

# **Lisle Free Library – Director’s Report**

Reporting: March 2020

## COVID-19 Closure:

Due to the COVID-19 public health emergency, the Library was closed to the public beginning on Thursday, March 19<sup>th</sup>. The building was subsequently closed to staff on Monday, March 23<sup>rd</sup> following the Governor’s executive order to close all non-essential businesses. There is no proposed timeline for re-opening from the State or the Four County Library System.

In the interim, I have been collecting the mail, emptying the book drop, attending weekly director phone conferences, and making progress on actionable policy items.

## 2019 Annual Community Report:

Using the data from the Annual Report, I compiled our written annual community report (per the State Minimum Standards). This report is based on our 2019 statistics and accomplishments and is attached for board review.

## Community-Based Strategic Planning:

I began reviewing the materials available on the 4CLS website and mapping a forward action plan. I believe it is time to establish an action committee for this task.

## Lending Media Weeding:

Our biennial weeding of our lending collections began in March but was abruptly halted by the closure of the building. The staff and I will resume our work as soon as we are allowed to return.

## Construction Aid:

4CLS’s Construction Aid Workshop scheduled for Wednesday, April 8 has been indefinitely postponed. I will notify the Board as soon as it has been rescheduled. In other news, the State Budget passed allotting the 4CLS system only \$400k in construction aid money (down from \$917k in 2019).

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MONTH	BOOKS IN				ATTEND	?	MAT'L	BOOKS OUT				AUDIO			TOTAL	ILL STATS		TECHNOLOGY		
	AN	JN	AF	JF				AN	JN	AF	JF	MAGS	ADULT	JUV.		IN	OUT	COM	WIFI	WPV
<b>Mar 2019</b>	27	7	145	88	<b>350</b>	<b>76</b>	<b>59</b>	12	2	144	73	18	23	18	<b>290</b>	56	267	44	124	173
<b>Apr 2019</b>	21	2	154	44	<b>345</b>	<b>90</b>	<b>53</b>	23	3	208	28	12	14	1	<b>289</b>	55	288	39	150	167
<b>May 2019</b>	14	8	113	9	<b>332</b>	<b>53</b>	<b>50</b>	6	4	177	21	11	9	6	<b>234</b>	47	242	27	155	146
<b>Jun 2019</b>	14	0	138	37	<b>425</b>	<b>87</b>	<b>63</b>	26	3	207	81	14	12	10	<b>353</b>	43	242	57	180	179
<b>Jul 2019</b>	19	8	159	62	<b>793</b>	<b>166</b>	<b>75</b>	16	19	228	77	9	21	4	<b>374</b>	47	289	62	248	268
<b>Aug 2019</b>	16	5	169	97	<b>639</b>	<b>122</b>	<b>73</b>	14	19	234	127	18	18	11	<b>441</b>	37	279	56	279	279
<b>Sept 2019</b>	16	3	139	32	<b>409</b>	<b>91</b>	<b>90</b>	11	5	167	62	9	52	1	<b>292</b>	36	241	61	330	224
<b>Oct 2019</b>	12	3	167	47	<b>465</b>	<b>73</b>	<b>63</b>	9	1	191	32	4	41	5	<b>274</b>	41	264	45	279	238
<b>Nov 2019</b>	14	3	171	55	<b>313</b>	<b>81</b>	<b>41</b>	22	1	175	113	6	22	2	<b>341</b>	37	201	33	240	143
<b>Dec 2019</b>	8	0	178	39	<b>353</b>	<b>75</b>	<b>35</b>	8	12	220	78	8	14	3	<b>343</b>	67	259	25	155	115
<b>Jan 2020</b>	9	2	209	69	<b>311</b>	<b>67</b>	<b>40</b>	4	2	236	115	3	23	1	<b>384</b>	429	346	32	124	191
<b>Feb 2020</b>	7	0	156	56	<b>293</b>	<b>74</b>	<b>53</b>	11	2	166	53	10	10	3	<b>255</b>	322	324	29	116	250
<b>Mar 2020</b>	5	5	72	34	<b>227</b>	<b>44</b>	<b>33</b>	7	13	111	85	10	13	6	<b>245</b>	250	165	20	136	307

<b>Fines Collected</b>	\$ 0.10
<b>Fees Collected</b>	\$ 29.72
<b>Donations Collected</b>	\$ 2.35
<b>Total</b>	<b>\$ 32.17</b>