

Rolling Meadows Library

April 2023 – Executive Director’s Report

Executive Summary

Due to an early submission deadline last month, some Department Directors will be reporting on both March and April activities.

In the Library

- We have begun offering Mobile Wi-Fi Hotspots for checkout. There are 11 hotspots available. They were first revealed in the online catalog on the date of this writing, so it’s too soon to see what the demand will be. Efforts are underway to get these promoted through all our publicity channels.

In the Community

- Darlene and Lucia represented RML at the Week of the Young Child Expo, which is sponsored by the ECDEC FIND PI (Early Childhood Developmental Enrichment Center Family Involvement Nurturing Development Prevention Initiative) programs that serve our area and others. The Expo was held at Forest View Education Center in Arlington Heights. There were over 1,000 people in attendance. They chatted with many families with young children who live in Rolling Meadows. (LK)
- Dan, Darlene and Laura represented librarianship as a profession at the WOW Career Day at Carl Sandburg Jr. High. They spoke to two classes and dazzled 40 students with an overview of potential careers in libraries. (LK)

Special Features

The Reference Department had a great response to our April 2023 offering of the Sow, Grow, & Learn program that is planned and hosted by Lauren. A little background: This program began as Greens for Gloomy Days, a take-home gardening kit with a small selection of seeds, supplies for a container garden and – of course – a bibliography in September of 2021. In addition to the kit, there’s always an in-person component hosted by Lauren for patrons to learn a little, see some of our great gardening books, learn about community gardening resources, and connect with other patrons. Our department programming is always collection-based and designed to showcase the library’s great non-fiction collection. That first run of the program in the Fall of 2021 saw 34 kits go home with patrons. The following session had 48 kits go out. Since patrons were asking questions, checking out materials, and inquiring about the next round, Lauren pressed on and continued offering the program. That brings us to today. Perhaps everyone is ready for warmer temperatures and to see some “green” as I am happy to report that the program is still going strong in the Spring of 2023. The kit pickup window is still open, but 48 of the 50 kits have been reserved, and 38 have already gone home. Lauren started, planned and implemented this program from the ground up. We’ll see what the future brings . . . (I’ll give you a sneak peek . . . something called “seed bombs” this Summer!). Thanks, Lauren, for a job and program well done. (JC)

Per Capita Goals Check-in

Adding Mobile Wi-Fi Hotspots to our collection was an explicitly stated goal in our Per Capita Grant application. We’ve delivered on that goal with the launch of that collection this month. It

was very much a group effort, tapping IT and collection management staff for input on planning. Let’s see how our community responds to this new offering.

Department Highlights

Youth Services

- We had a great turn out of patrons during Spring Break. In addition to our storytimes we had great success with school age programs. We had a STEM robot building Bristle Bot program with good attendance.
- We offered a Dog Man Release Party celebrating the popular Dog Man graphic novel series. This program became so popular we added two additional sessions.

Readers Services

- The Rolling Meadows High School Summer Reading books have arrived and have been processed. Each year the library purchases extra copies of these books for students to check out. The 2023 list comprises thirteen titles. Five copies of each title have been ordered. These books are given a one-week checkout period for the summer and holds may be placed. Technical Services created new spine label stickers that say RMHS READS (in the school color-purple). This month, labels were added retroactively to all of the Rolling Meadows High School Summer Reading books. This will make the books easier to locate when they are eventually interfiled alphabetically by author.
- This month, Pat shifted the ENTIRE fiction collection. Some of our shelves were jam packed and bursting at the seams. Many of the authors whose books were crammed on one shelf are now expanded on to two. This presentation is much better and results in the collection being much more accessible to our patrons.

Reference Services

- In February, it was noted that we added a new financial database called Weiss ratings. Reference staff participated in training for the database in March. This training (provided by Weiss), is great for staff as it translates to knowledge passed on to our patrons.
- We are supporting our local teens by hosting another teen volunteer in our department. Sue M. does a great job managing these volunteers.

Special Services

- The March and April Arts Alive Concerts were very well attended. Our numbers were 91 for March (with an additional 12 attending via Zoom), and 76 in April, (with an additional 12 via Zoom). These numbers are similar to pre-pandemic attendance.
- All poster/fliers/web rotators for our Spring program slate have been completed. We are now focusing our efforts on Summer Reading. We've designed and ordered custom aprons and t-shirts for participants and staff with the theme: Take a Bite Out of Reading! Items are due to arrive by the end of May.

Technology

- Mike M. did much of the preparatory work to allow us to circulate Mobile Wi-Fi Hotspots, including unit setup, making an instruction sheet, and keeping an inventory of all units which will help us track their shelf-life and give us identifying information should a unit go missing. (KM)
- We are upgrading our Reference Computer Lab monitors to 24-inch screens. (MM)

Circulation

- Increased the check-out limit from 30 to 100 and updated the web page content to reflect this change.
- Circ. Promotion: New cardholders will receive a RML magnetic clip along with the info packet.

Technical Services

- Lynne retired after 32 years of service. She will be greatly missed.
- Turned on the freeze hold option. This will allow the patron to keep their place in the hold queue if they are unable to use the material due to vacation or some other reason.
- Ran a patron purge removing old unused cards from the system.

Facilities

- Staff helped set up and take down book sale.
- Purchased new garbage cans for inside library.
- Installed a chemical mixing station, all of our cleaning chemicals will be from concentrate.
- Landscape crew began spring cleanup.