

DIRECTOR'S MONTHLY REPORT

Month ending July 31, 2018

Project Updates

- Architects from Engberg Anderson presented some preliminary ideas to the space needs team for feedback.
 - Options for **noise reduction** include removing the atria (i.e. holes in the 2nd floor) or adding acoustic panels (less expensive).
 - To **create more space on the first floor**, they suggested moving either the adult fiction or the digital media center to the second floor. The latter would make it easier for Technology to staff their desks.
 - We discussed a few options for squaring off the **story rooms, to make the space more usable**.
 - We talked about creating a space on the second floor to appeal to high school students, but not branding it for “teens.” We could also have a potential maker space in that area.
 - We also discussed the **best placement of holds, new materials, additional study rooms, display cases, and the café**.

Team members gave feedback on what we liked and didn't like. Engberg Anderson will come back with refined drawings in September.

- Amanda Standerfer of Fast Forward Libraries worked online with the planning team to **revise the mission and vision statements**, which were then shared with the board for feedback at their July 28 retreat. The board **refined three focus areas**, which will now go to the staff to develop action steps.
- Referendum Communications Team members worked hard to prepare a presentation for staff, talking about potential funding options and our upcoming exploratory conversations with the community. They gave presentations in department meetings and made notes on questions for follow-up.

External Meetings

- Suburban Libraries United for Regional Planning, 7/13
- Palatine Chamber Board Meeting, 7/17
- Illinois Library Association Board Meeting, 7/18
- Illinois Library Association Orientation & Strategic Planning, 7/19
- Foundation Board Meeting, 7/26

Administration Department Activities

- Maureen Galvan worked with IMRF on our internal audit. For the first time in recent memory, we have no findings, which is a good thing!
- Maureen Galvan announced her retirement at the end of August. Melissa Gardner and I reviewed the organization chart, examining the current and future needs of the library. We opted to each take on some of Maureen's departments and hire a Human Resources Manager to focus on those areas of her job description. I rewrote the position description, which was posted at the beginning of the month. We are currently doing phone interviews with candidates.
- Training continues for Finance Manager Beth Schwarz.
- Our annual staff picnic was held July 12. Staff discussed trends from the Center for the Future of Libraries (<http://www.ala.org/tools/future/trends>) over fried chicken and pasta salad.
- Palatine Firemen conducted fire safety training for staff, including fire extinguisher practice in the north parking lot.

Jeannie Dilger

Executive Director

Calendar

August 2018

August 12	1000 Books Before Kindergarten Graduation, Main Library, 2pm
August 20	Foundation Board Meeting, 7pm
August 22	Special Board Meeting: Strategic Plan, Main Library, 7pm
August 23	Policy Committee Meeting, Main Library, 9am
August 25-26	Palatine Street Fest
August 29	Friends of the Library, 7pm

September 2018

September 2-3	Library Closed for Labor Day
September 12	Regular Board Meeting, Main Library, 7pm
September 27	Policy Committee Meeting, Main Library, 9am
September 28	Library Closed for Staff Development Day

October 2018

October 9-11	Illinois Library Association Annual Conference, Peoria (ILA Trustee Day, October 11)
October 10	Regular Board Meeting, Main Library, 7pm
October 19-21	FOL Book Sale
October 22	Palatine Sister Cities Program, 7pm
October 25	Policy Committee Meeting, Main Library, 9am
October 27	Friends of the Library Meeting, 1pm

July 4, 2018

July 9, 2018

Crime fiction chat in Palatine:

The Palatine Public Library District will host a discussion for adults who enjoy books about crime from 2 to 3 p.m. Wednesday, July 11. The crime readers chat will be on "The Shadow District" by Arnaldur Indridason. The book is about a suspicious death in contemporary Iceland linked to the murder of a young woman in Reykjavik during the American occupation in 1944. Copies are available at the first-floor reader assistance desk at the main library at 700 N. North Court. To sign up for the free program, call (847) 358-5881, ext. 132, or visit [palatinelibrary.org](http://www.palatinelibrary.org).

July 9

• The Lost Dauphin of France: 7-8 p.m. Monday, July 9, Palatine Public Library, 700 N. North Court, Palatine. Dr. Hal Tinberg presents the work and data used to solve the mystery of the Lost Dauphin of France, the son of Marie Antoinette. To sign up, call (847) 358-5881, ext. 167, or visit www.palatinelibrary.org.

Intro to QuickBooks: 7-8:30 p.m. Tuesday, July 10, Palatine Public Library, 700 N. North Court, Palatine. Learn how to get started with the popular accounting software QuickBooks, and how it can help your business. To sign up call (847) 358-5881, ext. 167 or visit www.palatinelibrary.org.

July 10, 2018

July 11, 2018

ESL Conversation Club: 9:30-11 a.m. Tuesday, July 10, Palatine Public Library, 700 N. North Court, Palatine. Practice your English conversational skills with friendly volunteers over tea and coffee. Basic conversation skills recommended. For information, (847) 358-5881, ext. 167 or www.palatinelibrary.org.

Adult Crime Readers' Book Discussion: 2-3 p.m. Wednesday, July 11, Palatine Public Library, 700 N. North Court, Palatine. Come discuss the book, "The Shadow District," by Arnaldur Indridason. A suspicious death in contemporary Iceland is linked to the murder of a young woman in Reykjavik during the American occupation in 1944. To sign up, call (847) 358-5881, ext. 132 or visit www.palatinelibrary.org.

Palatine student art at library:

Students from Palatine and Fremd high schools have created art pieces commemorating Illinois' 200th anniversary that are on display at the village's library. The two works can be seen in the interior entrance way of both parking garages for the library at 700 N. North Court, creating impressive visual interest as visitors walk in. Palatine High's "Welcome to the Land of Lincoln" banner was designed by National Art Honor Society students Harper Appel, Cristal Ramirez, Maggie Walsh, Alyssa Wheat and Natalie Wohlgemuth. Fremd's art club designed the banner "Illinois 200."

Summer Dance Party: 6:30-7:15 p.m. Wednesday, July 11, Palatine Public Library, 700 N. North Court, Palatine. Rock out to kid-friendly summer hits and storytime favorites while enjoying a light snack. All ages. For information, (847) 358-5881, ext. 132 or www.palatinelibrary.org.

Storytime at Oak Park: 10-10:30 p.m. Wednesday, July 11, Oak Park, 455 N. Clark Drive, Palatine. Come to a special Palatine library summer storytime at Palatine Park District's Oak Park. For information, call Karen Rude at (847) 496-6239.

July 12, 2018

Bollywood Dance: 7-8 p.m. Thursday, July 12, Palatine Public Library, 700 N. North Court, Palatine. Get your heart pumping in this Bollywood-inspired dance fitness program led by Deepthi Chiruvuri from Bolly DanceFit. Wear comfortable clothing and gym shoes. To sign up, call (847) 358-5881, ext. 167 or visit www.palatinelibrary.org.

July 19, 2018

Cholesterol and Blood Pressure Screening: 3-7 p.m. Thursday, July 19, Palatine Public Library, 700 N. North Court, Palatine. Amita registered nurses offer cholesterol and blood pressure screenings. Consultation on improving negative results will be provided. For more details or to sign up, call (855) 692-6482 or visit www.AMITA-health.org.

July 17, 2018

Teen Book Club: 7-8:30 p.m. Tuesday, July 17, Palatine Public Library, 700 N. North Court, Palatine. Discuss the book, "The Unbecoming of Mara Dyer," by Michelle Hodkin. Mara Dyer believes life can't get any stranger than waking up in a hospital with no memory of the accident that left her strangely unharmed and killed her friends. Grades seven — 12. To sign up, call (847) 358-5881, ext. 132 or visit www.palatinelibrary.org.

How to Speak Midwestern: 7-8 p.m. Tuesday, July 17, Palatine Public Library, 700 N. North Court, Palatine. Chicago author Ted McClelland presents a witty and informed analysis of the strange customs of Midwestern speech, based on his book, "How to Speak Midwestern." Books available for purchase. To sign up, call (847) 358-5881, ext. 167 or visit www.palatinelibrary.org.

July 24, 2018

Finding Your Roots Online: 6:30-8 p.m. Monday, July 30, Palatine Public Library, 700 N. North Court, Palatine. An introduction to Palatine Library's online resources for genealogical research at the library. To sign up, call (847) 358-5881, ext. 167, or visit www.palatinelibrary.org.

The Beauty and Wisdom of Wildflowers of Illinois: 7-8 p.m. Monday, July 30, Palatine Public Library, 700 N. North Court, Palatine. Associate professor Glenn Adelson of Lake Forest College visits to present his photo collection of wildflowers in Illinois for the 200th birthday of Illinois. To sign up, call (847) 358-5881, ext. 167, or visit www.palatinelibrary.org.

Stories at Maple Park: 10-10:30 a.m. Wednesday, July 25, Maple Park, 316 N. Winston Drive, Palatine. Come to a special Palatine Library summer storytime at Palatine Park District's Maple Park. For preschool children and their families. For details, call Karen Rude at (847) 496-6239.

ESL Conversation Club: 9:30-11 a.m. Tuesday, July 24, Palatine Public Library, 700 N. North Court, Palatine. Practice your English conversational skills with friendly volunteers over tea and coffee. Basic conversation skills recommended. For information, call (847) 358-5881, ext. 167, or visit www.palatinelibrary.org.

Families Read Program: 3-4 p.m. Friday, July 27, Palatine Public Library, 700 N. North Court, Palatine. Share your thoughts about "The Infamous Ratsos" by Kara LaReau while enjoying snacks and tie-in activities. For kids in grades one-three with parent/caregiver. To sign up or for information, (847) 358-5881, ext. 132 or www.palatinelibrary.org.

Images of Martin Luther and the Reformation Age: 7-8 p.m. Thursday, July 26, Palatine Public Library, 700 N. North Court, Palatine. Jeff Mishur of Art Excursions presents images of Martin Luther and how the Protestant movement had an impact on the history of art. Register at (847) 358-5881, ext. 167 or www.palatinelibrary.org.

July, 2018
Daily Herald

July 25, 2018

The Mystery Shop; Killer Comics: 3-4:30 p.m. Thursday, July 26, Palatine Public Library, 700 N. North Court, Palatine. This fast-paced mystery game will have you up and out of your seat. You don't just watch this performance, you experience it through total audience participation. One thing is certain, a murder has been committed and you're involved. Grades seven-12. To sign up, or for information, call (847) 358-5881, ext. 132 or visit www.palatinelibrary.org.

Drop-in Craft: 10 a.m.-8 p.m. Thursday, July 26, Palatine Public Library, 700 N. North Court, Palatine. Encourage your child's creativity by making a simple craft together at the library. All supplies provided. For information, call (847) 358-5881, ext. 132 or visit www.palatinelibrary.org.

The Mystery Shop: 11 a.m.-noon Thursday, July 26, Palatine Public Library, 700 N. North Court, Palatine. The actors of the Mystery Shop blend together tall tales, funny fables, bittersweet legends, and spine-tinglers with delightful songs — and plenty of audience participation to create a great show for the whole family. All ages. Tickets available July 19 for valid District cardholders. For information, call (847) 358-5881, text. 32 or visit www.palatinelibrary.org.

Stories at Maple Park: 10-10:30 a.m. Wednesday, July 25, Maple Park, 316 N. Winston Drive, Palatine. Come to a special Palatine Library summer storytime at Palatine Park District's Maple Park. For preschool children and their families. For questions, call Karen Rude at (847) 496-6239.

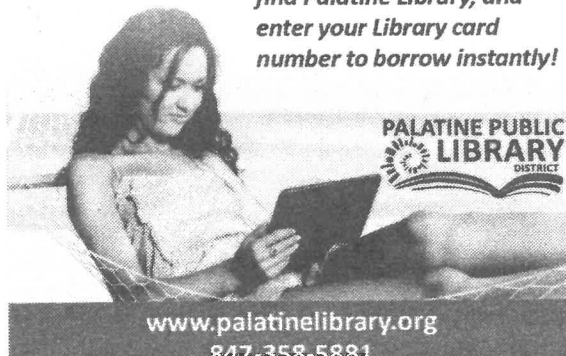
Journal and Topics
July 5, 2018

Going on Vacation?



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www.palatinelibrary.org

847-358-5881



Daily Herald

updated: 7/2/2018 3:50 PM

Crime book discussion at Palatine Public Library

The Palatine Public Library District will host a discussion for adults who enjoy books about crime, from 2 to 3 p.m. Wednesday, July 11.

The crime readers chat will be on "The Shadow District" by Arnaldur Indridason. The book is about a suspicious death in contemporary Iceland linked to the murder of a young woman in Reykjavik during the American occupation in 1944.

Copies are available at the first-floor reader assistance desk at the main library at 700 N. North Court. To sign up for the free program, call (847) 358-5881, ext. 132 or visit palatinelibrary.org.



Crime book discussion at Palatine Public Library

July 2, 2018

The Palatine Public Library District will host a discussion for adults who enjoy books about crime, from 2 to 3 p.m. Wednesday, July 11. The crime readers chat will be on "The Shadow District" by Arnaldur Indridason. The book is about a suspicious death in contemporary Iceland linked to the murder of a young woman in Reykjavik during the American occupation in 1944.



Daily Herald

Golf outing will honor founder of Community Resource Center

Golf outing will pay tribute to founder of Community Resource Center

7/23/2018 2:41 PM

Ron Buch served as executive director of community services for [Northwest Community Healthcare](http://NorthwestCommunityHealthcare.com) for more than 30 years, but it was a quote from the ancient Chinese philosopher Lao Tzu that drove him.

Hanging on the wall of his Arlington Heights office was this quote: "Go to the people. Live with them. Start with what they know. Build on what they have."

It was from that foundation that Buch would go on to help start the Community Resource Center in Palatine (formerly known as the Palatine Opportunity Center), which will celebrate its 20th anniversary next year.

Located near Rand and Dundee roads, the center houses a spectrum of agencies and organizations dedicated to serving people in need, including a large percentage of immigrant families who come from Palatine, Rolling Meadows, Arlington Heights, Schaumburg and Hoffman Estates.

The center has grown so much that last year it drew more than 200,000 client visits, says Kathy Millin, executive director of its umbrella organization, [Partners for Our Communities](#).

On Aug. 9, officials with POC and Northwest Community Healthcare will hold their third annual golf outing. Its mission is to raise funds for educational and employment services offered at the center, but they also will honor Buch for his vision and impact on the community.

Dr. John McGillen, a former medical director at Northwest Community, who worked closely with Buch and now serves on the POC board, says, "There is no one in the Northwest suburbs who has done more to alleviate the suffering of the poor than Ron Buch."

Millin worked closely with Buch as well, and she looks forward to giving him a tour of the center before the outing, knowing that it has changed dramatically since he moved to Arizona 10 years ago. Mostly, she hopes to demonstrate how his early vision still guides its growth.

"Ron wanted to reduce the barrier of access to services for health and wellness, social services and literacy," Millin says. "He spent his career developing programs and services. It was his idea to bring them all together under one roof, which is now called the Community Resource Center."

Northwest Community Healthcare now owns the center and manages the 14 agencies under its roof. They run the gamut from education and literacy offered by Palatine Elementary District 15, Harper College and the Palatine Public Library, to fitness classes from the Palatine Park District, to an array of health programs offered by Northwest Community and Cook County's Vista Health Center's primary care clinic.

Families also have access to important counseling and social services, as well as children's enrichment programs.

Over the years, some of the partnering agencies have changed, but the center's mission to empowering people and changing lives has not, Millin adds.

"Our vision of a community of strong citizens, healthy families and vibrant neighborhoods," Millin says, "has remained constant."

Karen Baker, director of community services for Northwest Community Healthcare, says the center aligns perfectly with the hospital's mission.

"We exist to improve the health of the communities we serve and to meet individuals' health care needs," Baker says. "This means that we care not only for our patients, but for everyone who lives and works in the community."

**4th QUARTER
STATISTICAL REPORT FOR FISCAL YEAR 2017-2018**

	4th Quarter 2017-2018	4th Quarter 2016-2017	% Change	Fiscal Year to Date	Last Fiscal Year to Date	% Change
<u>VISITORS</u>						
Main	110,751	109,618	1%	425,124	433,146	-2%
North Hoffman	8,886	8,921	0%	34,860	34,927	0%
Rand	10,971	10,478	5%	40,049	41,379	-3%
TOTAL:	130,608	129,017	1%	500,033	509,452	-2%
<u>REFERENCE/READER'S ADVISORY*</u>						
ISD	5,532	5,391	3%	21,810	21,096	3%
CIRC/AV	2,507	1,956	28%	8,001	7,558	6%
PMD	16,041	13,708	17%	50,057	43,789	14%
DMC	6,258	5,581	12%	24,562	22,192	11%
Tech Desk	6,337	6,832	-7%	27,448	28,197	-3%
North Hoffman	1,167	1,135	3%	4,287	4,478	-4%
Rand	1,169	1,086	8%	4,059	3,803	7%
TOTAL:	39,011	35,689	9%	140,224	131,113	7%
<u>DIRECTIONAL ASSISTANCE</u>						
ISD	859	870	-1%	3,503	3,705	-5%
CIRC/AV	2,325	1,893	23%	7,422	7,167	4%
PMD	802	886	-9%	3,072	3,615	-15%
DMC	195	204	-4%	833	1,115	-25%
Tech Desk	242	205	18%	1,037	1,358	-24%
North Hoffman	967	940	3%	3,690	3,781	-2%
Rand	475	359	32%	1,767	1,468	20%
TOTAL:	5,865	5,357	9%	21,324	22,209	-4%
<u>RESERVES FILLED</u>						
Main	27,808	28,358	-2%	104,885	112,348	-7%
North Hoffman	2,739	2,920	-6%	10,174	11,155	-9%
Rand	1,318	1,391	-5%	5,105	5,348	-5%
TOTAL:	31,865	32,669	-2%	120,164	128,851	-7%
<u>VOLUNTEERS</u>						
Volunteers Sessions	691	556	24%	1,988	1,938	3%
Volunteer Hours	1,166	1,023	14%	3,510	3,651	-4%

**4th QUARTER
STATISTICAL REPORT FOR FISCAL YEAR 2017-2018**

	4th Quarter 2017-2018	4th Quarter 2016-2017	% Change	Fiscal Year to Date	Last Fiscal Year to Date	% Change
<u>INTERLIBRARY LOANS</u>						
Materials Received	249	312	-20%	1,175	1,151	2%
Materials Sent	422	517	-18%	1,832	2,130	-14%
<u>USE OF PUBLIC COMPUTERS/INTERNET</u>						
Home Pageviews	114,879	111,355	3%	426,567	471,993	-10%
Total Pageviews	265,086	228,961	16%	948,196	934,816	1%
Wireless Usage	556,032	525,792	6%	2,193,168	2,099,616	4%
<u>Computer Use/Internet:</u>						
Tech Desk	10,444	11,359	-8%	42,032	47,086	-11%
PMD	3,436	3,462	-1%	12,869	14,228	-10%
DMC	1,123	1,076	4%	4,178	4,413	-5%
North Hoffman	237	206	15%	833	710	17%
Rand	846	887	-5%	3,550	3,760	-6%
Literacy Station*	N/A	5,042	N/A	1,972	14,116	-86%
*Literacy Stations removed 8/2017						
TOTAL:	16,086	22,032	-27%	65,434	84,313	-22%
<u>COMMUNITY CONTACTS</u>						
Community Contacts	63	30	110%	176	153	15%
Number of Staff	52	39	33%	141	96	47%
Total Hours	171	97	76%	448	375	19%
<u>Meeting Rooms</u>						
Room 1 - Bookings	84	76	11%	265	271	-2%
Room 2 - Bookings	92	90	2%	355	322	10%
Room 3 - Bookings	87	93	-6%	326	336	-3%
Total Attendees	4,390	4,519	-3%	17,102	16,030	7%
<u>Study Rooms</u>						
1st Floor	606	644	-6%	2,591	2,497	4%
2nd Floor	1,415	1,345	5%	5,819	5,414	7%
<u>Digital Media Center</u>						
Media Creation Studios	351	362	-3%	1,452	1,493	-3%
Media Conversion Studios	253	224	13%	870	893	-3%

PROGRAMS

*Technical Assistance figures combined with Reference/Reader's Advisory effective 7/1/16

**4th QUARTER
STATISTICAL REPORT FOR FISCAL YEAR 2017-2018**

	4th Quarter 2017-2018	4th Quarter 2016-2017	% Change	Fiscal Year to Date	Last Fiscal Year to Date	% Change
<u>Main Library</u>						
<u>Children</u>						
Off-Site Attendance	58 2,786	42 1,523	38% 83%	132 5,627	97 3,439	36% 64%
Visits/Tours Attendance	2 32	6 124	-67% -74%	23 574	22 586	5% -2%
Storytimes Attendance	96 3,006	88 2,637	9% 14%	360 10,272	350 9,962	3% 3%
Drop-In Crafts Attendance	N/A N/A	10 1,603	N/A N/A	N/A N/A	30 4,287	N/A N/A
School-Age Attendance	19 438	7 97	171% 352%	45 1,054	19 601	137% 75%
Family Programming Attendance	8 241	16 674	-50% -64%	52 3,076	55 2,802	-5% 10%
Paid Programs Attendance	7 551	10 770	-30% -28%	34 5,621	25 2,685	36% 109%
Passive Programs Attendance	8 1,745	N/A N/A	N/A N/A	33 4,461	N/A N/A	N/A N/A
Total Children Total Attendance	198 8,799	179 7,428	11% 18%	679 30,685	598 24,362	14% 26%
<u>Teen</u>						
Off-Site Attendance	16 712	5 410	220% 74%	24 943	8 510	200% 85%
Visit/Tours Attendance	1 8	N/A N/A	N/A N/A	4 84	N/A N/A	N/A N/A
Book Club Attendance	3 24	0 0	N/A N/A	5 39	0 0	N/A N/A
Paid Programs Attendance	3 21	2 25	50% -16%	10 177	6 75	67% 136%
Other Programs Attendance	12 207	13 249	-8% -17%	34 594	45 799	-24% -26%

*Technical Assistance figures combined with Reference/Reader's Advisory effective 7/1/16

**4th QUARTER
STATISTICAL REPORT FOR FISCAL YEAR 2017-2018**

	4th Quarter 2017-2018	4th Quarter 2016-2017	% Change	Fiscal Year to Date	Last Fiscal Year to Date	% Change
Passive Programs	1	N/A	N/A	2	N/A	N/A
Attendance	118	N/A	N/A	371	N/A	N/A
Total Teen	36	20	80%	79	59	34%
Total Attendance	1,090	684	59%	2,208	1,384	60%
<u>Adult</u>						
Off-Site	11	3	267%	25	9	178%
Attendance	129	26	396%	255	101	152%
Visits/Tours	0	1	N/A	2	1	100%
Attendance	0	8	N/A	24	8	200%
Book Discussions	12	9	33%	42	34	24%
Attendance	88	59	49%	306	263	16%
Adult Programs	26	38	-32%	121	133	-9%
Attendance	523	706	-26%	2,307	2,634	-12%
Technology Classes	39	26	50%	128	115	11%
Attendance	294	271	8%	1,153	1,243	-7%
Paid Programs	21	15	40%	75	90	-17%
Attendance	848	518	64%	2,930	3,340	-12%
Passive Programs	3	N/A	N/A	3	N/A	N/A
Attendance	60	N/A	N/A	60	N/A	N/A
Total Adult	112	92	22%	396	382	4%
Total Attendance	1,942	1,588	22%	7,035	7,589	-7%
TOTAL PROGRAMS	346	291	19%	1,154	1,039	11%
TOTAL ATTENDANCE	11,831	9,700	22%	39,928	33,335	20%

North Hoffman Branch

Off-Site	0	0	N/A	0	0	N/A
Attendance	0	0	N/A	0	0	N/A
Drop-In Crafts	N/A	4	N/A	N/A	22	N/A
Attendance	N/A	69	N/A	N/A	295	N/A
Storytimes	7	6	17%	25	23	9%
Attendance	145	127	14%	350	529	-34%
Visits/Tours	0	0	N/A	0	0	N/A
Attendance	0	0	N/A	0	0	N/A

**4th QUARTER
STATISTICAL REPORT FOR FISCAL YEAR 2017-2018**

	4th Quarter 2017-2018	4th Quarter 2016-2017	% Change	Fiscal Year to Date	Last Fiscal Year to Date	% Change
Paid Programs	1	1	0%	4	7	-43%
Attendance	65	45	44%	195	359	-46%
Family Programs	1	1	0%	8	5	60%
Attendance	26	36	-28%	192	221	-13%
Other Programs	1	3	-67%	3	12	-75%
Attendance	8	29	-72%	25	68	-63%
Passive Programs	10	N/A	N/A	41	N/A	N/A
Attendance	287	N/A	N/A	653	N/A	N/A
TOTAL PROGRAMS	20	15	33%	81	69	17%
TOTAL ATTENDANCE	531	306	74%	1,415	1,472	-4%
 <u>Rand Road Branch</u>						
Off-Site	0	1	N/A	0	1	N/A
Attendance	0	7	N/A	0	7	N/A
Drop-In Crafts	N/A	5	N/A	N/A	23	N/A
Attendance	N/A	88	N/A	N/A	379	N/A
Storytimes	17	14	21%	74	70	6%
Attendance	229	196	17%	957	1,109	-14%
Visits/Tours	2	1	100%	2	4	-50%
Attendance	22	5	340%	22	43	-49%
Paid Programs	0	1	-100%	4	5	-20%
Attendance	0	53	-100%	165	282	-41%
Family Programs	3	3	0%	10	8	25%
Attendance	111	93	19%	348	271	28%
Other Programs	0	3	N/A	0	11	N/A
Attendance	0	32	N/A	0	160	N/A
Passive Programs	10	N/A	N/A	36	N/A	N/A
Attendance	295	N/A	N/A	692	N/A	N/A
TOTAL PROGRAMS	32	28	14%	126	122	3%
TOTAL ATTENDANCE	657	474	39%	2,184	2,251	-3%

4th QUARTER
STATISTICAL REPORT FOR FISCAL YEAR 2017-2018

	4th Quarter 2017-2018	4th Quarter 2016-2017	% Change	Fiscal Year to Date	Last Fiscal Year to Date	% Change
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Systemwide Programs

Systemwide Programs**	4	6	-33%	6	8	-25%
Attendance	735	1,029	-29%	1,727	1,524	13%

***Blackout Poetry, Poetry Contest, Poetry Fest Awards, and Summer Reading Kickoff*

1,000 Books before Kindergarten

Registration	82	N/A	N/A	367	N/A	N/A
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Summer Reading Program

Children Participation				2,345	2,292	2%
Teen Participation				689	599	15%
Adult Participation				2,416	1,968	23%
TOTAL PARTICIPATION				5,450	4,859	12%

Winter Reading Program

Children Participation				686	614	12%
Teen Participation				137	138	-1%
Adult Participation				883	835	6%
TOTAL PARTICIPATION				1,706	1,587	7%

DISTRICT PROGRAM TOTALS

TOTAL PROGRAMS	402	340	18%	1,370	1,240	10%
TOTAL ATTENDANCE	13,836	11,509	20%	52,777	45,028	17%

LIST OF CONTRACTS, AGREEMENTS AND ASSESSMENTS FOR THE PALATINE PUBLIC LIBRARY DISTRICT

VENDOR	REASON FOR CONTRACT	ISSUE DATE	EXPIRATION DATE	REVIEW DATE	DATE FOR NOTIFICATION OF INTENT TO CANCEL	AUTO RENEWAL	AMOUNT	BILLING FREQUENCY	STAFF MEMBER WITH FIRST LINE OF RESPONSIBILITY	Comments
A.H. Management Group	Vending Machines	10/21/2009	Until deemed not profitable	N/A	60 days written notice	No	last correspondence 2013	N/A	Beth Schwarz	
AVI Systems, Inc.	Support Service for AV	6/13/2018	none	as needed	none	No	\$2500/year	as needed	Susan Conner	
Blue Lion Systems	Alarm Monitoring	6/13/2012	none	when dissatisfied	45 days written notice	Yes	\$35/month	Monthly	Gregg Szczesny	
Boopsie/ Rails	Smart Phone App for Catalog	12/13/2017	12/13/2018	11/13/2018	30 days notice	No	5648.46 3 yr Contract cancelable after yr 1	Annual	Susan Conner	
Call One	Phone Service - Main, NHB, RRB	10/5/2017	8/31/2018	6/30/2018	30 days notice	Yes	\$20 per line ILA Contract	Monthly	Beth Schwarz	under review with Melissa
Cintas	Towel Rental-36 Months	12/31/2016	12/31/2019	10/2/2019	60 days written notice/Ongoing	Yes	\$25.25 -Towel Service \$11.00 Service Charge	Monthly	Gregg Szczesny	
Colley Elevator Co.	Elevator Maintenance	12/1/2017	11/30/2019	8/1/2019	60 days written notice	No	\$363.00 Per Elevator per Qtr 4 Elevators \$1452 Qtrly	Quarterly	Gregg Szczesny	
Comcast-contract missing	Internet Service-Main, NHB,RRB	9/5/2014			Ongoing	Yes	\$129.85-NHB \$129.85-RRB \$203.97-Main	Monthly	Beth Schwarz	
Complete Cleaning Co. Inc.	Building Cleaning -Main & NHB	8/1/2018	7/31/2019	6/30/2019	30 days written notice	Yes	\$6061.00	Monthly	Gregg Szczesny	
CompPsych	Employee Assistance Plan	7/1/2017	6/30/2018	12/1/2018	120 day Cancellation	Yes	\$1,926.00	Annual	Maureen Galvan	waiting for invoice for 18/19
Computer View	LAN Management Contract	7/1/2018	6/30/2019	4/1/2019	30 days writtten notice		\$82,400.00/per year	Quarterly	Jeannie Dilger	
Constellation Energy	Electricity/Main	3/15/2018	3/16/2020	12/17/2019		No	Varies by Usage Fixed Rate=\$.06213/kwh	Monthly	Gregg Szczesny	
Cummins/Onan of Northern IL	Backup Generator for Main	11/14/2016	11/1/2018	10/1/2018	30 days written notice	No	\$1,281.00	Annual	Gregg Szczesny	
Everliving Greenery	Foliage Maintenance Agreement	4/22/1998	none	when dissatisfied	30 days written notice	Yes	\$388/month	Monthly	Gregg Szczesny	
First Communications (Globalcom)	Phone Lines	10/17/2015	10/17/2018	6/1/2018	90 days written notice	Yes	\$363.13(Main) and \$121.29(Elevator)	Monthly	Jeannie Dilger	under review with Melissa
FIS (Fidelity Information Services)	Merchant Account	11/30/2013	11/30/2018	8/2/2018	90 days written notice/Ongoing	yes	\$9.95 Monthly Fee \$9.95 Monthly PCI Compliance plus per transaction fees - auto deduction	Monthly	Beth Schwarz	
Gallagher, Arthur J.	Government Crime Insurance	12/31/2016	12/31/2018	10/2/2018	Cancel at time of renewal	No	\$2530 Annual Premium	Annual	Beth Schwarz	
GRA - George Roach & Assoc.	Auditor	3/11/2016	At Completion of Audit 2018	1/1/2019	Annual Renewal	No	2016-\$5,900, 2017-\$6,200, 2018-\$6,500	Annual	Beth Schwarz	
Groot Industries	Waste Disposal	10/1/2017	9/30/2018	7/2/2018	60 days written notice prior to end of term	No	Trash-\$197.04 Recycle-\$66.56 Per Louie, he will give us only a 3% increase next year	Monthly	Gregg Szczesny	under review with Gregg
Halloran & Yauch, Inc.	Irrigation System	9/17/2012	none	when dissatisfied	Ongoing	Yes	\$200 to turn on \$200 to turn off	2 times	Gregg Szczesny	
Hayes Mechanical	HVAC Maintenance with additional equipment	7/1/2017	6/30/2020	4/1/2020	30 days written notice prior to end of term	No	\$990.00/Quarter	Quarterly	Gregg Szczesny	
Hoffman Estates Park District	Rent at North Hoffman Branch	10/1/2017	10/1/2019	7/1/2019	90 days written notice	No	\$2,500.00	Monthly	Jeannie Dilger	
IL State Library c/o Heartlands LS	ILLINET/OCLC Account	7/1/2018	6/30/2019	4/1/2019	When notification is sent to Director	No	\$ 340.02	Annual	Kristin Sedivy	
Innovative Interfaces	Sierra/Encore Library Services	5/11/2018	6/30/2019	4/1/2019	90 days written notice prior to end of current year	No	\$76,062,71	Annual	Jeannie Dilger/Kristin Sedivy	
Konica Minolta (Bizhub 227)	Copier-ISD/TS Workroom	10/1/2015	12/31/2018	10/1/2018	91 days written notice	No	\$136.00	Monthly	Beth Schwarz/Susan Conner	
Konica Minolta(Bizhub 659)	Copier-Admin Wrkrm	7/10/2018	7/10/2023	4/11/2023	30 days written notice	No	\$715.22-Lease ?? B/W ?? Color	Monthly	Beth Schwarz/Susan Conner	
Konica Minolta(Bizhub C224)	Copier-PMD Wrkrm	12/18/2012	7/10/2023	4/11/2023	30 days written notice	No	\$112.75-Lease \$.008 B/W \$.055 Color	Monthly	Beth Schwarz/Susan Conner	
Konica Minolta(Bizhub C258)	Copiers-3 Public Copiers and Communication Lease	5/18/2017	9/30/2019	7/2/2019	30 days written notice	No	\$680-Lease \$.00910 B/W \$.06670 Color	Monthly	Beth Schwarz/Susan Conner	
Konica Minolta(Bizhub C224E)	North Hoffman Branch		5/27/2019	3/27/2019	30 days written notice	No	varies based on use	Monthly	Beth Schwarz/Susan Conner	
Konica Minolta(Bizhub C224E)	Circ Workroom		3/30/2019	1/30/2019	30 days written notice	No	varies based on use	Monthly	Beth Schwarz/Susan Conner	
Konica Minolta(BIZHUB C224E)	Rand Road Branch		3/30/2019	1/30/2019	30 days written notice	No	varies based on use	Monthly	Beth Schwarz/Susan Conner	
Lauterbach & Amen	Accounting Services	4/10/2018	Ongoing Obligation	8/1/2018	30 days written notice	No	\$80 per hour	Monthly	Beth Schwarz	
Library Market	Website redesign & Hosting/Maintenance	6/13/2017	Ongoing Obligation	when dissatisfied	Annual Renewal	Yes	\$600 hosting/maintenance, \$300 library Calendar, \$2250 Browsealoud, 36 hour retainer \$3600-as needed	Annual	Jeannie Dilger	
LIRA	Worker's Comp & Property/Casualty Insurance	2/1/2014	12/31/2018	11/15/2018	1 Year Notice	Yes	3 Yr Contract	Annual	Jeannie Dilger/Melissa Gardner	
Mid-American Energy	Electricity/Main	3/17/2015	3/14/2018	1/1/2019		No	Varies by Usage Fixed Rate=\$.06136/kwh	Monthly	Gregg Szczesny	under review with Gregg

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Northwest Community Healthcare	Rand Road Branch Rent	3/1/2017	2/28/2019	1/1/2019	90 days written notice to renew	No	\$590.00	Monthly	Jeannie Dilger	
OCLC/Illiad	OCLC ILLiad Kicense for ILL	9/1/2018	8/31/2019	6/2/2019	within 45 days of receipt of software	Yes	\$7,691.63	Annually	Jeannie Dilger	4560.41 server and 3131.22 license
Office Park of Palatine	Property Lots / Association Assessments	1/19/2006	Ongoing Obligation	N/A		No	\$1318.96	Semi-Annual	Jeannie Dilger	
Orkin	Pest Control		Ongoing Obligation	N/A		No	\$530.20	Semi-Annual	Gregg Szczesny	
Overdrive	My Media Mall Advantage Member	4/19/2011	Ongoing Obligation	N/A	Ongoing	No	varies		Melissa Gardner	
Partners for Our Communities	Memo of Understanding (RRB Addt'l Staffing of Facility)	7/29/2013	Ongoing Obligation	N/A	Ongoing	No	\$10,000.00	Annual	Jeannie Dilger	
Paycom	Payroll Services		Ongoing Obligation	1/1/2020		Yes	\$140 time clock/month + varies per mth by number of ee's- approx \$500	Monthly	Beth Schwarz/HR Manager	
PayPal	Payment Gateway for E-Commerce	5/30/2013	Ongoing Obligation	N/A	Open ended	No	\$219.00 Annual Fee, Transactions over 501-\$.10 transaction fee	Monthly (Per Transactions)	Jeannie Dilger	
Pitney Bowes	Postage Machine	4/9/2015	3/31/2020	1/1/2020	60 days written notice	Yes	\$472.68 plus postage refilled by Purchase Power	Quarterly	Finance Manager	
Scott Landscapes	Outdoor Landscaping	4/1/2018	11/30/2018	10/1/2018	30 Days Written Notice	No	540.00	8 Months-In Season	Gregg Szczesny	
Scott Landscapes	Snow Removal	11/1/2017	4/1/2018	8/1/2018	30 Days Written Notice	No	275.00 Plowing over 2 in. 175 per Salt application	5 Months-In Season	Gregg Szczesny	under review with Gregg
Syserco	Building Controls	9/1/2018	8/31/2019	4/1/2019	60 Days written notice	Yes	\$5,727	Quarterly	Gregg Szczesny	under review with Gregg
Televend	Public Fax Kiosk	3/10/2014	Ongoing Obligation	when dissatisfied	30 Days Written Notice 6 Month Trial Period	Yes	No cost to PPLD \$1.75 for 1st page and \$1.00 for additional pages cost to patrons	Quarterly Commission	Finance Manager/Jeannie Dilger	
Tyco/Johnson Controls	Alarm Wires-Fire Panel	5/16/2005	Ongoing Obligation	when dissatisfied	Call to Cancel	Yes	139.05	Quarterly	Gregg Szczesny	
Tyco/Simplex Grinnell	Fire Alarms Maintenance	8/1/2018	7/31/2019	6/1/2019	30 days written notice prior to end of term	Yes	\$5,000	Annual	Gregg Szczesny	
Unique Management	Book Recovery Service	6/26/2014	Ongoing Obligation	when dissatisfied	60 days written notice	Yes	\$8.95 per submission-electronic \$9.95 per submission-manual	Monthly	Rosalie Scarpelli	
Unite Private Networks	Ethernet Internet Access	7/1/2016	6/30/2019	5/1/2019	30 days written notice	No	\$1,495/Month Lease plus \$20,000 Prepayment(6/16)	Monthly	Jeannie Dilger	
Vanguard Energy Services	Natural Gas Provider /Main	5/1/2018	4/30/2020	2/1/2020	60 days written notice	Yes	\$.3450 per therm	Monthly	Jeannie Dilger	
Vogue Printers	Library Newsletter Printing	2/22/2017	4/30/2019	1/30/2019		No	20 pages-\$11,993	Quarterly	Andrea Lublink	