

	2025	2024	2023
<b>Attendance (Main Entrance):</b>	4,670	4,452	4,571
<b>New Library Cards:</b>	54+0 linked patrons	54+0 linked patrons	54+2 linked patrons
<b>Circulation:</b>	8,460	8,738	8,600
<b>Self-Check 1</b>	211 patrons/873 items	199 patrons/926 items	231 patrons/837 items
<b>Self-Check 2</b>	130 patrons/441 items	107 patrons/353 items	82 patrons/234 items
<b>Wi-Fi Hotspots</b>	137	80	69
<b>Chromebooks</b>	15	10	14
<b>Circulation e-Materials:</b>	1,501	1,435	1,315
<b>TOTAL CIRCULATION</b>	9,961	10,173	9,915
<b>Curbside Service Transactions:</b>	17	14	18
<b>Interlibrary Loan:</b>			
<b>Lent</b>	687	619	589
<b>Borrowed</b>	1,554	1,352	1,553
<b>Out-of-System Loaned</b>	17 (8 OS)	13 (3 OS)	14 (5 OS)
<b>Out-of-System Borrowed</b>	36 (10 OS)	22 (7 OS)	37 (12 OS)
<b>Items Added:</b>	314	177	199
<b>Reference Transactions:</b>			
<b>Child &amp; YA</b>	171	158	86
<b>Adult</b>	834	311	518
<b>TOTAL REFERENCE</b>	1,005	469	604
<b>Technology Transactions:</b>			
<b>Child &amp; YA</b>	9	6	2
<b>Adult</b>	460	265	289
<b>TOTAL TECHNOLOGY</b>	469	271	291
<b>Computer Use:</b>	501+64 guests=565	532+51 guests=583	613+69 guests=682
<b>Wi-Fi Use:</b>	518	494	495
<b>Phone Conference Room Use:</b>	35	42	28
<b>Notary Services:</b>	24	32	7
<b>Study Room Sessions:</b>	141	110	120
<b>Local History Room Sessions:</b>	24	21	22
<b>Book-a-Librarian Sessions:</b>	2	-	-
<b>Kanopy</b>	298 Visits/90 Plays	-	-
<b>Meeting Room Use (External):</b>	7	6	4

**Local Art Display:** The local artist featured in December 2025 was Kate Batkiewicz.

**Local History:** **Tegan** fulfilled 1 local history research request & **Rachel** fulfilled 2 requests.

**Adult Events:** **Laura** hosted **Mystery Monday Book Club** to discuss *How to Solve Your Own Murder* (Perrin) with 6 participants.

**Tegan** coordinated & hosted the following adult events:

**Crafter Hours: Coffee & Crafts** had 8 crafters.

**Holiday Charcuterie Boards** with University of Illinois Extension's Nutrition & Wellness Educator Susan Glassman had 20 participants.

**Holiday Sweater Bingo** had 20 players.

**Jane Austen Birthday Party** had 9 attendees.

**Loop Group** met 4 times with 39 attendees.

**Monthly Kit: Winter** had 48 total kits.

**OTHS Overboard Choir Concert** had 27 attendees.

**Tech Time** had 3 participants.

**Voter Registration Drop-In** was offered.

**Wednesday Evening Book Group** discussed *Demon Copperhead* (Kingsolver) with 8 attendees.

**Youth & Teen Events:**

**Cait** led **DIY Bookmarks** with 4 teens, **Jane Austen Party** with 1 teen, **Jolabokaflod** with 10 teens, **Manga Club** with 1 teen, & offered **Silent Book Club**.

**Cait & Elizabeth** led **Homeschool Art** with 11 kids & 4 adults.

**Cait & Kestrel** led **Dungeons & Dragons** with 12 teens.

**Cait & Sheila** led **Girls Who Code** with 8 kids & 3 adults.

**Elizabeth** led **Parachute Play** for 2 children & 2 adults & **Taylor Swift Party** for 3 kids & 2 adults. She also led 3 sessions of **Ready, Set, Read** with a total of 13 children & 11 adults, 3 sessions of **Shake, Rattle, Read** with a total of 43 children & 47 adults, & 2 sessions of **Family Storytime** with a total of 32 children & 26 adults.

**Elizabeth** hosted **Storytime with Santa** for 52 children & 56 adults.

**Greg** prepped 4 varieties of **DIY Craft Kits** (*Mushroom, Gingerbread Man, Penguin, Tissue Paper Ornament*), which were distributed to a total of 136 youth patrons.

**Robin** led **Candy Cane Calamity** with 1 kid & 1 adult, **New Year's Party** with 16 kids & 8 adults, **Reindeer Marionette** with 7 kids & 2 adults, **Tinker Time** with 4 kids & 3 adults, & **Unicorn Marionette** with 1 kid & 1 adult.

**Sheila** led the all ages **LEGO Club** with 14 kids & 8 adults.

**Passive Activities:** **Pete the Cat Scavenger Hunt** had 15 participants. **Search & Sketch Christmas Scavenger Hunt** had 20 participants. **Interactive Snowmen at Night Playground Wall** had 70 participants. 185 **coloring/activity pages** were distributed to youth patrons, & 20 **coloring/activity pages** were distributed to teen patrons.

**Sensory Table: Christmas Cookies.**

**Outreach Visits:**

**Lisa** provided homebound delivery service to a total of 25 patrons.

**Sheila** brought literacy activities to a total of 119 children and 17 adults over 8 visits to 4 early childhood centers: *Head Start Gentleman Road, Starved Rock Regional Center, Step by Step South, and Step by Step North*.

**Community:**

The Laced Brush painted the Director's Office windows for the holiday.

Staff collected donations for Pet Project, Community Pantries, & YSB Angel Tree.

**Elizabeth** hosted 2 children & 2 adults at **Storytime at Nell's**.

**Laura** met with members of the Starved Rock County Community Foundation for a photo opportunity for the Arts Grant.

**Tegan** represented the library at the **Dementia Friendly Ottawa Meeting**.

**Media:**

**Elizabeth** promoted youth events on *WCMY's Morning Show with Jay LeSeure*.

**Laura** gave bi-weekly library updates on *WCMY's Morning Show with Jay LeSeure*.

**Meetings:**

**Cait, Elaine, Elizabeth, Kate, Lisa, Rachel, & Tegan** attended a **Department Head Meeting** led by **Laura**.

**Elizabeth, Laura, & Tegan** attended a **Strategic Plan Subcommittee Meeting** led by Amanda Standerfer of Fast Forwards Libraries.

**Faith, Grace, Kestrel, Leanna, Matt, Natalie, & Teresa** attended a **Circulation Meeting** led by **Rachel**.

**Kate** attended **RAILS Catalyst Meeting, LACONI Technology Section Meeting, NDIA Community Call, & PrairieCat User Experience Meeting**.

**Kate, Leanna, Lisa, Rachel, & Tegan** attended a **Staff Appreciation Committee Meeting** led by **Laura**.

**Kate, Laura, Lisa, & Tegan** attended a **Communico Demo Meeting**.

**Kate, Laura, & Rachel** held a **Continuing Education Committee Meeting**.

**Laura & Rachel** met to discuss Videogame Circulation Procedure.

Continuing Ed:

**Cait, Elaine, Faith, Kate, Kestrel, Laura, Laurie, Leanna, Natalie, Pam, Tegan, & Teresa** completed *Staff Digital Archives Training*.  
**Cait, Elaine, & Lisa** completed *Dementia Friend* training.  
**Laura** viewed *Navigating New Building Projects* (WebJunction).  
**Laura & Rachel** completed *Saboteur Assessment*.  
**Laurie** viewed *Libraries & Immigration Enforcement* (RAILS).  
**Pam** viewed *Social Media & Your Job* (RAILS), *Artificial Intelligence Foundations* (KnowBe4), & *AI Chatbots* (KnowBe4),  
**Rachel** attended *ATLAS Multi-Library Day* at Moraine Valley Community College.  
**Sheila** completed *IBMSkillsBuild* lessons: *What is Design Thinking?*, *Build Your First Chatbot*, & *Let's Celebrate CS Ed Week*.  
**Tegan** completed *CMC Cataloging Basics Class* and viewed *Narcan Administration* (RAILS).

Projects:

An Adult Graphic Novels collection was curated.  
\$1.00 of complimentary printing is being implemented in January 2026.  
Communico Event Registration and Calendar is premiering on the website and staff portal in January 2026.  
**Cait** updated Teen Room art station.  
**Elaine** completed annual magazine withdrawals.  
**Elaine & Teresa** continue the adult AV & audio CD collection maintenance project.  
**Laura** continues adult fiction collection maintenance project after extended hiatus.  
**Leanna** completed book shifting projects.  
**Rachel** began training **Kestrel** in ILL procedures.

Building:

Community Room Mural by Clara Burbaker in progress. *Unveiling Event scheduled for Sunday, February 22, 2026 at 2pm*.  
Routine seasonal HVAC inspection/maintenance completed.  
Plumber on site multiple times to repair broken toilets and replace parts.

Donations:

N/A

Grants:

N/A

Investments:

N/A

Personnel:

Annual staff evaluations were completed.