

	2025	2024	2023
Attendance (Main Entrance):	6,234	4,790 + 6 days w/o	5,366
New Library Cards:	63+9 linked patrons	91 + 3 linked patrons	101+16 linked patrons
Circulation:	10,969	11,529	10,513
Self-Check 1	349 patrons/1,672 items	334 patrons/1437 items	275 patrons/979 items
Self-Check 2	169 patrons/569 items	119 patrons/456 items	69 patrons/193 items
Wi-Fi Hotspots	93	91	57
Chromebooks	20	15	23
Circulation e-Materials:	1,709	1,467	1,272
TOTAL	12,678	12,996	11,785
Curbside Service Transactions:	16	16	22
Interlibrary Loan:			
Lent	701	740	683
Borrowed	1,681	1,626	1,543
Out-of-System Loaned	11 (5 OS)	10 (5 OS)	9 (2 OS)
Out-of-System Borrowed	21 (8 OS)	39 (7 OS)	67 (14 OS)
Items Added:	392	243	205
Reference Transactions:			
Child & YA	421	141	120
Adult	842	380	672
TOTAL REFERENCE	1,263	521	792
Technology Transactions:			
Child & YA	12	5	11
Adult	459	273	268
TOTAL TECHNOLOGY	471	278	279
Computer Use:	595+60guests=655	711+68 guests=779	629+83 guests=712
Wi-Fi Use:	627	513	607
Phone Conference Room Use:	14	38	29
Notary Services:	33	27	18
Study Room Sessions:	206	153	84
Local History Room Sessions:	23	19	37
Book-a-Librarian Sessions:	4	-	-
Kanopy	744 Visits/142 Plays	-	-
Meeting Room Use (External):	4	4	5

Local Art Display: The local artist featured in July 2025 was Paul Wheeler.

Local History: Rachel fulfilled 1 local history research request.

Adult Events:

2025 Adult Summer Reading Participation: 380 review forms (279 online, 101 physical) were submitted by 61 individual participants (42 online, 19 physical)!
Laura hosted **Mystery Monday Book Club** to discuss *The Berry Pickers* (Peters) with 2 participants and **Food for Thought Book Club** to discuss *PlantYou* (Bodrug) with 4 participants.
Tegan coordinated & hosted the following adult events:
After Hours Bingo had 42 bingo players.
Crafter Hours: Watermelon Button Art had 10 crafters.
Loop Group met 4 times with 36 attendees.
Low/No Waste Kitchen had 1 attendee.
Monthly Kit: Watermelon had 40 total kits.

Youth & Teen Events:**2025 Youth & Teen Summer Reading Participation:**

299 children registered and read a total of 120,137 minutes!

59 teens registered and read a total of 25,962 minutes!

Summer Reading Finale Party Part 1 had 78 attendees. The Foam Party portion of the party has been rescheduled to August due to weather.

Cait led the following teen events: **After Hours Teen Karaoke** with 8 teens, **DIY No Sew Sock Bookworm** with 4 teens, **Manga Club** with 2 teens, **Microwave Mug Pizza** with 9 teens, **Silent Book Club** with 1 teen, & **Unplugged Gaming** with 6 teens.

Cait & Elizabeth led **Homeschool Art** with 6 kids & 3 adults.

Cait & Kestrel led **DM Apprenticeship** with 5 attendees and **Dungeons & Dragons** with 11 teens.

Elizabeth hosted **Animal Quest: Stella the Sloth** with 39 kids and 35 adults.

Elizabeth led 1 session of **Bilingual Storytime *Tiempo Para Cuentos*** with 2 kids & 1 adults, **Live Action Hungry Hippos** with 8 kids and 3 adults, 3 sessions of

Messy Monday with a total of 22 children & 18 adults, 5 sessions of **Ready, Set,**

Read with a total of 42 children & 31 adults, and 5 sessions of **Shake, Rattle, Read** with a total of 146 children & 125 adults.

Greg prepped 4 varieties of DIY Craft Kits (*Sun; Popsicle; Sundae; and Finger Puppet*), which were distributed to a total of 214 youth patrons.

Robin led **Alice in Wonderland Mini-Golf** with 17 children & 3 adults, **Cranky Contraptions** with 1 child & 1 adult, **Nailed It! Cupcakes** with 7 children and 3 adults, **Ramps & Rollers** with 6 children & 6 adults, and **Summer Snacks** with 4 kids & 4 adults.

Sheila led the all ages **LEGO Club** with 24 kids & 13 adults and **Stacks & Snacks Cinema (*Dogman*)** had 12 kids & 4 adults.

Passive Activities: **Toad & Yoshi Scavenger Hunt** had 66 participants, **Space Invaders Scavenger Hunt** had 67 participants, **Minecraft Character Hunt** had 67 participants, 235 **coloring/activity pages** were distributed to youth patrons, 30 **coloring/activity pages** were distributed to teen patrons.

Sensory Tables: Magnetic Eggs.

LOTE4Kids: 9 stories watched, 21 activities

Outreach Visits:

Lisa provided homebound delivery service to a total of 20 patrons at their personal residences throughout the month of June.

Sheila brought literacy activities to a total of 88 children and 13 adults over 6 visits to 4 early childhood centers: *Head Start Gentleman Road, Starved Rock Regional Center, Step by Step South, and Step by Step North.*

Community:

A compost bin was installed near the **Community Garden**.

Water bottles were provided free to the public during several hot days in July.

Elizabeth hosted a **Special Story Time for YMCA Camp I Wanna Go** with 10 kids & 2 adults. She also hosted **Story Time at the Woodlands** to 21 children & 12 adults & **Nature Journaling** with 5 kids & 2 adults at *Nell's Woodland*.

Elizabeth partnered with La Michoacana to provide paletas for attendees of the Animal Quest: Stella the Sloth event.

Laura represented the library at **Hope & Humanity: A Shared Solutions Roundtable** hosted by the City of Ottawa and presented at the **Wednesday Evening Book Club**.

Lisa visited over 40 businesses seeking participation in "Show Us Your Library Card" promotion with 29 total participants.

Media:

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

Laura provided 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**.

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

Kate attended the following meetings: ELSUM, LACONI Technology Group Kickoo, Navigating E-Rate Federal Policy by Libraries4DE, NDIA Community Call.

Kate held meetings with representatives from the following: Impact, Konica Minolta, Marco.

Laura held meetings with the following individuals: Alex Todd of Deiters & Todd for Budget Review, Cindy Fesemeyer of Fast Forward Libraries, bookkeeper Julie Kilday, Wallace Township Library Director Kevin Babb, Jamie Rachlin of Meristem Advisors.

Laura attended *PrairieCat Delegates Assembly* at Princeton Public Library and *West of 47 Director's Meeting* at Starved Rock Lodge & Conference Center.

Continuing Ed:

Grace began *Circulation Training* led by Rachel.

Elizabeth read *Transforming a Recently Reopened Library with an Infusion of Culturally Relevant Books & My Library Is Sensory Friendly* (RAILS) and viewed *How Libraries Can Promote Computational Thinking and Learning Among Preschool Families with Work It Out @ Your Library* (PLA).

Kestrel, Matt & Pam viewed *Working in the Gray Area: Boundaries for Library Staff* (RAILS).

Laura attended the following Directors University online classes: *Emergency Preparedness with Amanda McKay*, *Strategic Planning with Amanda Standerfer*, *Records Retention with Cheri Cameron*, *Facilities and Insurance with Kathy Parker & Estelle Markham*.

Laura also attended ILA's webinar on *Illinois Public Library Standards*.

Laurie viewed *Reference Basics* (RAILS).

Leanna completed *Page Training* led by Elaine.

Pam viewed *From Burnout to Balance & Why Do We Fall for Misinformation* (WebJunction).

Rachel viewed *Disney Guestology: The Art of Customer Services* (ILA).

Sheila read *Promoting Emerging Language and Literacy During Story Time* by JR Irwin (National Institutes of Health).

Tegan read *How Public Libraries Are Teaching AI and Digital Literacy* (WebJunction) & viewed *Sustainability in Action* (LACONI).

Projects:

Cait completed the Teen Room fiction collection maintenance project.

Elizabeth is preparing to launch a *1,000 Books before Kindergarten* program and working on offering sensory kits.

Kate created a staff webpage for the library website, worked with Elizabeth to install new games on the children's gaming computers, installed all new computers, and installed standing desks.

Building:

Johnson Controls visited regarding HVAC system control updates.

Taylor's Way provided a tree trimming assessment for tree affecting rooftop HVAC.

A water main break on Canal Street affected the library's main building water supply.

Donations:

Ottawa Sunrise Rotary sponsored \$500.00 for Animal Quest: Stella the Sloth event. \$100.00 donation received by patron.

Grants:

N/A

Investments:

\$19,066.16 (*Working Cash Funds— 1st Distribution of TY2024*) was withdrawn from the General Fund checking account at OSB Community Bank and deposited into the *Working Cash* investment account at First National Bank of Ottawa’s Trust Department.

The *Beatty Endowment Fund CD* at OSB Community Bank reached maturity on July 15, 2025. All funds (\$189,219.04) were rolled into a 13-month CD at OSB Community Bank, earning 4.06% APY.

The *Jordan Endowment Fund CD* at OSB Community Bank reached maturity on July 15, 2025. All funds (\$115,576.41) were rolled into a 13-month CD at OSB Community Bank, earning 4.06% APY.

Personnel:

Rachel is now the head of the ILL Department.

1 part-time *Page/Circulation Assistant* started July 7, 2025.

1 part-time *Circulation Assistant* started July 16, 2025.