

Morton Grove Public Library
Librarian's Report
September 2019
Pam Leffler, Director

Administration

Personnel

- Met with Joy Lynn Hyer to discuss the *Market Benchmarking & Compensation Structure Development Project* conducted for us by HR Source. I was able to incorporate funding for many of the salary recommendations made in the report. The development of a new salary schedule and a deeper and better understanding of how to administer compensation appropriately has already been helpful. I look forward to implementing more of the recommendations made, particularly the development of a compensation policy.
- As discussed at last month's meeting, in September we began implementing several staffing changes throughout the Library. I have included a copy of the email sent to staff outlining some of the significant changes.
- Other staff activities have been reported in the Department reports.

Automation & Technology

- Library Market is continuing their work on the actual development of our new website. Training on using the new site and the new calendar module of the site will begin in early October.
- New laptops were purchased and delivered to the Library. OSG staff are working on getting these set up as per instruction from Library staff. We hope to have the new laptops available for use by patrons and staff by the end of the month.
- We are still waiting on AT & T to come on-site to finish the installation of our back up internet line. Until then we will continue to pay Comcast for two lines. Once the AT& T line is installed, we will reduce the cost of our internet service by over 50%.
- Please see the list of current and completed projects attached.
- In addition to project work, OSG continued to provide routine technical support for computers (hardware and software) throughout the Library.

Building & Grounds - General

- Please see the monthly report of Facilities Manager Ed Tamras for building and grounds related activity.

Legal/Financial/Policy

- The Village Board met on September 9 for the first reading of plans and Special Use Permit and on September 23 for the second reading. At the September 23rd meeting, the Village approved the Special Use Permit for 6200 Lincoln Avenue. Closing on the building was scheduled for October 3, 2019.
- Finalized 2020 Budget. The second reading of the budget will be at the October Board meeting. Once the Board approves the final budget and levy request, I will prepare documentation to be sent to the Village of MG.

Miscellaneous

- On Wednesday, September 11 I attended an Outlook/Email Management workshop sponsored by HR Source. This was an extremely useful workshop on managing incoming emails and utilizing Outlook and the calendar/scheduling functionality more fully. The workshop includes a one-on-one follow up with the presenter. I am hoping to bring the presenter in to do a similar workshop for staff.
- The first newsletter with new library branding went out in September. We have received several positive comments about the new logo and the new look and feel of the newsletter.

Events/Programs/Meetings

September 4	HR Source – discuss Compensation Project
September 11/18	Department Head meetings
September 11	Outlook/Email Management Workshop
September 12	Finance Committee/Regular Board meetings
September 17	Space Planning webinar – RAILS
September 18/26	Electronic Content Consortium (ECC) Executive Committee meetings
September 18	MG Complete Count Census Committee meeting
September 21	Morton Grove Farmers' Market
September 25	CCS Governing Board meeting @ Lake Villa District Library
September 26	Directors Networking meeting @ Skokie Public Library
September 27	Update meeting w/OSG
September 30	Special Board meeting

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

MGPL Adult Services
September 2019 Report
Natalya Fishman, Adult Services Manager

Selected list of programs and services

Downton Abbey Tea and Trivia

Twenty-seven patrons attended the program, some with fancy hats, and all had a smashing time. After enjoying tea and treats, served on real china, the attendees tested their knowledge of Downton Abbey with some challenging trivia. Patrons were still talking about the event days later; they were appreciative of all the effort that was put into organizing this program. 9/15.



Sound Advice

Meghan Haddad-Null from Recorded Books book-talked 15 audiobooks for adult, children and teens; all the audiobooks she brought with her were available as giveaways to patrons. At the end of the program, Meghan answered patrons' questions that covered everything from audiobook formats to production details. 9/7.

Storytelling @MGPL: An Hour of Stories with Master Storyteller Megan Wells

This program was the first event in the new series of programs for our patrons: Storytelling @ MGPL. National award-winning and touring Storytelling Artist Megan Wells captivated the audience with the world of stories: folk, myth and personal. 9/8.



Presentation: The Music of Shel Silverstein

Generally known for his knowledge of Beatles fun facts, 93.1 WXRT-FM's radio personality Professor Moptop (aka Gregory Alexander) spent some time with our patrons discussing the songwriting of Shel Silverstein, who was primarily known as a children's author,

composer of hundreds of songs which were recorded by the likes of Johnny Cash, Loretta Lynn and more. 9/25.

Computer/Technology Workshops

- Intro to Microsoft OneDrive. 9/17;
- Book a Librarian appointments with patrons covered such topics as using smartphones and tablets, converting VHS and vinyl, managing files LinkedIn, and Website design, VPN services and Excel pivot tables. 9/4 (2); 9/5 (2); 9/6; 9/9; 9/11; 9/12 (3) 9/16; 9/18; 9/19; 9/20 (2);9/25; 9/27 (2)

Book Talks / Book Discussions

- **Book Talk at the Senior Center**
Banned Books. 9/4;
This book was focused on books that have been frequently banned and challenged.
- **Between the Lines Book Discussion**
Alternate Side by Anna Quindlen. 9/19; 9/24;
- **Lit Lounge Book Discussion:**
The Power by Naomi Alderman. 9/11;

Other events held in September:

- Film: *Battles of the Sexes*. 9/3;
- Choosing MediGap Insurance Wisely. 9/3;
- New Game Wednesday (Teens). 9/4;
- Silver Screen: *Lord of the Flies*. 9/6;
- Dungeons & Dragons (Teens). 9/8;
- Film: *Alpha*. 9/10;
- Bingosize. 9/12; 9/26;
- Film: *The Children Act*. 9/17;
- Scrabble for Adults. 9/18;
- Magic the Gathering Open Play (Teen), 9/18;
- Hot Ticket: *Poms*. 9/19;
- MGPL After Dark: Martini Lunch Concert. 9/20;
- Free SAT Practice Exam (Teens). 9/21;
- Critics' Choice Film: *The Guardians*. 9/22;
- Film: *Stay Human*. 9/24;
- Creative Coloring for Adults. 9/29;
- Knitting Roundtable. 9/9; 9/16; 9/23; 9/30;
- ESL One-on-One Practice. 9/4 (2); 9/5; 9/6 (2)9/7; 9/9 (2); 9/11 (2); 9/14; 9/16 (2); 9/17; 9/18;9/19; 9/20; 9/21; 9/23; 9/24; 9/25 (2); 9/26; 9/27 (2); 9/28; 9/30;

Census 2020

MGPL continued working with the Morton Grove Complete Count Committee in planning for the Census 2020 promotion and events: we purchased a button maker and started using it to create promotional buttons for the census, created a flyer to go out to businesses interested in sharing information about the census, and discussed various ways the Library can facilitate the census engagement and outreach.

We applied for and were awarded a spot at the *Counted In* Forum at the University of Maryland, College Park iSchool. Forty librarians from across the county will meet with the goal of strengthening census outreach toward immigrants. Melissa Mayberry will be attending the Conference on Inclusion and Diversity in Library and Information Science the following day. All transportation and accommodations costs are covered.

Crafting for Charity

The Crafting for Charity group knitted and crocheted over 60 lap blankets and stuffed animals for the residents of JourneyCare Hospice in Glenview. The items were well received by the volunteer coordinator at JourneyCare; she expressed interest in working with the group again and meeting the crafters. 9/14; 9/28;



Other

Numerous other projects and duties have been worked on during this month: collection development, webpages, displays and newsletters, serving homebound patrons, recruiting and training volunteers, and more. Some of other projects are listed below:

- Library newsletter: The redesigned Oct/Nov issue of the newsletter rolled out with the new branding and page layouts. This issue is also the first printed on new coated paper.
- New logo/rebrand: Work on rebranding paper materials continued this month. Volunteer and board members' name badges and various labels have been redesigned.
- Staff continued working on the new library website.
- We applied and were granted a stipend from AgeOptions, a nonprofit organization connecting older adults and those who care for them with resources and service options. This stipend will allow us to continue with existing programming as well as implement new programs and services directed towards older adults in our community.
- Eleven new hotspots were purchased to replace old hot spots with bad batteries.
- The new staff intranet page and procedures wiki has been test-used this month by the Adult Services staff.



Outreach

- MGPL-on-the-Go at the American Legion Memorial Civic Center. 9/4.
- Book Bike outing: Farmers Market. 9/28.

Professional Development/Training/Meetings

- Adult and YS staff combined meeting regarding staffing changes. 9/10;
- Coming Together meeting. 9/19;
- NWWAN networking meeting. 9/19;
- CCS Public Access Services networking meeting. 9/19;
- Age Options FY19 Library Closeout Meeting. 9/25;
- Adult Services meeting. 9/25;
- RAILS seminar "What Does a Library Marketing Plan Look Like, and What Does it Do for You. 9/26;
- Marketing meetings. 9/4; 9/11;
- Learning Acrobat Reader DC online class
- Stand Up for Health: Health and Wellness Services for Your Community online course
- Booklist's Adult Announcement: Fall (and Winter) Faves webinars

MGPL Circulation Services September 2019 Report

Jeffrey Ray, Circulation Services Manager

Patrons:

- 132 new patron cards registered

Staff:

- September 12 presented at LACONI CSS Program “ Circulation on Wheels and other duties as assigned”. I presented about MGPL’s Book Bike and A/V DVD cleaning program at the 95th street branch of the Naperville Public Library.
- September 13 attended the CCS Circulation Advisory Group meeting at the CCS offices.
- September 18 attended the LACONI Governing Board All Sections meeting to discuss changes within LACONI at the Schaumburg District Public Library.
- September 21 Courtney Schroeder, Karina Guico, and Jeffrey Ray held the Cards and Cuddles program on the front lawn of the library. 85-100 people attended.



- Continuing to work with volunteer to clean A/V materials as they are returned.
- Will Pleas resigned from his position as a circulation clerk to accept a full-time position with the Highland Park Public Library.
- Alissa Burke resigned from her position as Circulation Clerk II to accept a part-time position as an Adult Services Librarian with the Morton Grove Public Library.
- Hired Kinnari Shah as a Circulation Clerk.
- Hired Julia Sarata as a Circulation Clerk.

MGPL Facilities
September 2019 Report
Ed Tamras, Facilities Manager

- Moving forward with Midwest Mech. regarding the HVAC rooftop unit, lead time is 4-5 weeks.
- Generator inspection passed on 9-12, Steiner Electric conducted its first of two PM's (annually) on 9-25, everything went well.
- Awaiting PM Contract cancellation from Midwest Mech for the 6200 building.
- Laforce door company should tentatively be installing our staff entrance door by end of October.
- Performed general maintenance tasks throughout the building and grounds.

MGPL Technical Services

September 2019 Report

Helga Scherer, Head of Technical Services

Projects

Staff Projects:

- No special projects month
- Sue Heidkamp completed the Korean language books project. All Adult Foreign Language materials now have the language in the Prefix field for easier identification in the PAC.

Department Head Projects:

- Ongoing training for myself and staff on cataloging within the consortium database and using Polaris.
- Coordinated with Adult Services and Circulation to move the College & Career collection out of the reading room
- Coordinated with Adult Services and Circulation to move the 650's collection out of the reading room
- Created and updated records for circulating book bags and new book discussion bags
- Evaluated our current profile with Midwest since we need to move to the new logo on our artwork. At this time we will not add any additional processing to our AV items.
- Ongoing Polaris maintenance: working on items records in which our record does not have a volume designation, verifying suspicious Type of Material (TOMS) designations, reviewing items without a statistical code

Meetings

- 9/11/2019, Acquisition Technical Group meeting at Fox River Valley Public Library
- 9/24/19, RAILS webinar, *Assessment of Technical Services*, Natalie Hall from Moraine Valley Community College

MGPL Youth Services September 2019 Report

Courtney Schroeder, Youth Services Manager

September means the start of the new school year for all our area residents and back to our “regularly scheduled programming”. All of our school year favorites started again this year and we even managed to add in a few new fun programs as well.

September is also National Library Card Signup Month, and YS partnered with other departments of the library to put on the Cards & Cuddles program, which brought about 90 people to cuddle puppies, make dog toys, decorate cookies, and paint faces. It was a great program and people thanked us for having it (and asked to have it again!).



Programming

In addition to **Cards & Cuddles**, this month the Youth Services team put on 60 programs for 1030 people in September.

The **Amazing Adamz Magic** show brought in 155 people to the Baxter Room for amazing stunts and tricks. The audience had a great time avoiding the crummy weather outside.

Leslie's **Art Adventure** program focused on Kandinsky this month and kids made wonderful abstract art mimicking his methods.

This month we also began our **Tween Survival Club**, which Jess and Sara hope to continue twice a month throughout the school year. We hope that tweens will find



it relaxing and a way to de-stress after the long school day. After the first event, we've had a significant increase in attendance and hope that trend continues as kids spread the word.

Outreach

In September, our outreach team visited 22 groups of 683 kids and adults/teachers outside of the library. In addition, we visited 3 classrooms and 100 people and delivered 89 books to 4 classrooms. Here are some highlights:

- Brittany worked with Mikey from Niles-Maine Library to begin visits to Gemini Jr. High
- Debbie attended the Advocate Lutheran General Reading Readiness Event, visiting with 77 kids and their families throughout the two half-day events.
- Brittany represented the library at the Park View Family Fun Fair, visiting with 265 people on a rainy Saturday afternoon.
- Jess visited Melzer Kindergarten classrooms with a storytime of counting (and SRP Promotion).
- Debbie visited Park View, Montessori Academy, Kids Academy, Sunny Bunny, and Poko Loko preschools this month as well as Melzer and Jerusalem Lutheran Kindergarten classes.



Professional

Development/Training/Meetings

In September, the Youth Services staff attended the following professional development and training meetings:

- Debbie met twice with the Advocate group to plan next month's Railroads to Learning event.
- Jess attended the LACONi Board Meeting and the LACONi YSS Event at the Dupage Children's Museum about play in learning.
- Debbie attended the RAILS SNAILS group meeting.
- Brittany attended the RAILS School Facilitators Networking Group meeting.
- Debbie attended the Music in Storytime w/ Mr. Jon workshop.
- Jess watched the Banned Books Week: Graphic Novels webinar.
- Debbie attended both the Skokie area EDI meeting with people from the Early Childhood Alliance and the Advocate Literacy Partnerships meeting.
- Brittany represented MGPL at the Coming Together in Skokie meeting and their Core Texts sub-committee.

Programming Statistics -September 2019

Program Name:	# of sessions	Total Attendance
Adult Programs	76	558
Computer/Technology workshops	1	6
Book-A-Librarian (one-on-one tutorials)	18	16
ESL one-on-one practice sessions	31	31
Book Discussions On Site	2	17
Sound Advice	1	13
Bingosize	2	24
Movies	8	210
Concerts, presentations	3	118
Crafting for Charity, Knitting, Get Hooked Crafts, Scrabble	8	83
Choosing Medigap Insurance Wisely	1	13
Downton Abbey Tea & Trivia	1	27
Teen Programs	4	16
Dungeons & Dragons: Quests	1	5
Magic The Gathering Open Play	1	5
New Game Wednesday	1	3
Free SAT Practice Exam	1	3
Youth Programs	60	1030
Amazing Adamz Magician	1	155
Art Adventure: Kandinsky	1	7
Art Contest Bookmark Workshop	1	3
Bedtime Stories and More	1	2
Bookworms	1	4
Build-a-Reader Storytime: Farms	1	27
Chess Academy	1	24
Craftin' Around: Fingerprint Art Magnets	1	12
Crafty Saturday	1	22
Creative Writing Crew	1	7
Drama Club	1	9
Everything Monarch Butterflies	1	10
Family Dance Party	1	20
Family Engineering Night	1	32
Family Storytime	1	12
Homeschool Engineering Club	1	8
K-2 Craftsters	1	5
Kids Flicks: UGLYDOLLS	1	13
LEGO Builders	1	7
Let's Get Physical with MYGYM	1	15
Listen Up	8	155
Mad Math Society	1	7
Math Brigade	1	10
Mathematics Tea Party	1	12

Monday Morning Playgroup	4	85
Movin' & Groovin'	1	24
Om My! Yoga	1	5
Preschool Storytime	3	25
Read to the Rainbow Dogs	1	9
Scratch 'n Code	1	5
Toddler Time	3	59
Tween Survival Club	2	5
Wee Read	8	191
Yarn Gang	4	30
Yoga Kids	1	14
Library-Wide Programs	2	110
Cards & Cuddles (Library Card Sign Up Event)	1	90
Book Bike at Farmer's Market	1	20
Talks/Tours inside the Library		
Youth Services	5	177
Advocate Lutheran General Reading Readiness Event	2	77
Jerusalem Lutheran	1	45
Park View: First Grade Fieldtrips	2	55
Adult/Teen Services	0	0
Talks/Tours outside the Library		
Youth Services	22	683
Advocate Lutheran General Reading Readiness Event	2	77
Gemini	3	50
Jerusalem Lutheran	1	9
Kids Academy	3	53
Melzer	4	88
Morton Grove Montessori Academy	2	26
Park View	1	12
Park View Fun Fair	1	265
Poko Loko	4	92
Sunny Bunny	1	11
Adult/Teen Services	3	44
Book Talk at the Senior Center	1	11
MGPL on the Go at the Senior Center	1	15
Book Discussion offsite	1	18

10/01/2019

**Morton Grove Public Library
Monthly Statistics
For 09/2019**

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	Checkin Leap In Hous	1321
Checkins at your stations	Checkin Leap Invento	58
Checkins at your stations	Leap Check in	13149
Checkins at your stations	Normal	4
Checkins at your stations	Power PAC Checkin	846
Checkins at your stations	Quick Check in	32
Checkins at your stations	Self Check in	12
Checkins at your stations	Third party Checkin	587
	Total Checkins	16009
Checkouts at your stations	Circ Checkout and Renewal	33
Checkouts at your stations	Leap Checkout and Renewal	6385
Checkouts at your stations	Self check Check out	7401
	Total Checkouts	13819
Renewals at your stations	Auto-renewal	8358
Renewals at your stations	Leap Checkout and Renewal	200
Renewals at your stations	Power PAC Renewal	303
Renewals at your stations	Self check Check out	54
Renewals at your stations	Third party renewal	2
	Total Renewals	8917
Number of your Library's items checked out system-wide		14858

Number of your Library's unique items checked out system-wide		13066
Holds Placed through your interface		2569
Holds placed for/by your patrons		2726
Holds Held		2324
Holds Located		0
Holds Checkedout		1981
Holds Expired		0
Holds Cancelled		406
Holds Unclaimed		315
Number Of Items Currently Out		11867
Existing "MortonGrove" patron received new barcode		130
Patron Expiration Date Extended More Than 30 Days:		270
Count of physical patron records at beginning of 09/2019		13069
Minus Patron records physically deleted		179
Minus Patron library was changed from "MortonGrove" to some other CCS librar		6
Plus Patron records physically added		132
Plus Patron library was changed from some CCS library to "MortonGrove"		4
Count of physical patron records at end of 09/2019		13020
Minus In-House and Test Cards		14
Minus Expired Cards		4485
Unexpired Patrons on file		8521
Leap Registration	Patron Lib=MortonGrove	132
Leap Registration	Patron Lib=CCSL	12
Pac Registrations from 09/2018 thru 08/2019 - All		0
Pac Registrations from 09/2018 thru 08/2019 - Converted		0
Pac Registrations from 09/2018 thru 08/2019 - Conversion Rate		0%

10/01/2019

**Morton Grove Public Library
MONTHLY CCS INTERLIBRARY LOAN ACTIVITY
09/2019 - 09/2019**

*Circulation between a library's branches is excluded from these numbers.
For example, circulation of an Algonquin Main item at Algonquin Branch is excluded.
The columns are labeled as follows:*

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

Lending Library	Intra-CCS	Other Ill.	Outside Ill.	Total	Percent Held	Percent Intra-CCS
Algonquin	3,662	285	46	3,993	3.86	6.24
Cary	1,439	117	31	1,587	3.12	2.45
CCSL	0	0	0	0	0.00	0.00
Crystal Lake	2,518	315	60	2,893	4.38	4.29
Des Plaines	4,945	79	19	5,043	6.20	8.42
Ela	3,360	194	1	3,555	3.79	5.72
Evanston	2,945	214	100	3,259	8.39	5.02
Fox River Valley	2,868	112	11	2,991	3.19	4.88
Fremont	1,998	110	28	2,136	2.28	3.40
Glencoe	974	88	5	1,067	2.47	1.66
Glenview	3,342	265	107	3,714	5.72	5.69
Highland Park	2,133	160	60	2,353	4.76	3.63
Huntley	2,191	109	6	2,306	3.00	3.73
Indian Trails Public Library	0	0	0	0	0.00	0.00
Lake Forest	1,287	32	0	1,319	3.55	2.19
Lake Villa	2,044	187	32	2,263	3.22	3.48
Lincolnwood	1,509	31	5	1,545	2.06	2.57
McHenry	1,845	100	38	1,983	2.94	3.14
Morton Grove	2,116	35	0	2,151	3.76	3.60
Niles	4,065	230	69	4,364	5.77	6.92
Northbrook	3,259	244	169	3,672	5.38	5.55
Park Ridge	1,510	153	99	1,762	3.76	2.57
Prospect Heights	1,835	70	40	1,945	2.80	3.13
Round Lake	1,610	97	125	1,832	3.52	2.74
Wilmette	2,988	198	62	3,248	5.98	5.09
Winnetka-Northfield	1,074	66	16	1,156	2.33	1.83
Zion-Benton	1,201	92	70	1,363	3.77	2.05
Total	58,718	3,583	1,199	63,500	100.00	100.00

2018 Statistics -- Morton Grove Public Library

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo
CIRCULATION															
Adult/Teen														<u>2018</u>	<u>Sep-18</u>
Books	See attachments from CCS for MGPL statistics.												0	45,505	4,744
CDs (music)													0	4,456	445
Audiobooks													0	2,443	234
DVDs/Blu-Ray													0	32,024	3,038
Videogames													0	2,538	203
Magazines													0	2,765	288
Youth															
Books													0	76,315	7,737
CDs (music)													0	534	58
Audiobooks													0	621	51
DVDs/Blu-Ray													0	12,642	1,086
Videogames													0	2,020	145
Multimedia Kits													0	224	19
Magazines													0	370	67
Downloads/Streaming															
ebooks	1,392	1,281	1,435	1,226	1,192	1,211	1,337	1,396	1,410				11,880	12,824	1,418
eAudiobooks	810	710	816	811	851	847	937	941	880				7,603	7,556	852
Movies	398	336	344	225	270	260	452	494	449				3,228	1,529	328
Music	101	112	79	114	99	62	97	66	81				811	652	108
Magazines	99	85	110	62		161		140	143				800	465	98
TOTAL	2,800	2,524	2,784	2,438	2,412	2,541	2,823	3,037	2,963	0	0	0	24,322	205,018	20,919
In House Use															
		1,959	2,226	1,908	1,428	2,530	2,140	1,632	1,379				15,202	24,276	2,242
COLLECTIONS															
Adult/Teen Collection															
Books	56,566	56,406	55,285	55,568	56,399	55,598	56,340	55,615	55,260				n/a	n/a	55,206
CDs (music)	6,268	6,291	5,556	5,261	5,154	5,164	5,175	5,188	5,202				n/a	n/a	6,204
Audiobooks	2,779	2,781	2,731	2,740	2,753	2,767	2,640	2,651	2,654				n/a	n/a	2,861
DVDs/Blu-ray	9,311	9,419	9,668	9,687	9,780	9,633	9,314	9,410	9,295				n/a	n/a	9,490
Videogames	537	544	564	568	573	575	546	550	563				n/a	n/a	504
Laptops	9	9	9	9	9	9	9	7	7				n/a	n/a	9
Hotspots	20	20	20	20	20	20	20	19	19				n/a	n/a	20
Serials (Title count)	246	246	246	246	246	246	246	246	246				n/a	n/a	247
Microforms	209	209	209	209	209	209	209	209	209				n/a	n/a	209

2018 Statistics -- Morton Grove Public Library

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo
Youth Collection															
Books	45,543	45,277	44,690	44,324	44,100	44,826	45,001	44,888	45,606				n/a	n/a	44,418
CDs (music)	797	797	797	796	799	809	818	814	820				n/a	n/a	770
Audiobooks	635	635	635	655	655	656	646	664	664				n/a	n/a	650
DVDs/Blu-Ray	3,945	3,968	4,021	4,041	4,065	4,096	3,979	3,889	3,317				n/a	n/a	3,843
Videogames	497	500	510	516	517	521	523	522	527				n/a	n/a	544
Serials (Title count)	26	26	26	26	26	26	26	26	26				n/a	n/a	31
Multimedia Kits	53	53	64	64	64	64	64	64	31	31			n/a	n/a	62
Tablets	4	4	4	4	4	4	4	4	4	4			n/a	n/a	4
TOTAL	127,445	127,185	125,035	124,734	125,373	125,223	125,560	124,733	124,450	0	0	0	n/a	n/a	125,072
PATRONS															
Gate Count	13,658	15,668	16,743	17,566	16,615	18,770	17,950	16,812	14,468				148,250	146,809	15,897
Active Cards	9,199	8542	8,551	8,520	8,509	8,499	8,545	8,487	8,521						
Adult													n/a	n/a	6,778
Youth													n/a	n/a	1,706
Other (NR Fee, Org, etc)													n/a	n/a	1
% of MG pop w/active cards	39%	39%	39%	38%	38%	38%	38%	38%	38%	38%			n/a	n/a	38%
REFERENCE															
Adult															
Technology and Reference	1,421	1,348	1,598	1,603	1,579	1,654	1,750	1,586	1,497				14,036	13,738	1,182
Directional/General Library Info	968	946	1,139	1,299	1,377	1,198	1,353	1,158	1,296				10,734	10,012	970
Reading Program	0	0	0	0	0	297	137	0	0				434	441	0
Youth															
Technology and Reference	586	663	644	563	512	846	721	675	594				5,804	5,104	512
Directional/General Library Info	295	296	392	338	432	954	554	437	391				4,089	6,175	430
Reading Program	202	0	0	0	0	2338	1444	0					3,984	5,174	0
Circulation															
General Info	159	126	118	92	74	76	82	78	72				877	793	79
Directional	68	82	77	64	52	94	99	89	94				719	695	62
TOTAL	3,699	3,461	3,968	3,959	4,026	7,457	6,140	4,023	3,944	0	0	0	40,677	42,132	3,235
INTERLIBRARY LOAN (ILL)															
Requests BY MGPL	See attachments from CCS for MGPL statistics.												0	1,553	171
Filled													0	1,423	166
Requests OF MGPL													0	2,460	271
Filled													0	584	72
OUTREACH															
Offsite Visits	27	30	34	27	44	10	9	7	25				213	186	26
Audience	646	803	879	474	1123	489	337	308	727				5,786	5,332	880
In Library Visits	0	0	1	9	1	2	2	0	3				18	18	4
Audience	0	0	27	251	51	26	28	0	100				483	454	100

2018 Statistics -- Morton Grove Public Library

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo
School Deliveries	5	6	5	6	1	1	1	2	4				31	35	3
Items	126	236	85	157	17	28	26	61	89				825	629	42
Homebound Deliveries	21	23	19	17	28	21	24	21	20				194	145	13
Items	108	118	121	126	191	128	150	167	147				1,256	1,002	80
TECHNOLOGY/INTERNET USE															
Public Access computers															
Sessions	1,149	1,091	1,352	1,314	1,340	1,374	1,615	1,409	1,201				11,845	11,062	1,105
Total time (hrs)	1,044	1,029	1,404	1,124	1,104	1,191	1,264	999	914				10,073	9829	958
Digital Media Lab computers															
Sessions	48	38	54	65	47	61	69	34	32				448	359	29
Total time (hrs)	95	86.5	119	111	104	132	119	28	19				813.5	694	76
AWE Early Learning computers															
Sessions	438	480	533	445	425	709	617	473	397				4517	4672	379
Total time (hrs)	140	160	180	142	139	234	206	161	151				1513	1527	118
Public Scan Stations															
Scans	1,142	1,202	1,722	2,034	1,735	2,074	5,665	1,687	1,692				18,953	14,263	853
Faxes (pages)	147	118	138	71	86	62	154	177	98				1,051	746	83
Public WiFi Use	Unable to obtain at this time.														
Devices													0	14,174	1,647
Sessions													0	30,901	3,656
Tablet Checkouts	See attachments from CCS for MGPL statistics.												0	179	4
Laptop Checkouts													0	483	41
Hotspot Checkouts													0	228	40
Website Visits															
mgpl.org	8,438	6,445	7,549	6,663	7,089	6,962	6,295	7,166	8,191				64,798	68,819	7,158
Databases/Online Resources															
Sessions	1,374	794	1,177	1,298	1,237	905	566	949	849				9,149	11,585	1454
Searches	2,636	2,896	2,467	2,591	2,627	2,025	1,985	2,419	2,190				21,836	21,592	2595
MEETING/STUDY ROOM USAGE															
Activity Room															
Library	55	50	57	60	52	65	59	40	58				496	483	48
Outside Use	0	0	0	0	0	0	0	0	0				0	0	0

2018 Statistics -- Morton Grove Public Library

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD Total	Prev YTD	Prev YrMo
Baxter Room															
Library	25	24	28	26	33	33	48	20	22				259	210	20
Outside Use	2	2	2	1	3	4	0	1	0				15	19	2
Cooperman Room															
Library Use	25	26	31	32	30	31	31	21	20				247	205	17
Outside Use	1	0	1	2	0	1	0	0	1				6	7	0
Study Rooms															
Reservations	222	279	294	267	206	202	273	307	235				2285	2322	227
Total time	487	595	633	605	573	402	567	631	501.5				4994.5	5121.5	492
<u>OTHER/MISCELLANEOUS</u>															
Volunteer Hours															
Adult	123	152.5	165.5	181.25	169.5	196	184	152.25	142				1466	1772.55	203.55
Teen	23	23	15	22.5	16	141	150	20.5	28				439	569	34
<u>SOCIAL MEDIA</u>															
Facebook															
posts	43	21	60	38	27	39	35	30	30				323	192	24
total page likes as of 1st of the month	1710	1719	1731	1774	1789	1807	1812	1822	1825				n/a	n/a	1,631
post likes/shares/comments	1527	1000	2204	1434	912	2563	1300	1057	1525				13,522	11,120	1,180
Twitter															
posts	47	19	52	26	27	28	28	23	24				274	180	20
total followers as of the 1st of the month	628	631	631	635	641	644	646	656	659				n/a	n/a	608
profile visits	276	92	337	195	100	82	73	70	78				1303	1656	131
mentions	9	7	23	14	12	3	5	2	3				78	45	2
Instagram															
posts	25	11	20	18	19	18	20	15	16				162	104	15
total followers as of the 1st of the month	475	498	522	540	557	569	580	597	624				n/a	n/a	367
likes/comments	404	189	523	275	339	325	308	204	287				2854	1570	209
GoodReads															
posts	0	0	0	0	0	0	0	0	0				0	4	0
total friends as of the 1st of the month	93	93	101	102	102	102	102	102	102				n/a	n/a	70
shares/comments	0	0	0	0	0	0	0	0	0				0	13	0
YouTube															
videos	1	0	0	0	0	0	0	0	0				1	5	0
views	7	0	0	0	0	0	0	0	0				7	607	0