

FOUNTAINDALE PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
September 16, 2021 | 6:30 p.m.
300 West Briarcliff Road | Bolingbrook | Board Room

View the meeting online via YouTube: <https://www.youtube.com/watch?v=ifc0BCYL1Nk>

Hearing for Budget and Appropriation Ordinance Fiscal Year 2021/2022

1. Call to Order
2. Roll Call of Trustees
3. Comments from the Public
4. Adjournment

FOUNTAINDALE PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

September 16, 2021 | 7 p.m.

300 West Briarcliff Road | Bolingbrook | Board Room

View the meeting online via YouTube: <https://www.youtube.com/watch?v=ifc0BCYL1Nk>

1. Call to Order and Roll Call of Trustees
2. Pledge of Allegiance
3. Approval of Agenda
4. Minutes for Approval
 - a. Board Meeting – August 19, 2021
5. Employee Recognition
 - a. Sarah Saltzman – 10 Years
6. Comments from the Public
7. Friends of the Library
8. New Business – Action Items
 - a. Approval of Ordinance 2021-3 – Budget & Appropriation Ordinance Fiscal Year 2021/2022
 - b. Approval of Chief Fiscal Officer's Certificate of Revenues by Source
 - c. Approval of Ordinance 2021-4 – Second Lemont Refinery Real Property Tax Assessment Settlement Agreement
 - d. Approval of Sale of 2003 Bookmobile
 - e. Approval of Request to Travel for Trustees to 2022 American Library Association LibLearnX Conference (San Antonio, TX – January 21–24, 2022)
 - f. Approval of Request to Travel for Executive Director to 2022 American Library Association LibLearnX Conference (San Antonio, TX – January 21–24, 2022)
9. Library Projects
10. Correspondence
11. Treasurer's Report
12. Bills for Approval
 - a. Bills Paid Report – September, 2021
 - b. Bills Payable Report – September, 2021
13. Director's Report – August, 2021
14. Unfinished Business
15. Reports
 - a. Building
 - b. Finance
 - c. Strategic
 - d. Internal Board Operations
16. Agenda Building for the Next Meeting
17. Announcements
18. Adjournment

September 2021 Agenda Background

Paul Mills

8. New Business – Action Items

- a. Approval of Ordinance 2021-3 – Budget & Appropriation Ordinance Fiscal Year 2021/2022

This ordinance is the next step of our budget process.

Suggested Motion: Motion to approve Ordinance 2021-3 – Budget & Appropriation Ordinance for Fiscal Year 2021/2022.

- b. Approval of Chief Fiscal Officer's Certificate of Revenues by Source

This statement reiterates revenue information included in the Budget and Appropriation Ordinance.

Suggested Motion: Motion to approve the Chief Fiscal Officer's Certificate of Revenues by Source.

- c. Approval of Ordinance 2021-4 – Second Lemont Refinery Real Property Tax Assessment Settlement Agreement

This ordinance and agreement with Citgo and all the involved units of local government sets the aggregate equalized assessed value of the Lemont Refinery for four years. This is the second agreement with Citgo – the first one was approved in 2015.

It has also been reviewed by our attorney.

Suggested Motion: Motion to approve Ordinance 2021-4 Second Lemont Refinery Real Property Tax Assessment Settlement Agreement.

- d. Approval of Sale of 2003 Bookmobile

We do have a prospective buyer for the vehicle. The timing of the inspection, however, precluded the inclusion of much detail in time for the Board Packet. I will have more details to share at the Board Meeting.

Suggested Motion: Motion to sale of 2003 Bookmobile.

- e. Approval of Request to Travel for Trustees to 2022 American Library Association LibLearnX Conference (San Antonio, TX – January 21–24, 2022)

Several trustees have requested travel to the ALA conference in January. Per our policy out of state travel by trustees requires Board approval.

Suggested Motion: Motion to approve request to travel for trustees to the 2022 American Library Association LibLearnX Conference in San Antonio, Texas – January 21–24, 2022.

- f. Approval of Request to Travel for Executive Director to 2022 American Library Association LibLearnX Conference (San Antonio, TX – January 21–24, 2022)

I am requesting travel to the 2022 American Library Association LibLearnX Conference in January. Per our policy out of state travel by the Executive Director requires Board approval. ILA should be paying most of my expenses as I serve as ILA's Councilor to ALA.

Suggested Motion: Motion to approve request to travel for the Executive Director to the 2022 American Library Association LibLearnX Conference in San Antonio, Texas – January 21–24, 2022.

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD AUGUST 19, 2021
BOLINGBROOK, ILLINOIS

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held at the Bolingbrook Library, 300 West Briarcliff Road, Bolingbrook, IL 60440, Thursday, August 19, 2021 at 7 p.m.

CALL TO ORDER

The meeting was called to order at 7 p.m. by President Robert Kalnicky.

ROLL CALL

The roll was called by recorder, Juanita Lennon, and a quorum was established.

PRESENT

Present at roll call were Marcelo Valencia, Celeste Bermejo, Kathryn Spindel, Ruth Newell, Bobby Armstrong, Jennifer Korb Waldorf and Robert Kalnicky.

ABSENT

None.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Joyce Arellano, Anna Gogliotti, Sabrina Smallwood and Christina Theobald.

Nancy Korczak and Melissa Bradley were present on Zoom.

PUBLIC PRESENT

The following public was present: Jody Hargett and Kathleen Gogliotti.

AGENDA APPROVAL

Following the Pledge of Allegiance, Kalnicky asked for a motion to approve the agenda. A motion was made by Newell, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

MINUTES OF THE BOARD MEETING – July 15, 2021

The minutes of the board meeting held July 15, 2021 were presented. A motion to approve the minutes was made by Spindel, seconded by Bermejo. Minutes were approved as read.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

MINUTES OF THE EXECUTIVE SESSION – July 15, 2021

The minutes of the Executive Session held July 15, 2021 were presented. A motion to approve the minutes was made by Newell, seconded by Valencia. Minutes were approved as read.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

EMPLOYEE RECOGNITION

President Kalnicky recognized Joyce Arellano for her five years of service with a certificate and keychain. Kalnicky also acknowledged Anna Gogliotti for her 20 years of service with a certificate and award. Lastly Kalnicky recognized Sabrina Smallwood for her 25 years of service with a certificate and award.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett reported that the Friends sold \$67 in children's books sold at the End of Summer Adventure event in July. The Friends are working on redesigning the Book Cellar. The Friends are continuing to prepare for the Fall Book Sale in early October. Currently the Friends are still not taking book donations but might resume taking donations after the book sale.

NEW BUSINESS

Approval of Resolution 2021-3 – Resolution to Determine Estimate of Funds Needed for Fiscal Year 2021/2022

A motion to approve Resolution 2021-3 – Resolution to determine the estimate of funds needed for Fiscal Year 2021/2021 was made by Korb Waldorf, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Resolution 2021-4 – Resolution Designating Open Meetings Act Officers

A motion to approve Resolution 2021-4 – Resolution designating Juanita Lennon and Paul Mills as the Open Meetings Act officers was made by Spindel, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Resolution 2021-5 – Resolution Designating Freedom of Information Act Officers

A motion to approve Resolution 2021-5 – Resolution designating Jennie Nguyen and Paul Mills as the Freedom of Information Act officers was made by Armstrong, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Resolution 2021-6 – Resolution Authorizing Intervention in Certain Tax Appeal Cases

Mills discussed that our attorneys, Tressler, LLP, have requested this resolution so that may continue to represent the library in tax appeal cases.

A motion to approve Resolution 2021-6 – Resolution authorizing intervention in certain tax appeal cases was made by Valencia, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Request for Trustees to Attend 2021 Illinois Library Association Annual Virtual Conference – October 12-14, 2021

Mills discussed that Trustee Day will be Thursday, October 14.

A motion to approve the request for Trustees to attend the 2021 Illinois Library Association Annual Virtual Conference was made by Spindel, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of 2021 Illinois Public Library Annual Report (IPLAR)

The submission of the Illinois Public Library Annual Report (IPLAR) is a statutory requirement of every Illinois public library and is due September 1.

A motion to approve the 2021 Illinois Public Library Annual Report (IPLAR) was made by Korb Waldorf, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Attendance, Punctuality and Dependability Section for the Employee Handbook

Mills discussed the proposed changes for this section of the Employee Handbook.

A motion to repeal the existing Attendance, Punctuality and Dependability section in the Employee Handbook and approve the revised Attendance, Punctuality and Dependability section for the Employee Handbook was made by Valencia, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Vacation Section for the Employee Handbook

Mills discussed the proposed changes for this section of the Employee Handbook.

A motion to repeal the existing Vacation section in the Employee Handbook and approve the revised Vacation section for the Employee Handbook was made by Spindel, seconded by Bermejo.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Supplemental Floating Holidays Section for the Employee Handbook

Mills discussed the proposed changes for this section of the Employee Handbook.

A motion to repeal the Supplemental Floating Holidays section in the Employee Handbook and approve the revised Supplemental Floating Holidays section for the Employee Handbook was made by Valencia, seconded by Newell.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Leave of Absence Without Pay Section for the Employee Handbook

Mills discussed the proposed changes for this section of the Employee Handbook.

A motion to repeal the existing Leave of Absence without Pay section in the Employee Handbook and approve the revised Leave of Absence without Pay section for the Employee Handbook was made by Spindel, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

Approval of Audiovisual Plan for Board of Library Trustees Meetings

President Kalnicky discussed his interest in having future Board Meetings available online. Discussion ensued and a plan to stream meetings online going forward and having the recordings available on the library website was proposed.

A motion to approve the audiovisual plan for the Board of Library Trustees Meetings was made by Valencia, seconded by Korb Waldorf.

AYES:	Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES:	None
ABSENT:	None

LIBRARY PROJECTS

Executive Director Paul Mills reported that the lower level project started this week. There had been some delays in the permit process.

Mills discussed that the Vortex will be re-opening next week. Library staff have been working hard to create more discoverable displays for the Teen collection that incorporate recommendations from the review completed before the pandemic.

A new auction for old library furniture and other miscellaneous items will start tomorrow. The auction information will be posted on social media and the library's website.

CORRESPONDENCE

None.

TREASURER'S REPORT

The Treasurer's Report for July, 2021 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – August, 2021

Bills paid for the month of August in the amount of \$72,229.30 was presented for approval. Motion to approve was made by Valencia, seconded by Newell.

AYES:	Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES:	None
ABSENT:	None

Bills Payable Report – August, 2021

Bills payable for the month of August in the amount of \$208,792.09 was presented for approval. Motion to approve was made by Newell, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES: None
ABSENT: None

DIRECTOR'S REPORT – July, 2021

Executive Director Mills reported that he will be at LIRA (Libraries of Illinois Risk Agency) retreat at Starved Rock on Friday, August 20.

Outreach Manager Tana Petrov and Mills visited the Pritzker Military Library in Chicago. They are interested in offering outreach services for veterans.

Mills also noted that the old Bookmobile is now for sale online.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – The liaisons will meet on Wednesday, September 15 to review submitted Strategic Plan proposals. A formal recommendation will be brought to the Board at the October board meeting.

Internal Board Operations – None.

AGENDA BUILDING FOR THE NEXT MEETING

The Board discussed recognizing Trustees for their years of service.

ANNOUNCEMENTS

Trustee Newell distributed invitations for the dedication of the Board Room for Margaret J. “Peggy” Danhof on Sunday, September 19. Kalnicky stated that event costs will be \$2,000 to \$2,500.

Trustee Spindel announced she became a great-grandmother earlier this evening.

Mills reported that Pathways Parade will be on Sunday, September 12 at 1 p.m.

Trustee Armstrong invited everyone to the Bolingbrook Police Department’s Coffee for Champions event on Friday, August 20 from 5 a.m. to noon at Dunkin’ Donuts.

The Public Hearing for the Budget and Appropriation Ordinance Fiscal Year 2021/2022 will be on Thursday, September 16 at 6:30 p.m.

ADJOURNMENT

A motion to adjourn the meeting at 8:11 p.m. was made by Spindel, seconded by Valencia.

AYES:	Valencia, Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky
NAYES:	None
ABSENT:	None

Approved: _____
Marcelo Valencia, Secretary

Robert A. Kalnicky, President

Ordinance 2021-3
Budget and Appropriation Ordinance
of the
Fountaindale Public Library District
Will and Du Page Counties, Illinois
for
Fiscal Year July 1, 2021 to June 30, 2022

Whereas, Paul Mills, Library Director, has been designated by the Board of Trustees to prepare in tentative form a budget and appropriation ordinance for the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, and in accordance with such designation has prepared such tentative budget and appropriation ordinance and on July 15, 2021 such tentative budget and appropriation ordinance was submitted to and inspected by the Board of Library Trustees who thereupon ordered the same filed with the Secretary and ordered the Secretary to make the same conveniently available to public inspection and the Secretary has made said tentative budget and appropriation ordinance conveniently available to public inspection for at least thirty days prior to action thereon; and

Whereas, prior to final action a public hearing was held as to such budget and appropriation ordinance on September 16, 2021, notice of which hearing was given at least thirty days prior thereto by publication in The Bugle, a newspaper regularly circulated in the District, and all other legal requirements having been complied with:

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees, of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS:

SECTION 1. That the following budget containing an estimate of receipts and expenditures of the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS be and the same is hereby adopted as the budget of this District for the fiscal year commencing July 1, 2021 and ending June 30, 2022.

Estimated Available Revenue

Estimated Cash on Hand July 1, 2021	
Cash in the Working Cash Fund	\$1,072,497
Cash in the Special Reserve Fund	\$17,676,131
Cash in the General Corporate Fund	\$8,916,885
Cash in the Audit Fund	\$5,687
Cash in the Liability Insurance Fund	\$9,629
Cash in the FICA Fund	\$111,355
Cash in the Illinois Municipal Retirement Fund	\$345,997
Cash in the Building Maintenance Fund	\$171,313
Total Estimated Cash on Hand	\$28,309,494

Cash to be received from 2020 general corporate, municipal retirement, liability insurance, audit, and building maintenance tax levies:

Cash to be received from 2020 levy	
Balance, Corporate Tax Levy	\$4,983,570
Balance, Audit Tax Levy	\$3,905
Balance, Liability Insurance Tax Levy	\$35,138
Balance, FICA Tax Levy	\$85,917
Balance, Illinois Municipal Retirement Tax Levy	\$6,539
Balance, Building Maintenance Tax Levy	\$171,871
Total Cash to be received from 2020 Levy	\$5,286,940

Cash to be received from the 2021 general corporate, municipal retirement, liability insurance, audit, and building maintenance tax levies:

Cash to be received from 2021 levy	
General Corporate Tax Levy	\$9,029,727
Audit Tax Levy	\$7,078
Liability Insurance Tax Levy	\$63,658
FICA Tax Levy	\$155,724
Illinois Municipal Retirement Tax Levy	\$11,797
Building Maintenance Tax Levy	\$311,402
Total 2021 Levy	\$9,579,386
To be Collected after close of Fiscal Year	\$4,981,281
To be Received during Fiscal Year	\$4,598,105

Other Income:	
Personal Property Replacement Tax	\$117,823
State Per Capita Grant	\$99,833
Interest	\$32,010
Fees	\$14,000
Copy Machines/Printing/Fax	\$25,000
Miscellaneous Income	\$4,500
Donations / Gifts / Grants	\$2,000
Back Taxes and Adjustments	\$20
Total Other Income	\$295,186

Total Estimated Cash Available During the Year including Special Reserve Fund, Working Cash Fund and Bond Proceeds	\$38,489,725
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Note: In addition to the foregoing, there is presently \$1,486,725 on hand in the Library Building Bond and Interest Fund. It is estimated that the following amounts will be received during the fiscal year to pay principal and interest on the September 14, 2016 issue of \$9,775,000, December 11, 2018 issue of \$10,545,000 and the November 25, 2019 issue of \$7,290,000.

Bond Notation

Balance on hand July 1, 2021	\$1,486,745
Cash to be received from 2020 Tax Levy	\$1,730,922
Cash to be received from 2021 Tax Levy	\$1,503,768
Total	\$4,721,435

Estimated Expenditures

Salaries	5,248,800
Total Salaries	\$5,248,800

Prof. Dev. & Training	32,400
Employee Recognition	5,400
Membership Dues	10,800
Dues - Institutional	1,800
Mileage & Transportation	33,000
Room/Board/Meals	19,800
Hiring and Placement	2,400
Insurance Benefit Plan	474,000
EAP	2,400
Total Personnel	\$582,000

Building Security	3,600
Equipment Rental	7,200
Equipment Maintenance	138,000
Leased Equipment	60,000
Bookmobile Maintenance	25,200
Legal Expense - Attorney	50,400
Legal Expense - Publication	3,000
Bank Service Fees	8,520
Payroll Service	25,200
Professional Services	91,200
Communication Contractual Services	71,400
Collection Services	6,000
Internet Services	45,600
Cable TV Services	1,800
Catalog Management	36,000
Computer Circulation Expense	135,600
Total Contractual Services	\$708,720

Telephone Service	13,200
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Telephone Data	15,600
Electricity	205,200
Gas	38,400
Water & Sewer	30,000
Minor Library Equipment	12,600
Minor Office Equipment	6,000
Minor Library Furniture	3,000
Minor Office Furniture	3,000
Office Supplies	48,000
Program Supplies	72,000
Computer Supplies	8,400
Board Supplies	2,400
Fuel Expense Bookmobile	9,000
Library Supplies	75,720
Postage	14,400
Shipping	12,000
Buildings	24,000
Grounds	60,000
Total Supplies & Utilities	\$652,920
Books and AV	982,200
Programs - Adult	49,800
Programs - Children	10,800
Programs - Young Adult	24,000
Special Services/Events	7,200
Donations Expended	4,800
Computer Software	437,400
Total Library Materials	\$1,516,200
Library Equipment - Capital	2,400
Office Equipment - Capital	2,400
Library Furniture - Capital	2,400
Office Furniture - Capital	2,400
Special Projects	24,386
Automated Systems	90,000
PC Computer Equipment	372,000
Buildings - Capital	504,000
Grounds - Capital	24,000
Total Capital Expenditures	\$1,023,986
Miscellaneous	24,000
Public Relation Advertisements	57,600
Total Miscellaneous	\$81,600
Per Capita Grant	99,833
Total Per Capita Grant	\$99,833

Total General Fund	\$9,914,059
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Audit Expense	14,520
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Total Audit Fund	\$14,520
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Unemployment Insurance	36,000
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Workmen's Compensation	36,000
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Liability Insurance	42,000
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Umbrella Policy	60,000
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Treasurer's Bond	9,000
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Total Liability Insurance Fund	\$183,000
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FICA	417,984
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IMRF	456,000
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Total Social Security Fund	\$873,984
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Building Maintenance	360,600
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Building Supplies	43,200
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Total Maintenance Fund	\$403,800
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Total Operating Fund Expenditures	\$11,389,363
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Estimated Cash on Hand at Close of Fiscal Year including Working Cash Fund, Special Reserve Fund, and Bond Proceeds	\$27,100,362
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SECTION 2. That the following amounts, or so much thereof as may be authorized by law and may be needed, be and the same are appropriated for general corporate purposes, audit expense, municipal retirement expense, liability insurance expense and building maintenance expense of the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, for the fiscal year commencing July 1, 2021 and ending June 30, 2022.

Estimated Expenditures

Salaries	5,248,800
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Total Salaries	\$5,248,800
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Prof. Dev. & Training	32,400
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Employee Recognition	5,400
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Membership Dues	10,800
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Dues - Institutional	1,800
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Mileage & Transportation	33,000
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Room/Board/Meals	19,800
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Hiring and Placement	2,400
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Insurance Benefit Plan	474,000
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EAP	2,400
Total Personnel	\$582,000

Building Security	3,600
Equipment Rental	7,200
Equipment Maintenance	138,000
Leased Equipment	60,000
Bookmobile Maintenance	25,200
Legal Expense - Attorney	50,400
Legal Expense - Publication	3,000
Bank Service Fees	8,520
Payroll Service	25,200
Professional Services	91,200
Communication Contractual Services	71,400
Collection Services	6,000
Internet Services	45,600
Cable TV Services	1,800
Catalog Management	36,000
Computer Circulation Expense	135,600
Total Contractual Services	\$708,720

Telephone Service	13,200
Telephone Data	15,600
Electricity	205,200
Gas	38,400
Water & Sewer	30,000
Minor Library Equipment	12,600
Minor Office Equipment	6,000
Minor Library Furniture	3,000
Minor Office Furniture	3,000
Office Supplies	48,000
Program Supplies	72,000
Computer Supplies	8,400
Board Supplies	2,400
Fuel Expense Bookmobile	9,000
Library Supplies	75,720
Postage	14,400
Shipping	12,000
Buildings	24,000
Grounds	60,000
Total Supplies & Utilities	\$652,920

Books and AV	982,200
Programs - Adult	49,800
Programs - Children	10,800
Programs - Young Adult	24,000

Special Services/Events	7,200
Donations Expended	4,800
Computer Software	437,400
Total Library Materials	\$1,516,200

Library Equipment - Capital	2,400
Office Equipment - Capital	2,400
Library Furniture - Capital	2,400
Office Furniture - Capital	2,400
Special Projects	24,386
Automated Systems	90,000
PC Computer Equipment	372,000
Buildings - Capital	504,000
Grounds - Capital	24,000
Total Capital Expenditures	\$1,023,986

Miscellaneous	24,000
Public Relation Advertisements	57,600
Total Miscellaneous	\$81,600

Per Capita Grant	99,833
Total Per Capita Grant	\$99,833

Total General Fund	\$9,914,059
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Audit Expense	14,520
Total Audit Fund	\$14,520

Unemployment Insurance	36,000
Workmen's Compensation	36,000
Liability Insurance	42,000
Umbrella Policy	60,000
Treasurer's Bond	9,000
Total Liability Insurance Fund	\$183,000

FICA	417,984
IMRF	456,000
Total Social Security Fund	\$873,984

Building Maintenance	360,600
Building Supplies	43,200
Total Maintenance Fund	\$403,800

Total Operating Fund Expenditures	\$11,389,363
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SECTION 3. That, except for bond proceeds, all unexpended balances of any item or items for which an appropriation is made by this budget and appropriation ordinance may be expended in making up any insufficiency or deficit in any item or items for which an appropriation is made by this ordinance.

SECTION 4. That, except for bond proceeds, all unexpended balances not applied in the manner set forth in Section 3 of this ordinance may be transferred to the special reserve fund created by Ordinance 1981-2 of this District, said fund to accumulate as provided in said Ordinance.

SECTION 5. That a certified copy of this ordinance be published at least once after passage in a newspaper published or circulated in the District.

SECTION 6. This Ordinance is effective immediately upon passage and approval.

Passed by the Board of Trustees of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT,
WILL AND DU PAGE COUNTIES, ILLINOIS, this 16th day of September, 2021.

Approved this 16th day of September, 2021.

Robert A. Kalnicky
President of the Board of Trustees of
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DU PAGE COUNTIES, ILLINOIS

ATTEST:

Marcelo Valencia
Secretary

Chief Fiscal Officer's Certificate
Of Revenues by Source
Fountaindale Public Library District
Will and Du Page Counties, Illinois
For Fiscal Year July 1, 2021 to June 30, 2022

I, Paul Mills, do hereby certify as follows:

I am the Chief Fiscal Officer of the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, Will and DuPage Counties, Illinois.

I estimate the revenues by source of said District for the fiscal year beginning July 1, 2021 and ending June 30, 2022, to be as follows:

Estimated Available Revenue

Estimated Cash on Hand July 1, 2021	
Cash in the Working Cash Fund	\$1,072,497
Cash in the Special Reserve Fund	\$17,676,131
Cash in the General Corporate Fund	\$8,916,885
Cash in the Audit Fund	\$5,687
Cash in the Liability Insurance Fund	\$9,629
Cash in the FICA Fund	\$111,355
Cash in the Illinois Municipal Retirement Fund	\$345,997
Cash in the Building Maintenance Fund	\$171,313
Total Estimated Cash on Hand	\$28,309,494

Cash to be received from 2020 general corporate, municipal retirement, liability insurance, audit, and building maintenance tax levies:

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Balance, Illinois Municipal Retirement Tax Levy	\$6,539
Balance, Building Maintenance Tax Levy	\$171,871
Total Cash to be received from 2020 Levy	\$5,286,940

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Illinois Municipal Retirement Tax Levy	\$11,797
Building Maintenance Tax Levy	\$311,402
Total 2021 Levy	\$9,579,386
To be Collected after close of Fiscal Year	\$4,981,281
To be Received during Fiscal Year	\$4,598,105

Other Income:

Personal Property Replacement Tax	\$117,823
State Per Capita Grant	\$99,833
Interest	\$32,010
Fees	\$14,000
Copy Machines/Printing/Fax	\$25,000
Miscellaneous Income	\$4,500
Donations / Gifts / Grants	\$2,000
Back Taxes and Adjustments	\$20
Total Other Income	\$295,186

Total Estimated Cash Available During the Year including Special Reserve Fund, Working Cash Fund and Bond Proceeds **\$38,489,725**

Note: In addition to the foregoing, there is presently \$1,486,725 on hand in the Library Building Bond and Interest Fund. It is estimated that the following amounts will be received during the fiscal year to pay principal and interest on the September 14, 2016 issue of \$9,775,000, December 11, 2018 issue of \$10,545,000 and the November 25, 2019 issue of \$7,290,000.

Bond Notation

Balance on hand July 1, 2021	\$1,486,745
Cash to be received from 2020 Tax Levy	\$1,730,922
Cash to be received from 2021 Tax Levy	\$1,503,768
Total	\$4,721,435

Paul Mills, Executive Director

Dated: September 16, 2021

ORDINANCE 2021-4

ORDINANCE APPROVING SECOND LEMONT REFINERY REAL PROPERTY TAX ASSESSMENT SETTLEMENT AGREEMENT

WHEREAS, PDVMR Midwest Refining, LLC (“PDVMR”) owns certain real property located within Will County, Illinois, which is operated by CITGO Petroleum Corporation as a petroleum refinery, the permanent index real estate tax numbers of which are set forth on the attached Exhibit (collectively, the “Lemont Refinery”); and

WHEREAS, PDVMR owns certain real property located within Will County, Illinois, which has been certified by the Illinois Pollution Control Board as pollution control facilities under the Property Tax Code (35 ILCS 200/11-10), the permanent index real estate tax numbers of which are set forth on the attached Exhibit (collectively, the “Pollution Control Facilities”); and

WHEREAS, a portion of the PDVMR real property is located within the boundaries of the Fountaindale Public Library District (“Fountaindale”); and

WHEREAS, Fountaindale and the following taxing bodies constitute all of the municipal entities with jurisdiction to levy property taxes against the Lemont Refinery and the Pollution Control Facilities: County of Will (including Will County Building Commission), Will County Forest Preserve District, Will County School District No. 92, Lockport Township High School District No. 205, Joliet Junior College Illinois Community College District No. 525, Village of Romeoville (including Village of Romeoville Fire Department), Lemont Fire Protection District, Lemont Park District, DuPage Township, White Oak Library District, and Romeoville Mosquito Abatement District (collectively, the “Taxing Bodies”); and

WHEREAS, PDVMR, Fountaindale, the Taxing Bodies, the DuPage Township Assessor (the “Assessor”); the Supervisor of Assessments of Will County (the “Supervisor”); and the Will

County Board of Review (the “Board of Review”) (collectively referred to as the “Parties”) desire to settle all disputes pertaining to the equalized assessed valuation of the Lemont Refinery, including the PTAB cases and all other litigation between the Parties, and further wish to settle all issues related to payments, refunds, and claims with respect to past and future taxes of Fountaindale and the Taxing Bodies; and certain issues related to future equalized assessed valuations of the Lemont Refinery and the Pollution Control Facilities; and

WHEREAS, the Board of Trustees of the Fountaindale Library District believe, and hereby declare, that it is in the best interests of the Library District and its residents to approve the document entitled “Second Lemont Refinery Real Property Tax Assessment Settlement Agreement” (the “Settlement Agreement”), which is attached hereto and made a part hereof;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The foregoing recitals shall be, and they are hereby, incorporated within this Section One as findings of fact as if said recitals were fully set forth herein.

SECTION TWO: The aforesaid Settlement Agreement is hereby approved and the President of the Library District is hereby authorized and directed to execute the Settlement Agreement on behalf of the Library District.

SECTION THREE: Any and all policies, resolutions or ordinances of the Library District that conflict with the provisions of this ordinance shall be and are hereby repealed to the extent of such conflict.

SECTION FOUR: This ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED THIS 16th day of September, 2021.

AYES:

NAYS:

ABSENT:

APPROVED THIS 16th day of September, 2021.

ATTEST:

Robert A. Kalnicky
President, Board of Trustees


Marcelo Valencia
Secretary, Board of Trustees



whittlaw.com

MEMORANDUM

TO: Joliet Junior College, Attn.: Jeff Heap, Senior Director/Controller
Village of Romeoville, Attn.: Dawn Caldwell, Village Manager
Lemont Fire Protection District, Attn.: Frank Jareczek, Fire Chief
Lemont Park District, Attn.: Louise Egofski, Executive Director
DuPage Township, Attn.: Gary Marschke, Supervisor
White Oak Library District, Attn.: Scott Pointon, Director
Fountaindale Public Library District, Attn.: Paul Mills, Executive Director
Romeoville Mosquito Abatement District, Attn.: Steven Prodehl, Attorney

FROM: Stuart L. Whitt 

SUBJECT: PDV Citgo Lemont Refinery

DATE: August 18, 2021

In 2015, Will County School District No. 92, Lockport Township High School District No. 205, Will County assessing officials, and all other taxing bodies that receive property taxes from PDV Citgo's Lemont Refinery ("Refinery") entered into the Lemont Refinery Real Property Tax Assessment Settlement Agreement providing for the assessment of the Refinery and all of its 27 parcels for tax years 2014 through 2018.

In February 2019, we began working with the School Districts' Administrations and the Supervisor of Assessments Rhonda Novak in pursuit of a new agreement providing for the assessment of the Refinery for future years. Those efforts were compounded because the Supervisor had recently negotiated a ramped down assessment for ExxonMobil's Joliet Refinery.

Using data that was provided by PDV Citgo, data that Ms. Novak discovered, and the principles of uniformity of taxation, the Supervisor initially proposed a ramped down assessment for the Refinery, as follows:

Year	EAV
2018 (Per 2015 Settlement)	\$230,000,000
2019	\$230,000,000

2020	\$230,000,000
2021	\$220,000,000
2022	\$210,000,000
2023	\$200,000,000

We were able to demonstrate to the Supervisor that she was using inaccurate data in her efforts to compare the Lemont and Joliet Refineries. Using accurate data for both Refineries, we were able to demonstrate that an increase in the PDV Citgo Refinery was warranted. That said, under the principles of uniformity of taxation, that increased assessment would immediately ramp back down to the \$236 million level by 2023. With no meaningful “new property” for PTELL purposes, no new revenues would be generated but tax rates would decrease in the first year, only to increase each subsequent year (akin to a “yo-yo effect”).

In due course, we were able to negotiate the Second Lemont Refinery Real Property Tax Assessment Settlement Agreement, a copy of which is enclosed. This Second Settlement Agreement provides for the assessment of the PDV Citgo Lemont Refinery as follows:

Year	New Property	EAV inc. New Property
2020	\$2,000,000	\$232,000,000
2021	\$2,000,000	\$234,000,000
2022	\$2,000,000	\$236,000,000
2023	\$2,000,000	\$238,000,000

This settlement generates modest increases in property tax revenues with relatively stable tax rates.

Unfortunately, due to COVID-19 and other corporate events, this Second Settlement Agreement did not get approved and signed by PDV Citgo officials until late mid-2021. However, in anticipation that it would be approved, the Supervisor of Assessments implemented the settlement for tax year 2020, resulting in \$2,000,000 of new property and a total EAV of \$232,000,000.¹

At this time, we recommend that you present this Second Settlement Agreement to your governing boards at their August or September meetings, at which time the following motion, followed by a second and a roll call vote, would be appropriate:

¹ For tax year 2019, the Supervisor of Assessments left the Refinery’s EAV at \$230,000,000 as she had planned in her initial settlement proposal.

I move that the Board approve the Second Lemont Refinery Real Property Tax Assessment Settlement Agreement, as presented.

Once approved, please secure your appropriate official's signature and forward that signature to me via email.

This Second Settlement Agreement should be approved by all interested parties. The Supervisor is assuming responsibility to secure approval from the County, the Forest Preserve District, and all assessing officials. She has asked that we do so for all other taxing bodies. To that end, we are forwarding this memorandum and the Agreement to each of the taxing bodies and ask that they approve it as expeditiously as possible.

Of course, should you have any questions or concerns, please contact me on my cell – 630-531-1111.

**SECOND LEMONT REFINERY REAL PROPERTY TAX ASSESSMENT
SETTLEMENT AGREEMENT**

This Agreement made this 1st day of August, 2021, among PDV Midwest Refining, LLC ("PDVMR"); County of Will (including Will County Building Commission), Will County Forest Preserve District, Will County School District No. 92, Lockport Township High School District No. 205, Joliet Junior College Illinois Community College District No. 525, Village of Romeoville (including Village of Romeoville Fire Department), Lemont Fire Protection District, Lemont Park District, DuPage Township, White Oak Library District, Fountaindale Public Library District, and Romeoville Mosquito Abatement District (collectively, the "Taxing Bodies"); the DuPage Township Assessor (the "Assessor"); the Supervisor of Assessments of Will County (the "Supervisor"); and the Will County Board of Review (the "Board of Review");

WITNESSETH:

WHEREAS, the Assessor, the Supervisor, the Board of Review, PDVMR, and the Taxing Bodies (collectively, the "Parties", and individually, "Party") enter into this Agreement pursuant to the Illinois Property Tax Code (35 ILCS 200/1, *et. seq.*), Article VII, Section 10(a) of the Illinois Constitution (Ill. Const. Art. VII, § 10(a)), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1, *et. seq.*), and all other applicable authority of the Assessor, the Supervisor, the Board of Review and the Taxing Bodies; and

WHEREAS, PDVMR owns certain real property located within Will County, Illinois, which is operated by CITGO Petroleum Corporation as a petroleum refinery, the permanent index real estate tax numbers of which are set forth on the attached Exhibit A (collectively, the "Lemont Refinery"); and

WHEREAS, PDVMR owns certain real property located within Will County, Illinois, which has been certified by the Illinois Pollution Control Board as pollution control facilities under the Property Tax Code (35 ILCS 200/11-10), the permanent index real estate tax numbers of which are set forth on the attached Exhibit B (collectively, the "Pollution Control Facilities"); and

WHEREAS, the Taxing Bodies constitute all of municipal entities with jurisdiction to levy property taxes against the Lemont Refinery and the Pollution Control Facilities; and

WHEREAS, certain disputes and litigation as to the equalized assessed valuation and taxation of the Lemont Refinery were pending for tax years 2010, 2011, 2012, 2013 and 2014 including, but not limited to, litigation before the Illinois Property Tax Appeal Board (the "PTAB"), in the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois, and the Illinois Appellate Court Third Judicial District; and

WHEREAS, on the 24th day of April, 2015, the Parties entered into the Lemont Refinery Real Property Tax Assessment Settlement Agreement compromising and resolving the aforesaid disputes and litigation, as well as

setting the equalized assessed valuation of the Lemont Refinery for tax years 2014 through 2018; and

WHEREAS, the Parties desire to settle all disputes pertaining to the equalized assessed valuation of the Lemont Refinery for tax years 2020 through 2023, including any PTAB cases or any other litigation between the Parties, and further wish to settle all issues related to payments, refunds, and claims with respect to past and future taxes of the Taxing Bodies; and certain issues related to future equalized assessed valuations of the Lemont Refinery and the Pollution Control Facilities, all in accordance with the terms of this Agreement;

NOW, THEREFORE, IT IS HEREBY AGREED by and among PDVMR, the Assessor, the Supervisor, the Board of Review and each of the Taxing Bodies as follows:

1. The recitals set forth above are incorporated herein as an agreed statement of facts, and the Parties stipulate that they are true and correct.
2. For tax years 2020 through 2023, the aggregate equalized assessed value of the Lemont Refinery shall be set at the following values:

<u>Tax Year</u>	<u>Equalized Assessed Valuation</u>
2020	\$232,000,000
2021	\$234,000,000
2022	\$236,000,000
2023	\$238,000,000

The aggregate equalized assessed value of the Lemont Refinery shall be allocated among the various permanent index real estate tax numbers as shown on Exhibit C.

The Parties agree that the Supervisor and the Board of Review have authority to determine, and shall certify to the County Clerk, that the portion of the aggregate equalized assessed valuations listed above that constitute new real property, as the term "new property" is used under the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, *et seq.*, are as follows each year:

<u>Tax Year</u>	<u>Component of EAV Constituting New Real Property</u>
2020	\$2,000,000
2021	\$2,000,000
2022	\$2,000,000
2023	\$2,000,000

For tax years 2024 and thereafter, the aggregate equalized assessed valuation of the Lemont Refinery shall be determined in accordance with the provisions of the Illinois Property Tax Code.

3. For tax years 2020 through 2023, the aggregate equalized assessed valuation of the Pollution Control Facilities shall be as determined and published by the Illinois Department of Revenue.

4. The Parties agree not to challenge the terms of this Agreement, directly or indirectly, and shall not provide financial support for litigation or otherwise participate directly or indirectly in litigation seeking to increase or decrease the assessed valuations set in conformity with Paragraphs 2 and 3, or to increase or decrease any tax payment made or to be made by PDVMR as a result of the assessed valuations set in conformity with Paragraphs 2 and 3. Notwithstanding the foregoing, if any non-party to this Agreement files an appeal, complaint or petition seeking to increase or decrease the assessed value of the Lemont Refinery or the Pollution Control Facilities above or below the amounts specified in Paragraphs 2 and 3, or to increase or decrease the amount of any tax payment made or to be made by PDVMR, then the Parties shall have the right and obligation to appear in the proceeding for the purpose of advising the court or administrative agency that they support the validity and enforceability of this Agreement and the assessments, taxes paid or to be paid by PDVMR as a result of this Agreement. If the Taxing Bodies, or any of them, file an appeal, complaint or petition seeking to increase the assessment of the Lemont Refinery or the Pollution Control Facilities above the amounts specified in Paragraphs 2 and 3, PDVMR shall have the right to intervene in any such challenge for such tax year to enforce the terms of this Agreement and respond to any and all allegations in such challenge. If PDVMR or any person files an appeal, complaint or petition seeking to decrease the assessment of the Lemont Refinery or the Pollution Control Facilities below the amounts specified in Paragraphs 3 and 4, any one or more of

the Taxing Bodies shall have the right to intervene in any such challenge for such tax year to enforce the terms of this Agreement and respond to any and all allegations in such challenge.

5. The equalized assessed valuations set forth in Paragraph 2 shall not be subject to change for any depreciation, nor shall they be affected by any new improvements, replacements, or additions to the Lemont Refinery.

6. It is the intent of the Parties that the equalized assessed values specified in Paragraph 2 will be the final assessments after imposition of all multipliers. If the imposition of a multiplier by the Illinois Department of Revenue or any other agency of the State of Illinois would result in an equalized assessed value which differs from the amount specified in this Agreement, the Parties shall make all efforts to correct the assessed valuation by any statutory means (such as Certificates of Error) or other means prior to the due date of tax payments. If such efforts do not remove the effect of the county-wide multiplier, the assessed value for the subsequent year shall be adjusted, either to a higher or lower value, to compensate for the impact of a county-wide multiplier in the previous year. Thereafter the assessed values set forth in Paragraph 2 shall be followed.

7. The Agreement shall be in full force and effect until December 31, 2024. Notwithstanding termination of this Agreement:

(a) Each Party may exercise its rights under this Agreement and each Party shall have all its obligations under this Agreement after December 31, 2024 but only with respect to levies, assessments and taxes or litigation associated therewith for tax years 2020 through 2023; and

(b) Each Party may initiate litigation with regard to any claim of breach of any terms or conditions of this Agreement by any other Party within the applicable time period of any statute of limitations or statute of repose, but in no event later than December 31, 2024; and

(c) It is expressly understood that prior to termination of this Agreement any Party to this Agreement has the right to prepare for matters relating to the assessed valuation of the Lemont Refinery for tax years 2024 and thereafter.

8. PDVMR shall not file, nor be a party to, nor provide any financial support to, any tax rate objection or tax objection complaint against any of the Taxing Bodies for tax years 2020 through 2023.

9. The Parties agree to use their best efforts to secure passage of a legislative amendment to the Property Tax Code (35 ILCS 200/9-45) authorizing the Parties to enter into and implement this Agreement. If 35 ILCS 200/9-45 is not amended and effective law during the term of this Agreement, the Parties will continue to use their best efforts to implement the terms and provisions of this Agreement. If 35 ILCS 200/9-45 is amended and effective law prior to July 1, 2021, the Parties shall request that the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois approve this Agreement pursuant to the terms of 35 ILCS 200/9-45 in a Declaratory Judgment case that will be filed for that express purpose.

10. During the term of this Agreement, PDVMR agrees not to seek certification or treatment of any new or existing improvements at the Lemont Refinery as pollution control facilities for property tax purposes.

11. The Parties acknowledge that the assessments set forth in Paragraph 2 are the result of a compromise of any and all possible disputes relating to the real property tax assessment of, and property taxes relating to, the Lemont Refinery. The terms and conditions of this Agreement shall not affect the determination of the equalized assessed valuations, or bar any Party from advocating any value, after tax year 2023.

12. The Parties to this Agreement acknowledge and agree that the legal remedies available to the Parties for a breach of this Agreement are inadequate and that each Party may seek and is entitled to the remedy of specific performance, injunctive relief and any other appropriate remedy. Should any Party or Parties breach this Agreement, all of the other Parties agree to join in any action to enforce this Agreement.

13. If a court of competent jurisdiction determines that any provision of this Agreement is void or unenforceable, then this entire Agreement shall be void and unenforceable.

14. To the extent permitted by law, the provisions of this Agreement shall supersede any and all legislation, statutes, ordinances, policies, resolutions, codes and regulations that may be in conflict with the provisions of this Agreement.

15. The Parties to this Agreement shall take all actions reasonable and necessary to defend the validity of this Agreement and to defend all actions taken and all documents executed pursuant to or in connection with this Agreement,

and shall take no action, directly or indirectly, to seek to frustrate the terms or intent of this Agreement.

16. The execution of this Agreement has been duly authorized by the governing Board of each of the Taxing Bodies and by the corporate authorities of PDVMR.

17. This Agreement may be executed in any number of counterparts with the same effect as if the signatures to each counterpart were upon the same instrument.

18. This Agreement shall bind and inure to the benefit of the Parties hereto and their respective heirs, successors, transferees and assigns. The Parties hereto intend that the provisions hereof shall benefit only the Parties hereto and do not intend this Agreement to benefit any person or entity that is not a party to this Agreement.

19. This Agreement and the exhibits hereto contain the complete and entire agreement of the Parties and supersede any prior understandings, agreements or representations by or between the Parties, written or oral, which may be related in any way to the subject matter hereof.

20. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Illinois, the State in which this Agreement is deemed to have been executed and delivered.

21. The Parties agree that any disputes arising out of, related to, or in any way connected to the subject matter of this Agreement shall be litigated, if at all, solely in the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed on the day and year first above written.

PDV Midwest Refining, LLC

County of Will



By: [Signature]
Its: VP PDV MR
Date: 7/28/2021

By: _____
Its: _____
Date: _____

Will County Forest Preserve District

Will County School District No. 92

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

Lockport Township High School
District No. 205

Joliet Junior College Illinois
Community College District No. 525

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

Village of Romeoville

Lemont Fire Protection District

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

Lemont Park District

By: _____
Its: _____
Date: _____

DuPage Township

By: _____
Its: _____
Date: _____

White Oak Library District

By: _____
Its: _____
Date: _____

Fountaindale Public Library District

By: _____
Its: _____
Date: _____

Romeoville Mosquito Abatement District

By: _____
Its: _____
Date: _____

DuPage Township Assessor

By: _____
Its: _____
Date: _____

Supervisor of Assessments of Will County

By: _____
Its: _____
Date: _____

Will County Board of Review

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

EXHIBIT A

PIN	TAX CODE
12-02-35-400-007-0010	1204
12-02-35-300-022-0000	1204
12-02-35-400-006-0000	1204
12-02-25-300-013-0000	1216
12-02-35-200-010-0000	1216
12-02-26-400-009-0000	1216
12-02-26-400-006-0000	1216
12-02-35-200-007-0004	1216
12-02-26-400-013-0000	1216
12-02-35-200-002-0000	1216
12-02-36-200-006-0000	1266
12-02-25-302-004-0000	1268
12-02-36-100-011-0000	1268
12-02-25-200-011-0004	1268
12-02-35-200-015-0004	1268
12-02-36-100-010-0000	1268
12-02-25-200-010-0004	1268
12-02-35-200-014-0004	1268
12-02-26-400-008-0004	1268
12-02-25-301-011-0000	1268
12-02-26-400-007-0004	1268
12-02-35-200-012-0000	1268
12-02-35-200-006-0000	1268
12-02-35-400-007-0020	1267
12-02-35-401-022-0000	1267
12-02-35-300-024-0004	1267
12-02-35-300-023-0004	1267

EXHIBIT B

PIN	TAX CODE
12-02-25-200-010-9001	1268
12-02-25-200-011-9001	1268
12-02-25-200-011-9002	1268
12-02-25-300-013-9001	1216
12-02-25-300-013-9002	1216
12-02-25-300-013-9003	1216
12-02-25-300-014-9015	1216
12-02-25-300-014-9016	1216
12-02-25-300-014-9017	1216
12-02-26-400-006-9002	1216
12-02-26-400-009-9001	1216
12-02-35-200-010-9003	1216
12-02-35-200-010-9004	1216
12-02-35-400-007-9001	1204
12-02-35-400-007-9003	1204
12-02-35-400-007-9004	1204
12-02-35-400-007-9007	1204
12-02-35-400-007-9008	1204
12-02-35-400-007-9009	1204
12-02-35-400-007-9010	1204

EXHIBIT C

PIN NO.	TAX CODE	2019 EAV	2020 EAV	2021 EAV	2022 EAV	2023 EAV
12-02-35-400-007-0010	1204	127,018,403	128,030,706	129,043,009	130,055,312	131,067,615
12-02-35-300-022-0000	1204	44,100	44,100	44,100	44,100	44,100
12-02-35-400-006-0000	1204	1	1	1	1	1
12-02-25-300-013-0000	1216	62,003,204	62,679,486	63,355,768	64,032,050	64,708,332
12-02-35-200-010-0000	1216	26,521,437	26,731,111	26,940,785	27,150,459	27,360,133
12-02-26-400-009-0000	1216	2,777,999	2,799,282	2,820,565	2,841,848	2,863,131
12-02-26-400-006-0000	1216	630,141	634,739	639,337	643,935	648,533
12-02-35-200-007-0004	1216	275,638	277,710	279,782	281,854	283,926
12-02-26-400-013-0000	1216	21,700	21,700	21,700	21,700	21,700
12-02-35-200-002-0000	1216	1,400	1,400	1,400	1,400	1,400
12-02-36-200-006-0000	1266	5,966,174	6,009,394	6,052,614	6,095,834	6,139,054
12-02-25-302-004-0000	1268	3,601,039	3,626,550	3,652,061	3,677,572	3,703,083
12-02-36-100-011-0000	1268	502,498	505,903	509,308	512,713	516,118
12-02-25-200-011-0004	1268	193,773	195,081	196,389	197,697	199,005
12-02-35-200-015-0004	1268	31,500	31,500	31,500	31,500	31,500
12-02-36-100-010-0000	1268	44,000	44,000	44,000	44,000	44,000
12-02-25-200-010-0004	1268	35,600	35,600	35,600	35,600	35,600
12-02-35-200-014-0004	1268	59,612	59,803	59,994	60,185	60,376
12-02-26-400-008-0004	1268	23,239	23,311	23,383	23,455	23,527
12-02-25-301-011-0000	1268	13,300	13,300	13,300	13,300	13,300
12-02-26-400-007-0004	1268	10,142	10,223	10,304	10,385	10,466
12-02-35-200-012-0000	1268	10,500	10,500	10,500	10,500	10,500
12-02-35-200-006-0000	1268	6,700	6,700	6,700	6,700	6,700
12-02-35-400-007-0020	1267	85,400	85,400	85,400	85,400	85,400
12-02-35-401-022-0000	1267	64,000	64,000	64,000	64,000	64,000
12-02-35-300-024-0004	1267	33,200	33,200	33,200	33,200	33,200
12-02-35-300-023-0004	1267	25,300	25,300	25,300	25,300	25,300
Total for Refinery Parcels		230,000,000	232,000,000	234,000,000	236,000,000	238,000,000

Motor Vehicle Bill of Sale

BE IT KNOWN, that for payment in the sum of \$_____ the full receipt of which is acknowledged, the undersigned Fountaindale Public Library District, 300 West Briarcliff, Bolingbrook, IL 60440 (Seller) hereby sells and transfers to _____, (Buyer), the following described motor vehicle (Vehicle):

Make: Thomas 1108N	Model or series: 2002 MSV Model Series 4000
Year: 2003	Color: green and white
VIN #: 1T88L2D2531128751	Style: Comm Bus
Odometer reading: 62, 705	Title #: T3079212024

The sale is subject to the following conditions and representations:

To the best of the Seller's knowledge that the odometer reading listed in the vehicle description above reflects the actual mileage of the Vehicle. The Vehicle's odometer was not altered, set back, or disconnected while in the Seller's possession, and the Seller has no knowledge of anyone doing so.

Seller warrants to Buyer that Seller has good and marketable title to said property, full authority to sell and transfer said property, and that said property is sold free of all liens, encumbrances, liabilities..

The Buyer understands that there is no guarantee or warranty, expressed or implied, for this vehicle or any items included with the transfer of this vehicle. The vehicle is sold in "AS IS" condition.

Date signed:
Seller:
Buyer:



Aug 27, 2021

Fountaindale Library
300 W. Briarcliff Rd
Bolingbrook, IL

Gary Marschke
Supervisor

Barbara Parker
Clerk

Thomas E. Braxton
Terri Ransom
Debra "Debi" Savage
Reem Townsend
Trustees

Jean Kelly
Assessor

Gary Hoffman
Collector

Dear Director Mills:

Thank you for helping to make our annual "Tools for Schools" a resounding success.

Because of your generosity we were able to serve over 450 students and at the same time, encourage them to make use of our fantastic community resource, The Fountaindale Library. Please keep us in mind next year.

Sincerely,


Gary Marschke, Supervisor

241 Canterbury Lane
Bolingbrook, IL 60440

(630) 759-1317
fax (630) 759-3412

DuPageTownship.com

Est. 1850

Fountaindale Public Library District

Cash and Investment

August 31, 2021

	<u>Beginning Balance</u>	<u>Net Change-YTD</u>	<u>Ending Balance</u>
Cash and Investments			
Cash			
Cash Checking/Wintrust Operating	\$608,322.52	\$113,500.18	\$721,822.70
Cash Checking/Payroll	\$178,891.41	(\$2,814.60)	\$176,076.81
Petty Cash	\$2,732.09	\$0.00	\$2,732.09
Total Cash	<u>\$789,946.02</u>	<u>\$110,685.58</u>	<u>\$900,631.60</u>
Investments			
Investment - General Fund/Wintrust MM	\$6,332,440.01	(\$1,022,188.53)	\$5,310,251.48
Investment - IL Funds/General	\$71,235.59	\$2.44	\$71,238.03
Investment - IL Funds/INB/E-Pay	\$66,581.50	\$337.48	\$66,918.98
Investment - Special Reserve/Wintrust MM	\$2,078,944.22	\$70.73	\$2,079,014.95
Investment - Working Cash/Wintrust MM	\$1,072,520.67	\$36.49	\$1,072,557.16
Investment - Special Reserve/PMA	\$16,645,365.03	\$27,431.90	\$16,672,796.93
Total Investments	<u>\$26,267,087.02</u>	<u>(\$994,309.49)</u>	<u>\$25,272,777.53</u>
Bond Fund			
4-1211-40 Invest/Wintrust MM Account	\$1,434,427.91	(\$196,465.79)	\$1,237,962.12
Total Bond Fund	<u>\$1,434,427.91</u>	<u>(\$196,465.79)</u>	<u>\$1,237,962.12</u>
Total Cash and Investments	<u><u>\$28,491,460.95</u></u>	<u><u>(\$1,080,089.70)</u></u>	<u><u>\$27,411,371.25</u></u>

Special Res. PMA - 0.441%
General - IL Fund - 0.020%
Money Market Wintrust - 0.070%

Fountaindale Public Library District

Revenue Report

August 31, 2021

	Current Month	Year to Date	Percent Collected	Budgeted Receipts	Uncollected Receipts
Revenue					
Revenue Funds 1-8					
Property Tax - Will - 2020	\$458,442.44	\$676,996.85	13.07%	\$5,181,200.77	\$4,504,203.92
Property Tax Dupage 2020	\$13,398.16	\$18,338.19	17.34%	\$105,738.79	\$87,400.60
Property Tax Will - 2021	\$0.00	\$0.00	0.00%	\$4,506,143.28	\$4,506,143.28
Property Tax Dupage - 2021	\$0.00	\$0.00	0.00%	\$91,962.11	\$91,962.11
Other Tax	\$5,908.57	\$42,911.61	36.41%	\$117,843.00	\$74,931.39
Interest	\$34,523.65	\$57,737.45	45.46%	\$127,010.00	\$69,272.55
Circulation Fees	\$902.15	\$2,260.50	16.15%	\$14,000.00	\$11,739.50
Copy Machines	\$440.50	\$781.90	15.64%	\$5,000.00	\$4,218.10
Fax Machine	\$442.58	\$921.67	18.43%	\$5,000.00	\$4,078.33
Printing	\$1,316.28	\$2,677.03	17.85%	\$15,000.00	\$12,322.97
Miscellaneous	\$447.99	\$5,351.88	133.80%	\$4,000.00	(\$1,351.88)
Reimbursements	\$7.40	\$22.20	1.11%	\$2,000.00	\$1,977.80
Board Reimbursements	\$0.00	\$50.00	25.00%	\$200.00	\$150.00
Leases	\$0.00	\$0.00	0.00%	\$300.00	\$300.00
Grant Income	\$99,832.43	\$99,832.43	100.00%	\$99,833.00	\$0.57
Total Operating Funds	\$615,662.15	\$907,881.71	8.84%	\$10,275,230.95	\$9,367,349.24
Bond Fund					
Property Tax - Will 2020	\$150,066.11	\$221,607.51	13.06%	\$1,696,303.40	\$1,474,695.89
Property Tax - Dupage 2020	\$4,428.64	\$6,061.53	17.51%	\$34,618.44	\$28,556.91
Property Tax - Will 2021	\$0.00	\$0.00	0.00%	\$1,907,636.64	\$1,907,636.64
Property Tax - Dupage 2021	\$0.00	\$0.00	0.00%	\$38,931.36	\$38,931.36
Interest Bond Fund	\$19.48	\$40.17	0.80%	\$5,000.00	\$4,959.83
Total Bond Fund	\$154,514.23	\$227,709.21	6.18%	\$3,682,489.84	\$3,454,780.63
Total Revenue	\$770,176.38	\$1,135,590.92	8.14%	\$13,957,720.79	\$12,822,129.87

Fountaindale Public Library District

Expenditure Report

August 31, 2021

	Current Month	Year to Date	% Expended	Working Budget	Unexpended Budget
Expenditures					
Total Expenditures - Operating Funds					
General Fund Expenditures					
Personnel Expense	\$341,312.41	\$829,299.52	17.07%	\$4,859,000.00	\$4,029,700.48
Contractual Services	\$15,009.61	\$93,960.79	17.05%	\$551,000.00	\$457,039.21
Supplies & Utilities	\$61,341.56	\$62,281.36	10.67%	\$583,600.00	\$521,318.64
Library Materials	\$74,089.77	\$80,179.77	6.38%	\$1,256,500.00	\$1,176,320.23
Capital Expenditures	\$34,578.38	\$34,578.38	4.05%	\$853,322.00	\$818,743.62
Miscellaneous	\$3,398.55	\$3,657.55	4.88%	\$75,000.00	\$71,342.45
Per Capita Grant	\$0.00	\$0.00	0.00%	\$99,833.00	\$99,833.00
Total General Fund Expenditures	\$529,730.28	\$1,103,957.37	13.34%	\$8,278,255.00	\$7,174,297.63
Other Fund Expenditures					
Audit Fund Expenditures	\$0.00	\$0.00	0.00%	\$12,100.00	\$12,100.00
Liability Insurance Fund Expenditures	\$1,953.67	\$1,953.67	1.28%	\$152,500.00	\$150,546.33
Soc Sec/IMRF Fund Expenditures	\$67,447.63	\$130,602.82	17.93%	\$728,320.00	\$597,717.18
Special Reserve Fund Expenditures	\$0.00	\$0.00	0.00%	\$100.00	\$100.00
Maintenance Fund Expenditures	\$19,718.80	\$22,038.17	6.55%	\$336,500.00	\$314,461.83
Total Other Fund Expenditures	\$89,120.10	\$154,594.66	12.57%	\$1,229,520.00	\$1,074,925.34
Total Expenditures - Operating Funds	\$618,850.38	\$1,258,552.03	13.24%	\$9,507,775.00	\$8,249,222.97
Bond Fund Expenditures					
Principal Payment - 2016A	\$0.00	\$0.00	0.00%	\$875,000.00	\$875,000.00
Interest Payment - 2016A	\$0.00	\$84,900.00	50.00%	\$169,800.00	\$84,900.00
Principal Payment - 2018	\$0.00	\$0.00	0.00%	\$1,240,000.00	\$1,240,000.00
Interest Payment - 2018	\$0.00	\$193,875.00	50.00%	\$387,750.00	\$193,875.00
Principal Payment - 2019	\$0.00	\$0.00	0.00%	\$25,000.00	\$25,000.00
Interest Payment - 2019	\$0.00	\$145,400.00	50.00%	\$290,800.00	\$145,400.00
Total Bond Fund Expenditures	\$0.00	\$424,175.00	14.19%	\$2,988,350.00	\$2,564,175.00
Total	\$0.00	\$424,175.00	14.19%	\$2,988,350.00	\$2,564,175.00
Total Expenditures - All Funds	\$618,850.38	\$1,682,727.03	13.47%	\$12,496,125.00	\$10,813,397.97

Fountaindale Public Library District
Bills Paid - Operating Account
September 2021

Payee Name	Description	Payment Date	Check/Draft Number	Payment Amount
AFLAC	Employer Insurance Contribution - August 2021	09/01/2021	883	\$12.09
Blue Cross Blue Shield of Illinois	Employer Insurance Contribution - September 2021	09/01/2021	55925	\$29,839.41
Dearborn National Life Insurance Company	Employer Insurance Contribution - September 2021	09/01/2021	55926	\$532.55
Fidelity Security Life Insurance/EYEMED	Employer Insurance Contribution - September 2021	09/01/2021	55927	\$616.23
Illinois Municipal Retirement Fund	Employer Contribution - August 2021	09/01/2021	885	\$30,223.80
				\$61,224.08


 Jennie Nguyen, Finance Manager

Gross Payroll & FICA Expense - August 2021

Gross Payroll	\$312,122.97
FICA	\$23,039.86
Total Gross Payroll & FICA	\$335,162.83

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Ali Baig				
	Program - Trivia Night with Baig of Tricks - 10/4/21	AB100421	1-4571-24	\$ 75.00
	Program - Trivia Night with Baig of Tricks - 10/11/21	AB101121	1-4571-24	75.00
	Program - Trivia Night with Baig of Tricks - 10/18/21	AB101821	1-4571-24	75.00
	<i>Totals for Ali Baig</i>			\$ 225.00
Amazon				
	DVD - Adult	0660346-SEPT21	1-4557-29	208.29
	Studio - Isoprophy Alcohol	A14-2122	1-4371-27	7.60
	Studio - Various Patron Use Maker Supplies	A14-2122	1-4371-27	102.71
	DVD - Adult	0660346-SEPT21	1-4557-26	113.82
	DVD - Juvenile	0660346-SEPT21	1-4558-26	53.90
	Video Games - YA	0660346-SEPT21	1-4563-26	113.98
	Music - Adult	0660346-SEPT21	1-4550-26	64.95
	Outreach - Various Program Supplies	A5-2122	1-4353-28	16.95
	Outreach - Various Program Supplies	A5-2122	1-4353-28	119.78
	Outreach - Various Craft Program Supplies	A9-2122	1-4353-28	50.16
	Finance - Envelope Sealer	A10-2122	1-4351-10	6.12
	Finance - Additional FY Binders	A10-2122	1-4351-10	29.36
	Finance - Avery Tabs	A10-2122	1-4351-10	6.52
	Finance - Additional FY Binders	A10-2122	1-4351-10	21.58
	District Closet Restock - July 2021	A12-2122	1-4351-10	32.85
	District Closet & Essential Supplies Restock - July 2021	A12-2122	1-4351-10	122.76
	Circ - Various Office Supplies	A13-2122	1-4351-10	20.98
	CSD - Various Program Supplies	A3-2122	1-4353-20	379.04
	CSD - Various Program Supplies	A7-2122	1-4353-20	21.96
	CSD - Various Program Supplies	A7-2122	1-4353-20	23.76
	CSD - Various Program Supplies	A7-2122	1-4353-20	151.50
	ATSD - Fall Fandom Fest Program Supplies	A4-2122	1-4353-24	14.61
	ATSD - Fall Fandom Fest Program Supplies	A4-2122	1-4353-24	196.83
	ATSD - Craft Program Supplies & Prizes	A6-2122	1-4353-24	241.89
	Outreach - Memory Care Kits Supplies	0660346-SEPT21	1-4371-12	290.32
	Circ - Various Computer Supplies	A13-2122	1-4354-14	109.94
	Books - Adult Fiction	0660346-SEPT21	1-4540-26	159.92
	Books - Adult Non-Fiction	0660346-SEPT21	1-4541-26	154.99
	Books - Juvenile Easy	0660346-SEPT21	1-4546-26	142.97
	Books - Young Adult Fiction	0660346-SEPT21	1-4548-26	446.02
	Studio - Various Tablet Supplies	A8-2122	1-4568-27	61.74
	Studio - Various Tablet Supplies	A8-2122	1-4568-27	5.90

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Amazon	(Cont'd)			
	Studio - Filters & Mug Press	A11-2122	1-4568-27	\$ 359.00
	Studio - Sublimation Printer	A11-2122	1-4568-27	659.00
	Studio - Various Maker Supplies	A15-2122	1-4568-27	159.68
	Library Materials - Shipping Costs	0660346-SEPT21	1-4519-26	0.76
	Library Materials - Shipping Costs	0660346-SEPT21	1-4519-29	35.93
	<i>Totals for Amazon</i>			\$ 4,708.07
American Floor Mats				
	Partial Order - Collections Cubicles: 1 Eco & 6 Floor Mats	1326950	1-4391-30	1,696.00
	<i>Totals for American Floor Mats</i>			\$ 1,696.00
American Library Association				
	Arellano Membership - 9/1/21-8/31/22	1224529	1-4161-10	275.00
	Petrov Membership - 11/1/21-10/31/22	2257971	1-4161-10	225.00
	<i>Totals for American Library Association</i>			\$ 500.00
Andrew J Krause				
	Communico API Software Support - 8/10/21-8/10/22	AJK081021	1-4256-10	540.00
	<i>Totals for Andrew J Krause</i>			\$ 540.00
Anette Isaacs				
	Program - Germany's Liquid Bread - 9/23/21	AI092321	1-4571-24	225.00
	<i>Totals for Anette Isaacs</i>			\$ 225.00
Annette Bochenek				
	Program - A Hollywood Halloween - 10/13/21	AB101321	1-4571-24	200.00
	<i>Totals for Annette Bochenek</i>			\$ 200.00
Association of Bookmobile and Outreach				
	Petrov - 2021 ABOS Virtual Conference - 10/11/21-10/15/21	03106	1-4151-10	69.00
	Boyer - 2021 ABOS Virtual Conference - 10/11/21-10/15/21	03109	1-4151-10	84.00
	<i>Totals for Association of Bookmobile and Outreach Services</i>			\$ 153.00
AT & T				
	Internet Service - August 2021	0204914601	1-4314-14	976.82
	<i>Totals for AT & T</i>			\$ 976.82
AT & T Mobility - National Business Services				
	Telephone Service - 7/22/21-8/21/21	18349136	1-4311-14	264.77
	<i>Totals for AT & T Mobility - National Business Services</i>			\$ 264.77

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Atlas RFID Solutions Store LLC				
	Collections - RFID DVD Kiosks Tags	INV-66778	1-4371-12	\$ 4,240.00
		<i>Totals for Atlas RFID Solutions Store LLC</i>		\$ 4,240.00
Award Emblem Mfg. Co., Inc.				
	13 Managers & 1 Staff Name Tags	414586	1-4351-10	160.50
	7 Trustees Name Tags	414586	1-4355-16	75.25
		<i>Totals for Award Emblem Mfg. Co., Inc.</i>		\$ 235.75
B&H Photo-Video				
	Studio - Replacement Savage Leader Bar	192600869	1-4568-27	145.99
	Studio - Savage Leader Bar & Support Mic Stand	190941353	1-4568-27	175.98
		<i>Totals for B&H Photo-Video</i>		\$ 321.97
Baker & Taylor - C009233				
	Library Materials - Processing Costs	5017143991	1-4518-26	3.45
	Library Materials - Shipping Costs	5017143991	1-4519-26	0.17
	Books - Adult Non-Fiction	5017143991	1-4541-26	33.47
		<i>Totals for Baker & Taylor - C009233</i>		\$ 37.09

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Baker & Taylor - L420685				
	Books - Adult Fiction	2036130738	1-4540-29	\$ 65.53
	Books - Adult Fiction	2036117759	1-4540-29	15.53
	Books - Adult Fiction	2036105383	1-4540-29	65.55
	Books - Adult Non-Fiction	2036130738	1-4541-29	44.68
	Books - Adult Large Print	2036130738	1-4543-29	35.40
	Books - Adult Large Print	2036117759	1-4543-29	89.66
	Books - Adult Large Print	2036105383	1-4543-29	53.40
	Books - Juvenile Fiction	2036117759	1-4544-29	28.16
	Books - Juvenile Fiction	2036105383	1-4544-29	65.50
	Books - Juvenile Easy	2036130738	1-4546-29	12.59
	Books - Juvenile Easy	2036117759	1-4546-29	31.47
	Books - Juvenile Easy	2036105383	1-4546-29	18.91
	Books - Young Adult Fiction	2036130738	1-4548-29	9.77
	Books - Young Adult Fiction	2036117759	1-4548-29	44.47
	Library Materials - Shipping Costs	2036130738	1-4519-29	1.03
	Library Materials - Shipping Costs	2036117759	1-4519-29	1.05
	Library Materials - Shipping Costs	2036105383	1-4519-29	1.02
	Books - Juvenile World Languages	2036130738	1-4526-29	38.82
	Library Materials - Processing Costs	2036130738	1-4518-29	11.28
	Library Materials - Processing Costs	2036117759	1-4518-29	13.44
	Library Materials - Processing Costs	2036105383	1-4518-29	10.77
<i>Totals for Baker & Taylor - L420685</i>				<u>\$ 658.03</u>

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Baker & Taylor - L420686				
	Books - Adult World Languages	2036098241	1-4525-26	\$ 14.94
	Books - Adult World Languages	2036121627	1-4525-26	13.77
	Books - Juvenile World Languages	2036122030	1-4526-26	66.85
	Library Materials - Shipping Costs	2036099831	1-4519-26	3.14
	Library Materials - Shipping Costs	2036098241	1-4519-26	8.54
	Library Materials - Shipping Costs	2036112979	1-4519-26	1.87
	Library Materials - Shipping Costs	2036121627	1-4519-26	4.49
	Library Materials - Shipping Costs	2036126578	1-4519-26	1.28
	Library Materials - Shipping Costs	2036118069	1-4519-26	4.59
	Library Materials - Shipping Costs	2036122030	1-4519-26	2.12
	Library Materials - Shipping Costs	2036124145	1-4519-26	2.22
	Library Materials - Processing Costs	2036099831	1-4518-26	31.30
	Library Materials - Processing Costs	2036098241	1-4518-26	149.58
	Library Materials - Processing Costs	2036112979	1-4518-26	21.45
	Library Materials - Processing Costs	2036121627	1-4518-26	65.34
	Library Materials - Processing Costs	2036126578	1-4518-26	14.04
	Library Materials - Processing Costs	2036118069	1-4518-26	60.03
	Library Materials - Processing Costs	2036122030	1-4518-26	34.23
	Library Materials - Processing Costs	2036124145	1-4518-26	27.90
	Books - Adult Non-Fiction	2036099831	1-4541-26	161.41
	Books - Adult Non-Fiction	2036098241	1-4541-26	162.38
	Books - Adult Non-Fiction	2036112979	1-4541-26	61.03
	Books - Adult Non-Fiction	2036121627	1-4541-26	274.32
	Books - Adult Non-Fiction	2036126578	1-4541-26	75.15
	Books - Adult Non-Fiction	2036118069	1-4541-26	194.64
	Books - Adult Non-Fiction	2036124145	1-4541-26	89.89
	Books - Adult Large Print	2036099831	1-4543-26	53.38
	Books - Adult Large Print	2036098241	1-4543-26	18.59
	Books - Adult Large Print	2036112979	1-4543-26	18.59
	Books - Adult Large Print	2036121627	1-4543-26	18.00
	Books - Adult Large Print	2036118069	1-4543-26	77.48
	Books - Adult Fiction	2036099831	1-4540-26	328.38
	Books - Adult Fiction	2036098241	1-4540-26	1,102.70
	Books - Adult Fiction	2036112979	1-4540-26	274.86
	Books - Adult Fiction	2036121627	1-4540-26	502.48
	Books - Adult Fiction	2036126578	1-4540-26	153.92
	Books - Adult Fiction	2036118069	1-4540-26	224.05
	Books - Adult Fiction	2036122030	1-4540-26	356.78

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Baker & Taylor - L420686	(Cont'd)			
	Books - Adult Fiction	2036124145	1-4540-26	\$ 342.10
	Books - Young Adult Fiction	2036099831	1-4548-26	10.92
	Books - Young Adult Fiction	2036098241	1-4548-26	7.79
	Books - Young Adult Fiction	2036121627	1-4548-26	21.57
	Books - Young Adult Fiction	2036126578	1-4548-26	17.56
	Books - Young Adult Fiction	2036118069	1-4548-26	333.49
	Books - Young Adult Non-Fiction	2036118069	1-4549-26	11.99
	Books - Juvenile Easy	2036099831	1-4546-26	33.32
	Books - Juvenile Easy	2036098241	1-4546-26	360.56
	Books - Juvenile Easy	2036121627	1-4546-26	37.77
	Books - Juvenile Easy	2036118069	1-4546-26	25.18
	Books - Juvenile Easy	2036124145	1-4546-26	12.59
	Books - Juvenile Fiction	2036099831	1-4544-26	39.65
	Books - Juvenile Fiction	2036098241	1-4544-26	40.22
	Books - Juvenile Fiction	2036112979	1-4544-26	19.54
	Books - Juvenile Fiction	2036121627	1-4544-26	30.45
	Books - Juvenile Fiction	2036126578	1-4544-26	10.34
	Books - Juvenile Fiction	2036118069	1-4544-26	51.90
	<i>Totals for Baker & Taylor - L420686</i>			<u>\$ 6,082.65</u>
Bee Liner Lean Services Corp.				
	LL Reno Contractor Partial Payment	2106-01 Rev. 01	1-4651-30	19,462.50
	<i>Totals for Bee Liner Lean Services Corp.</i>			<u>\$ 19,462.50</u>
Belynda Head				
	Program - R&B Line Dancing - 10/10/21	BH101021	1-4571-24	125.00
	<i>Totals for Belynda Head</i>			<u>\$ 125.00</u>
Bibliotheca, LLC				
	IT - RFID Shielded Workstation	INV-US46756	1-4641-14	3,582.00
	<i>Totals for Bibliotheca, LLC</i>			<u>\$ 3,582.00</u>
Call One				
	Telephone & Internet - 8/15/21-9/14/21	440189	1-4312-14	1,077.72
	Telephone & Internet - 8/15/21-9/14/21	440189	1-4314-14	1,968.00
	<i>Totals for Call One</i>			<u>\$ 3,045.72</u>

Fountaindale Public Library District
Bills Payable Report
September 16, 2021

General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Cathryn Stanek-Whisler				
	Program - DIY Locker Magnets - 9/20/21	CSW092021	1-4573-24	\$ 200.00
	Program - Sharpie Tie-Dye - 10/18/21	CSW101821	1-4573-24	200.00
	<i>Totals for Cathryn Stanek-Whisler</i>			<u>\$ 400.00</u>
Center Point Large Print				
	Books - Adult Large Print	1866745	1-4543-26	140.22
	<i>Totals for Center Point Large Print</i>			<u>\$ 140.22</u>
Children's Plus Inc.				
	Books - Juvenile Non-Fiction	201294	1-4545-26	606.84
	Books - Juvenile Non-Fiction	201293	1-4545-29	121.94
	<i>Totals for Children's Plus Inc.</i>			<u>\$ 728.78</u>
Christina Beaird				
	Program - Gen. Club - Using School Records - 9/22/21	CB092221	1-4571-24	200.00
	<i>Totals for Christina Beaird</i>			<u>\$ 200.00</u>
Christine Thornton				
	Program - Paint Like Frida - 9/30/21	CT093021	1-4573-24	325.00
	Program - Galaxy Chicago Paintings - 10/14/21	CT101421	1-4571-24	325.00
	<i>Totals for Christine Thornton</i>			<u>\$ 650.00</u>
Claire Evans				
	Program - Pottering Around The UK - 10/6/21	CE100621	1-4571-24	225.00
	<i>Totals for Claire Evans</i>			<u>\$ 225.00</u>
Clarence Goodman				
	Program - A Tale of Two Chicago's - 10/20/21	CG102021	1-4571-24	250.00
	<i>Totals for Clarence Goodman</i>			<u>\$ 250.00</u>
Comcast Cable				
	Cable - 9/3/21-10/2/21	0367494-SEPT21	1-4316-14	103.03
	<i>Totals for Comcast Cable</i>			<u>\$ 103.03</u>
Constellation NewEnergy, Inc.				
	Electricity - 7/29/21-8/27/21	60435772801	1-4321-30	17,381.02
	<i>Totals for Constellation NewEnergy, Inc.</i>			<u>\$ 17,381.02</u>
Daniel Hubbard				
	Program - From The Source's Mouth - 10/13/21	DH101321	1-4571-24	250.00
	<i>Totals for Daniel Hubbard</i>			<u>\$ 250.00</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
David G. Clark				
	Program - The Great Chicago Fire - 10/14/21	DGC101421	1-4571-24	\$ 200.00
		<i>Totals for David G. Clark</i>		<u>\$ 200.00</u>
Deepthy Puthusseril				
	Refund - A Girl With A Cape	DP5897	1-3310-30	22.95
		<i>Totals for Deepthy Puthusseril</i>		<u>\$ 22.95</u>
Discount School Supply				
	CSD - Various Program Supplies	P40685250101	1-4353-20	197.90
		<i>Totals for Discount School Supply</i>		<u>\$ 197.90</u>
EBSCO Subscription Services				
	MyHeritage Library Edition - 8/1/21-7/31/22	1000163610-1	1-4521-26	1,817.00
		<i>Totals for EBSCO Subscription Services</i>		<u>\$ 1,817.00</u>
Elite Detailing Services, Inc.				
	BKM & Van Exterior Wash - 8/26/21	943H320CMC	1-4235-29	195.00
		<i>Totals for Elite Detailing Services, Inc.</i>		<u>\$ 195.00</u>
Erienne Birt				
	Refund - Sir Gawain and The Green Knight	EB4589	1-3310-30	8.97
		<i>Totals for Erienne Birt</i>		<u>\$ 8.97</u>
Findaway World, LLC				
	Audiobooks - Adult	359254	1-4551-26	48.43
	Audiobooks - Young Adult	359385	1-4555-26	330.73
	Launchpads - Juvenile	359118	1-4566-26	607.96
		<i>Totals for Findaway World, LLC</i>		<u>\$ 987.12</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
First Bankcard				
	Story Blocksaudio - Studio - Stock Patron Use Annual Subs.	M4566-SEPT21	1-4568-27	\$ 149.00
	Avery - Collections - YA Labels	T7780-SEPT21	1-4519-26	10.70
	Netflix - 4/12 Roku Monthly Subscriptions	M4566-SEPT21	1-4523-26	17.99
	DisneyPlus - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	79.99
	DisneyPlus - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	79.99
	DisneyPlus - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	79.99
	DisneyPlus - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	79.99
	DisneyPlus - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	79.99
	HBO Max - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	149.99
	HBO Max - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	149.99
	Netflix - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	17.99
	HBO Max - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	149.99
	Netflix - 1/6 Outreach Roku Monthly Subscriptions	P9444-SEPT21	1-4523-26	17.99
	DisneyPlus - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	79.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	9.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	17.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	17.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	9.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	17.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-SEPT21	1-4523-26	14.99
	DisneyPlus - 4/12 Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	79.99
	DisneyPlus - 4/12 Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	79.99
	DisneyPlus - 4/12 Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	79.99
	HBO Max - 3/12 Additional Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	14.99
	HBO Max - 3/12 Additional Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	14.99
	HBO Max - 3/12 Additional Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	14.99
	HBO Max - 3/12 Additional Roku Annual Subscriptions	T7780-SEPT21	1-4523-26	14.99
	Netflix - 4/12 Additional Roku Monthly Subscriptions	N7148-SEPT21	1-4523-26	13.99
	Netflix - 4/12 Annual Roku Monthly Subscriptions	N7148-SEPT21	1-4523-26	17.99
	Hobby Lobby - Donation Basket Supplies	N7148-SEPT21	1-4575-10	34.94
	Beggars Pizza - CSD - After Hours Staff Meeting Dinner	P9444-SEPT21	1-4711-10	45.25

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
First Bankcard	(Cont'd)			
	Jewel Osco - Hildebrandt Farewell Cupcakes	N7148-SEPT21	1-4711-10	\$ 21.25
	Walmart - Collections - YA Move Drinks	N7148-SEPT21	1-4711-10	39.06
	Rosatis Pizza - Collections - After Hours Move - 8/17/21	N7148-SEPT21	1-4711-10	128.15
	Facebook - Monthly Ads	M4566-SEPT21	1-4731-10	144.49
	MailChimp - Monthly Subscription	M4566-SEPT21	1-4731-10	87.99
	Woobox - Monthly Subscription	M4566-SEPT21	1-4731-10	29.00
	Spotify - Libby Promotional Ads	N7148-SEPT21	1-4731-10	258.59
	MobileBeacon - 11 Patron Mobile Hotspot Annual Service	N7148-SEPT21	1-4348-14	1,375.00
	Inventables - Studio - Wood Maker Supplies	N7148-SEPT21	1-4353-27	78.86
	Walmart - Studio - Marionette Program Supplies	N7148-SEPT21	1-4353-27	4.88
	Menards - Studio - Marionette Program Supplies	N7148-SEPT21	1-4353-27	36.22
	Masterclass - Studio - Maker 1 Year Subscription	N7148-SEPT21	1-4371-27	180.00
	Glowforge - Studio - Maker Premium Subscription	N7148-SEPT21	1-4371-27	239.40
	Glowforge - Studio - Glowforge Patron Use Materials	N7148-SEPT21	1-4371-27	384.00
	Inventables - Studio - Patron Use Acrylics	N7148-SEPT21	1-4371-27	158.56
	Michaels - Studio - Various Program Supplies	N7148-SEPT21	1-4571-27	3.59
	Joann Store - Studio - Various Program Supplies	N7148-SEPT21	1-4571-27	50.80
	Rentals Unlimited - 9/19/21 Board Dedication Table Deposit	N7148-SEPT21	1-4715-10	95.50
	Panera Bread - August 2021 Donuts & Pastries Coffee & Pastry	N7148-SEPT21	1-4715-10	27.78
	Lib of Congress - Coll - Cataloging Resource Subscriptions	N7148-SEPT21	1-4272-12	525.00
	Avery - Collections - YA Labels	T7780-SEPT21	1-4371-12	28.47
	Meijer - Collections - Processing & Repair Supplies	T7780-SEPT21	1-4371-12	13.59
	Survey Monkey - Annual Advantage Plan Renewal	M4566-SEPT21	1-4631-14	384.00
	ALA - Armstrong Membership - 8/1/21-7/31/22	N7148-SEPT21	1-4161-16	67.00
	ALA - Waldorf Membership - 8/1/21-8/12/22	N7148-SEPT21	1-4161-16	67.00
	ILA - Armstrong Membership - 8/13/21-8/12/22	N7148-SEPT21	1-4161-16	75.00
	ILA - Waldorf Membership - 8/13/21-8/12/22	N7148-SEPT21	1-4161-16	75.00
	Panera Bread - August 2021 Two Board Trustee Dinners	N7148-SEPT21	1-4355-16	27.44
	Alonti Cafe - August 2021 Four Board Trustee Dinners	N7148-SEPT21	1-4355-16	98.00
	Panera bread - ATSD - Book Club Coffee - 8/17/21	N7148-SEPT21	1-4353-24	18.49
	Rifle Paper - ATSD - Various Program Supplies	N7148-SEPT21	1-4353-24	44.49
	Michaels - ATSD - Various Program Supplies	N7148-SEPT21	1-4353-24	85.02
	Demco - ATSD - Various Program Supplies	N7148-SEPT21	1-4353-24	28.93
	Walmart - CSD - Nature Art Program Supplies	N7148-SEPT21	1-4353-20	7.47
	Cricut - CSD - Craft Font	N7148-SEPT21	1-4353-20	5.99
	Walmart - CSD - Little STEAMERS Program Supplies	N7148-SEPT21	1-4353-20	9.82
	Beggars Pizza - Outreach - 2021 Summer Adventure Gift Card	P9444-SEPT21	1-4353-28	50.00
	Meijer - Outreach - MOP's Birthday Party Event Supplies	P9444-SEPT21	1-4353-28	66.73

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First Bankcard		(Cont'd)		
	VistaPrint - Comm - FPLD Notecards & Envelopes	N7148-SEPT21	1-4256-10	\$ 198.97
		<i>Totals for First Bankcard</i>		<u>\$ 6,949.08</u>
Fun Express LLC				
	CSD - Program Supplies	711181909-01	1-4353-20	471.19
		<i>Totals for Fun Express LLC</i>		<u>\$ 471.19</u>
Gale/Cengage Learning				
	Books - Adult Large Print	74810555	1-4543-26	28.49
	Books - Adult Large Print	74788920	1-4543-26	170.19
	Gale Courses Unlimited - 12/18/21-12/17/22	74932845	1-4521-26	6,753.58
		<i>Totals for Gale/Cengage Learning</i>		<u>\$ 6,952.26</u>
Grasso Graphics, Inc.				
	Comm. - School & Teacher Services Brochures	31484	1-4731-10	314.51
		<i>Totals for Grasso Graphics, Inc.</i>		<u>\$ 314.51</u>
Illinois American Water				
	Irrigation - 7/21/21-8/18/21	1025-21000308991E	1-4331-30	4,204.43
	Fire Protection - 8/19/21-9/20/21	1025-21000308946E	1-4331-30	45.69
		<i>Totals for Illinois American Water</i>		<u>\$ 4,250.12</u>
Illinois American Water/Bolingbrook				
	Water & Sewer - 7/21/21-8/18/21	1025-21000308831E	1-4331-30	677.80
		<i>Totals for Illinois American Water/Bolingbrook</i>		<u>\$ 677.80</u>
Illinois Library Association				
	Korczak Membership - 7/31/21-7/30/22	202427	1-4161-10	200.00
		<i>Totals for Illinois Library Association</i>		<u>\$ 200.00</u>
Ilya Kabirov				
	Program - Great Reads Book Club - 9/22/21	IK092221	1-4571-24	75.00
		<i>Totals for Ilya Kabirov</i>		<u>\$ 75.00</u>
Industrial Appraisal Company				
	Professional Services - 60% Fieldwork Appraisal Fee	E2-1348	1-4253-10	2,151.00
		<i>Totals for Industrial Appraisal Company</i>		<u>\$ 2,151.00</u>

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Vendor name	Invoice Description	Invoice #	Account #	Amount
Ingram Library Services				
	Video Games - YA	54155164	1-4563-26	\$ 113.98
	Video Games - Adult	54108687	1-4565-26	94.98
	Books - Young Adult Non-Fiction	54147678	1-4549-26	11.37
	Books - Young Adult Fiction	54039648	1-4548-26	7.80
	Books - Young Adult Fiction	54087330	1-4548-26	514.18
	Books - Young Adult Fiction	54087332	1-4548-26	13.78
	Books - Young Adult Fiction	54108685	1-4548-26	19.76
	Books - Young Adult Fiction	54108686	1-4548-26	9.86
	Books - Young Adult Fiction	54198177	1-4548-26	233.77
	Books - Young Adult Fiction	54198176	1-4548-26	5.99
	Books - Young Adult Fiction	54198174	1-4548-26	10.16
	Books - Young Adult Fiction	54147677	1-4548-26	19.76
	Books - Juvenile Fiction	54039644	1-4544-26	12.42
	Books - Juvenile Fiction	54039645	1-4544-26	19.20
	Books - Juvenile Fiction	54039647	1-4544-26	9.01
	Books - Juvenile Fiction	54087329	1-4544-26	28.80
	Books - Juvenile Fiction	54087331	1-4544-26	78.40
	Books - Juvenile Fiction	54198175	1-4544-26	29.98
	Books - Juvenile Fiction	54147676	1-4544-26	32.36
	Books - Juvenile Easy	54039646	1-4546-26	5.64
	Books - Juvenile Easy	54198173	1-4546-26	5.64
	<i>Totals for Ingram Library Services</i>			\$ 1,276.84
ITsavvy LLC				
	IT - 8821 IP Phone Cisco Battery	01286921	1-4354-14	113.70
	<i>Totals for ITsavvy LLC</i>			\$ 113.70
Kellie Chase				
	Program - Sewing with Kellie Chase - 9/28/21	KC092821	1-4571-24	175.00
	Program - Sewing with Kellie Chase - 10/6/21	KC100621	1-4571-24	175.00
	Program - Sewing with Kellie Chase - 10/19/21	KC101921	1-4571-24	175.00
	<i>Totals for Kellie Chase</i>			\$ 525.00
Konica Minolta Business Solutions U.S.A., Inc.				
	March Contract: Maintenance - 7/15/21-8/14/21	9007978037	1-4234-14	0.69
	<i>Totals for Konica Minolta Business Solutions U.S.A., Inc.</i>			\$ 0.69

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Konica Minolta Premier Finance				
	Leased Equipment - August 2021	451016125	1-4234-14	\$ 1,550.18
		<i>Totals for Konica Minolta Premier Finance</i>		<u>\$ 1,550.18</u>
Lorena Y Carreno				
	Program - Artesanias en Espanol - 10/21/21	LYC102121	1-4571-24	150.00
	Program - Club de Lectura en Espanol - 9/28/21	LYC092821	1-4571-24	75.00
	Program - Artesanias en Espanol - 9/16/21	LYC091621	1-4571-24	150.00
		<i>Totals for Lorena Y Carreno</i>		<u>\$ 375.00</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Midwest Tape				
	Music - Adult	500811088	1-4550-26	\$ 188.61
	Music - Adult	500808687	1-4550-26	407.52
	Music - Adult	500811090	1-4550-26	13.73
	Music - Adult	500811092	1-4550-26	11.24
	Music - Adult	500796272	1-4550-26	44.99
	Music - Adult	500843399	1-4550-26	90.40
	Music- Adult	500843396	1-4550-26	45.54
	Music - Juvenile	500811086	1-4554-26	136.62
	Music - Juvenile	500843394	1-4554-26	60.17
	DVD - Juvenile	500811091	1-4558-26	116.16
	DVD - Juvenile	500811082	1-4558-26	320.63
	DVD - Juvenile	500843403	1-4558-26	55.96
	DVD - Juvenile	500843392	1-4558-26	40.96
	DVD - Adult	500811087	1-4557-26	379.57
	DVD - Adult	500811094	1-4557-26	137.35
	DVD - Adult	500808689	1-4557-26	179.13
	DVD - Adult	500811100	1-4557-26	474.40
	DVD - Adult	500808688	1-4557-26	249.38
	DVD - Adult	500811080	1-4557-26	412.83
	DVD - Adult	500811093	1-4557-26	39.46
	DVD - Adult	500811084	1-4557-26	62.19
	DVD - Adult	500811101	1-4557-26	80.16
	DVD - Adult	500811081	1-4557-26	49.56
	DVD - Adult	500811096	1-4557-26	109.90
	DVD - Adult	500811095	1-4557-26	109.90
	DVD - Adult	500843409	1-4557-26	632.07
	DVD - Adult	500843401	1-4557-26	193.60
	DVD - Adult	500843400	1-4557-26	260.74
	DVD - Adult	500843391	1-4557-26	522.04
	DVD - Adult	500843398	1-4557-26	73.67
	DVD - Adult	500843395	1-4557-26	63.69
	DVD - Adult	500843390	1-4557-26	55.81
	DVD - Adult	500843408	1-4557-26	110.47
	Music - Adult	500811099	1-4550-29	15.23
	Music - Adult	500843407	1-4550-29	13.73
	Audiobooks - Adult	500843405	1-4551-29	35.29
	DVD - Adult	500811102	1-4557-29	31.08
	DVD - Adult	500811098	1-4557-29	39.46

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Midwest Tape	(Cont'd)			
	DVD - Adult	500843410	1-4557-29	\$ 418.38
	DVD - Adult	500843404	1-4557-29	74.19
	DVD - Juvenile	500811097	1-4558-29	139.86
	Audiobooks - Adult	500811085	1-4551-26	216.45
	Audiobooks - Adult	500811083	1-4551-26	35.29
	Audiobooks - Adult	500843402	1-4551-26	45.29
	Audiobooks - Adult	500843393	1-4551-26	161.16
	Music - Juvenile	500843406	1-4554-29	14.48
	<i>Totals for Midwest Tape</i>			\$ 6,968.34
Monica Caputo				
	Refund - The Dirty Thirties	MC6850	1-3310-10	24.80
	<i>Totals for Monica Caputo</i>			\$ 24.80
Nancy Korczak				
	Reimbursement - Essential Supplies: Disposable Masks	NK090221	1-4351-10	53.82
	<i>Totals for Nancy Korczak</i>			\$ 53.82
Naperville Bank and Trust				
	Safe Deposit Box - 12 Month Rental - Oct. 2021-2022	1-5001OCT2021	1-4247-10	100.00
	<i>Totals for Naperville Bank and Trust</i>			\$ 100.00
Paul Mills				
	Reimbursement - August 2021 Donuts w/Director - Donuts	PM082421	1-4715-10	11.78
	<i>Totals for Paul Mills</i>			\$ 11.78
PeopleFacts				
	New Hire Background Checks - August 2021	33754-082021	1-4253-10	25.85
	<i>Totals for PeopleFacts</i>			\$ 25.85
Petty Cash - District				
	Auto License Renewal New Cash Box	6972-2122	1-1150-10	300.00
	Increase Finance Saturday Cash Box	6972-2122	1-1150-10	100.00
	<i>Totals for Petty Cash - District</i>			\$ 400.00
Pitney Bowes				
	Equipment Lease - 9/30/21-12/30/21	3104926013	1-4231-10	628.59
	<i>Totals for Pitney Bowes</i>			\$ 628.59
Princess Party Chicago Inc.				
	Program - Moana & Frozen Sing Along - 10/7/21	PPC100721	1-4572-20	450.00
	<i>Totals for Princess Party Chicago Inc.</i>			\$ 450.00

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Rainmakers Irrigation	Repair Sprayer Head Zone 4 & Repair Raise Head Zone 5	080521-38	1-4392-30	\$ 1,156.75
	<i>Totals for Rainmakers Irrigation</i>			<u>\$ 1,156.75</u>
Robert Pennor	Program - Drawing with Pencils & Charcoal - 9/21/21	RP092121	1-4571-24	75.00
	Program - Drawing with Pencils & Charcoal - 9/28/21	RP092821	1-4571-24	75.00
	Program - Drawing with Pencils & Charcoal - 10/5/21	RP100521	1-4571-24	75.00
	Program - Drawing with Pencils & Charcoal - 10/19/21	RP101921	1-4571-24	75.00
	Program - Drawing with Pencils & Charcoals - 10/12/21	RP101221	1-4571-24	75.00
	<i>Totals for Robert Pennor</i>			<u>\$ 375.00</u>
Ronald Goldie	Program - Dungeons & Dragons - 10/7/21	RG100721	1-4573-24	75.00
	<i>Totals for Ronald Goldie</i>			<u>\$ 75.00</u>
Ruth Bardy	Refund - Foolish Hearts	RB8088	1-3310-10	17.99
	<i>Totals for Ruth Bardy</i>			<u>\$ 17.99</u>
S & S Worldwide, Inc.	CSD - Various Program Supplies	IN100832326	1-4353-20	111.77
	<i>Totals for S & S Worldwide, Inc.</i>			<u>\$ 111.77</u>
Scholastic Inc.	5 Subscriptions - 10/24/21-10/23/22	31089828	1-4521-26	26,331.00
	<i>Totals for Scholastic Inc.</i>			<u>\$ 26,331.00</u>
Sebert Landscaping Inc.	Lawn Maintenance - September 2021	226368	1-4392-30	1,580.00
	<i>Totals for Sebert Landscaping Inc.</i>			<u>\$ 1,580.00</u>
SmithGear	ATSD - Stereo Headphones	2019-594	1-4371-10	495.00
	<i>Totals for SmithGear</i>			<u>\$ 495.00</u>
Susan K. Maddox	Program - Cooking Demo w/ Sue Maddox - 10/21/21	SKM102121	1-4571-24	100.00
	<i>Totals for Susan K. Maddox</i>			<u>\$ 100.00</u>
Susan Sick	Refund - Killing Eve Season 3	SS2002	1-3310-30	34.99
	<i>Totals for Susan Sick</i>			<u>\$ 34.99</u>

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General Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Sylvester Egidio	Program - Comic Books & Collectables Appraisals - 10/5/21	SE100521	1-4571-24	\$ 150.00
	<i>Totals for Sylvester Egidio</i>			<u>\$ 150.00</u>
Tana Petrov	Mileage - 7/7/21-8/11/21	TP082421	1-4171-10	22.85
	<i>Totals for Tana Petrov</i>			<u>\$ 22.85</u>
Terrence M. Lynch	Program - Superheroes Then & Now - 10/10/21	TML101021	1-4571-24	300.00
	<i>Totals for Terrence M. Lynch</i>			<u>\$ 300.00</u>
Terryberry	S. Smallwood 25 Year & Susan Ford 10 Year Recognition Items	K19430	1-4153-10	431.91
	<i>Totals for Terryberry</i>			<u>\$ 431.91</u>
Titan Image Group, Inc	Communications - Fall 2021 Newsletter	58036	1-4256-10	8,240.00
	<i>Totals for Titan Image Group, Inc</i>			<u>\$ 8,240.00</u>
Todd Bremner	Program - Camera Basics - 9/15/21	TB091521	1-4571-27	100.00
	Program - Photography Lighting - 10/13/21	TB101321	1-4571-27	100.00
	<i>Totals for Todd Bremner</i>			<u>\$ 200.00</u>
Top Secret Studios	FPLD 7 Trustee Shirts	1381	1-4355-16	62.80
	<i>Totals for Top Secret Studios</i>			<u>\$ 62.80</u>
Tressler LLP	Legal Expense - Attorney - August 2021	434082	1-4241-10	1,178.00
	<i>Totals for Tressler LLP</i>			<u>\$ 1,178.00</u>
Tria Architecture, Inc.	LL Renovations Bidding & Construction Observations	3760	1-4651-30	3,312.50
	<i>Totals for Tria Architecture, Inc.</i>			<u>\$ 3,312.50</u>
Unique Management Services, Inc.	Collection Expense - August 2021	605044	1-4245-10	358.00
	<i>Totals for Unique Management Services, Inc.</i>			<u>\$ 358.00</u>
UPS	Shipping - Account Refillment	0000603951351	1-4382-10	600.00
	<i>Totals for UPS</i>			<u>\$ 600.00</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Vanguard Energy Services, LLC				
	Gas Service - 8/1/21-8/31/21	G404408090721	1-4322-30	\$ 659.94
		<i>Totals for Vanguard Energy Services, LLC</i>		<u>\$ 659.94</u>
Verizon Wireless				
	Telephone - 7/17/21-8/16/21	9886460073	1-4311-14	540.02
		<i>Totals for Verizon Wireless</i>		<u>\$ 540.02</u>
Warehouse Direct				
	Friends of The Library Book Sale - Grocery Paper Bags	5024848-0	1-4711-10	93.39
	District Inventory Restock - July 2021	5022712-0	1-4371-10	86.20
	District Inventory Restock - July 2021	5022712-0	1-4351-10	200.22
	District Inventory Restock - August 2021	5042677-0	1-4351-10	543.19
	District Inventory Restock - July 2021	5022712-1	1-4351-10	3.50
	CSD - Greeting Cards & Envelopes	5024844-0	1-4353-20	47.97
		<i>Totals for Warehouse Direct</i>		<u>\$ 974.47</u>
		Total for Fund 1		<u>\$ 152,889.90</u>

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Liability Insurance

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Arthur J. Gallagher Risk Management Services,	Treasurer's Bond - Renewal Premium - 8/9/21-8/8/22	3980677	3-4422-10	\$ 6,200.00
<i>Totals for Arthur J. Gallagher Risk Management Services, Inc.</i>				<u>\$ 6,200.00</u>
Total for Fund 3				<u>\$ 6,200.00</u>

Fountaindale Public Library District

Bills Payable Report

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Maintenance Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
1000Bulbs.com				
	Building - Flourescent Light Bulbs	W02809144	8-4357-30	\$ 100.70
	Building - Building Ballasts	W02827153	8-4357-30	127.06
	<i>Totals for 1000Bulbs.com</i>			\$ 227.76
Best Quality Cleaning, Inc.				
	Saturday Porter Service - September 2021	38679	8-4215-30	475.00
	Cleaning Service - September 2021	38592	8-4215-30	6,921.00
	Special Carpet Cleaning - Vortex & 2 Study Rooms - 8/23/21	38729	8-4211-30	350.00
	Special Cleaning - 2nd Floor Mens Washroom - 8/30/21	38748	8-4211-30	75.00
	<i>Totals for Best Quality Cleaning, Inc.</i>			\$ 7,821.00
Buckeye Power Sales Co., Inc.				
	Building - Refill Generator Diesel	PSV249062	8-4211-30	920.00
	<i>Totals for Buckeye Power Sales Co., Inc.</i>			\$ 920.00
C. Acitelli Heating & Piping Contractors, Inc				
	Building - Server Room Liebert Leak Repair	0000035380	8-4211-30	3,550.81
	<i>Totals for C. Acitelli Heating & Piping Contractors, Inc</i>			\$ 3,550.81
Calumet Decorating Services, Inc.				
	Patch & Paint Various Library Walls	23190	8-4211-30	6,955.00
	<i>Totals for Calumet Decorating Services, Inc.</i>			\$ 6,955.00
Cintas Corporation				
	First Aid Restock - September 2021	8405306471	8-4215-30	386.34
	<i>Totals for Cintas Corporation</i>			\$ 386.34
Cintas Corporation #344				
	Weekly Mat Service - 8/12/21	4092786756	8-4215-30	35.97
	Weekly Mat Service - 8/19/21	4093401623	8-4215-30	35.97
	Weekly Mat Service - 8/26/21	4094048835	8-4215-30	35.97
	<i>Totals for Cintas Corporation #344</i>			\$ 107.91
Culligan Bolingbrook, IL				
	Solar Salt Delivery - August 2021	0123646	8-4215-30	177.99
	<i>Totals for Culligan Bolingbrook, IL</i>			\$ 177.99
Cutting Edge Document Destruction, LLC				
	Records Shred - 9/1/21	m15839	8-4215-30	30.00
	<i>Totals for Cutting Edge Document Destruction, LLC</i>			\$ 30.00

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
First Bankcard				
	Uline - Building - Gaffer's Tape	P7810-SEPT21	8-4357-30	\$ 149.01
	Hobby Lobby - Building - Sign Cover Fabric	P7810-SEPT21	8-4357-30	9.98
	Kele - Building - Automation Sensors	P7810-SEPT21	8-4211-30	1,595.25
	Batteries Plus - Building - Floor Scrubber Batteries	P7810-SEPT21	8-4211-30	372.50
	<i>Totals for First Bankcard</i>			<u>\$ 2,126.74</u>
Graybar				
	Building - Hubbell Lighting Items	9322742944	8-4211-30	332.37
	<i>Totals for Graybar</i>			<u>\$ 332.37</u>
Groot Industries, Inc.				
	Garbage & Recycling - 9/1/21-9/30/21	7584504	8-4215-30	475.12
	<i>Totals for Groot Industries, Inc.</i>			<u>\$ 475.12</u>
Johnson Controls Fire Protection				
	Building - Replace & Install 6" Butterfly Valve	88022716	8-4211-30	1,980.00
	Building - Fire Sprinkler 5 Year Testing	88022720	8-4211-30	6,520.00
	<i>Totals for Johnson Controls Fire Protection</i>			<u>\$ 8,500.00</u>
R. J. Kuhn Inc. Plumbing & Heating				
	Building Maint. - 1st Fl. Bathrooms Line Rodding	0000038661	8-4211-30	1,000.00
	<i>Totals for R. J. Kuhn Inc. Plumbing & Heating</i>			<u>\$ 1,000.00</u>
Trane U.S. Inc.				
	RTU-1 Air Pressure Sensor	10724428	8-4211-30	420.71
	<i>Totals for Trane U.S. Inc.</i>			<u>\$ 420.71</u>
Warehouse Direct				
	District Inventory Restock - July 2021	5022712-0	8-4357-30	16.78
	District Inventory Restock - August 2021	5042677-0	8-4357-30	123.11
	<i>Totals for Warehouse Direct</i>			<u>\$ 139.89</u>
	Total for Fund 8			<u>\$ 33,171.64</u>
	Grand Total			<u><u>\$ 192,261.54</u></u>

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Maintenance Fund

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
				
			Jennie Nguyen/Finance Manager	

Director

Romeoville TIF Meetings

The Village of Romeoville held the meetings for their Tax Increment Financing (TIF) Districts in August. I attended as our District is included in four (TIF 2, 4, 5, and 6) of their nine TIFs. We have relatively small portions in each TIF district, but it is important that every unit of local government impacted be present so that we can see how the districts are being developed.

Strategic Planning Consultant RFP Update

The Strategic Plan Liaisons will be meeting in early September to review the proposals received. We anticipate bringing a recommendation to the Board in October.

Brooks Café

Jan Peterson, our contractor who operates Brooks Café, and I spoke again, and she plans to delay her opening at this time. We will be checking in with each other in mid-September to see how things look for her.

Deputy Director (Nancy Korczak)

August was a month of planning for our Public Services Department. Our Outreach Department starting reaching out to schools to schedule visits and issue Teacher Cards, it has been good to see how many new teachers reached out to get new library cards. The bookmobile is set to visit some of our elementary schools and staff will also resume visiting the middle schools during students' lunch periods.

This month there was a tremendous amount of work and coordination done to reopen the Vortex. Our Teen Librarian and Specialists worked closely with our Collections Department and Building Operations Department to have everything ready to welcome students back. Everyone did a great job and staff from all departments had the opportunity to tour the space before it reopened to the public.

Our Circulation Department also worked together with the Communications Department to roll out an online Library Card application. The service went live on September 1st to coordinate with National Library Card Signup Month. Residents of our district who do not have a library card will now be able to apply for a card online and be issued a barcode number without having to visit our building, we hope this will encourage more residents to discover our services.

From Debra Dudek's report

Adult and Teen Services

General Comments on the Month

August was a program preparation and staff recruitment month in our department. We conducted interviews for three specialist positions and have filled our vacant posts. We will be welcoming one new specialist on Monday, September 13 and two more on Monday, September 27.

ATSD staff met in three shifts for departmental meetings this month - August 5, August 30, and August 31.

After updating, shifting, and redesigning our Vortex space, the room was opened for service on Wednesday, August 25. We are pleased to have this space available for our patrons again. Randi and her team did a great job conducting training in the space and welcoming new students to the services we provide.

Program planning and contract submissions for the December 2021 - February 2022 newsletter continued this month. A majority of the programs from our department have been submitted. There are concerns in regards to if in-person programs will take place given the introduction of mask mandates in the state. We are working with presenters to transition in-person programs into a virtual format should it be necessary to do so.

We have a new Career Online High School graduate this month! The graduate is the 26th graduate of our program.

Randi C., Teen Services Librarian Teen Virtual Programming

Chalk It Up Art Contest

Adriana Alvarez (Studio 300), Melisa Martinez (CSD) and I planned and presented a contest for children and teens in grades K–12. They were asked to create a chalk drawing based on a list of prompts. Participants could use the supplies they had on hand at home or could pick up a Chalk It Up kit with chalk and our list of prompts and helpful suggestions. We had two winners—Kayla J., Grade 5 and Camille C., Grade 8. Here is Camille's winning entry.

Teen Summer Adventure

Our 2021 Summer Adventure program ended July 31. I had the pleasure of contacting all of our teen grand prize winners. This summer we gave away a Nintendo Switch Lite, \$100 Target gift card (2), Art Basket & \$50 Michael's gift card (2) and a Bag of Books (4). Our winners were very excited and happy to pick up their prizes!





Teen Services, Reader's Advisory & Collection Services

I am so excited that we were able to reopen the Vortex in August! Much planning and preparations went into making this happen. Debra and I decided to close our temporary Vortex workstation on August 9 in preparation for the move. My team and I started working on updating our gaming stations and our game list, creating a "Welcome Back" window display, pulling books for our book displays, updating and creating new craft kits, stocking the Maker cart, reorganized the Vortex Service desk and storage areas and inventorying all our board games in the ATSD workroom and in the Vortex. Ben assisted by creating new how-to guides for all of our gaming systems.



My team and I also helped move the Vortex collections. I worked with Brett and Jake to move the teen graphic novel collection onto carts in preparation for our new shelves. My team then helped move the graphic novels back onto the shelves. We also helped reshelve the teen fiction collection and window the Vortex.

I think the room looks great! The shorter and angled shelves allow greater sightlines and make the rooms feel brighter. The new HD televisions have larger screens and make the video games pop. We have a new seating space near our new book area. The CREATE collection of how-to and DIY books fit in perfectly with our Maker cart and new Maker kits. I also love that we have the rest of our collection right outside the space including the Teen nonfiction books. Those materials have been interfiled with our Adult nonfiction and at times, I feel, were lost. Having them pulled out with the new test prep collection just makes everything so much better.

We continue to participate in Valley View's Novel Idea program. Author Nic Stone will be visiting schools in Bolingbrook and Romeoville as well as participating in a community event on September 22. We will once again be giving away free copies of her books. Bolingbrook High School has donated copies of her novel *Jackpot* and we have 25 copies of *Dear Martin*. I have created a Google form that parents and students can use to request their free copies.

From Nic's Report

The Beatles, Chicago and the 1960's (8/12)

16 Attendees



Stumbling on this particular program was a serendipitous thing. The presenter, John Lyons, is a history professor at Joliet Junior College and he had reached out to see if we were interested in his presentation of the Beatles for the low rate of free. The only request he had was if we would consider purchasing his book on the topic for our collection, which our collections team felt was a good addition to the library.

Librarian Highlight Brian

This month we had/I attended the first meeting for the Inclusion, Diversity, Equity, & Accessibility (IDEA) Committee. We began the meeting by each giving introductions and introducing ourselves to the rest of the group. We also discussed what it was that interested us about the Committee. It quickly became apparent that all of us in the group were all on the same page. Everyone had the same enthusiasm and deep commitment to see about and begin working on projects, setting goals, and the ways in which we can go about implementing and accomplishing them. We also went over the Committee Bylaws and Charge. We also began discussing projects that we would start working on. This included looking at our email signature format and including preferred gender pronouns. We also discussed making regular contributions to the Shelf Life as well as adding a Resources Page on the Staff site. We also discussed making Blog Posts, YouTube Videos, as well as Book Recommendations. I really enjoyed meeting and discussing with all the other departments, sharing ideas, and getting to know everyone a little bit better. I feel that the Committee is off to a really good start and am looking forward to the progress we make, as we see our projects and goals come to fruition.

Specialist Highlight Orton

Am excited to report that I was accepted as a Programming Specialist, so I will be reporting to Nic from now on. I've always had a passion for programming so I'm very excited to bring some of my ideas to fruition.

Specialist Highlight Kelsey

I spent a good portion of this month off-desk preparing for the Vortex re-opening, but I did have a few folks looking for recommendations. One was looking for romance. One was an Amulet fan, looking for other graphic novels to read while she waited for the next volume to be available, so she ended up looking at *The Land of Stories* and *Lumberjanes* graphic novels. I also had some general questions from patrons about the Vortex- hours, rules, open gameplay, that sort of thing- and helping a crafter with tying off and trimming bracelets and necklaces he made for family members, which was sweet.

From Joyce Arellano's report

Children's Services

Monthly Overview of Children's Services:

Children's Services wrapped up summer programs, and staff members began preparing for our very exciting fall schedule. We were able to offer several fun programs outside before the weather became too hot and programs transitioned indoors. As families prepared for the first day of school with in-person learning, patrons discovered lots of great things about our library from backpacks to dolls and looked to our team for guidance on homeschool resources and building reading skills.

PROGRAMMING NATURE ART (15)

"In this session we focused on corn and sunflowers. The kids were encouraged to peel the corn off the cob and explore it. What does it feel like, look like and smell like? Then they were given a colorful corn template where they could glue the corn kernels on. Each child also received two sunflowers. We examined the sunflowers carefully. After our observations, the kids were encouraged to take the sunflower apart and create their own picture with the petals. A few children commented that taking the corn off the cob was very relaxing and they really enjoyed doing it." *Marta M.*



OLYMPICS PACKS (100 kits)

We celebrated the 2020 Summer Olympic Games with a special kit “containing a water bottle and two crafts: an Olympic medal and a ribbon wand for rhythmic gymnastics.” *Sarah D.*



PUPCASSO (YouTube)

<https://youtu.be/WD3TtJeHOpY>

“I recorded the video for Pupcasso. Everyone loves pets and in this video kids will find ideas for activities to do with their four legged friends. One friend agreed to bring her dog who knows me very well. Together we tested some art ideas. We met in the park outside the library and we recorded the video. The doggy ate a lot of peanut butter.” *Andreea D.*

OUTDOOR FAMILY YOGA (3 programs, 16 attendees)

We hired Sandy Bianco, a certified Yoga instructor who taught classes at Lemont Public Library and at the Argonne National Laboratory. The first of three sessions was held outside, and we learned that the football practice in Bulldog Park was a little distracting. The following two programs were moved indoors to Meeting Room B, and patrons were much happier and more relaxed.



LET'S GET READY FOR KINDERGARTEN: Let's Be Independent (12 kits)



“Our kit focused on independence. Jen and I came up with four activities that could help kids learn to be more independent and do basic things for themselves. The two activities that I prepared were a shoe tying activity and a cutting activity. I also created a fun and colorful bibliography with books that promote independence.”

Marta M.

“The kit focused on independent skills like buttoning, zipping, tying shoes and cutting. I created a button snake by gluing buttons to the end of ribbons. I then cut slits into squares of felt. Kids can practice buttoning by putting the felt squares on and off the snake. I created zipper practice by gluing a long zipper to two pieces of felt. I also included a Parent Tip sheet, with ideas for how to practice and modify activities.” *Jen F.*

PUBLIC SERVICE

This month we answered **954** reference questions and **569** directional questions. We also assisted with 17 one-on-one appointments and 4 teacher requests. Our busiest day was on Friday, August 27. We received 94 reference questions, 24 directional questions and helped with 2 unscheduled one-on-one requests.

"A 2nd-grade teacher asked for titles in multiple copies by Mo Willems. We talked about the reading level of her class and she told me that some kids are at the kindergarten level because of the lack of practice during the pandemic. I suggested the Vox books and I demonstrated how they work. She loved the fact that they work with headphones. I also suggested the Launchpads. She thanked me and said our encounter was very useful and she will use the suggested materials during the semester." *Andreea D.*

"A patron came up to the desk and said we continue to amaze her as a library. She saw the backpacks and thought it was an amazing idea, and it just added to her belief that we are the best library ever." *Debbie S.*

"A patron came in with lots of questions this morning. This patron was a lot of fun to work with. She was very excited to learn about each new thing we talked about. We figured out the books she was looking for, she learned to set her reading history, she learned about the LaunchPads, checked out an American Girl Doll and got crafts for her kids." *Jen F.*

From Amina Ali's report

Circulation Services Department Summary

In August, I continued to work on researching license plate renewal services and reached out to sign a contract with the vendor. I spoke with Arlington Heights Memorial Library's Finance Department to discuss their point-of-sale and procedures. This service will not start until October 2021. Staff will be trained and a new printer and other equipment will be ordered to assist with this new service.

PIRC met at the end of August, we discussed how other Pinnacle libraries will handle items returned after they are billed and deleted from the system. Fountandale requested that the gender field be removed from registration forms. According to our ILS Manager, this field can be suppressed at the branch level.

Kate, Assistant Manager

This month Circulation Specialist, Kendra celebrated her 3 year anniversary on August 13th.

After assessing the workflow of the drive-up due to the number of patron holds, Take-It Make-It crafts, and book club pick-ups, I consulted with Tasos and Amina to see if we could put up black heavy-duty shelves. Tasos and John installed the shelves in the middle of the month and it has made the drive-up much more organized! There is room for everything and items are easier for staff to find.

During the week of August 9-13, we had our RAILS count. We ended up sending out 1,965 items that week.

I assisted with the new monthly non-blocking report and cleaned up those accounts. I attended the Summer Adventure meeting and the PIRC meeting at the end of the month.

The Vega Discover Committee is now ready to meet so to prepare for the meeting, I viewed the Vega Vision for 2021 and Beyond webinar.

Circulation Statistics

New Patrons Registered	258
Holds Pulled From Shelves	7,160

Drive Up Statistics

Total Visits (August 2021) 767	Previous Month (July 2021) 699
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Drive-Up Statistics Summary

- We had **767** visits (pick-ups) at the drive-through this August, which is up from **699** in July.
 - This amounts to a **10%** increase from last month.
 - And we had an average of 25 visits per day this month.
- The busiest day was August 19 with **44** total visits.
- The busiest time period was 3-6, with **297** total visits throughout the month.

From Tana Petrov's report

Outreach Services

Outreach General Updates

August was a busy month for Outreach. We attended several events, continued with our Fun Family Fridays, began contacting and scheduling visits to preschools, schools, and senior facilities in the Fall. Carolyn, Cindy, and Laura have been working on finalizing schedules for Bookmobile visits to the nine elementary schools, as well as storytimes and book talks to our outreach students. With the help of Outreach staff, Tana worked on renewing and issuing new teacher library cards that Outreach staff delivered to several schools. Tana and Carolyn worked on finalizing plans, creating procedures, and talking points for our Fall Reading Program - Read-A-Palooza. We will be delivering graphics and instructions to the schools in early September as Read-a-Palooza will be taking place in October. A huge thanks to our Communications team for creating wonderful graphics for this program and to our own Carolyn for working hard on revamping and refreshing this program!

Bookmobile Visits and Summer Events

From Carolyn's report: *"We continued with our summer events in August. Family Fun Fridays had a Paper Airplane Contest at Indian Boundary Park, Storytime and Hula Hoops at Champions park, Frisbee Fun at Wipfler park, and DIY Button Making at Sunset Park. It was great to see new patrons and visit new places during these "pop-up" Bookmobile stops. In addition, MOPs did their Summer Adventure grand prize puppet show for the lucky winner who selected them for her prize. We also celebrated 10 years of MOPs with a birthday party for patrons outside the library. We had a craft table, a giveaway table, a refreshment table, a balloon artist, the Bookmobile, and of course puppet shows! Staff attended the Campfire Pet Adoption event at Hidden Lakes, Veterans Appreciation Day*

event behind Village Hall, and the Village Jubilee. We are now busy planning our school visits for September.”

From Melissa’s report: “On 8/11, we celebrated the MOPs 10th birthday and 11 seasons performing shows. We performed 3 puppet acts. One of them was entirely in Spanish. There were lots of fun activities planned. We had party favors for the attendees. All the kids got to choose a finger puppet. We had two drawings for a chance to win a pair of animal puppets and some candy. We provided mini cupcakes and water. We had a paper bag puppet craft for the kids. CSD also let us borrow their puppet stage so that the children could do their own puppet shows. We hired a balloon twister for the event. Guests were also able to take photos with the MOPs. We provided props for that as well. We had a great turnout and everyone looked like they were having fun.”

From Melissa’s report: “On 8/12, Cindy, Laura, and I performed a MOPs show for the Summer Adventure Prize winner. The winner was Hailey Avignone. We presented Hailey with a gift card from Beggars Pizza. We did a puppet show for Hailey and her family and friends. They even got to be in one of the shows. Afterward, everyone came on the bookmobile to grab some fun giveaways. One of the guests said that the bookmobile was so cool and asked if we did special events like birthday parties. We told her that unfortunately we didn’t, but that would be fun.”



Pet Adoption Fundraiser Event Table

MOPs Birthday Party



Youth Outreach

From Cindy's report: *"I also created and sent out all the spreadsheets to the schools for the teachers to sign up. Something new this year, there will be two months, December and March, that will be all remote zoom presentations like I did last year. The reasoning behind this is that those two months (November is tight too) do not have enough school days for me to visit all the schools. I have always had to skip school, always. Doing the zooms will allow me to go to all of the schools albeit virtually, and not miss any visits. I also want to give a shout-out to Sarah in children's, I had asked her if she had seen any new animal books, dogs specifically, that are non-fiction, on par with The Dogs of Bedlam Farm. The kind that tells a true story about dogs that I haven't seen. Sarah came back the next day with a long list of non-fiction suggestions, including books that haven't gotten a lot of circulation. I'm definitely using some of her suggestions in September and again in January when I feature animals."*

From Laura's report: *"Wrote emails to each preschool with their designated dates and times for this school year. Received acknowledgements from ALL schools to confirm my visits: Bolingbrook Museum, BPD (3 schools), St Dominic, MCMA, Kindercare BC, Weber and Seneca, Learning Experience, Furqaan Academy (added 2nd grade to my visits!) and notification from First Friends that they cannot allow visitors before January. May have to add a 2nd day per month for Kiddie Academy as they would like 4 classes visited. Reached out to the new preschool in the old Creative Children location: Little Learner Children's Academy and left contact info with new owners. Now that I have scheduled dates for my storytimes, I was able to plan out my themes for the school year in order to stay on track in placing holds on books and preparing puppet shows."*

From Jack Gonzalez's report

Studio 300

Here are our August 2021 key stats:

- 304 patrons actively used our lab.
 - 21 were Non-District Users.
- 1439 items were checked out
 - 80 of that total circulated out of the lab.
- 38 patrons attended our virtual programs.
 - Total programming hours came to 7
- 24 patrons completed our online classes:
 - 14 Orientation
 - 10 Maker Training



Patrick

In August, Patrick and Aariah continued troubleshooting the Prusa 3D Printer and successfully printed a tri-color print. They are finalizing the script and shooting and assembling the video training for Niche Academy in September. Podcasting continues to be a popular topic for patrons, and Patrick taught a Podcasting Basics webinar during the month. He plans on doing at least a podcast-related course per quarter. Patrick continued



to design promotional posters for the Studio Tree, promoting Street Photography Basics, Make a Digital Collage Comic, Film Club, Night Photography, and the Music Business Series. Additionally, he and Ariaiah have discussed starting a Photography Meetup group with Jack and Adriana, and are leaning towards starting it in the Spring of 2022. He has begun preparing for it by making his way through the

LinkedIn Learning Become a Photographer Learning Path.

Monica

August was a productive month for Monica. She learned new skills, including how to use the Tricaster and Super8 digitizer. Monica completed a Masterclass course on voiceover work and practiced recording her voice during her off desk time. She also learned how to use the Glowforge and reviewed Anna's initial script for the training video. Monica used the Glowforge to create crafts for her Tween/Teen DIY Embroidery class. She attended a staff tour of the new Vortex with Randi. Monica watched YouTube videos this month on how to use the ElGato HD60S video capture card and ScreenFlow. She gave a virtual class on creating a Collage Comic, which improved her Adobe Fresco and Adobe Capture skills. She showed Ryan the opening and closing procedures. Monica also used the Brother Scan'n'Cut, Carvey, and 3D printer to complete the Dungeons & Dragons display case.

Anna

DIY makers class was a hit again with our back-to-school pencil boxes. I have been able to prep for the next few months for DIY Maker and prepared a new passive take-and-make program rolling out in September. We have been preparing the glowforge and sublimation printer by buying supplies for both machines.

Adriana

Adriana had the opportunity to be a panelist for Laconi during their Laconi: Tech to Go presentation via Zoom. Adriana put together a presentation that included information on studio services and equipment. The webinar was a great success that was well attended.

Adriana also worked on producing several videos; Canva for Title Slides, Floral Portraits and K-Talk: Would you Rather Edition. She also researched and prepared for the August Film Club which featured the movie, *The Lighthouse*.

Jack

In August, Jack welcomed Ryan to the Studio 300 team. He took him through the orientation process and introduced him to the team. In August, Jack got in contact with Bolingbrook Park District thanks to Melissa Bradley. Jack came up with an activity to do for their BRAC Jam event that will take place in October.

He also took a masterclass with Devlin on the subject of turning ideas into art. Jack attended two 3D printing webinars about how 3D printers are used in NASCAR to print out tools and car parts.

Jack continued his skill expansion in adobe illustrator and began to learn the 3D modeling program Blender. He hopes to gain more experience and knowledge to help create programs and activities to get more illustrators to use the studio. Finally, Jack reached out to some local writer groups as he prepares for the first in-person meeting of the Nameless writer's group meeting in a year.

Building Operations (Tasos Priovolos)

The Lower Level rear hall renovation project has started. Contractors are currently on schedule to complete this project on-time pending a back-ordered metal door that is needed. Our project manager from Tria Architecture has also been on-site to review the progress of the renovation.

Continued working with Tria Architecture to discuss the exterior lighting LED conversion project which is currently in the design phase. Parts for our existing exterior lighting are becoming more difficult to purchase and have huge lead times since the manufacturers are phasing out most non-LED fixtures. The LED conversion will also greatly reduce energy consumption and have an immediate cost savings. We are also discussing replacing the exterior cameras mounted on the light poles since there will be a cost savings on labor if we complete both items concurrently. Most exterior light-pole cameras are past their life expectancy.

Completed the 2nd Floor shelving changes in the Vortex and open area. This work included installing lower shelving and rearranging the layouts in both areas. This project was successfully completed in the estimated timeframe with no issues.

Along with John Hodur and Nancy, worked on taking pictures and creating description for the online auction of building furniture. Many of these items were in storage and no longer used. The auction was listed successfully on Obenauf's online auction site.

We are continuing on interviewing our Security Monitor positions and have extended an offer to a candidate for one of the positions.

Continued with our multi-tiered project to replace the sewage ejector pumps and backflow valves from the lower level since this equipment is approximately 10 years old. The multi-tiered approach eliminated closing any section using water (e.g. restrooms, laundry room, janitorial closet, etc.) in the lower level.

We had repairs completed on our landscaping irrigation system. These repairs are part of our on-going maintenance on our irrigation system.

Security Report From John Hopkins (Security Supervisor)

Back to School

Valley View School District students started their school year with in-class sessions on August 19th, and by the following day Brooks Middle Schools students returned to the library in greater numbers. With the recent re-opening of the Vortex the security team has been adjusting to the increased traffic in that area. Thankfully, there have been no significant issues and this adjustment has gone smoothly.

ZENDESK -

In August, 52 new maintenance tickets were created, and 53 new or existing tickets were completed.

Collection Management & Technical Services (Christina Theobald)

August 2021 Statistics Snapshot

- **13,000+** books, audiobooks and video games **relocated and re-shelved**
- **3,361 new items** added to collection
- **5,101** old & worn items were **withdrawn**
- **5,000+ Blu-rays repackaged** into new Blu-ray style cases

Video Game Spinners

Collection Services was busy this summer introducing new collections and completing major updates to the collections on the second and third floors. Adult and Teen Video Games received a major upgrade with new spinning displays and eye-catching signage that showcases all of the video games and systems the library has to offer. Thank you to the following staff that worked to implement the new video game spinners: **Brett Luminais, Jacob Luce, Tasos Priovolos and John Hodur.**



Teen Collections and Vortex

Collection Services collaborated with ATSD and Building Ops to update and relocate the Teen collections and set up the Vortex for reopening. YA Fiction and YA Audiobooks were moved back into the Vortex on new, shorter shelves that are arranged on an angle for visual interest and better sightlines. The Vortex also houses the new CREATE collection, comprising materials and books on maker projects, crafts and other creative activities. Outside of the Vortex and in the back of the second floor is our newly established Teen area. This area includes the YA Graphic Novels, YA Nonfiction books (which were previously interfiled with Adult Nonfiction on the third floor), Anime movies, Teen Pop and Teen Reads displays. The new Teen collections setup enables patrons to easily access and discover YA materials both inside the Vortex and out on the second floor.

Thank you to the following staff members that contributed to this project:

Amber Rubio, Brett Luminais, Chris Castle, Debra Dudek, Jacob Luce, John Hodur, Julie Walker, Karina Andrus, Katie Strickland, Kelsey Schaefflein, Lynnette Hopwood, Mary Anderson, Randi Carreno, Sabrina Smallwood and Tasos PrioVOLos.



New angled stacks, lower shelves and faced-out books showcase the Teen Fiction collection.

The new YA CREATE collection comprises books on crafts, maker and all things creative.





The new Teen space outside of the Vortex features the YA Graphic Novel collection, Teen Nonfiction books, Test Prep books and backpacks.

The space also features new displays of Teen books and Anime movies.



Blu-ray Re-casing

This month we finished re-casing over 5,000 Blu-ray movies into familiar Blu-ray branded cases. Previously, our Blu-ray collection was packaged in regular black DVD cases. The new packaging will better differentiate the two movie formats and further enhance discovery of our Blu-ray collection. Thank you to the Acquisitions division for all of your hard work: **Jacob Luce, Linda Ciucci, Susan Jagiel, Christy Oestreich, Julie Walker and Anna Gogliotti.**

Collection Services Staff Updates

From Brett Luminais, *Children's Collection Librarian*

In August I devoted most of my attention to the Second Floor Teen Collection changes. Working with Jake, we successfully implemented the Adult and Teen Video Game spinner units. The deselection process we completed in the beginning of August was integral; because of this process I was able to ensure our patrons were presented with a clean and orderly shelving system on the spinners, with games separated clearly by console. I also removed YA fiction from its previous location outside the Vortex, and housed these titles and YA Graphic Novels in Meeting Room C temporarily. I then organized and created signs for both YA Fiction and YA Graphic Novels to ensure the collection could be easily accessed by staff so patrons could still check out these high-demand items. Working with Jake, we were able to rehouse all of YA Fiction titles from the carts in Meeting Room C to the new shelves in the Vortex ahead of schedule. I also staged YA NF in its temporary position in the Vortex before moving it and YA TEST PREP to their new locations just outside the Vortex behind YA Graphic Novels. After we completed the changes, I was able to return my attention to smaller tasks such as catching YA Series stragglers and changing them to YA Fiction, catching YA NF titles that belong in the YA Create collection and changing them over, cleaning up and deleting old weeding and display record sets, evaluating and repairing damaged STEAMboxes, evaluating damaged items for replacement, creating new weeding lists, etc. At the same time as the collection changes, I managed my downtime so that ordering and other necessary collection maintenance processes could continue normally.

From Lynnette Hopwood, *Adult Collection Librarian*

August was very busy as we were preparing to rearrange the second floor. I really like the spinners as the vinyl collection is more noticeable. The move was very smooth and as least disruptive as could be. My staff and I pitched in and helped patrons find the materials they were looking for on the carts while things were getting reshelfed. I am so grateful for the opportunity I was given to attend Digipalooza '21 virtually for three days. OverDrive hosted the conference and was sponsored by several of our current vendors. Some of the topics that we discussed were equity in your digital library, insights from the surge in digital collection use, data from our digital catalog, innovation in creating the next era of digital growth, social media success, just to name a few. I also was privileged to hear keynote addresses from Anita Hill (I can't wait to read her new book) and Dr. Carla Hayden, Librarian of Congress (all I can say is wow) as well as authors Abby Jiminez and Andy Weir.

From Jacob Luce, *Acquisitions Supervisor*

For the month of August I continued to process invoices and process the various carts of materials for our collection provided to me by our Collection Librarians. The Outreach Rokus were processed and delivered to Outreach. My team have finished the Blu-ray re-casing project. They have finished both the adult and children's Blu-ray collection. They are periodically checking the shelves for Blu-ray cases that may have been missed during the initial re-casing. I helped remove young adult fiction and young adult graphic novels onto carts and into Meeting Room C. I also helped label

those carts with the call number, so staff could easily locate young adult materials if needed. I helped complete the young adult collection move and the young adult and adult video game collection move. I helped with the installation and configuration of the video game spinners too. During the YA Collection move I also assisted Brett with relocating the Anime movies so they can be displayed by the YA graphic novels.

From Chris Castle, *Cataloging Supervisor*

This month, I updated our Polaris codes spreadsheet with the new and revised locations for the YA materials and bulk changed the magazines to “2nd Floor – Magazine Area.” I also updated the item record templates for the magazines to reflect this change. Karina and I began working on the PinTech volume cleanup project this month. As of this writing, we are nearly done editing Fountaindale’s items to meet the deadline of September 8th. I also began working on the DVD and Blu-ray TOM cleanup project and am also almost finished with it. Karina and I both attended the Building Accessible Library Collections for Individuals with Disabilities webinar. This session was extremely informative and gave us ideas of how other libraries are meeting the needs of disabled patrons in terms of items in their collections. It was filled with examples and resources to explore. I attended a webinar about cataloging in Leap with Polaris 7.0 this month. A representative from Innovative demonstrated the new features included in the update, but I still find the lack of many essential features from the client to be its pitfall. The serials module also received some updates with 7.0, so Adwoa examined those. She said she navigated around with it for a bit and saw there is a newly added feature to create new predictions, as if you were to do it in the client. The only con she found was that she can't open multiple windows to check current item records when needed to see the item records side by side. She also noticed the lack of a label printing feature. Other than that, she says it seems to be better than the last time she tested the features of the serials module in Leap. Christina called a meeting to discuss the process for renewing periodicals this month. It was decided that the periodicals specialist will give the Acquisitions Supervisor all renewal mail for him to determine the appropriate method of payment. The Acquisitions Supervisor will use the credit card for more urgent renewals and will give all others back to the Periodicals Specialist to pay with check. This will ensure there are no lapses in subscriptions. With the new department schedule being introduced at the end of the month, the newspaper processing schedule had to be updated. I created the new schedule of primary and backup staff for this daily task.

From Karina Andrus, *Cataloger*

This month I attended 2 webinars, one about cataloging LGBTQIA+ materials using the Homosaurus and one on creating better accessibility for disabled patrons and staff. Both of these webinars were very informative and will be useful in my work as a cataloger and on the IDEA committee, which I began serving on this month. In the disability webinar, I learned about many ideas and programs that other institutions are doing to increase accessibility, and I will be reporting back to the IDEA committee on them. The main takeaway I learned was how important it is to include disabled patrons from our community in the planning of any service that we intend to provide for them. In my daily work, I continued to prioritize cataloging holds, dated materials, and materials relevant to current events. I have been focusing on reducing my cataloging backlog of nonfiction items to free up space on carts and shelves.

From Christine Jason, *Interlibrary Loan Specialist*

This month, I published my first Christian Fiction newsletter using LibraryAware. I have already started to work on October’s newsletter. I also attended a Booklist webinar for Fall Adult Faves featuring Marketing Directors from several publishers who presented late winter titles in both fiction and non-fiction. I was able to prepare a cart of titles for Lynnette to review. Finally, I suggested some horror DVD titles to Lynnette for our collection for the upcoming Halloween holiday.

Circulation by Branch

Branch	2020	2021	Change	% Change
Building	45,209	51946	6737	14.90%
Outreach	1403	1493	90	6.41%
Studio 300	756	1439	683	90.34%
Digital	8787	8,750	-37	-0.42%
Totals	56,155	63628	7473	13.31%

Battle of the AV Formats

Format	Circs		Format	Circs
Blu-ray	1999	vs.	DVD	9060
CD Audiobook	585	vs.	Playaway Audiobook	482
Vinyl Record	354	vs.	Music CD	979

Special Collections

Collection	Circs
Backpacks	187
Dolls	43
Hotspots	32
Laptops	222
Lucky Day	857
Rokus	37
STEAMboxes	78
Tween Book Boxes	13
Vinyl Records & Cases	422
Portable Record Players	55

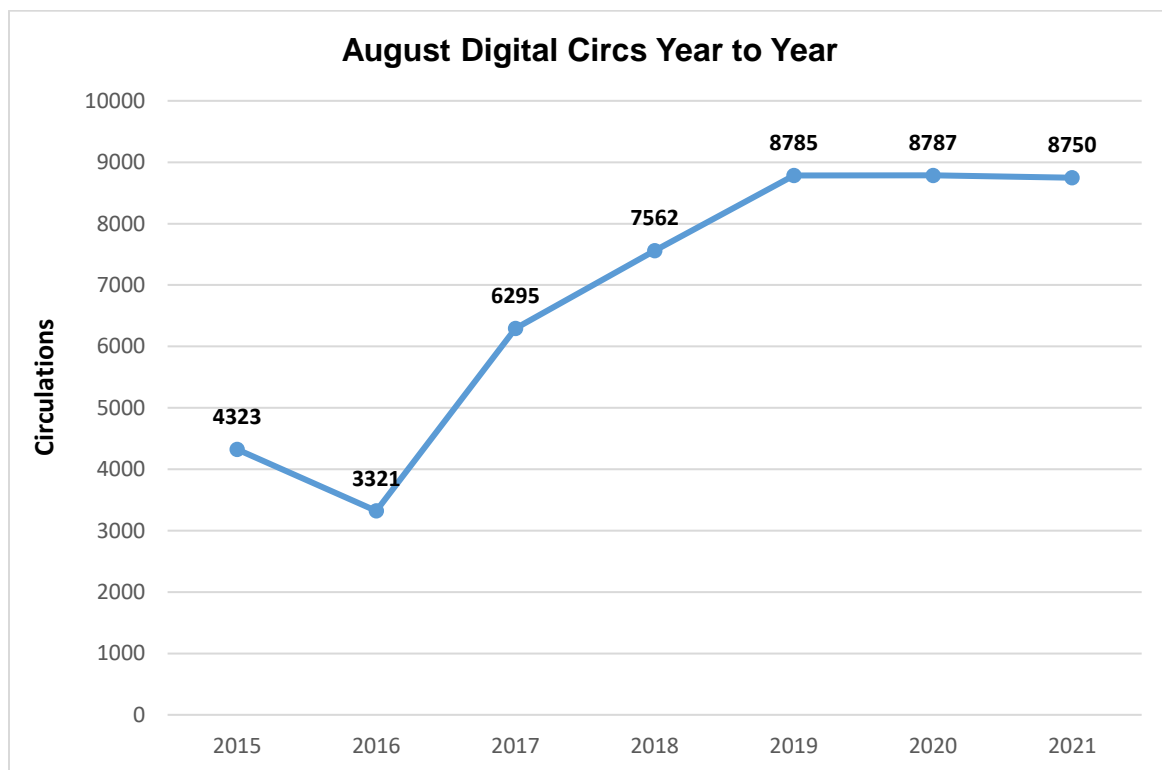
Physical Collection Circulation

**Sorted alphabetically by collection*

Collections	Aug 2020 Circs	Aug 2021 Circs	Change	% Change
Adult Audiobooks	597	582	-15	-3%
Adult Fiction	4771	4847	76	2%
Adult Graphic Novels	487	866	379	78%
Adult Nonfiction	4441	5024	583	13%
Adult Video Games	353	569	216	61%
Beginning Readers	1685	2318	633	38%
Interlibrary Loan	265	267	2	1%
Juvenile Audiobooks	489	783	294	60%
Juvenile Fiction	4298	4541	243	6%
Juvenile Graphic Novels	1771	2029	258	15%
Juvenile Kits	4	123	119	2975%
Juvenile Movies & TV	2786	2781	-5	0%
Juvenile Nonfiction	2533	3149	616	24%
Juvenile Technology & Equipment	93	345	252	271%
Juvenile Video Games	798	998	200	25%
Large Print	689	685	-4	-1%
Local Authors	7	22	15	214%
Local History & Genealogy	0	0	0	
Magazines	908	612	-296	-33%
Movies & TV	9079	8110	-969	-11%
Music	1184	1310	126	11%
On-the-Fly	13	23	10	77%
Picture Books	5886	8791	2905	49%
Studio 300	758	1439	681	90%
Technology & Equipment	193	646	453	235%
World Languages Adult	149	187	38	26%
World Languages Juvenile	329	433	104	32%
World Languages Young Adult	10	2	-8	-80%
Young Adult Audiobooks	52	51	-1	-2%
Young Adult Fiction	965	1248	283	29%
Young Adult Graphic Novels	944	1271	327	35%
Young Adult Kits	0	11	11	
Young Adult Nonfiction	208	175	-33	-16%
Young Adult Technology & Equipment	7	1	-6	-86%
Young Adult Video Games	616	639	23	4%
TOTALS	47368	54878	7510	16%

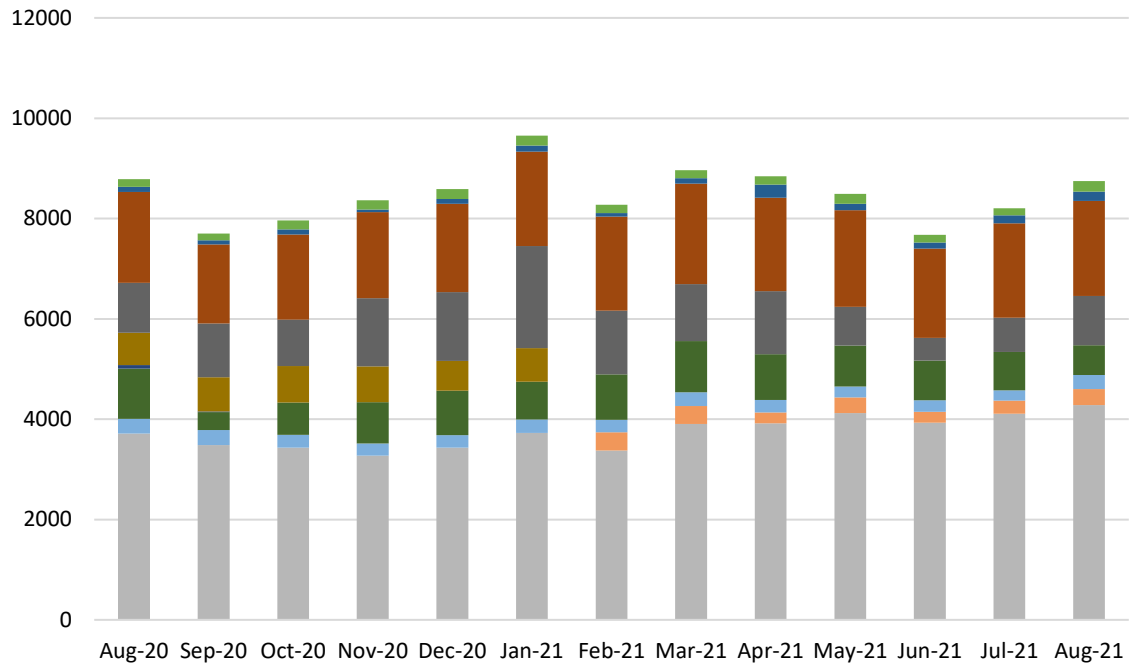
Digital Collection Usage

Digital Platform	Aug 2020	Aug 2021	Change	% Changed
OverDrive	3715	4598	883	23.77%
Hoopla	1811	1898	87	4.80%
PressReader	105	186	81	77.14%
Kanopy	155	212	57	36.77%
Rbdigital Entertainment <i>*app discontinued</i>	0	0	0	0.00%
eRead Illinois	290	283	-7	-2.41%
Freegal	990	977	-13	-1.31%
Rbdigital eAudio <i>*app discontinued</i>	72	0	-72	-100.00%
cloudLibrary Shared	589	388	-201	-34.13%
cloudLibrary	414	208	-206	-49.76%
Rbdigital eMags <i>*app discontinued</i>	646	0	-646	-100.00%
Totals	8787	8750	-37	-0.42%



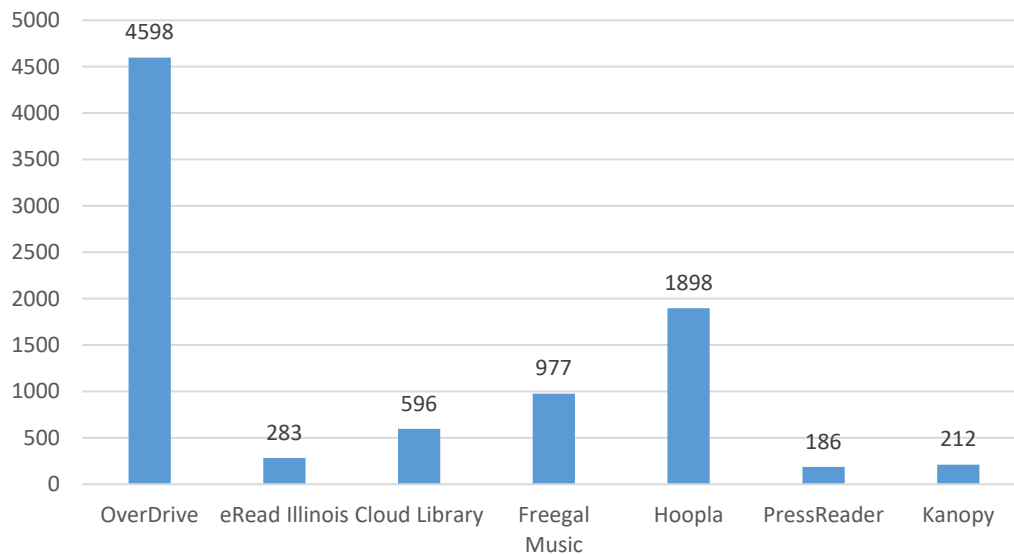
For **August**, digital circulation was **13.75%** of the library's total circulation.

Digital Collection Circulation Over the Year



	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21
Kanopy	155	133	177	181	196	192	165	161	168	198	148	141	212
PressReader	105	83	103	52	96	125	68	106	263	126	121	156	186
Hoopla	1811	1574	1694	1718	1758	1880	1878	2002	1863	1924	1785	1880	1898
Freegal Music	990	1076	925	1355	1373	2035	1272	1134	1254	772	451	688	977
RBdigital eMags	646	678	732	720	596	671	0	0	0	0	0	0	0
RB Digital eAudio	72	17	0	0	0	0	0	0	0	0	0	0	0
Cloud Library	1003	356	643	820	883	751	901	1023	915	817	790	760	596
eRead Illinois	290	300	252	242	253	268	249	274	250	216	233	207	283
OverDrive eMags							368	356	215	316	216	260	319
OverDrive	3715	3483	3435	3274	3431	3728	3373	3907	3917	4120	3929	4111	4279

Digital Circulation By Platform



Physical Items Added and Withdrawn

Items	Aug 2021 Added	Aug 2021 Withdrawn
Adult Audiobooks	21	0
Adult Fiction	1332	1008
Adult Graphic Novels	21	1
Adult Nonfiction	387	2093
Adult Video Games	2	10
Beginning Readers	17	15
Juvenile Audiobooks	2	0
Juvenile Fiction	290	29
Juvenile Graphic Novels	55	43
Juvenile Kits	0	0
Juvenile Movies & TV	54	285
Juvenile Nonfiction	66	56
Juvenile Technology & Equipment	1	0
Juvenile Video Games	5	6
Large Print	87	0
Local Authors	2	0
Local History & Genealogy	7	0
Magazines	267	0
Movies & TV	283	773
Music	52	1
Picture Books	72	680
Studio 300	1	0
Technology & Equipment	0	5
World Languages Adult	2	1
World Languages Juvenile	2	8
World Languages Young Adult	0	0
Young Adult Audiobooks	1	1
Young Adult Fiction	209	7
Young Adult Nonfiction	78	9
Young Adult Technology & Equipment	0	0
Young Adult Video Games	1	65
TOTALS	3361 Added	5101 Withdrawn

Acquisitions & Processing

- Purchase Orders created and released: 89
- Invoices Paid: 206
- Boxes Received and Opened: 67
- Items Repaired: 317

Cataloging

- Items Cataloged and made available: 3361
- Original bibliographic records created: 17
- Magazines & Newspapers processed: 265

Interlibrary Loan

303	Items Received for our patrons <ul style="list-style-type: none"> • 241 items from IL libraries • 62 items from out of state libraries
255	Items Sent out to other libraries <ul style="list-style-type: none"> • 118 to IL libraries • 127 to out of state libraries • 10 to XYZ libraries
420	Items requested by our patrons this month <ul style="list-style-type: none"> • 400 submitted in OCLC • 7 items were too new to request • 8 were available in Pinnacle • 5 were out of country only
313	Items requested by OCLC libraries this month <ul style="list-style-type: none"> • 162 from IL libraries • 151 from out of state libraries

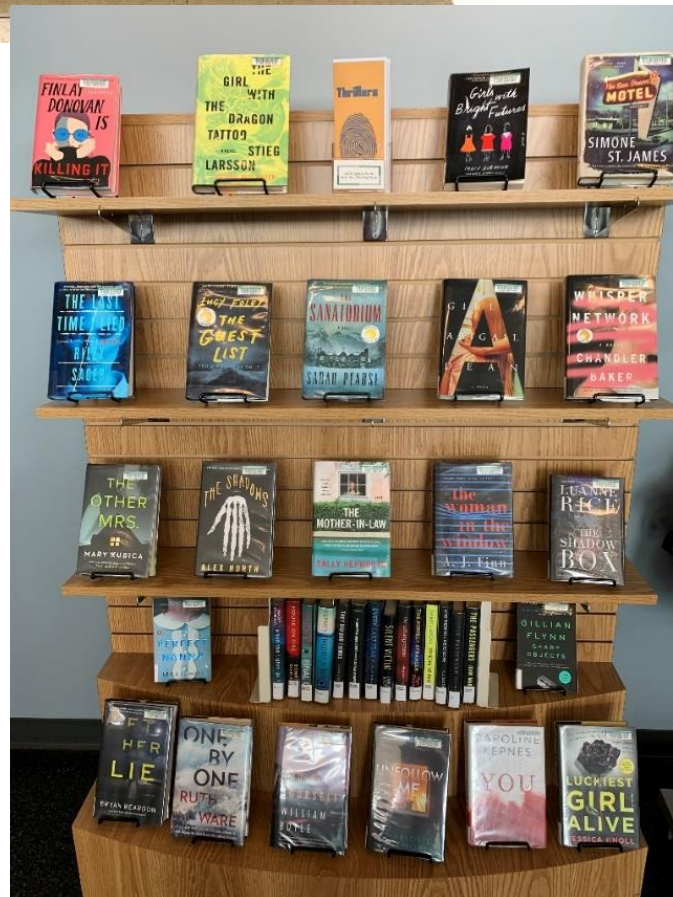
Weeding & Collection Maintenance

CHQ Status	Adult	Young Adult	Juvenile	Totals
Dead - Items that have not circulated in <u>2 years</u> <i>CHQ Recommendation: less than 10%</i>	2,451 Up 34 Items 2.17%	146 Up 31 Items 1.35%	1,544 Up 377 Items 1.53%	4,172 Up 442 Items 1.84%
Collection Check - Anything that has not circulated in <u>4 years</u> <i>CHQ Recommendation: less than 10%</i>	34 Down 39 Items 1.39%	12 Stayed the Same 6.78%	82 Up 9 Items 5.31%	128 Down 36 Items 3.19%

Grubby - Items that have circulated <u>75</u> times or more CHQ Recommendation: less than 10%	9,302 Down 340 Items 8.24%	428 Down 22 Items 3.27%	10,176 Down 43 Items 10.09%	19,906 Down 509 Items 8.78%
DOA* <i>Items that have been added to the collection in the last 6-18 months, and only circulated 1 or less times.</i> US average 16%	138 5.72%	5 3.76%	29 4.20%	172 5.32%
Turnover <i>August 2020 to August 2021</i>	2.30	2.52	2.47	2.39

Displays

<u>1st Floor:</u> Lobby Cart: Stories to Bring Us Together – 29 (only up 2 weeks) Lobby Tree: Staff Picks – 25 Lobby Cart: Update Your Resume – 49 Lobby Cart: Don't Worry Be Happy – 133 <u>2nd Floor</u> 2 nd floor cart: Sports – 36 <u>3rd Floor</u> Self-Check: Staff Favorites – 4 3 rd Floor Desk Table: Green Knight – 8 3 rd Floor Desk Table: Book Club Picks – 16 3 rd Floor Cart: Dogs – 5 3 rd Floor Cart: Fab Finds – 36 3 rd Floor Cart: Cats – 8 3 rd Floor Cart: Read a Romance month – 37 3 rd Floor Nonfiction Food For Thought – 1 3 rd Floor Nonfiction U S History – 0 3 rd Floor Nonfiction Adulting – 0 3 rd Floor Nonfiction Take Home S'More Books – 0 3 rd Floor Nonfiction Due you see a book you like – 0 3 rd Floor Nonfiction As Seen on TV – 2 3 rd Floor Nonfiction Dogs – 0 3 rd Floor Nonfiction Games People Play – 0 3 rd Floor Nonfiction My Kind of Town – 1	<u>Children's and Teens</u> <ul style="list-style-type: none"> • Celebrating First Responders – 3 • Changing Seasons – 2 • Middle School Adventures – 20 • Dinosaur Movies – 5 • Step Into Reading – 36 • Easy readers – 39 • Easy Nonfiction – 49 • Back to School – 109 • 1000 Books Before Kindergarten – 74 • Phenomenal Fiction (At risk DOA) – 15 • Daytime – 13 • Nighttime – 33 • Olympics – 11 • Fear Street – 68 • Teen Pop – 14 • Own Voices - 23
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Communications (Melissa Bradley)

Communications Highlights

- Our Google Ads had 38,223 impressions and 4,097 clicks.
 - Campaigns with the most impressions:
 - Catalog Items: 29,689 impressions; 3,035 clicks
 - YouTube Channel: 2,991 impressions; 471 clicks
 - LinkedIn Learning: 2,605 impressions; 192 clicks
- We auto renewed 231 library cards with Patron Point.
- We scheduled, wrote/edited and published 18 blog posts.
- We edited/posted 34 YouTube videos.
- We created eight [Instagram reels](#) which have 14,761 views combined.
- We renewed the top-performing Libby ads on Spotify.
 - Magazines (two ads): 7,126 impressions; 11 clicks
 - Audiobooks (two ads): 7,609 impressions; 16 clicks
 - Teen generic (one ad): 3,779 impressions; 12 clicks
- Melissa and Steven filmed a [timelapse video](#) and an [introductory video](#) to promote the Vortex's reopening.
- Melissa and Steven joined and attended the first meeting of the IDEA committee.
- Melissa secured sponsorships from Portillo's, Homerun Inn Pizza and Andy's Frozen Custard to support the Great Reading Race for middle school students.
- Melissa created invitations for and has assisted in planning the Board Room Dedication event on September 19.
- The entire Communications team assisted Randi with preparing the Great Reading Race collateral, website copy and Beanstack setup.
- Sabrina celebrated her 25-year anniversary at Fountaindale!
- Sabrina created all new signage for the Vortex, designed the new school services brochure and created collateral for Read-a-Palooza and the Great Reading Race.



BOOKMOBILE AND LIBRARY EXPRESS VAN VISITS

Our Bookmobile is a full-service, tech-friendly mobile branch of our library. We provide scheduled monthly visits to all Bolingbrook elementary schools so students and teachers can browse and check out popular books, audiobooks, CDs, Playaways and DVDs from the Bookmobile.

Our Library Express Van is equipped with carts to roll into schools for students and teachers to check out materials. The van also delivers and picks up materials to all schools within our district, including several area preschools.

Please contact us to schedule a Bookmobile or Library Express Van visit for your school.





If you would like to collaborate on an idea or service that is not listed, or if you have any questions, please contact Outreach Services at 630.685.4230 or outreach@fountaindale.org.

SCAN ME



FOUNTAINDALE PUBLIC LIBRARY

300 W. Braiscliff Road
Bolingbrook, IL 60440
630.685.2102
fountaindale.org

STAY CONNECTED



SCHOOL & TEACHER SERVICES

GREAT READING RACE

Principals, Library Media Center Directors and Teachers!

The Great Reading Race Runs September 13–October 25

Students are encouraged to read to earn prizes for their school media center and classroom. These middle schools in Bolingbrook will win a paperback book collection for their library media center.

First Place: 45 Books - Second Place: 30 Books - Third Place: 15 Books

The top classroom at each school will receive a \$100 gift card for a class pizza party and a collection of 10 paperback books.

Great Reading Race Rules

- Students will track their reading from Monday, September 13 until Monday, October 25.
- Students should only log reading completed during the program. They may read books and eBooks as well as listen to audiobooks or eAudiobooks.
- Students will log the number of minutes read during independent reading time at home and school. Classroom read-alouds or stories read to a class can also be logged for this program.
- Students that log their reading will be considered a participant and will be entered into random drawings for Bolingbrook reader t-shirts and paperback books and will earn vouchers from local restaurants, while supplies last.
- Students may register and log their reading at fountaindale.org/gr. Students can also download the Readback app on their phones to log from home.
- Once a student has created an online Great Reading Race account, they should sign in using their library card and pin. Click on the blue "Log Reading and Activities" button. When logging, please select the date and then enter title, author and minutes read in the entry boxes.
- The last day to log reading is Monday, October 25.

Paper reading logs are available upon request. Please direct requests for paper logs as well as questions to fountaindaleteen@fountaindale.org. We look forward to your participation in the Great Reading Race.

Randi Carreno, Teen Services Librarian
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The Great Reading Race is generously supported by:



300 W. Braiscliff Road
Bolingbrook, IL 60440
630.685.2102
fountaindale.org

Media

- *Biblioboard* mentioned our [Fountaindale Corners](#) collection in their newsletter.
- Valley View covers our [back-to-school resources](#) in their weekly media release.
- *The Patch* mentioned us in their coverage of local author Kristina Parro.
- *The Patch* posts all of our blog posts in their Community Corner section.

Social Media Metrics

- Facebook Metrics
 - 7 new followers
 - 787 page views
 - 31,306 people viewed our content (reach)
 - 8,030 people saw our content because a friend shared, liked or engaged with it
 - 1,876 people engaged with our content (clicked, liked, commented or shared)

Twitter Metrics

- 3 new followers
- 305 page views
- 6,019 tweet impressions

Instagram Metrics

- 13 new followers
- 281 post likes & comments
- 18,218 people viewed our content (reach)

YouTube

- 8 new subscribers (885 total)
- 2,591 views
- 132.5 hours of watch time
- 69,934 impressions (How many times our video thumbnails were shown to viewers on YT.)

Email Marketing Metrics

- MailChimp:
 - 25 emails sent (This includes weekly blog roundup emails)
 - 129 new subscribers (This includes blog subscribers)
 - Average open rate: 25.45% (industry average is 21.33%)
 - Average click rate: 4.83% (industry average is 2.62%)
- Patron Point
 - Renewal emails open rate: 36.23%

Finance (Jennie Nguyen)

- **Audit** - The auditors completed the onsite audit and are currently working on compiling the information for the audit report. We expect to have a draft in October
- **Budget** - Compiled the necessary information to complete the *Chief Fiscal Officer's Estimate of Revenue by Source* document to be filed with the budget. Drafted the final *Budget and Appropriation Ordinance* for fiscal year 2021-2022 to be approved at the September board meeting.
- **Appraisal Service** - Reviewed the services provided by our current appraisal company as to whether they still meet our needs. I have looked into other appraisal service companies and reviewed their services in terms of pricing, availability and current technology used.
- **License Plate Sticker Meeting** - I had a meeting with Amina, Nancy and John to discuss the license plate sticker services the Library proposed to provide to our patrons. We discussed the many items on the agenda which included the strict procedures for the sticker sale and the necessary equipment required for this project. I reached out to my credit card company contact person for pricing on the credit card reader equipment and service charges. This allows us to determine if the fee is something that we would need to pass onto our patrons or would be able to absorb the cost. We had a conference call with the Elavon representative to discuss what we would need and how their services would tie into the services we plan to provide.
- **Newspaper Subscriptions** - Due to the invoice and payment cycle not aligning, this has caused a lapse in one of the Library's newspaper subscriptions. In order to prevent future lapse in service, several of the newspaper subscriptions were placed on autopay. I had asked that the list of auto pay subscriptions and authorization be forwarded to Finance for our records.
- **Credit Card Log Sheet** - In order to maintain a clear record of the usage information for all of the District's credit card accounts, a google document was created whereby all of the credit card holders could easily access and manage their accounts. This method gives Finance another opportunity to view usage authorization for a particular day if a discrepancy arises.
- **Patron Refund Records** - Marlen and Allyse worked together to create a patron refund spreadsheet to track the patron information, reason for refund and who the payment was payable to whether it was made directly to the patron or guardian. This will assist in preventing double payment and in the unclaimed property process as well.
- **FOIA** - I had completed a FOIA request for information on the Library's any and all purchasing records from May 17, 2021 to the current date of request (August 16, 2021).

Human Resources (Lea Pottle)

Staffing and Recruiting

Open Positions:

- Adult & Teen Services Specialist (3 positions)
- Building Security Monitor (3 positions)
- Circulation Services Aide (3 positions)

New Hires:

- Ryan Webb, Studio Services Specialist, 8/9
- Roxanne Gentry, Adult and Teen Services Specialist, 8/23

Change in Status and Promotion:

- Marlen Soto, Finance Specialist, part-time to full-time
- Jose Robles, Support Technician, promoted to Information Technology Supervisor, 9/8

Departures:

- Randy Hildebrandt, Information Technology Supervisor, 8/5
- Tyrese Bell, Circulation Services Aide, 8/7
- Anabel Garcia Silva, Adult and Teen Services Specialist, 8/29

JJC LTA Practicum Site

Fountaindale was contacted by Gianna C. asking us to be the host site for her LTA practicum. We have agreed. Gianna will be shadowing our staff from September through October. Gianna will rotate through most of our departments to get an overview of the services we offer our community. We look forward to assisting her with her certification.

Information Technology (John Matysek)

- During the month of August 74 new help desk tickets were created by FPLD staff, and 71 new or existing tickets were solved by IT staff.
- Updated Microsoft Windows on all library servers as well as the most popular utility software on the patron computers.
- Updated the underlying VMware vSphere system software on the main network server.
- Began working with vendor Cisco to troubleshoot backup issues with Call Manager and Emergency Responder aspects of the library VoIP phone system.
- Regenerated expired security certificates on all Cisco phone system servers.
- Along with Jose Robles and Nathan Peddicord, removed the computer equipment at the temporary Vortex staff desk in preparation for the Vortex reopening.
- Met with vendor ITsavvy to further discuss a pricing proposal for an HPE hyper-converged infrastructure solution for replacing the library's current main network server and storage hardware.
- Conducted a test conversion of the library Intranet site from Classic Google Sites to New Google Sites.
- Met with Nancy Korczak, Amina Ali, and Jennie Nguyen to discuss equipment requirements for offering license plate registration renewals in the library.
- Along with Jose Robles and Nathan Peddicord, worked to identify, label, and document HDMI wiring on the new Bookmobile.
- Began interviewing for the vacant Information Technology Supervisor position.

August 2021 District Statistics						Population Total		67683			
Total Circulation Statistics		63,628	Reading Programs	Adult	Teen	Children	Outreach	Total	Website Visits	Total Facebook Likes	
Building/Driveup		53,385	Reading Programs Offered	0	0	2	0	2	17,002	4,767	
Bookmobile		1,493	Reading Members	0	0	399	0	399	Proctoring	Total Twitter Followers	
Digital		8,750	Summer Reading	0	0	0	0	0	2	890	
			Summer Reading Members	0	0	0	0	0	Faxes Sent	Total Instagram Followers	
			Collections Totals		Population Served	Building	Outreach	Total	567		
Interlibrary Loan Requests			New Physical Items	3,361	Total Visits	17,343	130	18,240	Scans Sent	Total eNews Subscribers	
Items Received for our Patrons		303			New Cardholders	258	1	259	4,404		
Items Sent to other Libraries		255			Active Cardholders	25,771	48	25,819	Pages Printed	COHS Students Enrolled	
			% Served		All cardholders **	38,750	Drive through visits		767	16,875	
In-house checkins (Not part of total circ)		N/A	Active cardholders	38.15%	Computer and Internet Sessions						Monthly Wireless Sessions
			All cardholders	57.25%	Studio 300	Children's	Vortex	Lab/Commons	Chromebooks		
					145	407	101	2,262	77		
Public Use of Meeting Rooms		S300 Audio Booths	Studio 300 GCRs	S300 Video Suites	Meeting Room A, B & Board Room	Study Rooms	Free Standing Book Drop Return Totals				
Number of events/uses		68	29	7	27	327	Building Front	Building Rear	Church	Ashbury's	
Attendance		93	40	16	383	459	4,170		5,909	1,051	
		Programs Adults				Programs Teens/Adults					Mobile App Downloads
Programs		Adult/Teen Staff	Outreach Staff	Studio 300 Staff	Total	Adult/Teen Staff	Outreach Staff	Studio 300 Staff	Total	IOS: 4,656	
Numbered offered		28	0	8	36	6	0	0	6	Android: 879	
Attendance		263	0	38	301	127	0	0	127		
Programming hours		51	0	7	58	10	0	0	10		
		Programs Children				Passive Programs for Teens/Adults					Total Offered
Programs		Children's Staff	Outreach Staff	Studio 300 Staff	Total	Adult/Teen Staff	Outreach Staff	Studio 300 Staff	Total	152	
Numbered offered		20	28	0	48	3	2	0	5	Total Attendance	
Attendance		270	829	0	1099	107	9	0	116	5,498	
Programming Hours		9.75	42	0	51.75	X	X	0	X	Total Programming Hours	
		Passive Programs for Children				Cross-Department Programs, Tours and Streaming Media Video Stats for All Ages					282
		Children's Staff	Outreach Staff	Studio 300 Staff	Total	Building	Virtual (passive)	Virtual	Total		
Numbered offered		28	0	0	28	4	24	34	62		
Attendance		1,338	0	0	1338	18	24	2,591	2,633		
Programming hours		X	0	0	X	6	24	132	162		
Questions		Studio 300	Circulation	ATSD	Outreach	CSD	Other	Unique Chat	Total		
Reference Total		119	131	946	392	954	11	71	2,624		
Directional		1	493	645	0	569	41	0	1,749		
One on One Assistance		6	720	71	0	17	0	0	814		
Comparison to Previous Year		This Year	Last Year	% change	Comparison to Previous Year	This Year	Last Year	% change	*Includes virtual programs		
Circulation		63,628	56,155	13.31%	Reference Questions	2,624	2,788	-5.88%			
Visitors		18,240	16,601	9.87%	Computer Usage	2,892	2,857	1.23%			
Card Holders		25,771	20,934	23.11%	Wireless Sessions	18,391	16,417	12.02%			
Room Bookings		458	83	451.81%	Program Attendance*	5,498	5,386	2.08%			