event.

Meetings/Training/Etc.

- There was no Illinois Library Association's Human Resources & Administration Forum (HRAF) meeting due to the October ILA convention.
- On Wednesday, November 12th, sat in on the Library Administrative Assistant Networking Group Meeting Zoom call.
- On Thursday, November 13th, attended the HR Source 2025 Employment Law Conference.
- 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 Marketing & Engagement October 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
- Karina filmed and edited the promotional video for the Zombie Librarian Mystery event.
- Karina wrote copy for the Annual Giving Campaign and Library Updates for the December-January newsletter.
- Bettina created 26 new graphics and updated multiple items for AS and YS staff
 - o Started the newsletter process- proofed copy and started layout
 - o Worked on materials needed for Art Contest, Zombie Librarian Mystery, Family Reading Night, Local Authors event, and more
- Jan posted on social media 85 times
 - o Jan posted a month-long "31 Spooky Book Recs" on Instagram in October.
 - o Best post on Instagram was "Reading like men watch football" reel (6,565 views, 375 likes, 59 shares)
- 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 a handout for the Zombie Librarian Mystery event.
- Karina planned and purchased the treats given out to trick-or-treaters on Halloween
- Karina worked with Jess on photos for the upcoming Board Game Bandit event.

Community and Staff Engagement

- Karina continued to work with Pam and the managers on the upcoming Staff In-service.
- Karina attended the Park View PTO Fun Faire with Stephanie where they checked out many books to attendees and signed a couple library cards.
- Karina worked with members of the Staff Appreciation Committee on the Staff Halloween Party.

MGPL Youth Services October 2025 Report

Courtney Schroeder, Youth Services Manager

Programming

In October we held 54 programs for 1262 people.

Instead of our typical Fall Preschool Concert we changed things up with a Firefly Family Theater interactive show. A few local preschools came to the play as well as our local young families and all enjoyed being at the theater in a family-friendly environment.

This month we partnered with Advocate Children's Hospital for a Teddy Bear Clinic program where doctors read stories about going to the doctor and dentist and then allowed kids to play with medical equipment to practice taking care of their beloved stuffed animals. It was a lot of fun and great to see ACH bringing their outreach to our facility after so many years of Debbie working with them at theirs. I hope to see more of their events at our Library in the future.

Our annual Halloween Storytime was hugely successful with 64 people joining in the fun of the costume parade and "trick-or-treat" practice at the youth services desk.

Outreach

In October Jessie and Debbie visited 36 groups (1117 kids and their adults) at book talks, storytimes, and back to school events throughout Morton Grove. In addition, we welcomed Jerusalem Lutheran students for their unfacilitated visits. The Youth Services team also put together 9 book bags of 138 items for area schools. This month's outreach included a resource fair for teachers and college students and a presentation for teachers on Library resources.

Professional Development/Training/Meetings

In October the Youth Services staff attended the following professional development and training meetings in addition to our youth services department meeting.

- Jessie attended the Penguin Young Readers Spring 2026 Preview webinar.
- Debbie attended the Advocate Childrens' Health "Reading is a Right" initiative meeting.
- Courtney attended the webinar, Beyond Retention: Mechanisms to Support Librarian Job and Career Success and Longevity.
- Debbie attended the Lapsit Leaders networking meeting.
- Courtney hosted the RAILS Managers of Children's and Teen Services networking meeting.
- Debbie watched the webinar, Growing Readers in a World of Screens and Al.
- Courtney attended the 3-day Illinois Library Association annual conference.

August Programming Statistics – Morton Grove Public Library

Adult Programs

Addit Frograms	No. of	Total
Program Name	Sessions	Attendance
Tuesday Movies	3	53
Chair Yoga	1	14
Chair Yoga (Online)	1	15
Crafting for Charity	2	30
ESL Games & Gab (Conversation)	1	6
Social Seniors: Bingo	1	11
Social Seniors: Arts & Crafts	1	12
Social Seniors: Trivia	1	8
Indie Movie Night	1	5
Concert: Venti Wind Quintet	1	48
Evening Craft for Adults and Teens	1	11
Banned Book Cafe	1	20
Understanding Medicare	1	25
Picking the Right Medigap Plan & Best Rate (Online)	1	27
Make it with MGPL: Customized Bookmark with Cricut	2	9
Beyond the Screen: A Wicked Conversation with Marissa Bode	1	1
(Online)		
MGPL After Dark: The Zombie Librarian Mystery	1	35
Versiti Blood Drive Event	1	10
Social Seniors: Adult Show & Tell	1	3
Make it with MGPL: Bath Bombs	2	16
It Happened in Chicago	1	25
Book a Librarian	1	1
LitLounge	1	7
Between the Lines	1	6
Between the Lines (Online)	1	6
Readpool	1	5
Senior Activity Kits	1	29
ESL Activity Kits	1	15
Seed Library	1	8
Total Adult Programs	34	461

Teen Programs

Program Name	No. of Sessions	Total Attendance
LitLoot	1	4
Paying for College: What's Changing and What You Can Do	1	14
(Online)		

Youth Programs

	No. of	Total
Program Name	Sessions	Attendance
A Minecraft Movie	1	20
Apples & Pumpkins	1	31
Bedtime Stories & More	2	13
Bones and Fossils	1	10
Bookaneers!	1	8
Chess Academy	1	12
Cuddle Bugs	1	15
Crafty Saturday	1	45
Diary of a Wimpy Kid Release Party	1	40
Drama Club	1	6
Family Crafting	1	25
Family Engineering Night	1	24
Family Storytime	1	5
Firefly Family Theater: The Harvest Moon	1	50
Goofball Science	1	6
Halloween Storytime	1	64
Lego Builders	1	5
Listen Up	8	199
Mathematics Circus	1	18
Middle School Hangout	1	0
Monday Morning Playgroup	4	109
Motor Skills Morning	1	13
Pixar Writing Method	1	11
Puppet Craft Storytime	1	19
Puzzles & Prose	1	4
Read to the Rainbow Dogs	1	12
Sensory Stations	1	11
STEAM Stop: Paper Towel Challenge	1	14
STEMonade Stand	3	260
Teddy Bear Clinic with Advocate Children's Hospital	1	29
Toddler Time	3	59
Wee Read	8	125
Total Youth Programs	54	1262

Library Wide Programs

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Drogram Nama	No. of	Total
Program Name	Sessions	Attendance

Total Library Wide Programs	0	0
None	0	0

YS Talks/Tours Inside the Library

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

ATS Talks/Tours Inside the Library

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

YS Talks/Visits Outside the Library

Program Name	No. of Sessions	Total Attendance
By Your Side Autism Center	2	18
Children's Bright Beginnings	2	22
Golf	2	36
Hynes	8	279
Jerusalem Lutheran	1	27
Melzer	4	98
Morton Grove Park District	2	72
Nature Pals Preschool	1	7
Oakton Community College	1	182
Park View	8	249
Poko Loko	5	127
Total YS Talks/Visits Outside the Library	36	1117

ATS Talks/Visits Outside the Library

Program Name	No. of	Total
	Sessions	Attendance
Niles West Library Con	1	193
Total ATS Talks/Visits Outside the Library	1	193

Marketing & Engagement Outreach

Program Name	No. of Sessions	Total Attendance
Park View PTO Fun Fair	1	70
Total Marketing & Engagement Outreach	1	70

Morton Grove Public Library Monthly Statistics For 10/2025

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

Checkins at your stations Checkouts at your stations Checkouts at your stations Checkouts at your stations Renewals at your stations	Transaction SubType	NUMBER OF PATRONS ITEMS TRANSACTIONS
Checkins at your stations	Leap Check in	11176
Checkins at your stations	Checkin Leap In Hous	1590
Checkins at your stations	Quick Check in	43
Checkins at your stations	Self Check in	22
Checkins at your stations	Checkin Leap Invento	5
Checkins at your stations	Checkin Leap Bulk	50
	Total Checkins	12886
Checkouts at your stations	Self check Check out	6234
Checkouts at your stations	Leap Checkout and Renewal	4834
	Total Checkouts	11068
Renewals at your stations	Auto-renewal	8529
Renewals at your stations	Leap Checkout and Renewal	276
Renewals at your stations	Self check Check out	43
Renewals at your stations	Power PAC Renewal	92
Renewals at your stations	Third party renewal	73
	Total Renewals	9013
Number of your Library's items checked out system-wide		10742
Number of your Library's unique items checked out system-wide		9887

Holds Placed through your interface	3126
Holds placed for/by your patrons	3331
Holds Held	3137
Holds Located	0
Holds Checkedout	2802
Holds Expired	0
Holds Cancelled	527
Holds Unclaimed	332
Number Of Items Currently Out	11793
Existing "MortonGrove" patron received new barcode	27
Patron Expiration Date Extended More Than 30 Days:	246
Count of physical patron records at beginning of 10/2025	10435
Minus Patron records physically deleted	89
Minus Patron library was changed from "MortonGrove" to some other CCS librar	6
Plus Patron records physically added	103
Plus Patron library was changed from some CCS library to "MortonGrove"	2
Count of physical patron records at end of 10/2025	10445
Minus In-House and Test Cards	8
Minus Expired Cards	239
Unexpired Patrons on file	10198
Leap Registration Patron Lib=Mo	rtonGrove 103
Leap Registration Patron Lib=CC	SL 8
Monthly ILLINET numbers	
Number of items borrowed by your library and supplied by a CCS library	2060
Number of items lent by your library to a CCS library	2216

Morton Grove Public Library MONTHLY CCS INTERLIBRARY LOAN ACTIVITY 10/2025 - 10/2025

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 III. To Other Libraries or Systems in Illinois
- 4. Lent Outside III. 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 III.	Lent Outside III.	Lent Total	Percent Held	Percent Intra- CCS	Borrowed Intra-CCS	Borrowed Inter-CCS
Algonquin	3,254	40	3	3,297	2.72	4.23	2,025	34
Cary	1,396	64	7	1,467	2.73	1.81	2,323	33
CCSL	1	0	0	1	0.00	0.00	341	0
Crystal Lake	2,170	167	23	2,360	2.55	2.82	3,207	56
Des Plaines	4,552	287	256	5,095	4.70	5.91	2,725	177
Ela	2,956	106	0	3,062	2.79	3.84	3,203	12
Evanston	3,001	100	50	3,151	3.93	3.90	4,499	36
Fox River Valley	2,588	65	18	2,671	2.56	3.36	1,971	39
Fremont	2,041	84	30	2,155	1.87	2.65	2,824	35
Glencoe	1,377	44	26	1,447	2.16	1.79	741	14
Glenview	3,993	167	84	4,244	4.10	5.19	2,949	65
Grayslake	2,905	71	16	2,992	2.77	3.77	2,230	22
Highland Park	2,544	143	41	2,728	4.02	3.30	2,706	75
Huntley	1,679	60	10	1,749	3.04	2.18	2,193	24

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	
Lake Forest	1,291	41	0	1,332	2.78	1.68	1,389	15	
Lake Villa	2,016	101	36	2,153	2.04	2.62	2,643	0	
Lincolnwood	941	27	6	974	2.11	1.22	724	5	
McHenry	795	37	6	838	2.39	1.03	1,273	0	
Morton Grove	1,648	71	14	1,733	3.15	2.14	1,974	23	
Mount Prospect	5,318	124	0	5,442	6.04	6.91	2,223	78	
Niles	3,614	149	66	3,829	4.62	4.69	2,668	27	
Northbrook	3,124	184	111	3,419	4.23	4.06	3,226	81	
Palatine Public Library	3,805	97	35	3,937	3.60	4.94	6,249	52	
Park Ridge	2,317	137	73	2,527	2.92	3.01	2,985	23	
Prospect Heights	1,703	32	23	1,758	2.39	2.21	858	10	
Round Lake	1,383	42	46	1,471	2.78	1.80	786	0	
Vernon Area Library	1,929	78	54	2,061	3.46	2.51	2,660	2	
Warren-Newport Public Library	1,553	24	0	1,577	2.74	2.02	2,518	41	
Waukegan	1,403	1	0	1,404	2.63	1.82	716	0	
Wilmette	2,931	86	51	3,068	4.16	3.81	4,025	48	
Winnetka-Northfield	2,384	98	16	2,498	2.75	3.10	2,042	46	
Zion-Benton	1,474	93	45	1,612	2.41	1.91	933	4	
Total	76,992	2,911	1,197	81,100	100.00	100.00	77,270	1,170	

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo
CIRCULATION				-											-	
Total Checkouts (physical material)		11,661	10,478	11,425	10,704	10,901	14,472	12,649	10,051	10,878	11,068			114,287	117,114	11,799
Total Renewals (physical material)		9,430	8,760	9,128	9,241	9,007	8,625	10,513	9,869	8722	9,013			92,308	93,257	8,978
Downloads/Streaming																
ebooks		2,673	2,374	2,477	2,287	2,326	2,487	2,616	2,451	2,215	2,234			24,140	22,703	2,425
eAudiobooks		2,595	2,313	2,342	2,428	2,597	2,356	2,506	2,542	2,444	2,494			24,617	21,061	2,219
Movies		910	700	702	656	669	829	748	681	597	897			7,389	7,528	749
Music		159	210	211	259	195	90	67	137	141	94			1,563	1,308	143
Magazines		855	815	857	861	930	883	863	932	871	1,025			8,892	7,431	725
	TOTAL	28,283	25,650	27,142	26,436	26,625	29,742	29,962	26,663	25,868	26,825	0	(273,196	270,402	27,038
In House Use		1,581	1,592	1,654	1,451	1,358	1,880	1,950	1,592	1,141	1,590			15,789	14,802	1,552
PATRONS																
Gate Count		8,808	8,646	9,441	9,824	9,478	11,906	12,023	10,024	9,497	9,922			99,569	105,409	10,123
Curbside Appointments		6	2	3	2	0	1	0	3	2	4			23	33	1
Active Cards		9,931	9,968	9,890	9,912	9,926	9,990	10,034	10,159	10,137	10,198					9,626
Other (NR Fee, Org, etc)														0	0	(
% of MG pop w/active cards		39.25%	39.40%	39.09%	39.18%	39.20%	39.40%	41.00%	41.00%	41.00%	41.00%			n/a	n/a	38.14%
REFERENCE																
Adult																
Technology and Reference		726	725	965	734	716	809	779	875	760	854			7,943	8,806	846
Directional/General Library Info		886	1,079	1,088	1,067	945	979	1,098	972	899	1,026			10,039	10,409	1,195
Reading Program		0	0	0	0	0	230	26	0	0				256	283	(
Youth																
Technology and Reference		540	485	489	591	518	700	663	407	473	515			5,381	5,577	677
Directional/General Library Info		439	416	352	405	466	639	569	409	401	438			4,534	4,916	539
Reading Program		232	9	3	2	14	1371	826	26	12	1			2,496	2,593	7
Circulation																
General Info		143	84	132	138	91	86	81	73	103	104			1,035	998	78
Directional		145	95	154	155	93	104	99	92	109	127			1,173	1,081	91
	TOTAL	3,111	2,893	3,183	3,092	2,843	4,918	4,141	2,854	2,757	3,065	0	(32,857	34,663	3,433

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prov VTD	Prev YrMo
OUTREACH	3011	100	iviai	761	iviay	June	July	лив	эсрг		1404	Dec	111D Total	TICVITE	1100 111010
Offsite Visits	36	29	31	29	49	6	6	5	30	38			259	262	27
Audience	793	593	798	1,234	2,523	262	159	1,033	840	1,380			9,615	7,553	
Addictice	755	333	738	1,234	2,323	202	133	1,033	040	1,360			3,013	7,555	343
In Library Visits	1	1	0	2	1	0	0	1	4	0			10	12	3
Audience	17	14	0	19	78	0	0	8	105	0			241	337	59
School Deliveries	4	4	3	2	0	13	1	1	4	9			41	42	6
Items	93	94	46	55	0	475	20	20	105	138			1,046	940	130
Homebound Deliveries	15	13	16	15	19	10	13	8	11	20			140	126	
Items	112	97	131	123	172	91	85	78	88	171			1,148	1,243	122
TECHNOLOGY/INTERNET LIST															
TECHNOLOGY/INTERNET USE													+		
Public Access computers Sessions	580	615	751	734	888	1,014	1,007	1,029	898	962			8,478	7,757	735
Total time (hrs)	459	557	702	734	828	1,014	1,007	1,193	1,062	902			8,600	6,890	
Total time (ms)	459	557	702	739	020	1,042	1,096	1,193	1,062	922			8,000	0,890	030
AWE Early Learning computers															
Sessions	473	336	438	651	408	489	503	472	363	560			4,693	3,832	325
Total time (hrs)	158	112	146	217	136	163	168	157	121	187			1,565	1,158	115
Public Scan Stations															
Scans	668	1,073	2,499	883	1,046	1,323	1,974	2,142	1,613	2,375			15,596	14,734	
Faxes (pages)	230	158	333	186	275	115	329	455	910	1,240			4,231	2,217	229
Public WiFi Use															
Sessions	3,175	3,288	3,469	3,598	3,590	3,913	3,954	3,493	3,621	4,021			36,122	32,143	3,488
Mahaita Visita	12,206	10.502	12.042	11 440	12.616	12.024	12.005	11 272	15 642	10.000			121 470	110 020	12.422
Website Visits	12,206	10,593	12,043	11,449	12,616	12,834	12,805	11,373	15,643	19,908			131,470	119,838	12,422
Databases/Online Resources															
Sessions	1,215	1,045	1,200	1,214	1,048	1,100	1,267	1,280	1,862	1,520			12,751	11,667	1,251
Searches	3,369	2,685	2,823	4,017	3,098	2,851	3,571	3,876	5,546	4,887			36,723	28,831	2,646

Library Program Sessions 39 35	Mar	Jan	Mar Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo
Adult Number of Program Sessions 39 35 Total Attendance 493 548 Teen Number of Program Sessions 2 3 Total Attendance 5 9 Youth Number of Program Sessions 54 50 Total Attendance 1,550 1,214 Library-wide Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE Activity Room 36 44 Library 36 44 Outside Use 0 0 Baxter Auditorium Library 35 26 Cooperman Room 2 6 Cooperman Room 2 6 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3				. ,									-	
Number of Program Sessions 39 35 Total Attendance 493 548 Teen 39 35 Number of Program Sessions 2 3 Total Attendance 5 9 Youth 4 50 Number of Program Sessions 54 50 Total Attendance 1,550 1,214 Library-wide 1 0 Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE 2 6 Activity Room 36 44 Library 36 44 Outside Use 0 0 Baxter Auditorium 35 26 Library Use 2 6 Cooperman Room 2 6 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTH														
Total Attendance 493 548 Teen Number of Program Sessions 2 3 Total Attendance 5 9 Youth Number of Program Sessions 54 50 Total Attendance 1,550 1,214 Library-wide Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE Activity Room 4 Library 36 44 Outside Use 0 0 Baxter Auditorium Library 35 26 Cooperman Room 2 6 Cooperman Room 1 0 0 Library Use 79 123 Outside Use 0 0 0 STUDY ROOM USAGE 8 0 0 Reservations 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours Adult 130.0 123.3	46	39	46 43	44	39	41	34	41	34			396	395	46
Number of Program Sessions 2 3 Total Attendance 5 9 Youth			726 630	557	580	543	655	746	461			5,939	7,224	826
Number of Program Sessions 2 3 Total Attendance 5 9 Youth														
Total Attendance 5 9 Youth														
Youth Number of Program Sessions 54 50 Total Attendance 1,550 1,214 Library-wide Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE Activity Room 4 Library 36 44 Outside Use 0 0 Baxter Auditorium 2 6 Library 35 26 Cooperman Room 2 6 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Reservations 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3	2	2	2 3	4	2	1	1	1	2			21	16	2
Number of Program Sessions 54 50 Total Attendance 1,550 1,214 Library-wide 1 0 Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE 2 6 Activity Room 36 44 Library 36 44 Outside Use 0 0 Baxter Auditorium 2 6 Cooperman Room 2 6 Cooperman Room 2 6 Coutside Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours Adult 130.0 123.3	0	5	0 9	15	15	0	4	23	18			98	112	30
Number of Program Sessions 54 50 Total Attendance 1,550 1,214 Library-wide 1 0 Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE 2 6 Activity Room 36 44 Library 36 44 Outside Use 0 0 Baxter Auditorium 2 6 Cooperman Room 2 6 Cooperman Room 2 6 Coutside Use 0 0 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours Adult 130.0 123.3														
Total Attendance	55	54	55 61	51	58	67	45	54	54			549	503	53
Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE 2 0 Activity Room 36 44 Outside Use 0 0 Baxter Auditorium 35 26 Library 35 26 Coutside Use 2 6 Cooperman Room 2 6 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3			1,510 1,587	1,115	1,985	3,192	1,353	1,047	1,262			15,815	15,395	1,676
Number of Program Sessions 1 0 Total Attendance 109 0 MEETING ROOM USAGE 2 0 Activity Room 36 44 Outside Use 0 0 Baxter Auditorium 35 26 Library 35 26 Coutside Use 2 6 Cooperman Room 2 6 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3														
Total Attendance 109 0														
MEETING ROOM USAGE Activity Room 36 44 Library 36 44 Outside Use 0 0 Baxter Auditorium 35 26 Library 35 26 Cooperman Room 2 6 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours Adult 130.0 123.3			0 3	1	1	0	0	0	0			6	11	1
Activity Room	0	109	0 104	16	375	0	0	0	0			604	1,518	1
Activity Room														
Library 36 44 Outside Use 0 0 Baxter Auditorium 35 26 Library 35 26 Outside Use 2 6 Cooperman Room 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3														
Outside Use 0 0 Baxter Auditorium 1 0 0 Library 35 26 0 0 0 Cooperman Room 2 6 0	46	36	46 46	44	32	38	35	46	42			409	379	41
Library 35 26 Outside Use 2 6 Cooperman Room 1 123 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3			0 0	0	0	0	0	0	0			0	0	0
Library 35 26 Outside Use 2 6 Cooperman Room 123 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours Adult 130.0 123.3														
Outside Use 2 6 Cooperman Room 1 123 Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3	29	35	29 39	36	36	33	24	34	34			326	321	33
Cooperman Room			8 4	4	1	1	0	4	1			31	31	5
Library Use 79 123 Outside Use 0 0 STUDY ROOM USAGE 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3				-	_	_		-						
Outside Use 0 0 STUDY ROOM USAGE 343 350 Reservations 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3														
STUDY ROOM USAGE 343 350 Reservations 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 130.0 123.3	95	79	95 75	59	69	46	65	45	54			710	58	13
Reservations 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 4dult 130.0 123.3	0	0	0 0	0	0	0	0	0	0			0	0	0
Reservations 343 350 Total time 767.5 760.0 OTHER/MISCELLANEOUS Volunteer Hours 4dult 130.0 123.3														
Total time	360	343	360 399	378	340	395	373	402	467			3,807	3,374	414
Volunteer Hours Adult 130.0 123.3			799.5 873.5	772.5	773.5	826.5	824.0	830.5	976.5			8,204.0	7,407.0	885.5
Volunteer Hours Adult 130.0 123.3														
Adult 130.0 123.3		+									+			
	100 4	120.0	109.4 122.1	90.6	98.6	125.2	128.4	96.6	124.5			1,148.7	1,171.0	149.3
			0.0 10.5	4.5	59.3	61.3	13.8	0.0	0.0			1,148.7	1,171.0	0.0
1een 0.5 0.5	0.0	0.5	0.0 10.3	4.5	39.3	01.5	15.0	0.0	0.0			150.5	100.2	0.0

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo			
SOCIAL MEDIA																		
Facebook																		
posts	19	17	20	26	21	21	17	16	14	25			196	232	22			
total page likes as of 1st of the month	2,601	2,590	2,596	2,597	2,595	2,610	2,618	2,621	2,628	2,635			n/a	n/a	2,592			
interactions (engagements+clicks)	187	172	320	638	349	475	271	309	179	219			3,119	2,661	242			
page reach	2,100	3,100	3,600	6,800	3,000	5,462	4,017	3,726	593	3,726			36,124	78,394	5,800			
Instagram																		
posts	35	29	28	33	33	41	28	32	31	57			347	425	79			
total followers as of the 1st of the month	1,844	1,850	1,861	1,874	1,890	1,906	1,919	1,945	1,959	1,977			n/a	n/a	1,831			
engagements					532	760	519	384	551	944			3690	7,567	785			
YouTube																		
videos	0	1	2	1	2	1	1	1	1	3			13	26	5			
views	0	6	84	31	102	8	9	5	16	221			482	1,580	768			
subscribers	268	268	272	274	279	282	282	283	282	285			n/a	n/a	263			
TikTok																		
posts	4	3	5	2	4	3	3	3	5	3			35	49	3			
total followers as of the 1st of the month	665	682	706	749	773	781	803	816	832	838				n/a	607			
													Started pos	Started posting on TikTok 04/202				