

FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
BOARD OF LIBRARY TRUSTEES  
October 21, 2021 | 7 p.m.  
300 West Briarcliff Road | Bolingbrook | Board Room

View the meeting online via YouTube: <https://youtu.be/n8QeVFljzFg>

1. Call to Order and Roll Call of Trustees
2. Pledge of Allegiance
3. Approval of Agenda
4. Minutes for Approval
  - a. Public Hearing – September 16, 2021
  - b. Board Meeting – September 16, 2021
5. Employee Recognition
  - a. Justin Clash – 5 Years
  - b. Lea Pottle – 5 Years
  - c. Susan Ford – 10 Years
6. Comments from the Public
7. Friends of the Library
8. New Business – Action Items
  - a. Approval of Proclamation Honoring the Peterson Family for 10 Years of Brooks Cafe
  - b. Acceptance of Financial Report for Fiscal Year 2020/2021
  - c. Approval of Resolution 2021-7 – Truth in Taxation Law Resolution
  - d. Approval of Ordinance 2021-5 – Ordinance to Levy an Additional Tax of .02% for Fiscal Year 2022/2023
  - e. Approval of Proposal from FastForward Libraries for Consultant Services – Strategic Plan
  - f. Approval of 2022 Fountaindale Public Library District Closing Schedule
  - g. Approval of 2022 Staff Supplemental Floating Holidays
  - h. Approval of 2022 Fountaindale Public Library District Board Meeting Schedule
  - i. Review of Serving Our Public 4.0
  - j. Acceptance of Resignation of Jennifer Korb Waldorf
  - k. Approval of Declaration of Vacancy for the Office of Trustee and Plan to fill Vacancy
9. Library Projects
10. Correspondence
11. Treasurer's Report
12. Bills for Approval
  - a. Bills Paid Report – October, 2021
  - b. Bills Payable Report – October, 2021
13. Director's Report – September, 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

## October 2021 Agenda Background

Paul Mills

### 8. New Business – Action Items

- a. Approval of Proclamation Honoring the Peterson Family for 10 Years of Brooks Cafe

This proclamation honors the Peterson Family for operating Brooks Café for 10 years in our library.

*Suggested Motion: Motion to approval Proclamation honoring the Peterson Family for 10 years of Brooks Café.*

- b. Acceptance of Financial Report for Fiscal Year 2020/2021

The Financial Report is prepared and presented by our auditing firm, Brian Zabel & Associates, PC.

*Suggested Motion: Motion to accept the Financial Report for Fiscal Year 2020/2021.*

- c. Approval of Resolution 2021-7 – Truth in Taxation Law Resolution

This resolution represents a 4.9% increase request from the previous year's levy. This request will not be funded in full as our District, like other library districts and some other units of local government, is limited by the property tax extension limitation law.

*Suggested Motion: Motion to approve Resolution 2021-7 – Truth in Taxation Law Resolution.*

- d. Approval of Ordinance 2021-5 – Ordinance to Levy an Additional Tax of .02% for Fiscal Year 2022/2023

This ordinance represents funds we request every year and the funds are used to maintain our building.

*Suggested Motion: Motion to approve Ordinance 2021-2 – Ordinance to levy an additional tax of .02% for Fiscal Year 2022/2023.*

- e. Approval of Proposal from FastForward Libraries for Consultant Services – Strategic Plan

The recommendation from the Strategic Plan Liaisons is to move forward with the proposal from FastForward Libraries for consulting services for the creation of our next Strategic Plan. The cost of the proposal is \$22,750.

*Suggested Motion: Motion to approve Proposal from FastForward Libraries for Consultant Services – Strategic Plan.*

- f. Approval of 2022 Fountaindale Public Library District Closing Schedule

The draft 2022 library closing schedule features a standard schedule of closed days for us.

*Suggested Motion: Motion to approve the 2022 Fountaindale Public Library District closing schedule.*

- g. Approval of 2022 Staff Supplemental Floating Holidays

If the Board approves the draft library closing schedule, we will have four holidays that fall on a weekend day – New Year's Day, Christmas Eve, Christmas Day, and New Year's Eve. Per our Employee Handbook the Board determines whether a holiday that falls on a weekend will be observed on a different day or whether a supplemental floating holiday will be granted. The Board may also choose neither option and have the calendar stand as is.

It is my recommendation that each staff member be given four Supplemental Floating Holiday to be used by December 31, 2022 in place of the four holidays that will fall on a weekend. Each full time staff member would receive four 7.5 hour Supplemental Floating Holidays and each part time staff member would receive four 4 hour Supplemental Floating Holiday. New Year's Day, Christmas Eve, Christmas Day, and New Year's Day would be Administrative Days in this scenario. An Administrative Day is a day in which the library is closed but there is no paid holiday for our staff.

*Suggested Motion: Motion to approve four 7.5 hour Supplemental Floating Holidays for full time staff and four 4 hour Supplemental Floating Holidays for part time staff which must be used by December 31, 2022 with implementation rules to be created by the Executive Director.*

- h. Approval of 2022 Fountaindale Public Library District Board Meeting Schedule

The Board meeting schedule for 2022 is a standard one with every meeting on the third Thursday of the month.

*Suggested Motion: Motion to approve the 2022 Fountaindale Public Library District Board Meeting Schedule.*

- i. Review of Serving Our Public 4.0

The 2022 Illinois Per Capita Grant requires that every public library board review Serving Our Public 4.0. The management team has reviewed the checklists at the end of each chapter and has found the District to be meeting each of the items.

*Suggested Motion: No action required at this time.*

- j. Acceptance of Resignation of Trustee Jennifer Korb Waldorf

Trustee Jennifer Korb Waldorf reported to Board President Kalnicky that she has moved out of the District and is thus no longer a resident. Her resignation letter is included in the Board Packet.

*Suggested Motion: Motion to accept the resignation of Trustee Jennifer Korb Waldorf.*

- k. Approval of Declaration of Vacancy for the Office of Trustee and Plan to Fill Vacancy

Statutes require the Board to declare a vacancy when one occurs.

President Kalnicky recommends following the plan used to fill earlier vacancies. Specifically, the plan would be to advertise the open trustee position and solicit resumes and letters of interest. The Board would review them and schedule interviews with selected candidates. The interviews would be done in Executive Session.

*Suggested Motion: Approval of declaration of vacancy for the office of Trustee and plan to fill vacancy.*

MINUTES OF A PUBLIC HEARING  
OF THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
WILL AND DUPAGE COUNTIES, ILLINOIS  
HELD SEPTEMBER 16, 2021  
BOLINGBROOK, ILLINOIS

A Public Hearing to review the Budget and Appropriation Ordinance Fiscal Year 2021/2022 of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois, was held pursuant to notice at the Bolingbrook Library, 300 W. Briarcliff Road, Bolingbrook, Illinois on Thursday, September 16, 2021, at 6:30 p.m.

CALL TO ORDER

The Public Hearing was called to order at 6:30 p.m. by Robert A. Kalnicky.

ROLL CALL

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

PRESENT

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

ABSENT

Trustee Marcelo Valencia

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon and Sarah Saltzman.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jennie Mills, Jody Hargett and Francesca Saltzman Freeman.

COMMENTS FROM THE PUBLIC

No comments were made.

ADJOURNMENT

A motion to adjourn the meeting at 6:59 p.m. was made by Armstrong, seconded by Newell.

AYES: Bermejo, Spindel, Newell, Armstrong, Korb Waldorf, Kalnicky

NAYES: None

ABSENT: Valencia

Approved: \_\_\_\_\_  
Marcelo Valencia, Secretary

\_\_\_\_\_  
Robert A. Kalnicky, President

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DUPAGE COUNTIES, ILLINOIS  
HELD SEPTEMBER 16, 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, September 16, 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 Celeste Bermejo, Kathryn Spindel, Ruth Newell, Jennifer Korb Waldorf, Bobby Armstrong and Robert Kalnicky.

ABSENT

Trustee Marcelo Valencia was unable to attend due to a family event.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon and Sarah Saltzman.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett, Jennie Mills and Francesca Saltzman Freeman.

## AGENDA APPROVAL

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

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

## MINUTES OF THE BOARD MEETING – September 16, 2021

The minutes of the board meeting held September 16, 2021 were presented. A motion to approve the minutes was made by Spindel, seconded by Armstrong. Minutes were approved as read.

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

## EMPLOYEE RECOGNITION

President Kalnicky recognized Sarah Saltzman for her ten years of service and presented her with an award and certificate.

## COMMENTS FROM THE PUBLIC

No comments were made.

## FRIENDS OF THE LIBRARY

Jody Hargett reported that the Friends are almost ready for the Friend's Fall Book Sale. Recent internet sales have been great and resulted in \$133 in revenue.

## NEW BUSINESS

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

A motion to approve Ordinance 2021-3 – Budget & Appropriation Ordinance Fiscal Year 2021/2022 was made by Spindel, seconded by Newell.

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



### Approval of Chief Fiscal Officer's Certificate of Revenues by Source

A motion to approve the Chief Fiscal Officer's Certificate of Revenues by Source was made by Armstrong, seconded by Korb Waldorf.

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

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

Kalnicky and Mills discussed the first refinery agreement as well as the second refinery agreement.

A motion to approve Ordinance 2021-4 – Second Lemont Refinery Real Property Tax Assessment Settlement Agreement was made by Bermejo, seconded by Armstrong.

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

### Approval of Sale of 2003 Bookmobile

The library received a full price offer of \$49,900 for the Bookmobile from the City of Fall River in Massachusetts.

A motion to approve the sale of the 2003 Fountaindale Public Library District Bookmobile was made by Newell, seconded by Spindel.

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

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

The American Library Association sent out press release announcing the LibLearnX Conference will take place virtually.

A motion to approve the request to attend for Trustees to the 2022 American Library Association LibLearnX Virtual Conference from January 21–24, 2022 was made by Korb Waldorf, seconded by Spindel.

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

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

A motion to approve the request to attend for Executive Director to the 2022 American Library Association LibLearnX Virtual Conference from January 21–24, 2022 was made by Spindel, seconded by Armstrong.

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

LIBRARY PROJECTS

Mills reported that work on the lower level continues at a slow pace. There are delays in receiving needed components. Some pieces may not arrive until November.

Mills also reported that the lighting project design work continues. When the architect has their work ready, it will be reviewed with the Building Liaisons.

CORRESPONDENCE

The library received a thank you letter from DuPage Township for attending the “Tools for Schools” event.

The library along with Valley View School District and White Oak Public Library District is sponsoring a lecture and book signing event featuring author Nic Stone on Wednesday, September 23 at the Romeoville Athletic Center.

TREASURER'S REPORT

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

## BILLS FOR APPROVAL

### Bills Paid Report – September, 2021

Bills paid for the month of September in the amount of \$61,224.08 was presented for approval. Motion to approve was made by Spindel, seconded by Armstrong.

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

### Bills Payable Report – September, 2021

Bills payable for the month of September in the amount of \$192,261.54 was presented for approval. Motion to approve was made by Spindel, seconded by Newell.

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

## DIRECTOR'S REPORT – August, 2021

Mills reported that he attended the Romeoville TIF meetings in August.

Mills provided an update on Brooks Café. He has spoken with Jan Peterson of Brook Café and she plans on delaying the reopening at this time.

## UNFINISHED BUSINESS

None.

## REPORTS

Building – The Liaisons will be meeting soon with Building Operations Manager Tasos Priovolos and Executive Director Paul Mills regarding the lighting project.

Finance – A meeting has been scheduled for October 21.

Strategic Plan – The library received seven proposals. The Liaisons will be reviewing them and plan to bring a recommendation to the October Board Meeting.

Internal Board Operations – The Liaisons met with Mills on September 1 and reviewed the work the Liaisons have recently completed.

## AGENDA BUILDING FOR THE NEXT MEETING

None.

### ANNOUNCEMENTS

Trustee Newell reminded the Board that this Sunday, September 19 is the dedication of the Board Room for retired President Margaret J. “Peggy” Danhof.

Mills discussed the Rotary Club of Bolingbrook’s Mini Golf Fundraiser.

### ADJOURNMENT

A motion to adjourn the meeting at 7:25 p.m. was made by Spindel, seconded by Newell.

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

Approved: \_\_\_\_\_  
Marcelo Valencia, Secretary

\_\_\_\_\_  
Robert A. Kalnicky, President

**Proclamation**  
**Honoring the Peterson Family for 10 Years of Brooks Cafe**

**WHEREAS**, the Peterson family has operated Brooks Cafe for 10 years;

**WHEREAS**, Brooks Café has provided a much needed service in our library as there are no restaurants in walking distance;

**WHEREAS**, Brooks Café has catered many events and meetings at the library and contributed to their success;

**WHEREAS**, Brooks Cafe partnered with the library during large scale events to provide food services to attendees

**WHEREAS**, the Petersons' have been long time members of the Friends of the Fountaindale Library and given the gift of time and commitment to the Friends;

**Now, therefore, be it resolved** that the Fountaindale Public Library District Board of Library Trustees congratulates the Peterson family on 10 successful years of operating Brooks Café and thanks them for serving our library patrons and staff so well.

Signed this 21<sup>st</sup> day of October 2021

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Robert A. Kalnicky, Board President

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Marcelo Valencia, Board Secretary

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
BOLINGBROOK, ILLINOIS**

**ANNUAL FINANCIAL REPORT**

**For the Year Ended  
June 30, 2021**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
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## **INTRODUCTORY SECTION**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**LIST OF PRINCIPAL OFFICIALS**

June 30, 2021

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**BOARD OF TRUSTEES**

Robert Kalnicky

Celeste Bermejo

Marcelo Valencia

Kathryn Spindel

Ruth Newell

Jennifer Korb Waldorf

Bobby Armstrong

**ADMINISTRATION**

Paul Mills, Executive Director



**Brian Zabel & ASSOCIATES P.C.**

**CERTIFIED PUBLIC ACCOUNTANTS**

1040 West Route 6 • Morris, IL 60450

Phone: (815) 941-9833

Fax: (815) 941-9835

**INDEPENDENT AUDITOR'S REPORT**

To the President and Board of Trustees  
Fountaindale Public Library District  
Bolingbrook, Illinois

We have audited the accompanying financial statements of governmental activities, each major fund, and the aggregate remaining fund information of the Fountaindale Public Library District, Illinois (the District), as of and for the year ended June 30, 2021, and the related notes to the financial statements which collectively comprise the District's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Fountaindale Public Library District, as of June 30, 2021, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

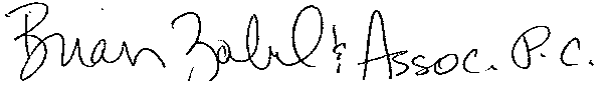
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Fountaindale Public Library District's basic financial statements. The combining fund financial statements and supplementary information are presented for purposes of additional analysis and are not a required part of the financial statements.

The combining fund financial statements, supplementary information, and statistical section are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements are fairly stated in all material respects in relation to the financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

  
BRIAN ZABEL & ASSOCIATES, P.C.  
Certified Public Accountants

Morris, Illinois  
October 1, 2021

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

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As management of the Fountaindale Public Library District (District), we offer readers of the District's statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2021. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in the District's Financial Statements beginning on page 3.

**FINANCIAL HIGHLIGHTS**

- The District's total net position increased from \$23,686,749 to \$26,820,757, an increase of \$3,134,008 or 13.23%. Of this amount, \$5,558,675 (unrestricted net position) may be used to meet the District's ongoing obligations to citizens and creditors.
- The increase in net position of \$3,134,008 was a result of government-wide revenues totaling \$11,677,038 and government-wide expenses totaling \$8,543,030.
- At June 30, 2021, the District's governmental funds reported combined ending fund balances of \$28,625,136, an increase of \$412,321 in comparison with the prior year.

**Using the Financial Section of this Annual Report**

The focus of the financial statements is on both the District as a whole (government-wide) and on the major individual funds. Both perspectives (government-wide and fund) allow the user to address relevant questions, broaden a basis for comparison (year to year or government to government) and enhance the District's accountability.

**Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business. The focus of the Statement of Net Position presents information on all of the District's assets and liabilities and deferred inflows, with the difference reported as net position. This statement combines and consolidates governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations using the accrual basis of accounting and economic resources measurement focus. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The Statement of Activities presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused compensated absences).

The government-wide financial statements (see pages 3 - 5) describe functions of the District that are principally supported by taxes and charges for services revenues.

**Fund Financial Statements**

Traditional users of governmental financial statements will find the Fund Financial Statements to be more familiar. The focus of the presentation is on major funds rather than fund types. A fund is a grouping of

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

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related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are in one category: governmental funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Library maintains ten individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, and Special Reserve Fund, all of which are considered major funds. Data from the other seven governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The District adopts an annual budget for its general fund and for nonmajor funds for Audit, Liability Insurance, Illinois Municipal Retirement Fund, Social Security, Equipping and Maintenance, and Capital Projects. A budgetary comparison schedule has been provided elsewhere in this report to demonstrate compliance with the budget. The basic governmental fund financial statements are on pages 6 through 9, and each of the nonmajor governmental funds can be found on pages 44 through 51 of this report.

### **Notes to Financial Statements**

The notes provide additional information that is essential to a full understanding of the information provided in the government-wide and fund financial statements. The notes to financial statements can be found on pages 10 through 33 of this report.

### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's I.M.R.F. employee pension obligations, District's retiree benefit plan, and budgetary comparison schedules for major funds. This information can be found on pages 34 through 43 of this report.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

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**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets/deferred outflows exceeded liabilities/deferred inflows by \$26,820,757 June 30, 2021.

Fountaindale Public Library District's Net Position at Year End

	Governmental Activities	
	FY 2021	FY 2020
Current Assets	\$ 35,459,059	\$ 34,108,267
Noncurrent Assets	26,105,265	25,341,535
Total Assets	61,564,324	59,449,802
Deferred Outflows of Resources	2,651,743	3,266,618
Total Assets and Deferred Outflows of Resources	<u>\$ 64,216,067</u>	<u>\$ 62,716,420</u>
Current Liabilities	\$ 2,994,926	\$ 2,842,511
Noncurrent Liabilities	24,411,120	27,691,074
Total Liabilities	27,406,046	30,533,585
Deferred Inflows of Resources	9,989,264	8,496,086
Total Liabilities and Deferred Inflows of Resources	<u>37,395,310</u>	<u>39,029,671</u>
Net Position		
Net Investment in Capital Assets	(210,788)	(2,228,329)
Restricted	21,472,870	20,919,695
Unrestricted	5,558,675	4,995,383
Total Net Position	<u>26,820,757</u>	<u>23,686,749</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>\$ 64,216,067</u>	<u>\$ 62,716,420</u>

A portion of the District's net position (\$210,788) reflects investment in capital assets (e.g., land, buildings, and vehicles and equipment); less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Additionally, \$21,472,870 of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining \$5,558,675 represents unrestricted net position that may be used to meet the District's ongoing obligations to citizens and creditors.

The District's net position increased by \$3,134,008 during the year ended June 30, 2021.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

Fountaindale Public Library District's Change in Net Position

	Governmental Activities	
	FY 2021	FY 2020
Revenues		
Program Revenues		
Charges for Services	\$ 37,347	\$ 58,297
Grants and Contributions	87,404	95,224
General Revenues		
Property Taxes	11,164,555	11,277,073
Replacement Taxes	181,026	142,720
Interest	185,113	568,265
Miscellaneous	21,593	10,528
Total Revenues	<u>11,677,038</u>	<u>12,152,107</u>
Expenses		
Culture and Recreation	7,623,578	7,866,157
Interest	919,452	1,401,574
Total Expenses	<u>8,543,030</u>	<u>9,267,731</u>
Increase in Net Position	3,134,008	2,884,376
Net Position-Beginning	<u>23,686,749</u>	<u>20,802,373</u>
Net Position-Ending	<u>\$ 26,820,757</u>	<u>\$ 23,686,749</u>

As shown above, revenues of \$11,677,038 exceeded expenses of \$8,543,030, resulting in the net position increase of \$3,134,008.

## FINANCIAL OVERVIEW

The following financial overview represents normal operating income and expenditures.

Below are the percentages of income by category in relation to total income.

	Income Sources	
	FY 2021	FY 2020
Property Taxes	95.61%	92.80%
TIF Taxes	0.00%	0.00%
Replacement Taxes	1.55%	1.17%
State Grants	0.72%	0.70%
Fines and Forfeitures	0.32%	0.48%
Donations	0.02%	0.09%
Reimbursements	0.16%	0.05%
Interest	1.59%	4.68%
Miscellaneous	0.02%	0.04%
Total Income	\$ 11,677,038	\$ 12,152,107



**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

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Below are the percentages of expenditures by category in relation to total expenditures.

	Expenditures by Category	
	FY 2021	FY 2020
Culture and Recreation		
Personnel	44.30%	25.20%
Contractual Services	6.80%	3.75%
Supplies & Utilities	3.82%	2.07%
Insurance	0.81%	0.41%
Library Materials	10.90%	4.50%
State Grant & Misc	1.27%	0.65%
Capital Outlay	6.54%	3.54%
Debt Service	25.56%	59.87%
Total Expenditures	\$ 11,264,717	\$ 19,519,164

Total revenues decreased \$475,069 or 3.91%. Property taxes decreased \$112,517 or 1.00% from \$11,277,072 to \$11,164,555. Replacement taxes increased \$38,306 or 26.84% from \$142,720 to \$181,026.

Total expenditures decreased \$8,254,447 or 36.96%. Library materials increased \$348,356 or 39.63%. Debt service decreased \$8,807,122 or 75.36%.

### **Governmental Funds**

The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unrestricted, unassigned fund balance may serve as a useful measure of the District's net resources available for spending at the end of the fiscal year.

At June 30, 2021 the District's governmental funds reported combined ending fund balances of \$28,625,136, which is an increase of \$412,321 or 1.46% from the prior year.

The General Fund is the chief operating fund of the District. At June 30, 2021, unrestricted, unassigned fund balance of the General Fund was \$6,722,745. The fund balance of the General Fund decreased by \$109,639 or 1.60% during the year ended June 30, 2021.

### **GENERAL FUND BUDGETARY HIGHLIGHTS**

During the fiscal year ended June 30, 2021, there were no amendments to the budget of the General Fund. Significant differences between the final budget and the actual revenues and expenditures are summarized as follows:

- The difference between the estimated revenues and the actual revenues was \$4,948,960 (unfavorable).
- The difference between the estimated expenditures and the actual expenditures was \$2,468,446 (favorable).

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets** – The District's investment in capital assets for its governmental activities as of June 30, 2021 amount to \$25,266,236 (net of accumulated depreciation). This investment in capital assets includes land, buildings, and furniture, fixtures, and equipment.

The total decrease in the District's investment in capital assets for the year ended June 30, 2021 was \$82,497.

Fountaindale Public Library District's Capital Assets  
(Net of Depreciation)

	Governmental Activities	
	6/30/2021	6/30/2020
Land	\$ 470,665	\$ 470,665
Asset Deposit	143,948	-
Building and Improvements	23,291,568	23,943,135
Vehicles	806,469	439,385
Furniture and Equipment	553,586	488,350
Total	<u>\$ 25,266,236</u>	<u>\$ 25,341,535</u>

Significant additions were made to each category of capital assets, except for land. Renovations were made to the building, computer equipment and furniture were added, and a new vehicle was purchased. Depreciation expense exceeded new additions by \$75,299.

Additional information on the District's capital assets can be found in Note 4 on page 18 of this report.

**Long-Term Debt** – At June 30, 2021, the District had outstanding debt of \$24,385,000. The net decrease in long-term debt was \$1,960,000.

Fountaindale Public Library District's Long-Term Debt

	Balance 6/30/2020	Additions	Reductions	Balance 6/30/2021
General Obligation Bonds	\$ 26,345,000	\$ -	\$ 1,960,000	\$ 24,385,000

Additional information on the District's long-term debt can be found in Note 6 on pages 19 through 21 of this report.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

The District is faced with a similar economic environment as many of the other library districts are faced with. The District's elected and appointed officials considered many factors when setting the fiscal year 2021 budget, including anticipated costs for services, economy, and tax rates. The equalized assessed valuation (EAV) for the District for 2020 is \$2,249,241,892. That represents an increase in EAV of \$86,915,850 over the prior year's EAV.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
June 30, 2021

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**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Board of Trustees, Fountaindale Public Library District, 300 W Briarcliff Rd, Bolingbrook, IL 60440.

## **BASIC FINANCIAL STATEMENTS**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT****STATEMENT OF NET POSITION**

June 30, 2021

**ASSETS**

## Current

Cash and Investments	\$ 28,491,463
Property Taxes Receivable	6,877,503
Prepaid Expenses	<u>90,093</u>

Total Current Assets	<u>35,459,059</u>
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## Noncurrent

Net Pension Asset, IMRF	839,029
Land	470,665
Asset Deposit	143,948
Buildings and Improvements	29,375,038
Vehicles	922,071
Furniture and Equipment	2,411,093
Less: Accumulated Depreciation	<u>(8,056,579)</u>

Total Noncurrent Assets	<u>26,105,265</u>
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Total Assets	<u>61,564,324</u>
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**DEFERRED OUTFLOWS OF RESOURCES**

Deferred Outflow, IMRF	2,146,654
Deferred Outflow, Retiree Benefit Plan	-
Loss on Refunding	<u>505,089</u>

Total Deferred Outflows of Resources	<u>2,651,743</u>
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TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u><u>\$ 64,216,067</u></u>
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See accompanying notes to financial statements.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**STATEMENT OF NET POSITION**

June 30, 2021

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**LIABILITIES**

Current Liabilities

Accounts Payable	\$ 69,504
Accrued Payroll	186,613
Accrued Interest	353,479
Current Portion of Long-term Debt	<u>2,385,330</u>

Total Current Liabilities	<u>2,994,926</u>
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Noncurrent Liabilities

Compensated Absences	146,342
Net Pension Liability, IMRF	-
Total OPEB Liability, Retiree Benefit Plan	631,410
General Obligation Bonds	<u>23,633,368</u>

Total Noncurrent Liabilities	<u>24,411,120</u>
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Total Liabilities	<u>27,406,046</u>
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**DEFERRED INFLOWS OF RESOURCES**

Deferred Inflow, IMRF	3,411,458
Unearned Property Taxes	<u>6,577,806</u>

Total Deferred Inflows of Resources	<u>9,989,264</u>
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Total Liabilities and Deferred Inflows of Resources	<u>37,395,310</u>
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**NET POSITION**

Net Investment in Capital Assets	(210,788)
Restricted	21,491,845
Unrestricted	<u>5,539,700</u>

Total Net Position	<u>26,820,757</u>
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**TOTAL LIABILITIES, DEFERRED INFLOWS OF  
RESOURCES, AND NET POSITION**

\$ 64,216,067

See accompanying notes to financial statements.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**STATEMENT OF ACTIVITIES**

June 30, 2021

		Program Revenues		Total
		Charges for	Operating	
	Expenses	Services	Grants and Contributions	
<b>FUNCTIONS/PROGRAMS</b>				
Governmental Activities				
Current				
Culture and Recreation	\$ 7,623,578	\$ 37,347	\$ 87,404	\$ (7,498,827)
Interest on Long-Term Debt	919,452	-	-	(919,452)
<b>TOTAL PRIMARY GOVERNMENT</b>	<b>\$ 8,543,030</b>	<b>\$ 37,347</b>	<b>\$ 87,404</b>	<b>(8,418,279)</b>
General Revenues				
Taxes				
Property Taxes				11,164,555
Personal Property Replacement Taxes				181,026
Interest Income				185,113
Miscellaneous Income				21,593
Total				11,552,287
CHANGE IN NET POSITION				3,134,008
NET POSITION, JULY 1				23,686,749
NET POSITION, JUNE 30				\$ 26,820,757

See accompanying notes to financial statements.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**BALANCE SHEET  
GOVERNMENTAL FUNDS**

June 30, 2021

	General Fund	Debt Service Fund	Special Reserve Fund	Non-Major Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and Investments	\$ 6,642,148	\$ 1,434,428	\$ 18,724,309	\$ 1,690,578	\$ 28,491,463
Property Taxes Receivable	4,883,902	1,696,301	-	297,300	6,877,503
Due from Other Funds	94,436	-	-	-	94,436
Prepaid Expenses	16,084	-	-	74,009	90,093
<b>TOTAL ASSETS</b>	<b>\$ 11,636,570</b>	<b>\$ 3,130,729</b>	<b>\$ 18,724,309</b>	<b>\$ 2,061,887</b>	<b>\$ 35,553,495</b>
<b>LIABILITIES</b>					
Accounts Payable	\$ 39,827	\$ -	\$ -	\$ 29,677	\$ 69,504
Accrued Payroll	186,613	-	-	-	186,613
Due to Other Funds	-	-	-	94,436	94,436
<b>Total Liabilities</b>	<b>226,440</b>	<b>-</b>	<b>-</b>	<b>124,113</b>	<b>350,553</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable Property Taxes	4,671,301	1,622,390	-	284,115	6,577,806
<b>Total Deferred Inflows of Resources</b>	<b>4,671,301</b>	<b>1,622,390</b>	<b>-</b>	<b>284,115</b>	<b>6,577,806</b>
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>4,897,741</b>	<b>1,622,390</b>	<b>-</b>	<b>408,228</b>	<b>6,928,359</b>
<b>FUND BALANCES</b>					
Nonspendable	16,084	-	-	74,009	90,093
Restricted	-	1,508,339	18,724,309	1,612,676	21,845,324
Unrestricted, Unassigned	6,722,745	-	-	(33,026)	6,689,719
<b>Total Fund Balances</b>	<b>6,738,829</b>	<b>1,508,339</b>	<b>18,724,309</b>	<b>1,653,659</b>	<b>28,625,136</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 11,636,570</b>	<b>\$ 3,130,729</b>	<b>\$ 18,724,309</b>	<b>\$ 2,061,887</b>	<b>\$ 35,553,495</b>

See accompanying notes to financial statements.



**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE  
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION**

June 30, 2021

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FUND BALANCES OF GOVERNMENTAL FUNDS	\$ 28,625,136
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	25,266,236
Premiums or discounts on long-term liabilities and gains and losses on debt refundings are capitalized and amortized at the government-wide level	
Premiums	(1,597,113)
Loss on refundings	505,089
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds	
General obligation bonds	(24,385,000)
Compensated absences	(182,927)
Interest payable is not due and payable in the current period and, therefore, not reported in the governmental funds	(353,479)
Net pension liability for the Illinois Municipal Retirement Fund is not a current financial resource and, therefore, is not reported in the governmental funds	839,029
Total OPEB liability is not a current financial resource and, therefore, is not reported in the governmental funds	(631,410)
Differences between expected and actual experiences, assumption changes, net differences between projected, and actual earnings are recognized as deferred outflows and inflows of resources on the statement of net position	<u>(1,264,804)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 26,820,757</u></u>

See accompanying notes to financial statements.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
For the Year Ended June 30, 2021

	General Fund	Debt Service Fund	Capital Projects Special Reserve Fund	Nonmajor Funds	Total
<b>REVENUES</b>					
Property Taxes	\$ 7,853,429	\$ 2,746,467	\$ -	\$ 564,659	\$ 11,164,555
Replacement Taxes	181,026	-	-	-	181,026
State Grants	84,604	-	-	-	84,604
Fines and Forfeitures	37,347	-	-	-	37,347
Donations	2,800	-	-	-	2,800
Reimbursements	19,015	-	-	-	19,015
Interest	9,913	1,696	172,479	1,025	185,113
Miscellaneous	2,578	-	-	-	2,578
<b>Total Revenues</b>	<b>8,190,712</b>	<b>2,748,163</b>	<b>172,479</b>	<b>565,684</b>	<b>11,677,038</b>
<b>EXPENDITURES</b>					
Current					
Culture and Recreation	6,563,727	-	-	1,084,914	7,648,641
Capital Outlay	736,624	-	-	-	736,624
Debt Service					
Principal	-	1,960,000	-	-	1,960,000
Interest and Fiscal Charges	-	919,452	-	-	919,452
<b>Total Expenditures</b>	<b>7,300,351</b>	<b>2,879,452</b>	<b>-</b>	<b>1,084,914</b>	<b>11,264,717</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>890,361</b>	<b>(131,289)</b>	<b>172,479</b>	<b>(519,230)</b>	<b>412,321</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Issuance	-	-	-	-	-
Premium on Issuance	-	-	-	-	-
Transfers in (out)	(1,000,000)	-	1,000,000	-	-
<b>Total other financing sources (uses)</b>	<b>(1,000,000)</b>	<b>-</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>(109,639)</b>	<b>(131,289)</b>	<b>1,172,479</b>	<b>(519,230)</b>	<b>412,321</b>
<b>FUND BALANCES, JULY 1 - Restated</b>	<b>6,848,468</b>	<b>1,639,628</b>	<b>17,551,830</b>	<b>2,172,889</b>	<b>28,212,815</b>
<b>FUND BALANCES, JUNE 30</b>	<b>\$ 6,738,829</b>	<b>\$ 1,508,339</b>	<b>\$ 18,724,309</b>	<b>\$ 1,653,659</b>	<b>\$ 28,625,136</b>

See accompanying notes to financial statements.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUNDS BALANCES TO THE GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2021

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$	412,321
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures, however, they are capitalized and depreciated in the Statement of Activities		673,053
The issuance of long-term debt and related costs is shown on the fund financial statements as other financing sources but is recorded as a long-term liability on the government-wide statements		
General obligation bonds		-
Premium on issuance		-
The repayment of long-term debt is reported as an expenditure when due in governmental funds but as a reduction of liability in the Statement of Activities		
Principal payments on long-term debt		1,960,000
Compensated absences		18,367
The change in the net pension liability/asset for the Illinois Municipal Retirement Fund is reported only in the Statement of Activities		1,764,324
The change in the total OPEB liability is reported only in the Statement of Activities		(8,779)
The change in the deferred outflow/inflow is reported as an expense on the Statement of Activities		(1,099,391)
The change in accrued interest in the Statement of Activities does not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds		29,625
Some expenses in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds		
Depreciation		(748,352)
Amortization of bond premiums		208,745
Amortization of loss on refunding		(75,905)
CHANGES IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	<u>3,134,008</u>

See accompanying notes to financial statements.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Fountaindale Public Library District (the District) have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to government units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the accounting policies are described below.

#### a. Reporting Entity

The District primarily serves the District of Bolingbrook in Will and DuPage Counties, Illinois, with the library located in Bolingbrook. The District is a body corporate and politic established under Illinois Compiled Statutes (ILCS) governed by an elected Board of Trustees (the Board). These financial statements present the District's reporting entity as required by GAAP. The District is considered to be a primary government since the Board is separately elected and the District is fiscally independent.

Based on the criteria of GASB Statement No 61, The Financial Reporting Entity: Omnibus - an amendment of GASB Statements No. 14 and No. 34, the District does not have any component units.

#### b. Fund Accounting

The District uses funds to report on its financial position and the changes in its financial position. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

Funds are classified into the following categories: governmental, proprietary and fiduciary. The District reports only governmental funds.

Governmental funds are used to account for all or most of the District's general activities, including the collection and disbursement of restricted, committed, or assigned funds (special revenue funds), the funds restricted, committed, or assigned for the acquisition or construction of capital assets (capital projects funds), the funds restricted, committed, or assigned for the servicing of general long-term debt (debt service funds) and management of funds held in trust that can be used for library services (permanent fund). The general fund is used to account for all activities of the District not accounted for in some other fund.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### c. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statements of net position and the statement of activities) report information on all of the activities of the District. The effect of material interfund activity has been eliminated from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, if any, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The District reports the following major governmental funds:

The General Fund is the District's primary operating fund. It accounts for all financial resources of the District, except those accounted for in another fund.

Debt Service Fund, a debt service fund, is used to account for the accumulation of funds for the payment of principal and interest on general long-term debt.

Special Reserve Fund, a capital projects fund, is used to account for the costs of capital as the Board designates. Funding is generally from excess fund transfers from the General Fund.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e., intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. All other revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

Property taxes, interest revenue, and charges for services are all considered to be susceptible to accrual and recognized as revenues of the current fiscal period. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The District reports unavailable/deferred revenue and unearned revenue on its financial statements. Unearned/deferred revenues arise when a potential revenue does not meet both the measurable and available or year intended to finance criteria for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both the revenue recognition criteria are met, or when the government has a legal claim to the resources, the unavailable/unearned/deferred revenue is removed from the financial statements and revenue is recognized.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### e. Cash and Investments

For purpose of the Statement of Net Position, the District's cash and cash equivalents are considered to be cash on hand, demand deposits, and cash with fiscal agent.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. All of the Library's investments are in 2a7-like investment pools that are measured at the net asset value per share determined by the pool.

#### f. Prepaid Item/Expenses

Prepays are valued at cost, which approximates market. The cost of governmental fund-type prepaids are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements.

#### g. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost in excess of \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value as of the date received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. All capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings and improvements	20-40
Furniture, fixtures and equipment	7

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### h. Compensated Absences

The District accrues accumulated unpaid vacation and associated employee-related costs when earned (or estimated to be earned) by the employee. In accordance with GASB Statement No. 16, no liability is recorded for nonvesting accumulation rights to receive sick pay benefits. However, a liability is recognized for that portion of accumulated sick leave that is estimated to be taken as “terminal leave” prior to retirement. All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

#### i. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed as incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

#### j. Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents an acquisition/reduction of net position that applies to a future period and therefore will not be recognized as an outflow of resources(expense)/inflow of resources (revenue) until that future time.

#### k. Interfund Transactions

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.



# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### 1. Fund Balances/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for amounts that are either not in spendable form or legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific purpose, or externally imposed by outside entities. Committed fund balance is constrained by formal actions of the District's Board, which is considered the District's highest level of decision making authority. Formal actions include ordinances approved by the Board. Assigned fund balance represents amounts constrained by the District's intent to use them for a specific purpose. The authority to assign fund balance has been delegated to the District's director. Any residual fund balance of the General Fund is reported as unassigned. Deficit fund balances in any other governmental funds are also reported as unassigned.

The District's flow of funds assumption prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending, the District considers committed funds to be expended first followed by assigned and then unassigned.

The various Special Revenue Funds supported by property taxes are restricted due to the restricted revenue streams of the fund balance. These funds also target no less than three months of operating expenditures be included in unassigned fund balance for fiscal sustainability. Other funds are restricted due to the nature of the contributions to the fund.

In the government-wide financial statements, restricted net positions are legally restricted by outside parties for a specific purpose. None of the net position is restricted as a result of enabling legislation adopted by the District. Net investment in capital assets is the book value of the capital assets less outstanding principal balances of debt issued to construct or acquire the capital assets.

#### m. Accounting Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditure/expenses during the reporting period. Actual results could differ from those estimates.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 2. DEPOSITS AND INVESTMENTS

The District maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is displayed on the statement of net position as "cash and investments."

Permitted Deposits and Investments – Statutes authorize the District to make deposits/invest in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, insured credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, and Illinois Funds.

The Illinois Public Treasurers' Investment Pool, known as The Illinois Funds, operates as a qualified external investment pool in accordance with the criteria established in GASB Statement No. 79, Certain External Investment Pools and Pool Participants, and thus, reports all investments at amortized cost rather than fair value. The investment in The Illinois Funds by participants is also reported at amortized cost. The Illinois Funds does not have any limitations or restrictions on participant withdrawals. The Illinois Treasurer's Office issues a separate financial report for The Illinois Funds which may be obtained by contacting the Administrative Office at Illinois Business Center, 400 West Monroe Street, Suite 401, Springfield, Illinois 62704.

It is the policy of the District to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio.

#### a. Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the District's deposits may not be returned to it. To guard against credit risk for deposits with financial institutions, the District's investment policy requires that deposits with financial institutions in excess of FDIC be collateralized with collateral of at least 110% of the deposits at institution held by an independent third party in the name of the District.

At June 30, 2021, the carrying amount of the District's deposits totaled \$28,491,463, and the bank balances totaled \$27,509,638. Additionally, at year-end, the District has \$137,817 invested in the Illinois Funds.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 2. DEPOSITS AND INVESTMENTS (Continued)

#### b. Investments

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the District will not be able to recover the value of its investments that are in the possession of an outside party. To limit its exposure, the District's investment policy requires that deposit with financial institutions in excess of FDIC be collateralized with collateral held by an independent third party in the name of the District. At year-end, the entire amount of the bank balance of the deposits was covered by federal depository or equivalent insurance. The Illinois Funds is not subject to custodial credit risk.

Interest rate risk is the risk that change in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the District limits its exposure to interest rate risk by investing in primarily short-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio. However, investment purchases mirror daily cash flow needs. Consequently, there is no limit attached to the maturity dates of the investment purchases as a means of managing the District's exposure to fair value losses arising from increasing interest rates.

Credit risk is the risk that the issuer of a debt security will not pay its par value upon maturity. The District's investment policy does not mitigate credit risk. At year-end, the District's investments in the Illinois Funds were rated AAAM by Standard & Poor's.

Concentration of credit risk is the risk that the District has a high percentage of its investments invested in one type of investment. The District's investment policy does not mitigate concentration of credit risk. However, at year-end, the District does not have any investments over 5 percent of the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

### 3. RECEIVABLES – TAXES

Property taxes for 2020 attach as an enforceable lien on January 1, 2020, on property values assessed as of the same date. Taxes are levied by December 31 of the subsequent fiscal year (by passage of a Tax Ordinance). Tax bills are prepared by the County and are collected in two installments in April and September. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 2% of the tax levy, to reflect actual collection experience.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 4. CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2021 was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
GOVERNMENTAL ACTIVITIES				
Capital assets not being depreciated				
Land	\$ 470,665	\$ -	\$ -	\$ 470,665
Asset Deposit - Computers	-	143,948	-	143,948
Capital assets being depreciated				
Building and improvements	29,375,038	-	-	29,375,038
Vehicles	522,587	399,484	-	922,071
Furniture, fixtures, and equipment	2,281,472	129,621	-	2,411,093
Total capital assets being depreciated	<u>32,179,097</u>	<u>529,105</u>	<u>-</u>	<u>32,708,202</u>
Less accumulated depreciation for				
Building and improvements	5,431,903	651,567	-	6,083,470
Vehicles	83,202	32,400	-	115,602
Furniture, fixtures, and equipment	1,793,122	64,385	-	1,857,507
Total accumulated depreciation	<u>7,308,227</u>	<u>748,352</u>	<u>-</u>	<u>8,056,579</u>
GOVERNMENTAL ACTIVITIES				
CAPITAL ASSETS, NET	<u>\$ 25,341,535</u>	<u>\$ (75,299)</u>	<u>\$ -</u>	<u>\$ 25,266,236</u>

Depreciation expense was charged to functions of the primary government as follows:

GOVERNMENTAL ACTIVITIES	
Culture and Recreation	<u>\$ 748,352</u>

### 5. RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and injuries to the District's employees. These risks are provided for through the District's participation in the Library Insurance Management and Risk Control Cooperative (LIMRiCC). LIMRiCC is a governmental joint venture whose members are Illinois libraries. LIMRiCC manages and funds first party property losses, third party liability claims, boiler and machinery claims, workers' compensation claims, and public official liability claims of its members. The District's participation is limited to unemployment compensation claims only. The District's payments to LIMRiCC are displayed in the financial statements as expenditures in the appropriate fund. The amount of coverage has not decreased nor have the amount of settlements exceeded coverage in the current fiscal prior or any of the past three years.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 6. LONG-TERM DEBT

#### a. General Obligation Bonds

The District issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the District. General obligation bonds currently outstanding are as follows:

	Balances July 1	Additions	Reductions	Balances June 30	Current Portion
General Obligation Library Refunding Bonds of 2016A (\$9,775,000) due in annual installments of \$85,000 to \$2,900,000 plus interest at 2.00% through February 1, 2028	9,380,000	-	890,000	8,490,000	875,000
General Obligation Library Refunding Bonds of 2018 (\$10,545,000) due in annual installments of \$870,000 to \$1,625,000 plus interest at 4.00% to 5.00% through February 1, 2027	9,675,000	-	1,050,000	8,625,000	1,240,000
General Obligation Library Refunding Bonds of 2019 (\$7,290,000) due in annual installments of \$20,000 to \$3,125,000 plus interest at 4.00% through February 1, 2030	7,290,000	-	20,000	7,270,000	25,000
	<u>\$ 26,345,000</u>	<u>\$ -</u>	<u>\$ 1,960,000</u>	<u>\$ 24,385,000</u>	<u>\$ 2,140,000</u>

The annual debt service requirements to maturity, including principal and interest, are as follows:

Fiscal Year	General Obligation Bonds					
	2016A		2018		2019	
	Principal	Interest	Principal	Interest	Principal	Interest
2022	875,000	169,800	1,240,000	387,750	25,000	290,800
2023	855,000	152,300	1,335,000	325,750	175,000	289,800
2024	940,000	135,200	1,410,000	272,350	205,000	282,800
2025	915,000	116,400	1,515,000	201,850	225,000	274,600
2026	895,000	98,100	1,625,000	141,250	225,000	265,600
2027	1,110,000	80,200	1,500,000	60,000	240,000	256,600
2028	2,900,000	58,000	-	-	45,000	247,000
2029	-	-	-	-	3,005,000	245,200
2030	-	-	-	-	3,125,000	125,000
	<u>\$ 8,490,000</u>	<u>\$ 810,000</u>	<u>\$ 8,625,000</u>	<u>\$ 1,388,950</u>	<u>\$ 7,270,000</u>	<u>\$ 2,277,400</u>

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 6. LONG-TERM DEBT (Continued)

#### b. Long-term Liabilities

Payments on the general obligation bonds are made by the Debt Service Fund and the compensated absences, net pension liability, and total OPEB liability are generally liquidated by the General Fund. Changes in long-term liabilities during the fiscal year were as follows:

	Balances July 1	Additions	Reductions	Balances June 30	Current Portion
GOVERNMENTAL ACTIVITIES					
Compensated Absences	\$ 201,294	\$ 25,761	\$ 44,128	\$ 182,927	\$ 36,585
Net Pension Liability	925,295	-	925,295	-	-
Total OPEB Liability	622,631	8,779	-	631,410	-
General Obligation Bonds	26,345,000	-	1,960,000	24,385,000	2,140,000
Premium/Discount on Issuance	1,805,858	-	208,745	1,597,113	208,745
TOTAL GOVERNMENTAL ACTIVITIES	<u>\$ 29,900,078</u>	<u>\$ 34,540</u>	<u>\$ 3,138,168</u>	<u>\$ 26,796,450</u>	<u>\$ 2,385,330</u>

#### c. Legal Debt Margin

Chapter 65, Section 5/8-5-1 of the Illinois Compiled Statutes provides, "...no municipality having a population of less than 500,000 shall become indebted in any manner or for any purpose, to an amount, including existing indebtedness in the aggregate exceeding 2.875% on the value of the taxable property therein, to be ascertained by the last assessment for state and county purposes, previous to the incurring of the indebtedness or, until January 1, 1983, if greater, the sum that is produced by multiplying the municipality's 1978 equalized assessed valuation by the debt limitation percentage in effect on January 1, 1979."

Assessed Valuation - 2020	<u>\$ 2,249,241,892</u>
Legal Debt Limit - 2.875% of Assessed Value	\$ 64,665,704
Amount of Debt Applicable to Limit	<u>24,385,000</u>
Legal Debt Margin	<u>\$ 40,280,704</u>

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 7. INDIVIDUAL FUND DISCLOSURES

#### a. Interfund Balances

Due from/to other funds at June 30, 2021 consist of the following:

<u>Receivable</u>	<u>Payable</u>	<u>Amount Due</u>
General Fund	Nonmajor Special Revenue	94,436

#### b. Interfund Transfers

Interfund transfers during the year ended June 30, 2021, consist of the following:

<u>Fund</u>	<u>Transfer In</u>	<u>Transfer Out</u>
General Fund	\$ -	\$ 1,000,000
Special Reserve	1,000,000	-
TOTAL	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>

The balance reflected above relates a transfer from General Fund to the Special Reserve Fund.

### 8. CONTINGENT LIABILITIES

#### a. Litigation

The District is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the District's attorney, the resolution of these matters will not have a material adverse effect on the financial condition of the District.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 8. CONTINGENT LIABILITIES (Continued)

#### b. Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures, which may be disallowed by the grantor cannot be determined at this time. The District does not expect to have any such liability if any were to arise it would be immaterial.

### 9. DEFINED BENEFIT PENSION PLAN

The District's contributes to a defined benefit pension plan: the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system. The benefits, benefit levels, employee contributions, and employer contributions for all plans are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly. IMRF's plan does not issue a separate report for the plan. However, IMRF does issue a publicly available report that includes financial statements and supplementary information for the plan as a whole, but not for individual employers. That report can be obtained from IMRF, 2211 York Road, Suite 500, Oak Brook, Illinois 60523.

#### Illinois Municipal Retirement Fund

##### *Plan Administration*

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

##### *Plan Membership*

At December 31, 2020, IMRF membership consisted of:

Retirees and beneficiaries	104
Inactive, non-retired members	93
Active plan members	93
TOTAL	<u>290</u>



# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 9. DEFINED BENEFIT PENSION PLAN (Continued)

#### Illinois Municipal Retirement Fund (Continued)

##### *Benefits Provided*

IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011, are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. The final rate of earnings is the highest total earnings during one consecutive 48 months within the last 10 year of IMRF services divided by 48.

Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after 10 years of service. Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with 10 years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. The final rate of earnings is the highest total earnings during any consecutive 96 months within the last 10 years of IMRF service, divided by 96.

##### *Contributions*

The District employees participating in IMRF are required to contribute 4.5% of their annual eligible covered salary. The member rate is established by state statute. The District is required to contribute at an actuarially determined rate. The employer rate for calendar year 2020 was 10.55% of payroll. The District's contribution requirements are established and may be amended by the IMRF Board of Trustees.

##### *Actuarial Assumptions*

The District's net pension liability was measured as of December 31, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 9. DEFINED BENEFIT PENSION PLAN (Continued)

#### Illinois Municipal Retirement Fund (Continued)

##### *Actuarial Assumptions (Continued)*

Actuarial valuation date	December 31, 2020
Actuarial cost method	Entry Age Normal
Assumptions	
Inflation	2.50%
Salary increases	3.35% to 14.25%
Investment rate of return	7.25%
Cost of living adjustments	2.50%
Asset valuation method	Market Value of Assets

##### *Net Pension*

For nondisabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for nondisabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

##### *Discount Rate*

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that The District's contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 9. DEFINED BENEFIT PENSION PLAN (Continued)

#### Illinois Municipal Retirement Fund (Continued)

##### *Discount Rate (continued)*

Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

##### *Changes in Net Pension Liability*

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability
Balances at January 1, 2020	\$ 23,420,323	\$ 22,495,028	\$ 925,295
Changes for the period			
Service cost	351,907	-	351,907
Interest	1,656,637	-	1,656,637
Difference between expected and actual experience	624,016	-	624,016
Changes in assumptions	(345,252)	-	(345,252)
Employer contributions	-	404,065	(404,065)
Employee contributions	-	189,371	(189,371)
Net investment income	-	3,286,482	(3,286,482)
Benefit payments and refunds	(1,492,226)	(1,492,226)	-
Other	-	171,714	(171,714)
Net changes	795,082	2,559,406	(1,764,324)
Balances at December 31, 2020	\$ 24,215,405	\$ 25,054,434	\$ (839,029)

Changes in assumptions related to retirement age and mortality were made since the prior measurement date.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 9. DEFINED BENEFIT PENSION PLAN (Continued)

#### Illinois Municipal Retirement Fund (Continued)

#### *Pension Expense and Deferred Outflows of Resources and Deferred Inflows or Resources*

For the year ended June 30, 2021, the District recognized pension income of \$275,241. At June 30, 2021, The District reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 706,159	\$ -
Changes in assumption	138,695	256,686
Net difference between projected and actual earnings on pension plan investments	1,120,318	3,154,772
Contributions after measurement date	181,482	-
TOTAL	<u>\$ 2,146,654</u>	<u>\$ 3,411,458</u>

\$181,482 reported as deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the reporting year ending June 30, 2021.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to IMRF will be recognized in pension expense as follows:

Year Ending December 31	Net Deferred Outflows of Resources
2021	(95,442)
2022	(75,453)
2023	(757,520)
2024	(336,389)
2025	-
Thereafter	-
TOTAL	<u>\$ (1,264,804)</u>

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 9. DEFINED BENEFIT PENSION PLAN (Continued)

#### Illinois Municipal Retirement Fund (Continued)

##### *Discount Rate Sensitivity*

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the net pension liability of The District calculated using the discount rate of 7.25% as well as what The District's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ 1,991,799	\$ (839,029)	\$ (3,083,316)

### 10. OTHER POSTEMPLOYMENT BENEFITS

#### *Plan Description*

In addition to providing the pension benefits described, the District provides postemployment health care benefits (OPEB) for all permanent full-time general employees of the District through a single-employer defined benefit plan administered by the District. Article 11 of the State Compiled Statutes grants the authority to establish and amend the benefit terms and financing requirements to the Board. The plan does not issue a separate report. The activity of the plan is reported in the District's governmental activities. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

#### *Benefits Provided*

The Retiree Benefits Plan provides healthcare benefits for retirees and their dependents. The benefit terms provide for the individual to pay the entire cost of health insurance premiums for non-Medicare-eligible retirees and supplemental health insurance premiums for Medicare-eligible retirees.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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### 10. OTHER POSTEMPLOYMENT BENEFITS (Continued)

#### *Plan Membership*

At June 30, 2021, the following were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	-
Inactive Plan Members Entitled to but not yet Receiving Benefits	-
Active plan members	57
TOTAL	<u>57</u>

#### *Actuarial Assumptions*

The District's total OPEB liability was measured as of June 30, 2021 and was determined by an actuarial valuation as of that date.

The total OPEB liability in the June 30, 2021, actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.75%
Salary increases	2.75%
Discount Rate	3.50%
Healthcare Cost Trend Rates	The initial trend rate is based on the 2018 Segal Health Plan Cost Trend Survey. The grading period and ultimate trend rates selected fall within a generally accepted range.
Retirees' Share of Benefit-Related Costs	100% of projected health insurance premium for retirees

The discount rate was based on a combination of the expected long-term rate of return on plan investments and the municipal bond rate.

Mortality rates follow the Sex Distinct Raw Rates as developed in the RP-2014 Study, with blue collar adjustments. These rates are improved generationally using MP-2016 improvement rates.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 10. OTHER POSTEMPLOYMENT BENEFITS (Continued)

#### *Changes in Total OPEB Liability*

	(a) - (b) Net OPEB Liability
Balances at July 1, 2020	<u>\$ 622,631</u>
Changes for the period	
Service cost	9,199
Interest	13,555
Changes of benefit terms	-
Difference between expected and actual experience	-
Changes in assumptions	4,598
Benefit payments	(18,573)
Other	<u>-</u>
Net changes	<u>8,779</u>
Balances at June 30, 2021	<u><u>\$ 631,410</u></u>

#### *OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB*

For the year ended June 30, 2021, the Library recognized OPEB expense of \$27,352. At June 30, 2021, the Library reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ -	\$ -
Changes in assumption	-	-
Net difference between projected and actual earnings on pension plan investments	<u>-</u>	<u>-</u>
TOTAL	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 10. OTHER POSTEMPLOYMENT BENEFITS (Continued)

#### *OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)*

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ending June 30	Net Deferred Outflows of Resources
2021	\$ -
2022	-
2023	-
2024	-
2025	-
Thereafter	-
TOTAL	<u>\$ -</u>

#### *Discount Rate Sensitivity*

The following presents the total OPEB liability, calculated using a Single Discount Rate of 2.21%, as well as what the total OPEB liability would be if it were calculated using a Single Discount Rate that is one percentage point lower or one percentage point higher:

	1% Decrease (1.21%)	Current Discount Rate (2.21%)	1% Increase (3.21%)
Net OPEB liability (asset)	\$ 734,934	\$ 631,410	\$ 548,217

#### *Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates*

The following presents the total OPEB liability, calculated using a variable Healthcare Trend Rate, as well as what the total OPEB liability would be if it were calculated using a Healthcare Trend Rate that is one percentage point lower or one percentage point higher:

	1% Decrease (Varies)	Healthcare Cost Trend Rates (Varies)	1% Increase (Varies)
Net pension liability (asset)	\$ 540,136	\$ 631,410	\$ 743,770



# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 11. FUND BALANCES

#### a. Classifications

Amounts for specific purposes by fund and fund balance classifications for the year ended June 30, 2021, are as follows:

Classification/Fund	Purpose	Amount
Nonspendable:		
Liability Insurance Fund	Prepaid insurance expense	45,899
Equipping and Maintenance Fund	Prepaid expenses	28,110
General Fund	Prepaid expenses	16,084
Total Nonspendable		<u>90,093</u>
Restricted:		
Audit Fund	Annual audit costs	5,736
Liability Insurance Fund	Insurance and risk management costs	-
IMRF Fund	IMRF retirement costs	354,533
Social Security Fund	Social Security retirement costs	49,207
Equipping and Maintenance Fund	Building maintenance costs	130,679
Capital Projects Fund	Future construction projects	-
Working Cash Fund	Working capital requirements	1,072,521
Debt Service Fund	Payment of long-term debt	1,508,339
Special Reserve Fund	Future construction projects	18,724,309
Total Restricted		<u>21,845,324</u>
Unassigned:		
General Fund		6,722,745
Liability Insurance Fund		(33,026)
Total Unassigned		<u>6,689,719</u>
Total Fund Balance		<u>\$ 28,625,136</u>

### 12. RESTRICTED NET POSITION

Restricted net position represents net position whose use is subject to constraints that are either: (1) externally imposed by creditors, grantors, or laws or regulations of other governments, or (2) imposed by law through constitutional provisions or enabling legislation.

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## NOTES TO FINANCIAL STATEMENTS

June 30, 2021

### 13. PRIOR PERIOD ADJUSTMENT

During the year, the Library recorded a prior period adjustment to remove the due to/due from between the general fund and working cash fund for interest transferred between funds in the prior year audit. The adjustment was as follows:

	<u>General Fund</u>	<u>Working Cash Fund</u>
Beginning Fund Balance	6,866,418	1,053,546
Adjustment for prior year transfer	<u>(17,950)</u>	<u>17,950</u>
Beginning Fund Balance - Restated	<u>6,848,468</u>	<u>1,071,496</u>

### 14. SUBSEQUENT EVENTS

Management evaluated subsequent events through October 1, 2021, the date the financial statements were available to be issued.

In December 2020, a novel strain of coronavirus surfaced in Wuhan, China, and has spread around the world, with resulting business and social disruption. The coronavirus was declared a Public Health Emergency of International Concern by the World Health Organization on January 30, 2021. The operations and financial position of the District could be materially adversely affected. The extent to which the coronavirus (or any other disease or epidemic) impacts business activity or investment results will depend on future developments, which are highly uncertain and cannot be predicted, including new information which may emerge concerning the severity of the coronavirus and the actions required to contain the coronavirus or treat its impact, among others. No adjustments have been made to these financial statements as a result of this uncertainty.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

**GENERAL FUND**

For the Year Ended June 30, 2021

	Original and Final Budget	Actual
<b>REVENUES</b>		
Property Taxes	\$ 12,752,969	\$ 7,853,429
TIF Taxes	-	-
Replacement Taxes	150,936	181,026
State Grants	184,437	84,604
Fines and Forfeitures	7,000	37,347
Donations	12,000	2,800
Reimbursements	-	19,015
Interest	32,010	9,913
Miscellaneous	320	2,578
	<hr/>	<hr/>
Total Revenues	13,139,672	8,190,712
	<hr/>	<hr/>
<b>EXPENDITURES</b>		
Current		
Personnel		
Salaries	4,944,000	3,949,888
Employee Hospitalization and Medical Insurance	468,000	343,181
Hiring and Placement Expenditures	960	766
Dues	12,600	8,302
Professional Development and Training	14,400	23,435
Mileage and Travel	58,800	1,277
Employee Recognition	4,800	2,402
EAP	2,400	1,736
	<hr/>	<hr/>
Total Personnel	5,505,960	4,330,987
	<hr/>	<hr/>
Contractual Services		
Equipment Rental and Maintenance	247,200	123,927
Legal Fees	75,000	20,299
Bookmobile Maintenance	25,200	8,986
Circulation Control	138,000	70,498
Payroll Services	21,600	19,428
Collection Expense	6,000	3,365
Professional Services	60,000	19,830
Communication Services	71,400	56,054
Catalog Management	36,000	25,616
Computer Systems Maintenance	-	35,878

(See Independent Auditors' Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

**GENERAL FUND**

For the Year Ended June 30, 2021

	Original and Final Budget	Actual
EXPENDITURES (cont.)		
Contractual Services (cont.)		
Cable TV	1,800	1,363
Internet Services	44,400	37,439
Bank Service Fees	7,248	6,394
Security	3,600	2,469
Total Contractual Services	737,448	431,546
Supplies and Utilities		
Telephone	23,400	24,080
Electricity	217,200	138,530
Gas	50,400	17,240
Water and Sewerage	36,000	19,360
Buildings and Grounds	84,000	63,669
Office Supplies	120,000	37,066
Library Supplies	75,240	53,136
Postage and Shipping	26,400	15,147
Computer Supplies	9,000	5,109
Program Supplies	65,940	41,441
Board Supplies	2,400	2,447
Fuel Expenditures - Bookmobile	9,000	1,021
Minor Furniture and Equipment	26,400	12,400
Total Supplies and Utilities	745,380	430,646
Library Materials	1,564,740	1,227,386
State Grants		
Office and Library Equipment	184,437	84,604
Miscellaneous		
Public Relations	57,600	49,504
Miscellaneous	24,000	9,054
Total Miscellaneous	81,600	58,558

(See Independent Auditors' Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**GENERAL FUND**  
For the Year Ended June 30, 2021

	<u>Original and Final Budget</u>	<u>Actual</u>
EXPENDITURES (cont.)		
Total Culture and Recreation	<u>8,819,565</u>	<u>6,563,727</u>
Capital Outlay		
Furniture and Equipment	820,800	443,417
Building and Grounds	104,000	264,495
Special Projects	<u>24,432</u>	<u>28,712</u>
Total Capital Outlay	<u>949,232</u>	<u>736,624</u>
Total Expenditures	<u>9,768,797</u>	<u>7,300,351</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	3,370,875	890,361
OTHER FINANCING SOURCES (USES)		
Transfers In (Out)	<u>-</u>	<u>(1,000,000)</u>
NET CHANGE IN FUND BALANCE	<u><u>\$ 3,370,875</u></u>	(109,639)
FUND BALANCE, JULY 1 - Restated		<u>6,848,468</u>
FUND BALANCE, JUNE 30		<u><u>\$ 6,738,829</u></u>

(See Independent Auditors' Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE**

**DEBT SERVICE FUND**

For the Fiscal Year Ended June 30, 2021

	<u>Actual</u>
<b>REVENUES</b>	
Property Taxes	\$ 2,746,467
Interest	1,696
Miscellaneous	-
Total Revenues	<u>2,748,163</u>
<b>EXPENDITURES</b>	
Debt Service	
Principal Payment - Bond 2008	-
Principal Payment - Bond 2009B	-
Principal Payment - Bond 2016A	890,000
Principal Payment - Bond 2019	1,050,000
Principal Payment - Bond 2020	20,000
Interest Payment - Bond 2008	-
Interest Payment - Bond 2009B	-
Interest Payment - Bond 2016A	187,600
Interest Payment - Bond 2019	440,250
Interest Payment - Bond 2020	291,600
Bond Issuance Costs	2
Total Debt Service	<u>2,879,452</u>
Total Expenditures	<u>2,879,452</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>(131,289)</b>
<b>OTHER FINANCING SOURCES (USES)</b>	
Debt Issuance	-
Premium on Issuance	-
Transfers In (Out)	-
<b>NET CHANGE IN FUND BALANCE</b>	<b>(131,289)</b>
<b>FUND BALANCE, JULY 1</b>	<b><u>1,639,628</u></b>
<b>FUND BALANCE, JUNE 30</b>	<b><u><u>\$ 1,508,339</u></u></b>

\*\*See Notes to Required Supplementary Information,  
the District does not budget for Debt Service Fund\*\*

(See Independent Auditors' Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**CAPITAL PROJECTS FUND - SPECIAL RESERVE FUND**  
For the Fiscal Year Ended June 30, 2021

	<u>Actual</u>
REVENUES	
Property Taxes	\$ -
Interest	172,479
Miscellaneous	<u>-</u>
Total Revenues	<u>172,479</u>
EXPENDITURES	
Capital Outlay	<u>-</u>
Total Capital Outlay	<u>-</u>
Total Expenditures	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	172,479
OTHER FINANCING SOURCES (USES)	
Transfers In (Out)	<u>1,000,000</u>
NET CHANGE IN FUND BALANCE	1,172,479
FUND BALANCE, JULY 1	<u>17,551,830</u>
FUND BALANCE, JUNE 30	<u><u>\$ 18,724,309</u></u>

\*\*See Notes to Required Supplementary Information,  
the District does not budget for Special Reserve Fund\*\*

(See Independent Auditors' Report.)



**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF EMPLOYER CONTRIBUTIONS**  
**ILLINOIS MUNICIPAL RETIREMENT FUND**

December 31, 2020\*

	2020	2019	2018	2017	2016	2015	2014
Actuarially determined contribution	\$ 404,065	\$ 316,541	\$ 649,343	\$ 619,224	\$ 651,894	\$ 566,665	\$ 579,121
Contributions in relation to the actuarially determined contribution	404,065	307,241	649,343	619,224	651,894	566,665	607,664
Contribution Deficiency/(Excess)	<u>\$ -</u>	<u>\$ 9,300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (28,543)</u>
Covered-employee payroll	\$ 3,829,996	\$ 3,576,729	\$ 3,419,392	\$ 3,381,888	\$ 3,275,851	\$ 3,105,011	\$ 2,939,699
Contributions as a percentage of covered-employee payroll	10.55%	8.59%	18.99%	18.31%	19.90%	18.25%	20.67%

Notes to Required Supplementary Information

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	24 Years
Asset Valuation Method	5-Year Smoothed Market, 20% Corridor
Inflation	2.50%
Salary Increases	3.35% - 14.25%
Investment Rate of Return	7.50%
Retirement Age	See the Notes to the Financial Statements
Mortality	MP-2017 (base year 2015)

\*IMRF's measurement date is December 31, 2020; therefore information above is presented for the calendar year ended December 31, 2020.

(See Independent Auditor's Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION LIABILITY**  
**AND RELATED RATIOS - ILLINOIS MUNICIPAL RETIREMENT FUND**

December 31, 2020\*

	2020	2019	2018	2017	2016	2015	2014
Total Pension Liability							
Service cost	\$ 351,907	\$ 351,501	\$ 317,686	\$ 346,250	\$ 354,744	\$ 333,485	\$ 373,359
Interest	1,656,637	1,584,408	1,541,975	1,517,494	1,461,086	1,412,967	1,314,442
Changes of benefit terms	-	-	-	-	-	-	-
Differences between expected and actual experience	624,016	479,304	106,404	356,937	51,762	(58,124)	(84,139)
Changes of assumptions	(345,252)	-	597,041	(684,914)	(47,712)	23,211	794,569
Benefit payments, including refunds of member contributions	(1,492,226)	(1,346,078)	(1,225,470)	(1,164,684)	(1,066,555)	(1,040,734)	(1,038,209)
Net change in total pension liability	795,082	1,069,135	1,337,636	371,083	753,325	670,805	1,360,022
Total Pension Liability - Beginning	23,420,323	22,351,188	21,013,552	20,642,469	19,889,144	19,218,339	17,858,317
Total Pension Liability - Ending	<u>\$ 24,215,405</u>	<u>\$ 23,420,323</u>	<u>\$ 22,351,188</u>	<u>\$ 21,013,552</u>	<u>\$ 20,642,469</u>	<u>\$ 19,889,144</u>	<u>\$ 19,218,339</u>
Plan Fiduciary Net Position							
Contributions - employer	\$ 404,065	\$ 307,241	\$ 649,343	\$ 619,224	\$ 651,894	\$ 566,665	\$ 607,664
Contributions - member	189,371	160,955	153,873	221,031	148,367	139,726	138,807
Net investment income	3,286,482	3,743,637	(1,253,014)	3,290,011	1,165,447	83,502	982,236
Benefit payments, including refunds of member contributions	(1,492,226)	(1,346,078)	(1,225,470)	(1,164,684)	(1,066,555)	(1,040,734)	(1,038,209)
Other	171,714	239,267	434,134	(379,475)	179,552	349,658	(71,084)
Net change in plan fiduciary net position	2,559,406	3,105,022	(1,241,134)	2,586,107	1,078,705	98,817	619,414
Plan Fiduciary Net Position - Beginning	22,495,028	19,390,006	20,631,140	18,045,033	16,966,328	16,867,511	16,248,097
Plan Fiduciary Net Position - Ending	<u>\$ 25,054,434</u>	<u>\$ 22,495,028</u>	<u>\$ 19,390,006</u>	<u>\$ 20,631,140</u>	<u>\$ 18,045,033</u>	<u>\$ 16,966,328</u>	<u>\$ 16,867,511</u>
Employer's Net Pension Liability (Asset)	<u>\$ (839,029)</u>	<u>\$ 925,295</u>	<u>\$ 2,961,182</u>	<u>\$ 382,412</u>	<u>\$ 2,597,436</u>	<u>\$ 2,922,816</u>	<u>\$ 2,350,828</u>
Employer's Net Pension Liability (Asset)	<u>\$ (839,029)</u>	<u>\$ 925,295</u>	<u>\$ 2,961,182</u>	<u>\$ 382,412</u>	<u>\$ 2,597,436</u>	<u>\$ 2,922,816</u>	<u>\$ 2,350,828</u>
Plan fiduciary net position as a percentage of the total pension liability (asset)	103.46%	96.05%	86.75%	98.18%	87.42%	85.30%	87.77%
Covered-employee payroll	\$ 3,829,996	\$ 3,576,729	\$ 3,419,392	\$ 3,381,888	\$ 3,275,851	\$ 3,105,011	\$ 2,939,699

(See Independent Auditor's Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION LIABILITY**  
**AND RELATED RATIOS - ILLINOIS MUNICIPAL RETIREMENT FUND**

December 31, 2020\*

	2020	2019	2018	2017	2016	2015	2014
Employer's net pension liability as a percentage of covered-employee payroll	-21.91%	25.87%	86.60%	11.31%	79.29%	94.13%	79.97%

Changes in assumptions related to retirement age and mortality were made since the prior measurement date.

\*IMRF's measurement date is December 31, 2020; therefore information above is presented for the calendar year ended December 31, 2020.

(See Independent Auditor's Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**SCHEDULE OF CHANGES IN THE EMPLOYER'S TOTAL OPEB LIABILITY  
AND RELATED RATIOS - RETIREE BENEFIT PLAN**

June 30, 2021

	2021	2020	2019	2018
Total OPEB Liability				
Service cost	\$ 9,199	\$ 8,641	\$ 10,674	\$ 10,276
Interest	13,555	17,727	17,699	17,298
Changes of benefit terms	-	-	-	-
Differences between expected and actual experience	-	27,238	-	-
Changes of assumptions	4,598	88,294	22,835	-
Benefit payments, including refunds of member contributions	(18,573)	(18,573)	(18,494)	(15,889)
Net Change in Total OPEB Liability	8,779	123,327	32,714	11,685
Total OPEB Liability - Beginning	622,631	499,304	466,590	454,905
Total OPEB Liability - Ending	\$ 631,410	\$ 622,631	\$ 499,304	\$ 466,590
Covered Payroll	\$ 3,964,107	\$ -	\$ -	\$ -
Total OPEB Liability as a Percentage of Covered Payroll	15.93%	0.00%	0.00%	0.00%

Notes:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

*Changes in Benefit Terms:* There was no change in the retirees' share of health insurance premiums.

*Changes in Assumptions:* Changes of assumptions and other inputs reflect the effects of changes in the discount rate each period. The following are the discount rates used in each period:

Fiscal Year	PPO	HSA	HMO
2021	6.80%	6.87%	6.27%
2022	6.50%	6.56%	6.06%
2023	6.20%	6.24%	5.84%
2024	5.90%	5.93%	5.63%
2025	5.60%	5.62%	5.42%
2026	5.30%	5.31%	5.21%
2027	5.00%	5.00%	5.00%
2028	5.00%	5.00%	5.00%
Ultimate	5.00%	5.00%	5.00%

(See Independent Auditors' Report.)

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

June 30, 2021

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**LEGAL COMPLIANCE AND ACCOUNTABILITY**

**Budgets**

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted (at the fund level) for all funds except the Debt Service Fund, Special Reserve Fund, and Working Cash Fund.. All annual appropriations lapse at fiscal year end.

All departments of the District submit requests for appropriations to the Library Director so that a budget may be prepared. The budget is prepared by fund, function, and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year. The proposed budget is presented to the governing body for review. The governing body holds public hearings and may add to, subtract from, or change appropriations, but may not change the form of the budget. The Library Director is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the Board. Expenditures may not legally exceed budgeted appropriations at the fund level. During the year no amendments were made to the originally filed budget.

**NON-MAJOR GOVERNMENTAL FUNDS**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**COMBINING BALANCE SHEET  
NON-MAJOR GOVERNMENTAL FUNDS**

June 30, 2021

		Special Revenue				Capital Projects	Permanent Fund	
		Liability Insurance Fund	Illinois Municipal Retirement Fund	Social Security Fund	Equipping and Maintenance Fund	Capital Projects Fund	Working Cash Fund	Totals
	Audit Fund							
<b>ASSETS</b>								
Cash and Investments	\$ 5,563	\$ -	\$ 435,879	\$ 45,574	\$ 165,577	\$ -	\$ 1,072,521	\$ 1,725,114
Property Tax Receivable	3,828	34,434	6,381	84,226	168,431	-	-	297,300
Due from Other Funds	-	-	-	-	-	-	-	-
Prepaid Expenses	-	45,899	-	-	28,110	-	-	74,009
<b>TOTAL ASSETS</b>	<u>\$ 9,391</u>	<u>\$ 80,333</u>	<u>\$ 442,260</u>	<u>\$ 129,800</u>	<u>\$ 362,118</u>	<u>\$ -</u>	<u>\$ 1,072,521</u>	<u>\$ 2,096,423</u>
<b>LIABILITIES</b>								
Cash Overdraft	\$ -	\$ 34,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,536
Accounts Payable	-	-	29,677	-	-	-	-	29,677
Due to Other Funds	-	-	52,189	-	42,247	-	-	94,436
<b>Total Liabilities</b>	<u>-</u>	<u>34,536</u>	<u>81,866</u>	<u>-</u>	<u>42,247</u>	<u>-</u>	<u>-</u>	<u>158,649</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>								
Unavailable Property Taxes	3,655	32,924	5,861	80,593	161,082	-	-	284,115
<b>Total Deferred Inflows of Resources</b>	<u>3,655</u>	<u>32,924</u>	<u>5,861</u>	<u>80,593</u>	<u>161,082</u>	<u>-</u>	<u>-</u>	<u>284,115</u>
<b>Total Liabilities and Deferred Inflows of Resources</b>	<u>3,655</u>	<u>67,460</u>	<u>87,727</u>	<u>80,593</u>	<u>203,329</u>	<u>-</u>	<u>-</u>	<u>442,764</u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**COMBINING BALANCE SHEET  
NON-MAJOR GOVERNMENTAL FUNDS**

June 30, 2021

	Special Revenue					Capital Projects	Permanent Fund	
		Illinois Municipal Retirement Fund	Social Security Fund	Equipping and Maintenance Fund	Capital Projects Fund	Working Cash Fund		Totals
	Audit Fund	Liability Insurance Fund						
<b>FUND BALANCES</b>								
Nonspendable	-	45,899	-	-	28,110	-	-	74,009
Restricted	5,736	-	354,533	49,207	130,679	-	1,072,521	1,612,676
Unrestricted, Unassigned	-	(33,026)	-	-	-	-	-	(33,026)
Total Fund Balances	5,736	12,873	354,533	49,207	158,789	-	1,072,521	1,653,659
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 9,391</b>	<b>\$ 80,333</b>	<b>\$ 442,260</b>	<b>\$ 129,800</b>	<b>\$ 362,118</b>	<b>\$ -</b>	<b>\$ 1,072,521</b>	<b>\$ 2,096,423</b>



**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES,**  
**AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**

For the Year Ended June 30, 2021

	Special Revenues					Capital Projects	Permanent Fund	
		Liability Insurance Fund	Illinois Municipal Retirement Fund	Social Security Fund	Equipping and Maintenanc e Fund	Capital Projects Fund	Working Cash Fund	Totals
	Audit Fund							
REVENUES								
Property Taxes	\$ 6,195	\$ 41,896	\$ 53,825	\$ 175,489	\$ 287,254	\$ -	\$ -	\$ 564,659
Interest	-	-	-	-	-	-	1,025	1,025
Miscellaneous	-	-	-	-	-	-	-	-
Total Revenues	6,195	41,896	53,825	175,489	287,254	-	1,025	565,684
EXPENDITURES								
Culture and Recreation								
Personnel	-	-	389,691	269,042	-	-	-	658,733
Contractual Services	9,100	91,247	-	-	325,691	143	-	426,181
Capital Outlay	-	-	-	-	-	-	-	-
Total Expenditures	9,100	91,247	389,691	269,042	325,691	143	-	1,084,914
NET CHANGES IN FUND BALANCES	(2,905)	(49,351)	(335,866)	(93,553)	(38,437)	(143)	1,025	(519,230)
Other financing sources (uses):								
Transfers In (Out)	-	-	-	-	-	-	-	-
FUND BALANCES, JULY 1 - Restated	8,641	62,224	690,399	142,760	197,226	143	1,071,496	2,172,889
FUND BALANCES, JUNE 30	\$ 5,736	\$ 12,873	\$ 354,533	\$ 49,207	\$ 158,789	\$ -	\$ 1,072,521	\$ 1,653,659

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**SPECIAL REVENUE FUND - AUDIT FUND**  
For the Fiscal Year Ended June 30, 2021

	Original and Final Budget	Actual
REVENUES		
Property Taxes	\$ 10,106	\$ 6,195
Interest	-	-
Miscellaneous	-	-
	<u>10,106</u>	<u>6,195</u>
Total Revenues		
	<u>10,106</u>	<u>6,195</u>
EXPENDITURES		
Current		
Contractual Services		
Audit	14,520	9,100
	<u>14,520</u>	<u>9,100</u>
Total Contractual Services		
	<u>14,520</u>	<u>9,100</u>
Total Expenditures		
	<u>14,520</u>	<u>9,100</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(4,414)	(2,905)
OTHER FINANCING SOURCES (USES)		
Transfers In (Out)	-	-
	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>\$ (4,414)</u>	(2,905)
FUND BALANCE, JULY 1		<u>8,641</u>
FUND BALANCE, JUNE 30		<u>\$ 5,736</u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**SPECIAL REVENUE FUND - LIABILITY INSURANCE FUND**  
For the Fiscal Year Ended June 30, 2021

	Original and Final Budget	Actual
REVENUES		
Property Taxes	\$ 47,169	\$ 41,896
Interest	-	-
Miscellaneous	-	-
	<u>47,169</u>	<u>41,896</u>
Total Revenues	<u>47,169</u>	<u>41,896</u>
EXPENDITURES		
Current		
Contractual Services		
Insurance	<u>153,000</u>	<u>91,247</u>
Total Contractual Services	<u>153,000</u>	<u>91,247</u>
Total Expenditures	<u>153,000</u>	<u>91,247</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(105,831)	(49,351)
OTHER FINANCING SOURCES (USES)		
Transfers In (Out)	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u><u>\$ (105,831)</u></u>	(49,351)
FUND BALANCE, JULY 1		<u>62,224</u>
FUND BALANCE, JUNE 30		<u><u>\$ 12,873</u></u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**SPECIAL REVENUE FUND - ILLINOIS MUNICIPAL RETIREMENT FUND**  
For the Fiscal Year Ended June 30, 2021

	Original and Final Budget	Actual
REVENUES		
Property Taxes	\$ 154,707	\$ 53,825
Interest	-	-
Miscellaneous	-	-
	<u>154,707</u>	<u>53,825</u>
Total Revenues		
EXPENDITURES		
Current		
Personnel		
IMRF Expense	<u>519,060</u>	<u>389,691</u>
Total Personnel	<u>519,060</u>	<u>389,691</u>
Total Expenditures	<u>519,060</u>	<u>389,691</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(364,353)	(335,866)
OTHER FINANCING SOURCES (USES)		
Transfers In (Out)	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u><u>\$ (364,353)</u></u>	(335,866)
FUND BALANCE, JULY 1		<u>690,399</u>
FUND BALANCE, JUNE 30		<u><u>\$ 354,533</u></u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**SPECIAL REVENUE FUND - SOCIAL SECURITY FUND**  
For the Fiscal Year Ended June 30, 2021

	Original and Final Budget	Actual
REVENUES		
Property Taxes	\$ 347,258	\$ 175,489
Interest	-	-
Miscellaneous	-	-
	<u>347,258</u>	<u>175,489</u>
Total Revenues		
EXPENDITURES		
Current		
Personnel		
Social Security Expense	<u>393,600</u>	<u>269,042</u>
Total Personnel	<u>393,600</u>	<u>269,042</u>
Total Expenditures	<u>393,600</u>	<u>269,042</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(46,342)	(93,553)
OTHER FINANCING SOURCES (USES)		
Transfers In (Out)	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u><u>\$ (46,342)</u></u>	(93,553)
FUND BALANCE, JULY 1		<u>142,760</u>
FUND BALANCE, JUNE 30		<u><u>\$ 49,207</u></u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**SPECIAL REVENUE FUND - EQUIPPING AND MAINTENANCE FUND**  
For the Fiscal Year Ended June 30, 2021

	Original and Final Budget	Actual
REVENUES		
Property Taxes	\$ 491,920	\$ 287,254
Interest	-	-
Miscellaneous	-	-
	<u>491,920</u>	<u>287,254</u>
Total Revenues		
EXPENDITURES		
Current		
Contractual Services		
Building Maintenance and Supplies	<u>391,200</u>	<u>325,691</u>
Total Contractual Services	<u>391,200</u>	<u>325,691</u>
Total Expenditures	<u>391,200</u>	<u>325,691</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	100,720	(38,437)
OTHER FINANCING SOURCES (USES)		
Transfers In (Out)	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u><u>\$ 100,720</u></u>	(38,437)
FUND BALANCE, JULY 1		<u>197,226</u>
FUND BALANCE, JUNE 30		<u><u>\$ 158,789</u></u>

## **SUPPLEMENTARY INFORMATION**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT****LONG-TERM DEBT REQUIREMENTS****General Obligation Library Building Bonds of 2016A**

June 30, 2021

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Date of Issue	September 14, 2016
Date of Maturity	February 1, 2028
Authorized Issue	\$9,775,000
Denomination of Bonds	\$5,000
Interest Rates	2.00%
Interest Dates	August 1 and February 1
Principal Maturity Date	February 1
Payable at	Bond Trust Services Corporation

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Requirements			Interest Due On			
	Principal	Interest	Totals	Aug. 1	Amount	Feb. 1	Amount
2022	875,000	169,800	1,044,800	2021	84,900	2022	84,900
2023	855,000	152,300	1,007,300	2022	76,150	2023	76,150
2024	940,000	135,200	1,075,200	2023	67,600	2024	67,600
2025	915,000	116,400	1,031,400	2024	58,200	2025	58,200
2026	895,000	98,100	993,100	2025	49,050	2026	49,050
2027	1,110,000	80,200	1,190,200	2026	40,100	2027	40,100
2028	2,900,000	58,000	2,958,000	2027	29,000	2028	29,000
	<u>\$ 8,490,000</u>	<u>\$ 810,000</u>	<u>\$ 9,300,000</u>		<u>\$ 405,000</u>		<u>\$ 405,000</u>



**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**LONG-TERM DEBT REQUIREMENTS**

**General Obligation Library Building Bonds of 2019**

June 30, 2021

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Date of Issue	December 11, 2018
Date of Maturity	February 1, 2027
Authorized Issue	\$10,545,000
Denomination of Bonds	\$5,000
Interest Rates	4.00% - 5.00%
Interest Dates	August 1 and February 1
Principal Maturity Date	February 1
Payable at	Zions Bancorporation, National Association

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Requirements			Interest Due On			
	Principal	Interest	Totals	Aug. 1	Amount	Feb. 1	Amount
2022	1,240,000	387,750	1,627,750	2021	193,875	2022	193,875
2023	1,335,000	325,750	1,660,750	2022	162,875	2023	162,875
2024	1,410,000	272,350	1,682,350	2023	136,175	2024	136,175
2025	1,515,000	201,850	1,716,850	2024	100,925	2025	100,925
2026	1,625,000	141,250	1,766,250	2025	70,625	2026	70,625
2027	1,500,000	60,000	1,560,000	2026	30,000	2027	30,000
	<u>\$ 8,625,000</u>	<u>\$ 1,388,950</u>	<u>\$ 10,013,950</u>		<u>\$ 694,475</u>		<u>\$ 694,475</u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**

**LONG-TERM DEBT REQUIREMENTS**

General Obligation Refunding Library Bonds, Series 2020

June 30, 2021

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Date of Issue	November 25, 2020
Date of Maturity	February 1, 2030
Authorized Issue	\$7,290,000
Denomination of Bonds	\$5,000
Interest Rates	4.00%
Interest Dates	August 1 and February 1
Principal Maturity Date	February 1
Payable at	Zions Bancorporation, National Association

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Requirements			Interest Due On			
	Principal	Interest	Totals	Aug. 1	Amount	Feb. 1	Amount
2022	25,000	290,800	315,800	2021	145,400	2022	145,400
2023	175,000	289,800	464,800	2022	144,900	2023	144,900
2024	205,000	282,800	487,800	2023	141,400	2024	141,400
2025	225,000	274,600	499,600	2024	137,300	2025	137,300
2026	225,000	265,600	490,600	2025	132,800	2026	132,800
2027	240,000	256,600	496,600	2026	128,300	2027	128,300
2028	45,000	247,000	292,000	2027	123,500	2028	123,500
2029	3,005,000	245,200	3,250,200	2028	122,600	2029	122,600
2030	3,125,000	125,000	3,250,000	2029	62,500	2030	62,500
	<u>\$ 7,270,000</u>	<u>\$ 2,277,400</u>	<u>\$ 9,547,400</u>		<u>\$ 1,138,700</u>		<u>\$ 1,138,700</u>

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## PROPERTY TAX ASSESSED VALUATIONS, RATES, EXTENSIONS, AND COLLECTIONS

June 30, 2021

Tax Levy Year	2020				2019			
	Will County 2,204,406,472		DuPage County 44,835,420		Will County 2,119,578,602		DuPage County 42,747,440	
Assessed Valuation	Rate	Amount	Rate	Amount	Rate	Amount	Rate	Amount
Tax Extensions								
Corporate	0.3827	\$ 8,436,264	0.3829	\$ 171,675	0.3785	\$ 8,022,605	0.3786	\$ 161,842
Audit	0.0003	6,613	0.0003	135	0.0003	6,359	0.0003	128
Tort/Liability Insurance	0.0027	59,519	0.0026	1,166	0.0014	29,674	0.0014	599
Social Security	0.0066	145,491	0.0066	2,959	0.0103	218,316	0.0103	4,403
I.M.R.F.	0.0005	11,022	0.0005	224	0.0046	97,501	0.0045	1,924
Building Maintenance	0.0132	290,982	0.0131	5,873	0.0146	309,458	0.0146	6,241
Bond and Interest	0.1329	2,929,656	0.1342	60,169	0.1332	2,823,279	0.1345	57,495
	<u>0.5389</u>	<u>11,879,547</u>	<u>0.5402</u>	<u>242,201</u>	<u>0.5429</u>	<u>11,507,192</u>	<u>0.5442</u>	<u>232,632</u>
Total Will Co Extension		\$ 11,879,547				\$ 11,507,192		
Total DuPage Co Extension		<u>242,201</u>				<u>232,632</u>		
Total Extensions		\$ 12,121,748				\$ 11,739,824		
Tax Collections:								
year ended June 30, 2021		\$ 5,400,554				\$ 5,764,001		
Previous years		<u>-</u>				<u>5,972,189</u>		
Total Collected		<u>\$ 5,400,554</u>				<u>\$ 11,736,190</u>		
Percent Collected		<u>44.55%</u>				<u>99.97%</u>		

Property tax rates are per \$100 of assessed valuation. Assessed valuation, rates and extended amounts of property taxes levied have been presented for each of the counties for which the District files a property tax levy.

## **STATISTICAL SECTION**

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**GENERAL GOVERNMENTAL REVENUES BY SOURCES - LAST TEN FISCAL YEARS**  
June 30, 2021

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	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Revenues										
Taxes	\$11,345,581	\$11,419,793	\$ 11,313,211	\$ 10,934,264	\$ 10,707,090	\$ 10,474,235	\$ 10,328,356	\$ 9,837,037	\$ 8,402,748	\$ 9,094,964
Intergovernmental	84,604	84,604	84,604	52,552	1,200	52,173	149,904	154,158	2,500	132,841
Fines and Forfeitures	37,347	58,297	73,164	115,711	115,793	129,330	127,122	127,876	108,654	91,906
Interest	185,113	568,265	776,367	330,234	115,903	105,127	59,038	39,039	8,609	355,025
Miscellaneous	24,393	21,148	60,269	189,236	195,148	180,525	181,932	208,470	752,745	20,937
Total Revenues	<u>\$11,677,038</u>	<u>\$12,152,107</u>	<u>\$12,307,615</u>	<u>\$11,621,997</u>	<u>\$11,135,134</u>	<u>\$10,941,390</u>	<u>\$10,846,352</u>	<u>\$10,366,580</u>	<u>\$ 9,275,256</u>	<u>\$ 9,695,673</u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**GENERAL GOVERNMENTAL EXPENDITURES BY SOURCES - LAST TEN FISCAL YEARS**  
June 30, 2021

	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Expenditures										
Personnel	\$ 4,989,720	\$ 4,919,339	\$ 4,889,871	\$ 4,599,356	\$ 4,588,565	\$ 4,485,351	\$ 4,482,024	\$ 4,697,621	\$ 4,559,078	\$ 4,122,022
Contractual Services	766,480	731,953	623,108	729,203	681,785	620,573	684,091	671,066	834,754	1,415,511
Supplies & Utilities	430,646	403,819	812,179	812,510	747,349	471,976	438,940	478,182	418,785	380,454
Insurance	91,247	80,229	82,539	84,277	80,517	91,802	92,013	93,745	104,866	89,004
Library Materials	1,227,386	879,030	1,025,925	768,541	837,319	842,310	861,089	913,352	897,705	897,635
State Grant & Misc	143,162	127,842	139,743	178,413	113,500	364,095	210,303	211,174	129,580	52,644
Capital Outlay	736,624	690,378	231,431	510,894	429,963	211,347	361,202	841,847	2,560,124	1,564,724
Debt Service	2,879,452	11,686,574	14,528,267	2,711,908	2,842,195	2,644,653	2,565,465	2,132,465	2,672,965	2,283,652
Total Expenditures	<u>\$11,264,717</u>	<u>\$19,519,164</u>	<u>\$22,333,063</u>	<u>\$10,395,102</u>	<u>\$10,321,193</u>	<u>\$ 9,732,107</u>	<u>\$ 9,695,127</u>	<u>\$10,039,452</u>	<u>\$12,177,857</u>	<u>\$10,805,646</u>

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**WORKING CASH FUND INTEREST TRANSFER TO GENERAL FUND**  
June 30, 2021

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	<u>2021</u>	<u>2020</u>
Other Financing Sources (Uses)		
Transfer In - General	\$ -	\$ -
Transfer Out - Working Cash	<u>-</u>	<u>-</u>
Net Transfers	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Note:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**PROPERTY TAX LEVIES AND COLLECTIONS - LAST TEN TAX LEVY YEARS**  
June 30, 2021

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Tax Levy Year	Tax Levied		Total Tax Collections	Percent of Levy Collected	Outstanding/ Delinquent Taxes	Percent of Outstanding/ Delinquent Taxes
2010	\$	8,978,164	\$	8,949,477	99.68%	\$ 28,687 0.32%
2011		9,011,980		8,939,549	99.20%	72,431 0.80%
2012		9,452,203		9,048,916	95.73%	403,287 4.27%
2013		10,046,477		9,927,267	98.81%	119,210 1.19%
2014		10,246,945		10,143,812	98.99%	103,133 1.01%
2015		10,473,202		10,461,746	99.89%	11,456 0.11%
2016		10,555,679		10,540,392	99.86%	15,287 0.14%
2017		10,985,591		10,968,472	99.84%	17,119 0.16%
2018		10,993,404		10,964,317	99.74%	29,087 0.26%
2019		11,739,824		11,736,190	99.97%	3,634 0.03%
2020		12,121,748		5,400,554	44.55%	6,721,194 55.45%



**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**EQUALIZED ASSESSED VALUATIONS - LAST TEN TAX LEVY YEARS**  
June 30, 2021

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<u>Tax Levy Year</u>	<u>Will County</u>		<u>DuPage County</u>		<u>Totals</u>
2010	\$	2,168,632,645	\$	35,315,590	\$ 2,203,948,235
2011		2,021,469,152		42,681,230	2,064,150,382
2012		1,827,559,899		40,060,670	1,867,620,569
2013		1,741,304,157		38,408,250	1,779,712,407
2014		1,726,910,484		38,294,570	1,765,205,054
2015		1,758,120,745		36,565,630	1,794,686,375
2016		1,848,603,770		37,928,540	1,886,532,310
2017		1,957,656,862		39,260,229	1,996,917,091
2018		2,069,408,819		40,478,780	2,109,887,599
2019		2,119,578,602		42,747,440	2,162,326,042
2020		2,204,406,472		44,835,420	2,249,241,892

**FOUNTAINDALE PUBLIC LIBRARY DISTRICT**  
**RATIO OF ANNUAL DEBT SERVICE EXPENDITURES TO**  
**TOTAL GENERAL GOVERNMENTAL EXPENDITURES - LAST TEN FISCAL YEARS**  
June 30, 2021

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>	<u>Expenditures</u>	<u>Percent of Debt to General Government Expenditures</u>
2011	\$ 475,000	\$ 1,757,438	\$ 2,232,438	\$ 21,885,469	10.2%
2012	600,000	1,683,563	2,283,563	10,803,489	21.1%
2013	675,000	1,671,965	2,346,965	12,174,659	19.3%
2014	800,000	1,658,465	2,458,465	10,039,452	24.5%
2015	925,000	1,640,465	2,565,465	9,695,127	26.5%
2016	1,025,000	1,619,654	2,644,654	9,732,107	27.2%
2017	1,310,000	1,532,195	2,842,195	10,321,193	27.5%
2018	1,385,000	1,326,875	2,711,875	10,395,102	26.1%
2019	13,335,000	1,193,267	14,528,267	22,333,063	65.1%
2020	10,285,000	1,257,485	11,542,485	19,519,164	59.1%
2021	1,960,000	919,450	2,879,450	11,264,717	25.6%

# FOUNTAINDALE PUBLIC LIBRARY DISTRICT

## MISCELLANEOUS STATISTICS

June 30, 2021

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District Established	1970
Form of Government	District Library
Population Served	67,683
Inventory	
Book	183,633
Non-Book	62,659
eBooks, eAudio, and eVideo	134,304
Total	380,596
Employees	
Full-Time	56
Part-Time	54

**RESOLUTION NO. 2021-7**

**TRUTH IN TAXATION LAW RESOLUTION**

**RESOLVED**, by the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois ("Library District") that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, extended by the Library District, plus any amount abated by the Library District before extension, upon the final 2019 real estate tax levy of the Library District (2020 tax bill) is \$9,131,922.
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, proposed to be levied by the Library District for 2020 (2021 tax bill) is \$9,579,386
3. Based on the foregoing, the estimated percentage increase in the proposed 2020 aggregate levy over the amount of real estate taxes extended upon the final 2019 aggregate levy is 4.9%, and that, accordingly, no public hearing or publication is required under the Truth in Taxation Law.

AYES:

NAYS:

ABSENT:

Passed this 21<sup>st</sup> day of October, 2021.

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Robert A. Kalnicky  
President, Board of Trustees

Attested and filed this 21<sup>st</sup> day of October, 2021.

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Marcelo Valencia  
Secretary, Board of Trustees

STATE OF ILLINOIS )  
 ) SS  
COUNTIES OF WILL )  
AND DU PAGE )

#### CERTIFICATION OF AUTHENTICITY

I, Marcelo Valencia, hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, and as such I am the custodian and keeper of the records and files of said Library District.

I do further certify that the attached is a true and correct copy of an Ordinance adopted on the 21<sup>st</sup> day of October, 2021, at a meeting of the Board of Trustees of The Fountaindale Public Library District. I further certify that the Ordinance was published on the day of the 27<sup>th</sup> of October, 2021, in The Bugle Newspaper.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, this 21<sup>st</sup> day of October, 2021.

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Marcelo Valencia, Secretary  
FOUNTAINDALE PUBLIC LIBRARY DISTRICT,  
WILL AND DU PAGE COUNTIES, ILLINOIS

(SEAL)

### PUBLIC NOTICE

PUBLIC NOTICE is hereby given that, by Ordinance adopted on the 21<sup>st</sup> day of October, 2021, the Board of Trustees of The Fountaindale Public Library District determined to levy a special tax of .02% of the value of all the taxable property in the District, as equalized or assessed by the Department of Revenue, for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment, said tax levy to be effective for the 2022 – 2023 fiscal year.

The question of levying a 0.02% tax shall be submitted to the electors of the District if a petition is filed with the Board signed by 4002 registered voters in the District asking that the question of levying said 0.02% tax be submitted to the electors of the District. Said petition must be filed within thirty (30) days after publication of this Public Notice. The date of the prospective referendum is June 28, 2022.

A petition form may be obtained from the District Secretary.

The text of said Ordinance is set forth below.

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Marcelo Valencia, Secretary  
FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL & DU PAGE COUNTIES, ILLINOIS

ORDINANCE 2021-5

ORDINANCE DETERMINING TO LEVY AN ADDITIONAL  
TAX OF .02% FOR THE 2022 – 2023 FISCAL YEAR

WHEREAS, the Public Library District Act of 1991 (75 ILCS 16/35-5) authorizes the Board of Trustees to levy a special tax in addition to the annual public library district tax for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment; and

WHEREAS, the amount of said special tax is .02% of the value of all the taxable property in the District as equalized or assessed by the Department of Revenue; and

WHEREAS, the Board of Trustees deems it advisable and necessary to levy said special tax for the 2022 - 2023 Fiscal Year for the purposes hereinbefore set forth.

NOW, THEREFORE, BE IT ORDAINED AND DETERMINED by the Board of Trustees of The Fountaindale Public Library District that for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment, a special tax of .02% of the value of all taxable property in the District, as equalized or assessed, shall be levied for the Fiscal Year 2022 – 2023.

FURTHER, a copy of this Ordinance shall be published in the Bugle Newspaper within fifteen (15) days after the date of adoption of this Ordinance in the form provided by law and shall be posted at each library operated by the District.

FURTHER, this Ordinance shall be in full force and effect from and after its adoption as provided by law.

ADOPTED this 21<sup>st</sup> day of October, 2021 by the Board of Library Trustees of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS.

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Robert A. Kalnicky, President  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL & DU PAGE COUNTIES, ILLINOIS

ATTEST:

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Marcelo Valencia, Secretary

# Strategic Planning Proposal for the Fountaindale Public Library District

August 20, 2021



**Proposal submitted by:**



\*a project of Standerfer Consulting

Amanda E. Standerfer, Lead Consultant  
1224 CR 1300E  
Sullivan, Illinois 61951  
217-821-2880

[amanda@standerferconsulting.com](mailto:amanda@standerferconsulting.com)  
[www.fastforwardlibraries.com](http://www.fastforwardlibraries.com)



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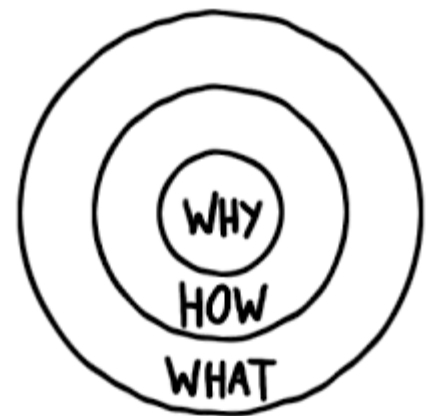
## Cover Letter

I am pleased to submit this proposal to the Fountaindale Public Library District (FPLD) for strategic planning process facilitation and consulting. I am the founder and lead consultant for this small consulting group specializing in assisting libraries and nonprofits over the past 19 years with focused, flexible planning processes to increase their performance and impact. Besides strategic planning, I assist organizations with fundraising and development planning, capacity building/organizational development, policy and procedure development, staff training and team building, data collection and analysis, and grant writing.

This proposal details a planning process that will result in a focused, actionable three to five year strategic plan for FPLD. My [StrengthsFinder](#) profile – **Learner – Focus – Significance – Futuristic – Strategic** – makes me uniquely qualified to facilitate this process. I specialize processes leading to a graphical one-page strategic plan (see examples provided), which is vital for community and stakeholder communication and a visual reminder of the strategic direction during the life of the plan.

I have extensive experience working with public libraries and strive to maximize community and stakeholder input, reflection, and learning so the resulting strategic plan is compelling, responsive, and focused. Throughout my career, I've immersed myself in organizational development methods and group dynamics, both essential elements of the strategic planning process.

The graphical one-page plan is supported by an annual activity plan to guide the day-to-day management of the plan that roll up to the established strategic directions, mission, and vision. Using [Simon Sinek's "Golden Circle"](#) (Why? How? What?) model as a framework for the process, stakeholders at all levels find connection and purpose in the plan which makes success achievable.



Each process I facilitate is customized to achieve shared goals. Since I work alone or with a small team, I am able to keep costs low and provide maximum responsiveness to my clients. Helping libraries develop their strengths and become learning organizations is my passion because libraries are the anchor of democracy in our society and we need to evolve to respond to community needs in holistic ways that honors the complexities of our society. Adopting the practices of a learning organization during the planning process will equip FPLD to be a flexible, nimble, and vital institution for decades to come.

It's exciting that FPLD is engaging in strategic planning and considering library impact in the community. Strategic planning is a crucial development activity and will positively impact FPLD for years to come. I think you will find that my proposal closely aligns with your needs. Please do not hesitate to email or call with any questions. I look forward to hearing from you!

**Amanda E. Standerfer**

Lead Consultant

August 20, 2021

## Executive Summary

The Fountaindale Public Library District (FPLD) seeks to develop a strategic plan that will guide the next three to five years of library activities to positively impact individuals and the community as a whole. After the uncertainty of the last year, it's a good time to celebrate success, assess what's working, deepen community connections, and set a course for the next three plus years. Using a fresh, streamlined strategic planning process, FPLD can consider what opportunities exist and how to evolve to increase impact in the community and broaden partnerships, especially focusing on reaching underserved populations through an appreciative inquiry approach. To that end, this proposed learning-focused strategic planning process will result in a clear, adaptive plan that is grounded in the library's strengths to streamline decision-making and focus on impact. The planning process is organized into three phases:

**LEARN:** Core to the planning process is learning. Learning requires research, information gathering, dialogue, and analysis. A considerable amount of time is devoted to learning during this process to help participants deeply connect with all things FPLD. My role as the process facilitator is the keeper of the learning and to serve as a guide during the process. By gathering focused input (qualitative and quantitative) through surveys, targeted focus groups, and interviews, this plan will move beyond statistics and allow creation of stories centered on impact. I will look for strengths and connections to help staff and the Board consider FPLD's role in new ways. During this portion of the process, we will seek to connect with underserved populations by identifying leaders or organizations that can help organize focus groups and encourage participation in the process. While library essentials will remain the same, in many ways this planning process offers a blank slate. My role is to help planning participants see beyond the current state and consider *what is possible* in new ways.

**DREAM:** Sometimes the way forward is not clear, even messy, and data gathered to inform the strategic direction can be overwhelming. It's my role as the process facilitator to help make sense of the data and guide learning for the staff and Board. During this phase, the Board and staff will synthesize the learning and dream about the future during retreat sessions. The retreat sessions allow for dedicated time and space to step back and think strategically, working through ideas together to build strategic plan elements. By trusting the planning process, connection with the plan's strategic direction will emerge and the results will lead to transformation.

**DO:** Finally, the plan will start to take shape, and we'll spend time during this phase developing and revising documents and graphics that make the plan come to life. We'll develop an activity plan that will guide implementation over the life of the plan and help FPLD think about the plan's narrative and milestones. We'll also develop an evaluation framework and talk about reporting structures to communicate success to stakeholders. When the plan is complete, the excitement generated during the planning process will carry-over to implementation and focused energy for the life of the plan that will extend throughout the community.

This is an adaptive process with regular check-ins to ensure accountability and progress, considering ways to maximize community and stakeholder participation. Besides using the Golden Circle framework during the process, I also use elements of [“The Performance Imperative: A Framework for Social Sector Excellence”](#) (Leap of Reason Ambassadors Community) and [“The Fifth Discipline: The Art and Practice of the Learning Organization”](#) (Peter M. Senge) throughout the plan to incorporate all elements leading to a high-performance organization.

The final product will be a comprehensive, data-driven, outcome-focused strategic plan (one-page – graphical version and complete written plan) that is realistic in scope and a recommended activity plan draft with an evaluation framework. Committing to this process and way of operating will require clear communication and buy-in from staff and the Board. The results will unify and energize all involved!

## Your Strategic Plan Overview / Summary of Deliverables

<b><u>Deliverable</u></b>	<b><u>Purpose</u></b>
<b>One-page Graphical Plan</b> <ul style="list-style-type: none"> <li>• High-level graphical version of the strategic plan.</li> <li>• Quick reference for: <ul style="list-style-type: none"> <li>○ Values</li> <li>○ Vision</li> <li>○ Mission</li> <li>○ Strategic Directions</li> <li>○ Goals</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• For communication about strategic direction.</li> <li>• Use in library (as a flyer and poster), on website, and in publications.</li> <li>• Use in Board reports as reminder of high-level strategy.</li> <li>• Use in staff areas as reminder of high-level strategy.</li> <li>• Use with library users/the community in publications and at meetings as a reminder of high-level strategy.</li> </ul>
<b>Strategic Plan Document</b> <ul style="list-style-type: none"> <li>• This is the expanded, more traditional text-heavy strategic planning document for Board approval.</li> <li>• It provides additional context and detail about the planning process and other plan components.</li> </ul>	<ul style="list-style-type: none"> <li>• Use on your website as the “full plan” for community/stakeholders to review.</li> <li>• Staff should have access to this document so they can understand their role in implementation.</li> </ul>
<b>Implementation Elements: Activity Plan and Evaluation Framework</b> <ul style="list-style-type: none"> <li>• The activity plan is an internal document for staff/Board to use when planning annual activities that will help meet the plan goals, timeline, and staff responsibilities for the activity.</li> <li>• The activity plan can also be used for internal updates/reports to streamline strategic plan management.</li> <li>• The activity plan changes and is updated annually by staff.</li> <li>• The evaluation framework breaks down which metrics will show progress for each goal.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff use the activity plan to detail annual activities and accomplishments.</li> <li>• The activity plan can also be used to set individual performance goals.</li> <li>• The activity plan can be used to develop progress reporting using template.</li> <li>• Evaluation framework, aligned with goals, helps stakeholders understand metrics that show strategic plan success.</li> </ul>

## Key Personnel and Qualifications/Experience

### Amanda E. Standerfer, MA, MLIS



Amanda's passion is helping libraries and nonprofit organizations advance so they can create meaningful impact in their communities. Since 2002, Amanda has served as a consultant and facilitator, working with libraries, nonprofits, and small businesses on strategic planning, fundraising, organizational development, and capacity building. Recent clients include [PrairieCat](#) (library consortium in Illinois), [Indian Trails Public Library District](#) (Wheeling, IL), and [Spring Lake District Library](#) (MI).

Amanda is the Director of Community Engagement for [The Urbana \(IL\) Free Library](#). She's spent about half of her career working in philanthropy (as Program Officer for [The Lumpkin Family Foundation](#) based in Mattoon, IL and as Program Director with the [Southeastern Illinois Community Foundation](#), serving Effingham and Mattoon, IL) and the other half in libraries (as Head of the Adult Division at the [Decatur \(IL\) Public Library](#) and as Director of the [Helen Matthes Library](#) in Effingham, IL). She loves melding her library and philanthropy knowledge – a self-proclaimed “philanthro-brarian.”

Amanda is a frequent presenter at library and philanthropy conferences and workshops, as well as a guest speaker for library science and business/management courses. In addition, she has taught courses at both [Lake Land College](#) (history) and [Millikin University](#) (team dynamics).

Amanda has twice been elected to the Board of the [Illinois Library Association](#) (ILA), most recently completing a three-year term in 2016. During her term, she assisted ILA with an update of their strategic plan. She has been active on a variety of other ILA Committees and Forums, including the Conference Program Committee (member and co-chair), Fundraising Committee (chair), and Public Policy Committee (member). Amanda was also selected as a member of the first class of *Synergy: The Illinois Library Leadership Initiative* and one of only two librarians ever selected for participation in *Leadership Illinois*.

Amanda holds a B.A. and an M.A. in history from [Eastern Illinois University](#) and an M.S. in library and information science from the [University of Illinois at Urbana-Champaign](#).

You can find out more about Amanda on [LinkedIn](#).

Amanda is the lead consultant for this project and will manage all aspects of the process.

### Sarah Forbes, PhD



Dr. Sarah Forbes is the founding Director of Student Academic Success at [Rose-Hulman Institute of Technology](#), helping students to discover new strategies to achieve their academic goals. Prior to this, Sarah spent 10 years as the Director of Data Management and Reporting. Her role in the Office of Institutional Research, Planning and Assessment was to manage data collection and reporting to all functional units on campus as well as to external constituents. She also served as a liaison between Academic Affairs and Enterprise Information Technology, helping each group to identify their needs and streamline both data entry and reporting processes.

Prior to working at Rose-Hulman, Sarah worked at the [Helen Matthes Library](#) in Effingham, Illinois. There she focused on marketing, outreach, and adult education.

In her spare time, Sarah serves as a research consultant to non-profit organizations. Sarah earned a B.A. in Psychology from [McKendree University](#), an M.A. in Experimental Psychology from [Indiana State University](#), and a Ph.D. in Curriculum and Instruction from [Indiana State University](#).

Sarah assists with community survey development and compiles data for the Learning Report.

### **Laura Huddleston, BA, MLIS**



Laura Huddleston is an experienced children's librarian, having served over ten years at the [Mattoon Public Library](#) as the Children's Department Head. During her tenure at MPL she handled all aspects of the department including community outreach, grant writing, and collections management. Laura currently works for the [Lumpkin Family Foundation](#), a private family foundation in Mattoon, Illinois. As the Program Associate, she is both grants manager and web administrator for the foundation while also dabbling in some program work and supervising interns.

Laura holds a B.A. in Spanish from [Eastern Illinois University](#) and a MLIS from [IUPUI](#). In her spare time, Laura works as a contractual consultant for [Fast Forward Libraries](#) and manages two teenagers and a beagle at home.

Laura's role is to draft and review documents as the plan elements come together.

### **Stepheny McMahon, BA, MA**



Stepheny McMahon is the Facilitator for the [Douglas County CEO](#) program where she guides high school students in resourcefulness, teamwork, networking, and soft skills. CEO stands for Creating Entrepreneurship Opportunities and focuses on business skills, careers and leadership through coordinated meetings with community business owners and leaders.

Stepheny's background of community and economic development began when she served as Director of the [Sullivan Chamber & Economic Development](#) for 13 years where she developed a passion in improving the viability of small towns through downtown development, the arts, and workforce development. Her accomplishments were recognized in 2016 when she was awarded both the Distinguished Economic Developer Award from the Illinois Economic Development Association and the Illinois Workforce Partnership Innovative Solutions Award. Her love of learning and a desire for professional development led her to seek a master's degree in Community Development from [Western Illinois University](#) (completed in fall 2019).

Stepheny believes in the power of communities to build their own future by capitalizing on local assets, collaborating with fellow residents, and continuously striving for improvement. Stepheny and her husband of 30 years, Mark, love to travel and find inspiration by driving the backroads through country towns before returning to their home in Sullivan, IL (pop. 4500). They have two adult children, Madeline and Layne.

Stepheny provides administrative support

## Work Plan

**NOTE:** These are unprecedented times – and the nature of strategic planning has changed! The below work plan is written with the assumption that in-person meetings will be possible. However, we are a team deeply experienced in online facilitation and process management and can easily adapt all aspects to an online environment with some minor modifications. For example, a 4-hour retreat session may need to be split into multiple online sessions, but the cost would remain the same.

In summary, the proposed process and deliverables offer maximum flexibility to help the library through these unusual times and allow for the library to confidently move forward with meaningful, impactful strategy.

### Phase I: LEARN

First, we will finalize the Planning Team (6-8 staff and Board members) to work with Amanda to guide and manage the planning process. The Team meets regularly throughout the process (as a group and via email) to give input about various aspects of the process and to edit/refine process/plan documents. To get started, we'll hold a kick-off meeting to finalize the timeline, get some initial input, and start planning the community survey and focus groups/interviews. The Planning Team will gather internal and external documents to inform the process, like library data, evaluation reports, previous strategic plan reports, sector reports, strategic plans from similar libraries, community demographic data, and strategic plans for other community organizations.



It is key to generate excitement about the process with the Board and staff and to involve them early in the process. To do this, we'll focus inward. Amanda will hold initial input sessions with the Board and staff to conduct an environmental scan, SOAR analysis (similar to a SWOT, but with an appreciative inquiry lens focusing on strengths, opportunities, aspirations, and results), and get input on what else the Board wants to learn as part of the process. Paired with these sessions is a Board and staff survey to allow for further reflection and input after these initial discussions.

Next, we'll focus outward to learn more about the community and stakeholders. Gathering community and stakeholder feedback is also key to understanding FPLD's current state, strengths, and potential future direction. Amanda will develop a community survey (edited and approved by the Planning Team) to get qualitative and quantitative input on:

1. **Awareness of Library Services** – How aware are respondents of the various library services? Where do they learn about what's going on at the library? (This data can be benchmarked for future evaluations.)
2. **Value and Satisfaction** – What aspects of FPLD's work do respondents value the most? Are they satisfied with FPLD's work? (This data can be benchmarked for future evaluations.)
3. **Community Needs** – What are top community needs? How might the library address these needs?
4. **Future Focus** – What's important going forward? What are FPLD's strengths? How should FPLD measure success?



5. **Other relevant questions** – Operating hours? Facilities? Accessibility? TBD by the Planning Team

After the community survey, we will hold targeted focus groups and conduct individual interviews (volunteers recruited through the survey along with specific organizations asked to hold a group/participate in an interview) to dig deeper into survey responses and emerging themes. Key at this stage in the process is to reach out to leaders and groups working with underserved populations to ask for their assistance in organizing specific focus groups and encouraging participation in the process. While we may not get an overwhelming number of underserved people to participate, we will make an intentional effort to weave in these voices to learn about their needs and what ongoing, sustained efforts can be made to encourage increased engagement.

At the end of this phase, Amanda, Sarah, and Stepheny (with assistance from library staff) will gather all information into a Learning Report. The Learning Report will identify gaps in services and provide findings that will ground the Board and staff retreats in the next phase.

<b>Deliverables:</b>	Finalized planning process timeline with meeting dates. Learning Report that includes analysis and findings from information gathered/reviewed, survey, focus groups, and interviews. Regular check-ins with Library Director.
<b>Timeframe:</b>	October 2021 – January 2022

**Phase II: DREAM**

This phase starts with a Planning Team meeting to review the Learning Report and plan for the Board and staff retreats.

The 4-hour Board retreat will focus on reviewing learning and dreaming about the future. During the retreat, we'll get the Board up to speed on the planning process, review the Learning Report, review and update the values, vision, and mission, affirm strategic directions, and set plan goals. During the session, the Board will also talk about possible activities that will help achieve plan goals. We'll use our time to critically think about what's most important for FPLD, including new services that will address priorities, services to discontinue, capacity building strategies, methods of outreach that might attract underserved populations, and funding implications.

During this phase, we'll also hold a 4-hour staff retreat (or multiple, shorter retreats to maximize staff participation) to also share the Learning Report and dream about the next three years. Staff will reflect on the Board's progress in developing the plan and spend time brainstorming activities that will help achieve plan goals. This input is valuable to the activity plan that will guide implementation. (Note: While it's best to have the Board retreat before the staff retreat, we are flexible with the timeline for these sessions as which retreat is held first is not critical for the overall development of the plan.)

It's important that everyone feel engaged at the retreats and that their perspectives are expressed and respected, so the facilitation will be flexible to accommodate for multiple input methods. At the end of the sessions, participants will feel confident that FPLD is on the right track for transformative change, rooted in strategies for equity, innovation, and flexibility in the delivery of library services.

The final piece of this phase is another Planning Team meeting to debrief the retreats and discuss a draft strategic plan outline.



<b>Deliverables:</b>	Board and staff retreats. Strategic plan outline. Regular check-ins with Library Director.
<b>Timeframe:</b>	January – March 2022

### **Phase III: DO**

In this phase, we'll draft and revise the various plan documents. Amanda and Laura will prepare drafts of the graphical and written versions of the plan and the activity plan. The Planning Team will review and edit the drafts. In addition, we will share the drafts with key staff and stakeholders for feedback.

After Planning Team review, we'll present the draft plan documents to the Board for final comment/revisions. This session will allow the Board to clarify next steps and discuss an implementation and communication strategy for the plan. (Note: Sometimes at this stage in the process an additional meeting is held with the library's leadership team and Trustees to review the draft plan together. This meeting is critical for discussing expectations, setting priorities, and ensuring alignment. While an extra step, this meeting can go a long way to strengthening relationships and cultivating a culture of trust.)

After the Board session, Amanda will make revisions and present final plan documents for approval. Final implementation steps, like finalizing the activity plan, and developing the evaluation framework will take place with the Planning Team around the time of Board approval to move from strategic planning to implementation.

<b>Deliverables:</b>	All draft plan documents approximately one month after the retreat sessions with final documents presented a month after presentation of the drafts. Regular check-ins with Library Director.
<b>Timeframe:</b>	March – May 2022

### **Phase IV: IMPLEMENTATION**

Transitioning from the planning process to implementation is critical and often where the library's management team gets stuck. Without a clear plan of how to transition to implementation, a strategic plan can get set aside and the momentum of the planning process is lost. We recommend reading [“Managing Transitions: Making the Most of Change” by William Bridges](#) for guidance during this period. Amanda is also available for transition coaching support for the Library Director or staff teams working on implementation plans.

## **Exclusions or Exceptions**

Fast Forward Libraries is pleased to offer Spanish translation of the community survey for an additional fee (see p. 12 Work Plan). Unfortunately at this time, no other languages are available.

Fast Forward Libraries excludes any interpretation service related to the focus groups or interviews. The library is responsible to provide any on-site interpretation services required.

Fast Forward Libraries excludes any cost related to the printing and/or mailing of the community survey. A print-ready version of the survey will be provided upon survey launch and the library can print and distribute this version at the library and throughout the community. While a mailed survey is not recommended, the library may choose to print and mail the survey at their own expense. The library might want to consider a postcard mailing to the community to inform them about the online survey (this type of mailing is less costly and has been effective in other communities). Fast Forward Libraries would advise the library during this process, but not be responsible for any cost associated with the final product. In addition, the library is responsible for entering all printed surveys into Survey Monkey.

## **Conflict of Interest Statement**

Fast Forward Libraries does not have any contracts that would be considered a conflict of interest.

## **Required District Resources**

The proposed planning process is a partnership between Fast Forward Libraries and the Fountaindale Public Library District. Anticipated resources needed from FPLD include:

- Meeting room space for various meetings during the process.
- Staff time for participation in the Planning Team (including review and editing of documents and providing research for the Learning Report specific to library data and trends), promotion of the community survey and focus group sessions, attendance at retreat sessions, and the ability to take plan deliverables from draft stage to implantation within the various library departments.
- Board time for participation in meetings, the retreat session, and to review and refine plan documents.

## Schedule of Costs and Timeline

Phase I: LEARN			
Goal: To finalize the planning process and receive community/stakeholder feedback that will inform the strategic planning process.			
What	Who	When/Duration	Cost
<b>Planning Team Kick-Off Meeting:</b> Review process and timeline, discuss information gathering needs, and initial information gathering.	Amanda and Planning Team	October 2021 2 hour preparation 1.5-hour meeting (via Zoom videoconference) 1 hour follow-up	\$500
<b>Community Survey Development and Administration:</b> Develop survey instrument and refine with Planning Team. Administer and monitor survey with Planning Team assistance with link distribution.  <i>*Print survey available for distribution. Library staff enter responses.</i> <i>**Mailed survey not recommended. Mailing cost not included.</i> <i>***Spanish translation of SurveyMonkey version of the community survey is available for \$1,000. This includes a paper version of the survey for the library to print on-demand.</i>	Amanda and Sarah with assistance from Planning Team	November 2021 15 hours survey development 10 hours survey administration/monitoring Email/phone meeting(s) as needed	\$2,500
<b>Initial Board and staff sessions:</b> Conduct environmental scan, SOAR analysis, and get input on vision and mission.	Amanda	November 2021 2 hours preparation 90-minute virtual session with Board 1-hour virtual sessions with staff (up to 4 sessions) 4 hours follow-up	\$2,000
<b>Board and staff Survey:</b> Develop and administer survey/s as approved by Planning team specific to internal feedback, especially related to future training needs of staff.	Amanda and Sarah with assistance from Planning Team	November 2021 5 hours survey development, administration, and monitoring	\$500

<b>Focus Groups:</b> 8-10 focus group sessions (one-hour each, mix of virtual and in-person), develop focus group questions, review agenda with Planning Team, compile notes.	Amanda (with logistical assistance from Planning Team)	December 2021 or January 2022 <i>2 hours preparation</i> <i>8-10 – 1-hour sessions</i> <i>4 hours notes/reporting</i> <i>1 day on-site</i>	\$3,000
<b>Stakeholder interviews:</b> Conduct up to 10 interviews (15 minutes each) with key stakeholders identified by Planning Team.	Amanda (with logistical assistance from Planning Team)	December 2021 or January 2022 <i>1 hour interview preparation/scheduling</i> <i>10 interviews (15 minutes each, 2.5 hours total)</i> <i>1 hour follow-up reporting</i>	\$850
<b>Learning Report:</b> Develop report that analyzes and synthesizes all information gathered (including library and community data supplied by library staff).	Amanda, Sarah, and Stepheny with editing assistance from Planning Team	January 2022 <i>20 hours learning report</i>	\$2,000
<b>Phase I total (inclusive of supplies and travel):</b>			<b>\$11,350</b>

## Phase II: DREAM

**Goal:** To report learning to the Board and staff and build plan elements at retreat sessions.

<u>What</u>	<u>Who</u>	<u>When/Duration</u>	<u>Cost</u>
<b>Planning Meeting:</b> Review Learning Report and prepare for Board and staff retreats.	Amanda and Planning Team	January 2022 <i>1 hour preparation</i> <i>1-hour meeting (via Zoom videoconference)</i> <i>1 hour follow-up</i>	\$300
<b>Board Retreat Session:</b> 4-hour, in-person session with Board to review learning and develop strategic plan elements.	Amanda	February 2022 <i>4 hours preparation</i> <i>4-hour meeting with Board</i> <i>2 hours follow-up</i> <i>1 day on-site</i>	\$3,000

<b>Staff Retreat Session:</b> 2-4-hour, in-person session (if gathering all staff in one meeting is not possible, we can hold multiple, shorter sessions to maximize participation) with staff to review learning, review strategic plan elements developed by Board, and brainstorm activities to achieve plan goals.  <i>*To keep travel costs low, the Board and staff retreat sessions will be held on consecutive days.</i>	Amanda	February 2022 4 hours preparation 4-hour meeting with staff 2 hours follow-up 1 day on-site	\$3,000
<b>Planning Team Debrief Meeting:</b> Check-in with Planning Team to review strategic plan outline document.  <b>Deliverable:</b> Strategic plan outline.	Amanda and Planning Team	March 2022 4 hour preparation 1-hour meeting (via Zoom videoconference) 1 hour follow-up	\$600
<b>Phase II total (inclusive of supplies and travel):</b>			<b>\$6,900</b>

### Phase III: DO

**Goal:** To develop and refine all plan documents, develop activity plan aligned with evaluation framework, and prepare for plan approval.

<u>What</u>	<u>Who</u>	<u>When/Duration</u>	<u>Cost</u>
<b>Document Development:</b> Develop graphical and written plan for review by Board.  <b>Deliverable:</b> Draft plan documents.	Amanda and Laura	March 2022 30 hours	\$3,000
<b>RECOMMENDED OPTION: Leadership Team and Trustee Alignment Meeting:</b> Some libraries opt to have a meeting at this point in the process to bring together the leadership team and Trustees to set expectations and priorities. This helps create alignment around the plan and builds momentum and trust for plan implementation.	Amanda with leadership team and Trustees	April 2022 4 hours preparation 4-hour meeting with staff 2 hours follow-up 1 day on-site	\$3,000 <i>*not included in total</i>

<b>Board Meeting:</b> Meeting with Board to review all plan documents and make final revisions.  <b>Deliverable:</b> Final plan documents for approval.	Amanda with Board	April 2022 2 hours preparation 1-2 hour virtual meeting with Board (in-person) 2 hours follow-up	\$1,000
<b>Activity Plan and Evaluation Framework:</b> Develop draft documents for review by Director/Planning Team to launch plan implementation.  <b>Deliverable:</b> Draft activity plan and evaluation framework.	Amanda and Director/Planning Team	April 2022 1-hour meeting with Director/Planning Team/staff 4 hours document development	\$500
<b>Phase III total (inclusive of supplies):</b>			<b>\$4,500</b>
<b>Grand total: (inclusive of supplies and travel):</b>			<b>\$22,750</b>

## Phase IV: IMPLEMENTATION

**Goal:** To support the transition from planning to implementation.

<u>What</u>	<u>Who</u>	<u>When/Duration</u>	<u>Cost</u>
<b>Coaching Sessions:</b> Meet with Director or designated staff working on implementation to support the transition from planning to implementation.	Amanda and Director or designated staff	As needed after plan adoption and beyond 1-hour per meeting with pre- and post-call support (via Zoom)	\$150/each

## References

**Mr. Brian Shepard**

Executive Director  
Indian Trails Public Library District  
847-279-2202  
[bshepard@indiantrailslibrary.org](mailto:bshepard@indiantrailslibrary.org)

Facilitated comprehensive strategic planning process for public library serving 67,000 residents.

**Ms. Ann Hokanson**

Executive Director  
Traverse des Sioux Library System  
Minnesota Multicounty Multitype Library  
Systems Coordinating Council  
833-837-5422 x. 700  
[ahokanson@tds.lib.mn.us](mailto:ahokanson@tds.lib.mn.us)

Provided facilitation for seven multicounty multitype library systems across Minnesota to create the group's first member-informed, joint strategic plan.

**Ms. Carolyn Coulter**

LLSAP Services Manager / Director  
PrairieCat  
309-623-4176  
[carolyn.coulter@railslibraries.info](mailto:carolyn.coulter@railslibraries.info)

Provided strategic planning facilitation for multi-type library automation consortium.

**Ms. Sue Wilsey**

Director, Strategic Communication & Marketing  
Helen Plum Library  
630-627-0316  
[swilsey@helenplum.org](mailto:swilsey@helenplum.org)

Conducted a community survey resulting in over 1,200 responses that informed strengths-based strategic plan, activity plan, and evaluation framework. Provided facilitation support for development of an internal staff culture code.

*I am happy to provide contact information for any client listed on the following page – just ask!*

## Client List

### Library Strategic Planning:

- Allegan District Library (MI)
- Bellwood Public Library (IL)
- Black River Falls Public Library (WI)
- Cary Area Public Library District (IL)
- Chillicothe Public Library District (IL)
- Des Plaines Public Library (IL) (department-level strategic planning)
- Duluth Public Library (MN) – Every Child Ready Duluth Initiative
- Elk Grove Village Public Library (IL)
- Helen Plum Library (Lombard, IL)
- Highland Park Public Library (IL)
- Indian Prairie District Public Library (Metamora, IL)
- Indian Trails Public Library District (Wheeling, IL)
- Keweenaw Public Library (IL)
- Lakeland Library Cooperative (ILS only) (Grand Rapids, MI)
- Lake Villa District Library (IL)
- Lapeer District Library (MI)
- Mahomet Public Library (IL)
- Minnesota Library Association
- Minnesota Multicounty Multitype Library Systems
- Mt. Zion Public Library District (IL)
- Nashua Public Library (NH)
- Norfolk Public Library (NE) Palatine Public Library District (IL)
- Plainfield Public Library District (IL)
- Pollard Memorial Library (Lowell, MA)
- PrairieCat ILS (northern IL)
- Prairielands Library Exchange (MN)
- Resource Sharing Alliance NFP (central IL)
- Richland Community Library (MI)
- Schaumburg Township District Library (IL)
- Spring Lake District Library (MI)

### Nonprofits (strategic planning facilitation unless noted):

- Coles County Habitat for Humanity (Charleston, IL, board retreat)
- Coles County United Way (Mattoon, IL, board reorganization and strategic planning)
- Effingham County Museum (IL)
- Family Service of Lake County (IL)
- Fit-2-Serve (Mattoon, IL)

### Library Strategic Planning (con't):

- Three Rivers Public Library District (Minooka, IL)
- Tippecanoe County Public Library (Lafayette, IN)
- Traverse des Sioux Regional Library System (MN)

### Library Organizational Capacity Building:

- Broadview Public Library District (IL, community survey)
- Elmhurst College (IL) (Staff retreat)
- Grayslake Area Public Library District (IL) (unified service desk reorganization)
- Grayslake Area Public Library District Foundation (IL) (capacity building)
- Helen Plum Library (Lombard, IL) (culture code)
- Indian Prairie Public Library (IL) (Board and Staff retreat facilitation)
- Indian Trails Public Library District Foundation (Wheeling, IL) (fundraising planning)
- Lillie M. Evans Public Library District (Princeville, IL, focus groups)
- Mahomet Public Library (IL) (fundraising planning)

### Library Training, Workshop, Webinar, or Coaching:

- Bloomington Public Library (IL) (fundraising capacity building)
- Fast Forward Library Leadership Cohort (leadership development program – two sessions annually)
- Illinois Library Association (Trustee Day programs)
- InfoPeople (webinar)
- LACONI consortium in northern IL (strategic planning workshop)
- Next Level Library Leadership Institute (FL) (coaching)
- Reaching Across Illinois Library System (webinar)

### LSTA 5-year Evaluation Projects:

- Idaho Commission for Libraries (2021)
- Illinois Environmental Council / Education Fund
- Illinois Stewardship Alliance (Springfield, IL)
- Lincoln Memorial Garden (IL)
- Mid Illinois Big Brothers Big Sisters (Effingham, IL division)
- Sullivan Chamber and Economic Development (IL, board retreat and strategic planning)



## **2022 FOUNTAINDALE PUBLIC LIBRARY DISTRICT CLOSING SCHEDULE**

January 1, 2022	Saturday	New Year's Day	Administrative Day
April 17, 2022	Sunday	Easter	Administrative Day
May 30, 2022	Monday	Memorial Day	Holiday
July 4, 2022	Monday	Independence Day	Holiday
September 5, 2022	Monday	Labor Day	Holiday
November 23, 2022	Wednesday	Thanksgiving Eve	Close at 5 p.m.
November 24, 2022	Thursday	Thanksgiving	Holiday
December 24, 2022	Saturday	Christmas Eve	Administrative Day
December 25, 2022	Sunday	Christmas Day	Administrative Day
December 31, 2022	Saturday	New Year's Eve	Administrative Day

Holidays are paid as stated in the Holiday section of the Employee Handbook. Administrative Days are days other than official holidays when the District libraries are closed. Administrative Days are unpaid for non-exempt employees.

**NOTICE OF MEETING  
2022 FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
BOARD MEETING SCHEDULE**

The regular meetings of the Board of Library Trustees of the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DUPAGE COUNTIES, ILLINOIS will be held at Fountaindale Public Library, 300 West Briarcliff Road, Bolingbrook, Illinois 60440 at 7 p.m.

Meetings are held on the third Thursday of the month, unless otherwise indicated.

January 20, 2022	July 21, 2022
February 17, 2022	August 18, 2022
March 17, 2022	September 15, 2022
April 21, 2022	October 20, 2022
May 19, 2022	November 17, 2022
June 16, 2022	December 15, 2022

/s/ Marcelo Valencia  
Secretary, Board of Library Trustees  
FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DU PAGE COUNTIES, ILLINOIS

Approved at the meeting of the Fountaindale Public Library District Board of Trustees held October 21, 2021.

	2020	2021	2022	2023	2024
<b>Chapter 2: Governance and Administration</b>					
Library has an elected or appointed board of trustees.	X	X			
Library has a qualified library administrator.	X	X			
Library administrator files an Illinois Public Library Annual Report (IPLAR) with the Illinois State Library.	X	X			
Library administrator prepares monthly reports (including statistics) of operations and services for the board's review.	X	X			
Library administrator and/or library board treasurer prepares monthly fiscal reports for the board's review.	X	X			
Library has a mission statement and a long-range/strategic plan.	X	X			
Library maintains an understanding of the community by surveys, hearings and other means.	X	X			
Library board reviews library policies on a regular basis.	X	X			
Library board members participate in local, state, regional, and national decision making that will benefit libraries.	X	X			
Library develops an orientation program for new board members.	X	X			
Library board members attend local, regional, state, and national conferences pertinent to libraries when fiscally possible.	X	X			
Library keeps adequate records of library operations and follows proper procedures for disposal of records.	X	X			
Library complies and keeps current with appropriate Illinois and federal laws pertaining to public libraries.	X	X			
Library has a board-approved set of written bylaws that govern the conduct of the board of trustees and its relationship to the library and staff.	X	X			
Library maintains insurance covering property and liability, including volunteer liability.	X	X			
Library has a written succession plan focused on both internal and external talent development to fill anticipated needs for library leadership and other key personnel.					
<b>Chapter 3: Personnel</b>					
Library has a board-approved personnel policy.	X	X			
Library has staffing levels that are sufficient to carry out the library's mission.	X	X			
Library has job descriptions and a salary schedule for all library positions. The job descriptions and salary schedule are periodically reviewed and revised as needed.	X	X			
Library's hiring practices are in compliance with EEOC guidelines and the Americans with Disabilities Act.	X	X			
Library salaries and fringe benefits account for up to 70 percent of total operations budget.	X	X			
Library gives each new employee a thorough orientation.	X	X			
Library evaluates staff annually.	X	X			
Library staff and administration attend local, regional, state, and national conferences as well as training workshops and seminars where feasible.	X	X			
Library provides staff access to library literature and other professional development materials.	X	X			
Public library trustees and administrators are aware of federal, state, and local statutes and regulations relevant to personnel administration.	X	X			
The library complies with state and federal laws that affect library operations.	X	X			
<b>Chapter 4: Access</b>					
The library provides the right amount of space of the right kind to meet the provisions of its long-range/strategic plan.	X	X			
At least once every five years, the board directs a review of the library's long-term space needs.		X			

The staff are familiar with the requirements contained in the Americans with Disabilities Act (ADA) and work to address deficiencies in order to provide universal access to all patrons.	X	X			
The library, including branches or other service points, is located at a site that is determined to be most convenient for the community.	X	X			
The library provides adequate, safe, well-lighted, and convenient parking during all hours of service.	X	X			
The library has the minimum required number of parking spaces.	X	X			
The library's entrance is easily identified, clearly visible, and well lighted.	X	X			
The library has an identifying sign clearly visible from the street. Additional signs guide users from arterial streets to the library.	X	X			
The library has adequate internal signage.	X	X			
The library's lighting levels comply with lighting standards.	X	X			
All signage is in compliance with applicable federal, state, and local regulations.	X	X			
The library building supports the implementation of current and future telecommunications and electronic information technologies.	X	X			
The library has sturdy and comfortable furnishings in sufficient quantity to meet user needs.	X	X			
Space is allocated for child and family use with furniture and equipment designed for use by children.	X	X			
The library has enough shelving and other types of display and storage to provide patrons with easy access to all materials.	X	X			
Shelving in the areas serving young children is scaled to their needs.	X	X			
<b>Chapter 5: Facility Management</b>					
<b>Ongoing Building Maintenance Checklist</b>					
The library building should be maintained in a clean and sanitary condition at all times. Cleaning schedule can depend on frequency of use, and other factors.	X	X			
Elevators should be maintained at least annually, and should comply with applicable codes for safety.	X	X			
Roofs should be maintained at least twice a year or more frequently if required by the warranty. Additional inspection and maintenance work should be performed after every occasion where a contractor performs work on the roof (e.g., a rooftop chiller is replaced).	X	X			
The building facade should be inspected once a year.	X	X			
Parking lot resealing and restriping should be performed every one to three years.	X	X			
HVAC systems should be inspected and maintained at least twice a year (before summer and winter).	X	X			
Alarm system should be checked for proper operation at least once a year.	X	X			
Lighting should be inspected and replaced at least once every three months, unless they are inspected on a regular basis by the building staff. In some cases, defective lights must be replaced immediately. This includes exit lights, parking lot lights, and building exterior lights.	X	X			
Emergency lighting should be checked once a month.	X	X			
Sprinkler systems should be inspected as required by code, but at least once per year.	X	X			
Automatic doors should be inspected, adjusted and lubricated as required by code, but at least once every 6 months. Such doors may require more frequent work depending on traffic.	X	X			
Plumbing—Toilets, domestic water heater, and faucets: These systems should be maintained at least twice per year, including rodding of drain lines. Many components such as toilets may require maintenance on an as-needed basis. Sump pumps and back-up systems should be checked more frequently.	X	X			
Landscaping should be maintained weekly during season, and at least twice per year for cleanup, trimming, etc.	X	X			
Landscaping sprinklers should be checked and maintained twice a year.	X	X			

Carpet mats should be vacuumed on a regular basis, and shampooed at least once per year. Worn, loose, or torn carpeting should be replaced on an as-needed basis.	X	X			
Hard surface flooring should receive thorough cleaning and/or polishing once per year.	X	X			
Window cleaning should be performed at least once per year.	X	X			
Parking garages should be inspected and cleaned on an annual basis. Cleaning should include power washing to remove salt and other deposits.	N/A	N/A			
Other unique features, such a fountains, fireplaces, indoor planters, etc. should also be maintained on an as-required basis.	X	X			
Emergence generators should be checked for proper operation every week, and serviced as required by manufacturer.	X	X			
Snow removal should be performed on an as-needed basis (either self-performed or contracted).	X	X			
Egress paths should be checked once a month to ensure they are maintained open and free of obstructions.	X	X			
Electrical and mechanical rooms should be checked twice per year to ensure they are kept clean and clear of obstructions to reach the equipment.	X	X			
<b>Building Periodic Repair Checklist</b>					
Tuck pointing of masonry: On an as-needed basis.	X	X			
Sealant repairs (window perimeters, masonry joints, etc.): On a three-to-five year interval.	X	X			
Interior painting and wall coverings: On an as-needed basis.	X	X			
Exterior painting including steel members that may corrode such as railings, etc.: Typically, once every three to five years.	X	X			
Wood and trim components: On an as-needed basis.	X	X			
Exterior and Interior Signage: Evaluate the appropriateness and condition of your signage once a year.	X	X			
Windows: Replace broken seals broken glass, caulking and glazing as needed.	X	X			
Parking lot: Perform patching, sidewalk repairs such as mud jacking, curb repairs, etc. as needed.	X	X			
Landscaping: Inspect trees and sod replacement every one to two years.	X	X			
Graffiti removal: Perform on an as-needed basis.	X	X			
Fencing repairs and painting: Perform on an as-needed basis. Painting is typically required every three to five years.	X	X			
Hardware: Items such as door knobs, locks, etc. should be repaired on an as-needed basis.	X	X			
<b>Capital Project Checklist *Warranties and professional consultation should determine capital items.</b>					
Parking lot reconstruction (not routine sealing)	X	X			
Re-roofing	X	X			
Window replacement	X	X			
HVAC equipment replacement	X	X			
Lighting replacements and upgrades	X	X			
Building additions	X	X			
Interior remodeling (carpeting, walls, furnishings, etc.)	X	X			
Utility infrastructure including electrical feeds, cabling, fiber optics, generators, IT infrastructure, technology upgrades	X	X			
Major facade repairs	X	X			
Major code upgrades	X	X			
<b>Capital Asset Plan Item List *Any item that is not accounted for in library operating budget should be on this list.</b>					
Building structure	X	X			
Site elements such as parking lots, paving, site furnishings and signs	X	X			
HVAC systems	X	X			

Plumbing	X	X			
Elevators	X	X			
Building envelope including facade, windows and roofs	X	X			
Furnishings	X	X			
<b>Environmentally Friendly Components *The best time to upgrade for energy code conformance is when a library does replacement of library systems.</b>	X	X			
Roof	X	X			
Mechanical systems	X	X			
Windows	X	X			
Library façade repair or replacement	X	X			
Lighting/LED	X	X			
Low-flow/water saving	X	X			
<b>Chapter 6: Safety</b>					
The library provides a list of emergency call numbers at all staff phones in the library.	X	X			
The library has a floor plan that shows entrances, exits, location of emergency supplies, fire alarms, and fire extinguishers.	X	X			
The library has an emergency manual and disaster plan.	X	X			
The library provides emergency training for staff, including fire and tornado drills, use of fire extinguishers, and location of the first aid kit, NARCAN® kit, and an automated external defibrillator.	X	X			
The library provides a call list and contact information that is reviewed biannually.		X			
Emergency medical supplies are stored in a designated location and are accessible to staff.	X	X			
Emergency equipment such as electric, gas and water switches, fire extinguishers, and fire alarms are noted on a library floor plan and are tested biannually.	X	X			
A prioritization list shows what should be salvaged in order of importance.					
A building safety checklist includes daily, weekly, quarterly, semi-annual, and annual safety procedures.	X	X			
A procedure exists for letting staff know when it is unsafe to enter the building.	X	X			
The library has a designated tornado shelter.	X	X			
Emergency exits and evacuation routes out of the library and to the tornado shelter are clearly marked. Fire extinguishers are clearly marked.	X	X			
The library provides adequate security for staff, users, and collections.	X	X			
The library has a strong relationship with local police and community safety personnel and communicates with them on a regular basis about safety issues affecting the library.	X	X			
At least two people (one of whom may be a volunteer) shall be on duty during all open hours of operation.	X	X			
Copies of the emergency manual and disaster plan are provided to community safety personnel.	X	X			
A policy for security camera usage has been adopted and signage is posted.	X	X			
<b>Chapter 7: Collection Management</b>					
The library board of trustees ensures that the library has a publicly funded budget to purchase materials. The minimum annual expenditure for materials for any size library should be a minimum of 8 to 12 percent of the operating budget.	X	X			
Library budgets should put priority on purchasing materials that best serve their community.	X	X			
The library has a written collection development policy approved by the board.	X	X			
Materials are cataloged according to standard library practices utilizing MARC 21, AACR2 Rules, Sears/LC subject headings and RDA.	X	X			

Library collections are evaluated annually to measure the effectiveness of community use of the collection and weeded if deemed appropriate.	X	X			
The library considers forming a cooperative collection plan with other libraries in close proximity to one another.	X	X			
The library strives to complement its print collection by purchasing electronic materials and making them available to patrons through a variety of methods.	X	X			
The library publicizes and promotes interlibrary loan to its patrons.	X	X			
Library staff is trained in and follows policies and procedures related to the ILLINET Interlibrary Loan Code and the ALA Interlibrary Loan Code. Libraries agree to be responsible borrowers and lenders.	X	X			
<b>Chapter 8: System Member Responsibilities and Resource Sharing</b>					
Library staff and library board members are aware of the services offered by the regional library systems and the Illinois State Library. The library promotes statewide cooperative services in addition to their own local services.	X	X			
Library resources, information, and expertise are available via interlibrary loan, reciprocal borrowing, and other formal cooperative agreements; and the library participates in system delivery.	X	X			
The library abides by the ILLINET Interlibrary Loan Code as well as other formal regional/consortial agreements.	X	X			
The library administrator, library staff and library board members actively participate as members of boards, committees, task forces, advisory councils, etc., at various levels, including the regional library system, the Illinois State Library and the Illinois Library Association, and bring a regional and statewide perspective that envisions all types of libraries, not just their local library and library type issues.	X	X			
The library, in cooperation with regional library systems and the Illinois State Library, promotes statewide tax-supported public library service for every Illinois resident.	X	X			
If a legally established public library currently does not meet the eligibility requirements for Illinois State Library/Illinois Office of the Secretary of State grants, the library should work in cooperation with its regional library system regarding grant eligibility and compliance.	X	X			
<b>Chapter 9: Public Services: Reference and Reader's Advisory Services</b>					
<b>Reference Service Checklist</b>					
All basic services are available when the library is open.	X	X			
The library has a reference service policy.	X	X			
The library provides staff trained in reference service to meet the needs of patrons who have challenges with disabilities, language and literacy.	X	X			
The library participates in interlibrary loan and resource sharing to help provide accurate and timely reference service.	X	X			
The library is aware of the importance of accuracy in reference service and relies on information sources of demonstrated currency and authority.	X				
The library supports training in the use of technologies necessary to access electronic resources, including training for persons with disabilities in the use of adaptive equipment and software.	X	X			
The library provides easy access to accurate and up-to-date community information.	X	X			
The library provides current issues of at least one community or local newspaper and retains hard copy or online back issues for a minimum of six months.	X	X			
The library provides access to local ordinances or codes of all municipalities within its service boundaries.	X	X			
The library provides access to local and state maps.	X	X			

The library provides access to the minutes of local government meetings. These include but are not limited to municipal (village, township, or city) and school board meetings.	X	X			
The library provides voter information, including precinct boundaries and location of polling places.	X	X			
The library provides information about local history and events.	X	X			
The library has at least one current reference resource for each subject area.	X	X			
Staff has access to a telephone or computer to receive and respond to requests for information and materials and to contact other agencies for information.	X	X			
Staff members are encouraged to attend at least one relevant continuing education event each year.	X	X			
The library evaluates its reference service on an annual basis.	X	X			
<b>Reader's Advisory Service Checklist</b>					
All basic services are available when the library is open.	X	X			
The library has competently trained staff that has thorough knowledge of popular authors and titles.	X	X			
The library maintains a well-rounded collection of both fiction and nonfiction titles.	X	X			
The library participates in interlibrary loan and resource sharing to help provide accurate and timely reader's advisory service.	X	X			
The library maintains a basic collection of reader's advisory reference materials.	X	X			
All staff members attend at least one relevant continuing education event each year.	X	X			
Staff members who are responsible for reader's advisory service in their library join at least one community organization, club, or council.	X	X			
Staff members who are responsible for reader's advisory service in their library attend at least one workshop, reading roundtable, or continuing education event.	X	X			
The library accepts and responds to reader's advisory requests received in person, on the phone or electronically.	X	X			
<b>Chapter 10: Programming</b>					
Library programs are provided free of charge, or on a cost recovery basis.	X	X			
Library programs are located in a physically accessible location.	X	X			
Provisions are made, as needed, to enable persons with disabilities to participate in the program. The availability of these provisions is noted with other information about the program.	X	X			
The library considers community demographics, special populations, and the availability of programming from other social, cultural, and recreational organizations in the community when planning and evaluating programs.	X	X			
The library presents educational, cultural, and recreational programs that reflect community needs and interests.	X	X			
Programming is designed to address the diversity within the community, to increase the awareness and use of library resources and services, and to attract new users.	X	X			
The library provides outreach programs to specific populations who cannot visit the library.	X	X			
The library has programming that seeks to serve children and their caregivers.	X	X			
The library has programming that seeks to serve young adults.	X	X			
The library has programming that seeks to serve adults and senior citizens.	X	X			
The library provides programs on library instruction for all ages. This includes online catalog and online database training opportunities.	X	X			
The library is encouraged to partner with other organizations to offer programs.	X	X			
<b>Chapter 11: Youth/Young Adult Services</b>					
All basic youth services are available when the library is open.	X	X			



The library provides staff trained in serving youth.	X	X			
The library has policies towards serving youth which it reviews at least every two years and youth staff have input in these policy revisions and creations.	X	X			
The library actively promotes respect for diversity and creates an inclusive, welcoming and respectful library atmosphere for all patrons.	X	X			
The library provides staff trained in assisting youth with disabilities, language and literacy barriers.	X	X			
The library provides staff trained to assist youth with adaptive equipment and software as needed to for accessibility of resources.	X	X			
The library strives to eliminate barriers of service for youth, including regularly reviewing any content restrictions, library card requirements and Internet policies.	X	X			
The library regularly, and at least annually, evaluates its services for youth with regard to popularity, effectiveness, accuracy, timeliness, and patron ease. The library seeks input from staff serving youth—as well as the community—regarding these services.	X	X			
The library provides programming for youth which is developmentally appropriate and meets the needs of the community.	X	X			
The library's programming is designed to reflect the needs and interests of youth in the community.	X	X			
Library programs are provided free of charge or on a cost-recovery basis.	X	X			
The library makes provisions that enable persons with disabilities to attend programming and lists these provisions with other programming information.	X	X			
The library considers community demographics, special populations and the availability of resources from social, cultural, and recreational organizations in the community when planning and evaluating library services for youth.	X	X			
The library strives to partner with youth-facing organizations in the community.	X	X			
The library provides youth with research and information literacy instruction through tours, training sessions and one-on-one interactions.	X	X			
The library has staff who have knowledge of popular authors, titles, and resources to provide these services.	X	X			
Youth staff have access to a telephone and computer to receive and respond to requests for information and to contact other agencies.	X	X			
Youth staff responsible for collection management have access to review journals and tools specifically targeting youth materials.	X	X			
The library includes at least one current resource created and intended for youth for each subject area. Electronic resources also fulfill this requirement.	X	X			
The library provides computer access for all youth, and provides guidance on digital literacy and technology use to youth.	X	X			
The library provides outreach services towards youth to increase awareness of services, attract new users and reach underserved populations.	X	X			
The library strives to partner with and support local schools, including private schools and homeschoolers.	X	X			
Staff members are encouraged to attend as many continuing education workshops and events as possible to stay current on trends and best practices for serving youth.	X	X			
The library provides a space specifically for use by children and families.	X	X			
The shelving used for housing children's materials is appropriately sized to allow for easier access.	X	X			
The library provides early literacy programming, including regular story time, for children and families.	X	X			
The library provides programming which facilitates play and fun for children and families.	X	X			
The library provides toys and interactive materials for use in the library, during programs, and/or at home that facilitate play, fun, and imagination.	X	X			
The library provides a summer reading opportunity to encourage reading and learning during the summer.	X	X			

The library provides a welcoming environment for young adults both individually and in groups.	X	X			
The library provides developmentally appropriate programming for young adults that encourage self-identity and positive interactions while providing opportunities to socialize and have fun.	X	X			
The library provides materials both physical and digital for young adults that are intended for them.	X	X			
The library partners with young adults in the community to provide opportunities for leadership such as a young adult (or teen) advisory board, volunteer group, or other formal or informal opportunities.	X	X			
<b>Chapter 12: Technology</b>					
Based on local technology planning, the library ensures adequate technological access and maintains appropriate hardware/software that effectively accommodates both library operations and patron needs.	X	X			
The library has:					
a telephone, with a listing in the phone book;	X	X			
a telephone voice mail and/or answering machine;	X	X			
a fax and/or scanner;	X	X			
a photocopier;	X	X			
effective Internet access with sufficient capacity to meet the needs of both the staff and the public;	X	X			
library and/or departmental email accounts for patron communication with the library (the library email account is reviewed and responded to during library hours);	X	X			
an Americans with Disabilities Act (ADA) compliant library website that is updated at least monthly;	X	X			
up-to-date computers for staff and public access with sufficient capacity to meet needs;	X	X			
up-to-date printers for staff and public access with sufficient capacity to meet needs;	X	X			
up-to-date antivirus and Internet security software protection installed on every library computer;	X	X			
up-to-date Internet browsers, web applications, and plug-ins;	X	X			
a valid email address, accessible via the library's website, for the library administrator; and	X	X			
a website that includes basic library information such as hours, location, contact, official name of library and content required by the Open Meetings Act.	X	X			
The library provides a sufficient number of patron-accessible workstations/devices on a per capita basis.	X	X			
The wait time for patron workstations does not exceed 15 to 30 minutes.	X	X			
The library annually evaluates and, if necessary, updates its Internet connectivity options for service impact and cost-effectiveness.	X	X			
The library provides 24/7 remote access to library services and resources through:					
a web-accessible library catalog;	X	X			
an Americans with Disabilities Act (ADA) compliant library website that is updated at least monthly;	X	X			
appropriate regional, state, national, and international bibliographic databases;	X	X			
other authenticated electronic resources that are available for direct patron use; and	X	X			
virtual reference service, and/or text messaging services, and/or a library email account.	X	X			
The library staff must be:					
computer literate;	X	X			
trained to use and assist patrons in the use of electronic resources and materials; and	X	X			
accessible via email and/or through messaging services.	X	X			
The library provides or partners with other community agencies to offer its patrons instruction (workshops, classes) in the use of computers, email, productivity software and the Internet.	X	X			
The library provides web links and access to regional and/or statewide initiatives including:	X	X			
regional library system consortial web-based catalogs;	X	X			
the CARLI academic library catalog (I-Share);	X	X			
Illinois State Library-sponsored databases/e-resources;	X	X			

other electronic collections as available; and	X	X			
virtual reference service.	X	X			
As an equal partner in resource sharing, the library inputs and makes its collection holdings accessible for resource sharing within a regional, statewide, national, and/or international database.	X	X			
The library has a board-adopted Internet acceptable use policy.	X	X			
The Internet acceptable use policy is reviewed annually.	X	X			
The library budgets for ongoing technology needs including but not limited to: hardware and software purchases, upgrades, ongoing maintenance, services and connectivity.	X	X			
The library maintains, troubleshoots, repairs, and replaces computer hardware and software. This ongoing maintenance is handled by trained library staff and/or via a contractual service agreement with an appropriate service provider.	X	X			
The library develops and updates, at regular intervals, a long-range/strategic plan for its future technology needs. The plan is based on community needs and priorities.	X	X			
The library continuously strives to improve its technological services, resources, and access. An ongoing planning cycle includes a needs assessment that examines current and emerging technologies and service enhancements including but not limited to:	X	X			
wireless access (Wi-Fi);	X	X			
Internet connectivity upgrades sufficient for patron and staff use;	X	X			
networking (local area vs. wide area);	X	X			
library Intranet;	X	X			
an Americans with Disabilities Act (ADA) compliant library website that is updated at least monthly, highlights library services and programs, includes hyperlinks, is mobile compatible, and is interactive;	X	X			
patron self-checkout functionality;	X	X			
new technologies/potential services; for example, social networking, makerspace and mobile apps;	X	X			
current and functional meeting room technology;	X	X			
adaptive technologies that accommodate service needs for persons with disabilities and special populations, including but not limited to: accessible computer hardware, deaf interpreters, language translators, open captioning; and	X	X			
ongoing staff continuing education/training related to all aspects of technological services.	X	X			
The library protects the integrity, safety, and security of its technological environment.	X	X			
The library's automated catalog and its components comply with current state, national and international standards.	X	X			
The library is aware of E-rate discounts (telecommunications/connectivity services and/or Internet access) as available through the Schools and Libraries Program of the Universal Service Fund, administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC).	X	X			
<b>Chapter 13: Marketing, Promotion and Collaboration</b>					
The library has a communications plan that supports the library's long-range/strategic plan.	X	X			
The library staff and trustees participate in two or more cooperative activities with other community organizations.	X	X			
The library's services and programs are promoted in the community. Check the applicable publicity methods.	X	X			
flyers	X	X			
brochures	X	X			
website	X	X			
newsletter	X	X			

posters	X	X			
banners	X	X			
displays	X	X			
podcasting					
presentations	X	X			
speeches	X	X			
billboards	X	X			
other					
The library maintains at least one social media account.	X	X			
The library invites local, state, and federal officials to visit the library.	X	X			
The library's website is updated at least monthly.	X	X			
The board, administration, and staff conduct an annual library walk-through.	X	X			
The board, administration, and appropriate staff visit other libraries.	X	X			
The budget includes funds for public relations and marketing activities.	X	X			
The library's promotional methods and services are ADA compliant.	X	X			
A designated staff member coordinates the library's marketing efforts.	X	X			
The library's staff receives customer service and marketing training.	X	X			
The library's orientation for staff and trustees includes the library's public relations, customer service philosophy, library history, funding sources and long-range/strategic plan.	X	X			
The library surveys patrons and the community to judge awareness of the library's programs and services.	X	X			

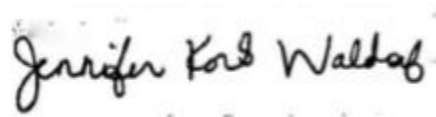
October 7, 2021

Dear Fountaindale Library President Robert Kalnicky and Board,

I, Jennifer Korb Waldorf, hereby submit to the board my resignation from the position of Fountaindale Library Board Trustee effective October 13, 2021. My family is moving to Antioch, Ill. to be closer to my new job, and the sale of our Bolingbrook home and the purchase of our new home in Antioch are both scheduled to close on Oct. 13.

While I was only a trustee for a short time, it was truly an honor to have had the opportunity to serve the Bolingbrook community alongside such a dedicated, passionate group of individuals committed to ensuring the Fountaindale Library is the very best it can be. I will greatly miss Fountaindale and the greater Bolingbrook community, and I wish all of the board members, staff and residents the very best.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Korb Waldorf". The signature is written in a cursive, flowing style.

Jennifer Korb Waldorf

# Fountaindale Public Library District

## Cash and Investment

September 30, 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	\$141,821.68	\$750,144.20
Cash Checking/Payroll	\$178,891.41	(\$4,581.64)	\$174,309.77
Petty Cash	\$2,732.09	\$400.00	\$3,132.09
Total Cash	<u>\$789,946.02</u>	<u>\$137,640.04</u>	<u>\$927,586.06</u>
Investments			
Investment - General Fund/Wintrust MM	\$6,332,440.01	\$175,563.45	\$6,508,003.46
Investment - IL Funds/General	\$71,235.59	\$3.68	\$71,239.27
Investment - IL Funds/INB/E-Pay	\$66,581.50	\$1,601.68	\$68,183.18
Investment - Special Reserve/Wintrust MM	\$2,078,944.22	\$105.36	\$2,079,049.58
Investment - Working Cash/Wintrust MM	\$1,072,520.67	\$54.36	\$1,072,575.03
Investment - Special Reserve/PMA	\$16,645,365.03	\$26,101.42	\$16,671,466.45
Total Investments	<u>\$26,267,087.02</u>	<u>\$203,429.95</u>	<u>\$26,470,516.97</u>
Bond Fund			
4-1211-40 Invest/Wintrust MM Account	\$1,434,427.91	\$385,447.10	\$1,819,875.01
Total Bond Fund	<u>\$1,434,427.91</u>	<u>\$385,447.10</u>	<u>\$1,819,875.01</u>
Total Cash and Investments	<u><u>\$28,491,460.95</u></u>	<u><u>\$726,517.09</u></u>	<u><u>\$29,217,978.04</u></u>

Special Res. PMA - 0.437%

General - IL Fund - 0.020%

Money Market Wintrust - 0.070%

# Fountaindale Public Library District

## Revenue Report

September 30, 2021

	Current Month	Year to Date	Percent Collected	Budgeted Receipts	Uncollected Receipts
Revenue					
Revenue Funds 1-8					
Property Tax - Will - 2020	\$1,710,191.07	\$2,387,187.92	46.07%	\$5,181,200.77	\$2,794,012.85
Property Tax Dupage 2020	\$66,792.25	\$85,130.44	80.51%	\$105,738.79	\$20,608.35
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	\$0.00	\$42,911.61	36.41%	\$117,843.00	\$74,931.39
Interest	(\$896.38)	\$56,841.07	44.75%	\$127,010.00	\$70,168.93
Circulation Fees	\$2,361.59	\$4,622.09	33.01%	\$14,000.00	\$9,377.91
Copy Machines	\$473.85	\$1,255.75	25.12%	\$5,000.00	\$3,744.25
Fax Machine	\$414.70	\$1,336.37	26.73%	\$5,000.00	\$3,663.63
Printing	\$2,025.61	\$4,702.64	31.35%	\$15,000.00	\$10,297.36
Miscellaneous	\$4,097.27	\$9,449.15	94.49%	\$10,000.00	\$550.85
Reimbursements	\$628.59	\$650.79	32.54%	\$2,000.00	\$1,349.21
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	\$0.00	\$99,832.43	100.00%	\$99,833.00	\$0.57
Total Operating Funds	\$1,786,088.55	\$2,693,970.26	26.20%	\$10,281,230.95	\$7,587,260.69
Bond Fund					
Property Tax - Will 2020	\$559,812.35	\$781,419.86	46.07%	\$1,696,303.40	\$914,883.54
Property Tax - Dupage 2020	\$22,077.56	\$28,139.09	81.28%	\$34,618.44	\$6,479.35
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	\$22.98	\$63.15	1.26%	\$5,000.00	\$4,936.85
Total Bond Fund	\$581,912.89	\$809,622.10	21.99%	\$3,682,489.84	\$2,872,867.74
Total Revenue	\$2,368,001.44	\$3,503,592.36	25.09%	\$13,963,720.79	\$10,460,128.43

# Fountaindale Public Library District

## Expenditure Report

September 30, 2021

	Current Month	Year to Date	% Expended	Working Budget	Unexpended Budget
Expenditures					
Total Expenditures - Operating Funds					
General Fund Expenditures					
Personnel Expense	\$335,460.75	\$1,164,760.27	23.97%	\$4,859,000.00	\$3,694,239.73
Contractual Services	\$18,241.47	\$112,202.26	20.36%	\$551,000.00	\$438,797.74
Supplies & Utilities	\$44,708.38	\$106,989.74	18.33%	\$583,600.00	\$476,610.26
Library Materials	\$62,099.15	\$142,278.92	11.32%	\$1,256,500.00	\$1,114,221.08
Capital Expenditures	\$7,278.50	\$41,856.88	4.91%	\$853,322.00	\$811,465.12
Miscellaneous	\$1,283.75	\$4,941.30	6.59%	\$75,000.00	\$70,058.70
Per Capita Grant	\$0.00	\$0.00	0.00%	\$99,833.00	\$99,833.00
Total General Fund Expenditures	\$469,072.00	\$1,573,029.37	19.00%	\$8,278,255.00	\$6,705,225.63
Other Fund Expenditures					
Audit Fund Expenditures	\$0.00	\$0.00	0.00%	\$12,100.00	\$12,100.00
Liability Insurance Fund Expenditures	\$6,200.00	\$8,153.67	5.35%	\$152,500.00	\$144,346.33
Soc Sec/IMRF Fund Expenditures	\$52,610.30	\$183,213.12	25.16%	\$728,320.00	\$545,106.88
Special Reserve Fund Expenditures	\$0.00	\$0.00	0.00%	\$100.00	\$100.00
Maintenance Fund Expenditures	\$33,171.64	\$55,209.81	16.41%	\$336,500.00	\$281,290.19
Total Other Fund Expenditures	\$91,981.94	\$246,576.60	20.05%	\$1,229,520.00	\$982,943.40
Total Expenditures - Operating Funds	\$561,053.94	\$1,819,605.97	19.14%	\$9,507,775.00	\$7,688,169.03
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	\$561,053.94	\$2,243,780.97	17.96%	\$12,496,125.00	\$10,252,344.03



**Fountaindale Public Library District**  
**Bills Paid - Operating Account**  
**October 2021**

Payee Name	Description	Payment Date	Check/Draft Number	Payment Amount
AFLAC	Employer Insurance Contribution - September 2021	10/01/2021	888	\$12.09
Blue Cross Blue Shield of Illinois	Employer Insurance Contribution - October 2021	10/01/2021	56052	\$29,832.53
Dearborn National Life Insurance Company	Employer Insurance Contribution - October 2021	10/01/2021	56053	\$532.55
Fidelity Security Life Insurance/EYEMED	Employer Insurance Contribution - October 2021	10/01/2021	56054	\$178.27
Home Depot	Building Supplies - Multimeter & Screwdriver Kit, etc.	10/01/2021	56055	\$176.47
	Studio - Maker Work Table			\$229.00
Illinois Municipal Retirement Fund	Employer Contribution - September 2021	10/01/2021	890	\$29,431.89
Marquee Movie Presentations, LLC	Program - James Bond The History - Date 10/07/2021	10/01/2021	56056	\$250.00
				<b>\$60,642.80</b>

  
 Jennie Nguyen, Finance Manager

Gross Payroll & FICA Expense - September 2021

Gross Payroll	\$303,593.39
FICA	\$22,386.50
Total Gross Payroll & FICA	<b>\$325,979.89</b>

**Fountaindale Public Library District**  
**Bills Payable Report**  
**October 21, 2021**

Page 1

<u>General Fund</u>				
<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Aimee Rupsis	Refund - Hilo	AR9399	1-3310-10	\$ 13.59
		<i>Totals for Aimee Rupsis</i>		<b>\$ 13.59</b>
Ali Baig	Program - Trivia Night with Baig of Tricks - 11/8/21	AB110821	1-4571-24	75.00
		<i>Totals for Ali Baig</i>		<b>\$ 75.00</b>
Allyse Schiller	Reimbursement - Danhof's Board Room Dedication Supplies	AS091421	1-4715-10	44.14
	Mileage - 7/23/21-9/30/21	AS093021	1-4171-10	11.98
		<i>Totals for Allyse Schiller</i>		<b>\$ 56.12</b>
Amazon	Outreach - Dinosaur Program Supplies	A24-2122	1-4353-28	53.93
	Outreach - Various Program Supplies	A32-2122	1-4353-28	78.63
	Communications - Laminator & Pouches	A35-2122	1-4342-10	269.98
	Outreach - Disposable Clear Program Masks	A32-2122	1-4351-10	19.98
	Outreach - Clear Program Masks	A32-2122	1-4351-10	16.06
	Essential Supplies - Disposable Mask Restock	A27-2122	1-4351-10	395.75
	District Closet & Staff Lounge Restock - August 2021	A31-2122	1-4351-10	77.59
	Circ/Finance - License Sticker Renewal Supplies	A36-2122	1-4351-10	179.95
	Finance - Organization Supplies	A28-2122	1-4351-10	74.14
	Outreach - Various Program Supplies	A32-2122	1-4351-10	18.99
	District Closet Restock - August 2021	A31-2122	1-4351-10	7.79
	CSD - Plate Program Supplies	A17-2122	1-4353-20	15.79
	CSD - Tracing Tools Program Supplies	A17-2122	1-4353-20	25.77
	CSD - Various Program Supplies	A17-2122	1-4353-20	328.92
	CSD - Canvas Program Supplies	A17-2122	1-4353-20	17.95
	CSD - Books & Boxes Program Supplies	A25-2122	1-4353-20	137.79
	CSD - Cotton Swab Program Supplies	A34-2122	1-4353-20	19.99
	CSD - Programming Planner & Various Program Supplies	A34-2122	1-4353-20	269.75
	CSD - Bead Chain Program Supplies	A34-2122	1-4353-20	8.98
	CSD - Keyring Program Supplies	A34-2122	1-4353-20	10.99
	CSD - Programming Planner & Various Program Supplies	A34-2122	1-4371-20	16.82
	Vortex - Maker Kit & Spare Supplies	A18-2122	1-4353-24	15.60
	ATSD - Coffee Mug Program Supplies	A20-2122	1-4353-24	79.18
	Vortex - Maker Kit & Spare Supplies	A18-2122	1-4353-24	403.22
	ATSD - Various Fall Program Supplies	A20-2122	1-4353-24	156.65
	Vortex - Maker Kits, Fall Program, Game Supplies	A19-2122	1-4353-24	200.94

**Fountaindale Public Library District**  
**Bills Payable Report**  
**October 21, 2021**

General Fund Page 2

<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Amazon</b>	(Cont'd)			
	ATSD - Various Fall Program Supplies	A20-2122	1-4353-24	\$ 94.23
	ATSD - Sticker Paper Program Supplies	A30-2122	1-4353-24	18.20
	ATSD - Cardstock & USB C Hub Program Supplies	A30-2122	1-4353-24	38.88
	ATSD - Ziploc Bag Program Supplies	A30-2122	1-4353-24	6.99
	IT - Waterproof Cases	A23-2122	1-4354-14	87.50
	IT - USB C to HDMI Adapter	A33-2122	1-4354-14	79.95
	Books - Adult Fiction	0660346-OCT21	1-4540-26	241.12
	Books - Adult Non-Fiction	0660346-OCT21	1-4541-26	92.04
	Donation - VVSD Gift Baskets	A26-2122	1-4720-10	27.17
	Video Games - Adult	0660346-OCT21	1-4565-26	289.81
	Music - Adult	0660346-OCT21	1-4550-26	1,627.02
	DVD - Adult	0660346-OCT21	1-4557-26	87.77
	Books - Juvenile Easy	0660346-OCT21	1-4546-26	838.33
	DVD - Juvenile	0660346-OCT21	1-4558-26	53.88
	Realia - Juvenile: Circulating Doll Outfit	0660346-OCT21	1-4569-26	21.95
	Staff Summer Adventure Prize 2021	0660346-OCT21	1-4711-10	665.08
	Pathways Parade Candy - September 2021	A39-2122	1-4735-10	473.19
	Studio - Various Patron Use Supplies	A21-2122	1-4371-27	154.73
	Studio - Patron Use Weld-On Adhesive	A37-2122	1-4371-27	19.35
	Studio - Patron Use Cutting Mats & Table Cover	A37-2122	1-4371-27	77.79
	Electronic Devices & Equipments	0660346-OCT21	1-4527-26	2,025.69
	Library Materials - Shipping Costs	0660346-OCT21	1-4519-26	52.99
	<i>Totals for Amazon</i>			<b>\$ 9,974.79</b>
<b>American Floor Mats</b>				
	Partial Payment - 5 Non-Slip Floor Eco Mats	1326950	1-4391-30	170.00
	<i>Totals for American Floor Mats</i>			<b>\$ 170.00</b>
<b>AmeriFlex Business Solutions</b>				
	Benefit/Cobra Administration Fees - October 2021	INV454040	1-4253-10	189.55
	<i>Totals for AmeriFlex Business Solutions</i>			<b>\$ 189.55</b>
<b>Amina Ali</b>				
	Reimbursement - License Sticker Renewal Inventory Booklet	AA091021-02	1-4351-10	12.87
	Mileage - 7/23/21-8/11/21	AA091021	1-4171-10	67.36
	<i>Totals for Amina Ali</i>			<b>\$ 80.23</b>

**Fountaindale Public Library District**  
**Bills Payable Report**  
**October 21, 2021**

General Fund Page 3

<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Association of Illinois School Library Educators</b>				
	Monarch/Bluestem Membership - Petrov - 2021-2022	2020322	1-4161-10	\$ 85.00
	<i>Totals for Association of Illinois School Library Educators</i>			<u>\$ 85.00</u>
<b>AT &amp; T</b>				
	Internet Service - September 2021	0536125603	1-4314-14	979.74
	<i>Totals for AT &amp; T</i>			<u>\$ 979.74</u>
<b>AT &amp; T Mobility - National Business Services</b>				
	Telephone Service - 8/22/21-9/21/21	18484817	1-4311-14	259.77
	<i>Totals for AT &amp; T Mobility - National Business Services</i>			<u>\$ 259.77</u>
<b>Baker &amp; Taylor - C009233</b>				
	Library Materials - Processing Costs	5017171475	1-4518-26	16.10
	Library Materials - Shipping Costs	5017171475	1-4519-26	1.50
	Library Materials - Processing Costs	5017229533	1-4518-26	3.45
	Library Materials - Processing Costs	5017199944	1-4518-26	6.90
	Library Materials - Processing Costs	5017261496	1-4518-26	9.20
	Library Materials - Shipping Costs	5017199944	1-4519-26	0.98
	Library Materials - Shipping Costs	5017261496	1-4519-26	0.68
	Library Materials - Shipping Costs	5017229533	1-4519-26	1.30
	Books - Adult Non-Fiction	5017229533	1-4541-26	260.73
	Books - Adult Non-Fiction	5017171475	1-4541-26	300.52
	Books - Adult Non-Fiction	5017199944	1-4541-26	195.77
	Books - Adult Non-Fiction	5017261496	1-4541-26	135.08
	<i>Totals for Baker &amp; Taylor - C009233</i>			<u>\$ 932.21</u>

**Fountaindale Public Library District**  
**Bills Payable Report**  
**October 21, 2021**

**General Fund** Page 4

<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420685</b>				
	Books - Juvenile Easy	2036145908	1-4546-29	\$ 36.65
	Books - Juvenile Easy	2036155941	1-4546-29	19.03
	Books - Juvenile Easy	2036174295	1-4546-29	12.59
	Books - Juvenile Easy	2036165758	1-4546-29	42.66
	Books - Juvenile Easy	2036227140	1-4546-29	17.40
	Books - Juvenile Easy	2036212180	1-4546-29	66.11
	Books - Juvenile Easy	2036197368	1-4546-29	57.95
	Books - Juvenile Easy	2036185218	1-4546-29	43.36
	Books - Young Adult Fiction	2036155941	1-4548-29	47.24
	Books - Young Adult Fiction	2036165758	1-4548-29	32.18
	Books - Young Adult Fiction	2036227140	1-4548-29	11.49
	Books - Young Adult Fiction	2036185218	1-4548-29	52.87
	Books - Juvenile Fiction	2036145908	1-4544-29	59.16
	Books - Juvenile Fiction	2036155941	1-4544-29	26.46
	Books - Juvenile Fiction	2036174295	1-4544-29	60.57
	Books - Juvenile Fiction	2036165758	1-4544-29	155.09
	Books - Juvenile Fiction	2036227140	1-4544-29	44.38
	Books - Juvenile Fiction	2036212180	1-4544-29	24.93
	Books - Juvenile Fiction	2036197368	1-4544-29	66.62
	Books - Juvenile Fiction	2036185218	1-4544-29	44.82
	Books - Adult Fiction	2036145908	1-4540-29	62.67
	Books - Adult Fiction	2036155941	1-4540-29	127.01
	Books - Adult Fiction	2036174295	1-4540-29	33.32
	Books - Adult Fiction	2036165758	1-4540-29	79.91
	Books - Adult Fiction	2036227140	1-4540-29	75.16
	Books - Adult Fiction	2036212180	1-4540-29	125.51
	Books - Adult Fiction	2036197368	1-4540-29	78.19
	Books - Adult Fiction	2036185218	1-4540-29	32.77
	Books - Adult Non-Fiction	2036145908	1-4541-29	16.67
	Books - Adult Non-Fiction	2036155941	1-4541-29	15.52
	Books - Adult Non-Fiction	2036174295	1-4541-29	33.34
	Books - Adult Non-Fiction	2036165758	1-4541-29	17.25
	Books - Adult Non-Fiction	2036227140	1-4541-29	34.50
	Books - Adult Non-Fiction	2036212180	1-4541-29	17.24
	Books - Adult Non-Fiction	2036197368	1-4541-29	33.32
	Books - Adult Non-Fiction	2036185218	1-4541-29	76.19
	Books - Adult Large Print	2036145908	1-4543-29	47.40
	Books - Adult Large Print	2036155941	1-4543-29	17.25

**Fountaindale Public Library District**  
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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420685</b>	(Cont'd)			
	Books - Adult Large Print	2036227140	1-4543-29	\$ 11.99
	Books - Adult Large Print	2036212180	1-4543-29	17.25
	Books - Adult Large Print	2036197368	1-4543-29	18.00
	Library Materials - Shipping Costs	2036145908	1-4519-29	1.20
	Library Materials - Shipping Costs	2036155941	1-4519-29	1.43
	Library Materials - Shipping Costs	2036174295	1-4519-29	0.73
	Library Materials - Shipping Costs	2036165758	1-4519-29	1.77
	Library Materials - Shipping Costs	2036227140	1-4519-29	0.97
	Library Materials - Shipping Costs	2036212180	1-4519-29	1.26
	Library Materials - Shipping Costs	2036197368	1-4519-29	1.27
	Library Materials - Shipping Costs	2036185218	1-4519-29	1.28
	Library Materials - Processing Costs	2036145908	1-4518-29	10.59
	Library Materials - Processing Costs	2036155941	1-4518-29	9.66
	Library Materials - Processing Costs	2036174295	1-4518-29	6.12
	Library Materials - Processing Costs	2036165758	1-4518-29	20.85
	Library Materials - Processing Costs	2036227140	1-4518-29	8.70
	Library Materials - Processing Costs	2036212180	1-4518-29	14.91
	Library Materials - Processing Costs	2036197368	1-4518-29	11.64
	Library Materials - Processing Costs	2036185218	1-4518-29	12.33
	Books - Juvenile World Languages	2036145908	1-4526-29	18.00
	Books - Juvenile World Languages	2036155941	1-4526-29	34.46
	Books - Juvenile World Languages	2036174295	1-4526-29	5.39
	Books - Juvenile World Languages	2036165758	1-4526-29	26.32
	Books - Juvenile World Languages	2036185218	1-4526-29	6.29
<i>Totals for Baker &amp; Taylor - L420685</i>				<u>\$ 2,087.19</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420686</b>				
	Books - Adult World Languages	2036143212	1-4525-26	\$ 11.97
	Books - Adult World Languages	2036162754	1-4525-26	15.52
	Books - Adult World Languages	2036170872	1-4525-26	238.80
	Books - Adult World Languages	2036209467	1-4525-26	14.25
	Books - Adult World Languages	2036197165	1-4525-26	22.14
	Library Materials - Processing Costs	2036134187	1-4518-26	53.92
	Library Materials - Processing Costs	2036140696	1-4518-26	132.90
	Library Materials - Processing Costs	2036143212	1-4518-26	43.47
	Library Materials - Processing Costs	2036150666	1-4518-26	29.88
	Library Materials - Processing Costs	2036148345	1-4518-26	62.70
	Library Materials - Processing Costs	2036155322	1-4518-26	48.43
	Library Materials - Processing Costs	2036159821	1-4518-26	55.74
	Library Materials - Processing Costs	2036162754	1-4518-26	66.96
	Library Materials - Processing Costs	2036170872	1-4518-26	46.98
	Library Materials - Processing Costs	2036167822	1-4518-26	20.85
	Library Materials - Processing Costs	2036165497	1-4518-26	38.58
	Library Materials - Processing Costs	2036160308	1-4518-26	51.93
	Books - Juvenile World Languages	2036134187	1-4526-26	18.00
	Books - Juvenile World Languages	2036148345	1-4526-26	14.94
	Books - Juvenile World Languages	2036155322	1-4526-26	26.99
	Books - Juvenile World Languages	2036170872	1-4526-26	10.92
	Books - Juvenile World Languages	2036165497	1-4526-26	67.70
	Books - Juvenile World Languages	2036174179	1-4526-26	4.19
	Books - Juvenile World Languages	2036177022	1-4526-26	12.58
	Books - Juvenile World Languages	2036184725	1-4526-26	8.38
	Books - Juvenile World Languages	2036201623	1-4526-26	13.74
	Books - Juvenile World Languages	2036204460	1-4526-26	50.97
	Library Materials - Shipping Costs	2036134187	1-4519-26	3.84
	Library Materials - Shipping Costs	2036140696	1-4519-26	8.06
	Library Materials - Shipping Costs	2036143212	1-4519-26	3.61
	Library Materials - Shipping Costs	2036150666	1-4519-26	2.44
	Library Materials - Shipping Costs	2036148345	1-4519-26	6.38
	Library Materials - Shipping Costs	2036155322	1-4519-26	4.10
	Library Materials - Shipping Costs	2036159821	1-4519-26	4.13
	Library Materials - Shipping Costs	2036162754	1-4519-26	5.84
	Library Materials - Shipping Costs	2036170872	1-4519-26	4.26
	Library Materials - Shipping Costs	2036167822	1-4519-26	3.72
	Library Materials - Shipping Costs	2036165497	1-4519-26	3.42

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420686</b>	(Cont'd)			
	Library Materials - Shipping Costs	2036160308	1-4519-26	\$ 4.52
	Library Materials - Processing Costs	2036179951	1-4518-26	32.73
	Library Materials - Processing Costs	2036209467	1-4518-26	103.53
	Library Materials - Processing Costs	2036174179	1-4518-26	24.81
	Library Materials - Processing Costs	2036177022	1-4518-26	58.08
	Library Materials - Processing Costs	2036184725	1-4518-26	49.11
	Library Materials - Processing Costs	2036190193	1-4518-26	31.80
	Library Materials - Processing Costs	2036192608	1-4518-26	14.73
	Library Materials - Processing Costs	2036197165	1-4518-26	48.33
	Library Materials - Processing Costs	2036201623	1-4518-26	27.24
	Library Materials - Processing Costs	2036204460	1-4518-26	56.49
	Library Materials - Processing Costs	2036205729	1-4518-26	4.05
	Library Materials - Processing Costs	2036212082	1-4518-26	13.77
	Library Materials - Processing Costs	2036216835	1-4518-26	29.28
	Library Materials - Processing Costs	2036219704	1-4518-26	24.99
	Library Materials - Processing Costs	2036222192	1-4518-26	22.61
	Library Materials - Shipping Costs	2036179951	1-4519-26	3.69
	Library Materials - Shipping Costs	2036209467	1-4519-26	4.91
	Library Materials - Shipping Costs	2036174179	1-4519-26	2.64
	Library Materials - Shipping Costs	2036177022	1-4519-26	5.64
	Library Materials - Shipping Costs	2036184725	1-4519-26	4.75
	Library Materials - Shipping Costs	2036190193	1-4519-26	2.98
	Library Materials - Shipping Costs	2036192608	1-4519-26	1.60
	Library Materials - Shipping Costs	2036197165	1-4519-26	4.26
	Library Materials - Shipping Costs	2036201623	1-4519-26	3.15
	Library Materials - Shipping Costs	2036204460	1-4519-26	4.76
	Library Materials - Shipping Costs	2036205729	1-4519-26	0.55
	Library Materials - Shipping Costs	2036212082	1-4519-26	1.28
	Library Materials - Shipping Costs	2036216835	1-4519-26	2.54
	Library Materials - Shipping Costs	2036219704	1-4519-26	2.34
	Library Materials - Shipping Costs	2036222192	1-4519-26	2.79
	Books - Adult Non-Fiction	2036179951	1-4541-26	217.17
	Books - Adult Non-Fiction	2036209467	1-4541-26	150.95
	Books - Adult Non-Fiction	2036174179	1-4541-26	196.73
	Books - Adult Non-Fiction	2036177022	1-4541-26	300.06
	Books - Adult Non-Fiction	2036184725	1-4541-26	394.83
	Books - Adult Non-Fiction	2036190193	1-4541-26	187.98
	Books - Adult Non-Fiction	2036192608	1-4541-26	155.85



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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420686</b>	(Cont'd)			
	Books - Adult Non-Fiction	2036197165	1-4541-26	\$ 137.42
	Books - Adult Non-Fiction	2036201623	1-4541-26	152.98
	Books - Adult Non-Fiction	2036204460	1-4541-26	153.68
	Books - Adult Non-Fiction	2036205729	1-4541-26	20.13
	Books - Adult Non-Fiction	2036212082	1-4541-26	48.27
	Books - Adult Non-Fiction	2036216835	1-4541-26	112.03
	Books - Adult Non-Fiction	2036219704	1-4541-26	114.97
	Books - Adult Non-Fiction	2036222192	1-4541-26	166.82
	Books - Adult Non-Fiction	2036134187	1-4541-26	241.12
	Books - Adult Non-Fiction	2036140696	1-4541-26	790.32
	Books - Adult Non-Fiction	2036143212	1-4541-26	44.93
	Books - Adult Non-Fiction	2036150666	1-4541-26	114.47
	Books - Adult Non-Fiction	2036148345	1-4541-26	180.42
	Books - Adult Non-Fiction	2036155322	1-4541-26	155.28
	Books - Adult Non-Fiction	2036159821	1-4541-26	88.32
	Books - Adult Non-Fiction	2036162754	1-4541-26	220.66
	Books - Adult Non-Fiction	2036170872	1-4541-26	68.38
	Books - Adult Non-Fiction	2036167822	1-4541-26	83.65
	Books - Adult Non-Fiction	2036165497	1-4541-26	269.37
	Books - Adult Non-Fiction	2036160308	1-4541-26	553.52
	Books - Adult Large Print	2036134187	1-4543-26	17.40
	Books - Adult Large Print	2036140696	1-4543-26	31.79
	Books - Adult Large Print	2036143212	1-4543-26	11.40
	Books - Adult Large Print	2036150666	1-4543-26	32.99
	Books - Adult Large Print	2036148345	1-4543-26	30.99
	Books - Adult Large Print	2036159821	1-4543-26	31.18
	Books - Adult Large Print	2036162754	1-4543-26	95.17
	Books - Adult Large Print	2036170872	1-4543-26	283.76
	Books - Adult Large Print	2036167822	1-4543-26	17.40
	Books - Adult Large Print	2036179951	1-4543-26	63.55
	books - Adult Large Print	2036209467	1-4543-26	77.71
	Books - Adult Large Print	2036177022	1-4543-26	17.39
	Books - Adult Large Print	2036184725	1-4543-26	93.53
	Books - Adult Large Print	2036190193	1-4543-26	18.00
	Books - Adult Large Print	2036192608	1-4543-26	18.59
	Books - Adult Large Print	2036201623	1-4543-26	17.25
	Books - Adult Large Print	2036204460	1-4543-26	52.12
	Books - Adult Large Print	2036216835	1-4543-26	11.99

# Fountaindale Public Library District

## Bills Payable Report

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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 - Juvenile Fiction	2036134187	1-4544-26	\$ 41.23
	Books - Juvenile Fiction	2036140696	1-4544-26	71.06
	Books - Juvenile Fiction	2036143212	1-4544-26	221.14
	Books - Juvenile Fiction	2036150666	1-4544-26	50.09
	Books - Juvenile Fiction	2036148345	1-4544-26	539.16
	Books - Juvenile Fiction	2036155322	1-4544-26	193.35
	Books - Juvenile Fiction	2036159821	1-4544-26	163.77
	Books - Juvenile Fiction	2036162754	1-4544-26	110.32
	Books - Juvenile Fiction	2036167822	1-4544-26	95.99
	Books - Juvenile Fiction	2036165497	1-4544-26	51.06
	Books - Juvenile Fiction	2036179951	1-4544-26	130.43
	Books - Juvenile Fiction	2036209467	1-4544-26	88.50
	Books - Juvenile Fiction	2036174179	1-4544-26	53.32
	Books - Juvenile Fiction	2036177022	1-4544-26	93.17
	Books - Juvenile Fiction	2036184725	1-4544-26	76.98
	Books - Juvenile Fiction	2036190193	1-4544-26	29.31
	Books - Juvenile Fiction	2036192608	1-4544-26	29.31
	Books - Juvenile Fiction	2036197165	1-4544-26	109.66
	Books - Juvenile Fiction	2036201623	1-4544-26	28.16
	Books - Juvenile Fiction	2036204460	1-4544-26	310.15
	Books - Juvenile Fiction	2036212082	1-4544-26	89.43
	Books - Juvenile Fiction	2036216835	1-4544-26	71.94
	Books - Juvenile Fiction	2036219704	1-4544-26	90.23
	Books - Juvenile Fiction	2036222192	1-4544-26	54.26
	Books - Juvenile Easy	2036134187	1-4546-26	12.59
	Books - Juvenile Easy	2036140696	1-4546-26	70.84
	Books - Juvenile Easy	2036143212	1-4546-26	344.39
	Books - Juvenile Easy	2036150666	1-4546-26	35.52
	Books - Juvenile Easy	2036148345	1-4546-26	39.87
	Books - Juvenile Easy	2036155322	1-4546-26	71.25
	Books - Juvenile Easy	2036159821	1-4546-26	179.89
	Books - Juvenile Easy	2036162754	1-4546-26	235.92
	Books - Juvenile Easy	2036170872	1-4546-26	98.27
	Books - Juvenile Easy	2036167822	1-4546-26	372.43
	Books - Juvenile Easy	2036165497	1-4546-26	98.42
	Books - Juvenile Easy	2036179951	1-4546-26	185.34
	Books - Juvenile Easy	2036209467	1-4546-26	248.39
	Books - Juvenile Easy	2036174179	1-4546-26	109.11

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420686</b>	(Cont'd)			
	Books - Juvenile Easy	2036177022	1-4546-26	\$ 170.76
	Books - Juvenile Easy	2036184725	1-4546-26	130.46
	Books - Juvenile Easy	2036190193	1-4546-26	127.93
	Books - Juvenile Easy	2036192608	1-4546-26	62.12
	Books - Juvenile Easy	2036197165	1-4546-26	299.45
	Books - Juvenile Easy	2036201623	1-4546-26	83.64
	Books - Juvenile Easy	2036205729	1-4546-26	89.15
	Books - Juvenile Easy	2036212082	1-4546-26	50.39
	Books - Juvenile Easy	2036216835	1-4546-26	68.03
	Books - Juvenile Easy	2036219704	1-4546-26	59.50
	Books - Juvenile Easy	2036222192	1-4546-26	69.50
	Books - Young Adult Fiction	2036134187	1-4548-26	15.58
	Books - Young Adult Fiction	2036140696	1-4548-26	10.34
	Books - Young Adult Fiction	2036143212	1-4548-26	35.54
	Books - Young Adult Fiction	2036150666	1-4548-26	33.12
	Books - Young Adult Fiction	2036148345	1-4548-26	35.19
	Books - Young Adult Fiction	2036155322	1-4548-26	40.47
	Books - Young Adult Fiction	2036159821	1-4548-26	89.07
	Books - Young Adult Fiction	2036162754	1-4548-26	94.99
	Books - Young Adult Fiction	2036165497	1-4548-26	38.17
	Books - Young Adult Fiction	2036179951	1-4548-26	9.77
	Books - Young Adult Fiction	2036209467	1-4548-26	35.17
	Books - Young Adult Fiction	2036174179	1-4548-26	28.47
	Books - Young Adult Fiction	2036177022	1-4548-26	52.29
	Books - Young Adult Fiction	2036184725	1-4548-26	85.63
	Books - Young Adult Fiction	2036190193	1-4548-26	31.03
	Books - Young Adult Fiction	2036192608	1-4548-26	21.84
	Books - Young Adult Fiction	2036197165	1-4548-26	10.34
	Books - Young Adult Fiction	2036201623	1-4548-26	37.04
	Books - Young Adult Fiction	2036216835	1-4548-26	32.60
	Books - Young Adult Fiction	2036222192	1-4548-26	22.18
	Books - Young Adult Non-Fiction	2036179951	1-4549-26	22.98
	Books - Young Adult Non-Fiction	2036184725	1-4549-26	14.37
	Books - Young Adult Non-Fiction	2036192608	1-4549-26	11.49
	Books - Young Adult Non-Fiction	2036197165	1-4549-26	11.99
	Books - Adult Fiction	2036134187	1-4540-26	422.08
	Books - Adult Fiction	2036140696	1-4540-26	637.12
	Books - Adult Fiction	2036143212	1-4540-26	53.28

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Baker &amp; Taylor - L420686</b>	(Cont'd)			
	Books - Adult Fiction	2036150666	1-4540-26	\$ 221.37
	Books - Adult Fiction	2036148345	1-4540-26	434.71
	Books - Adult Fiction	2036155322	1-4540-26	331.67
	Books - Adult Fiction	2036159821	1-4540-26	274.14
	Books - Adult Fiction	2036162754	1-4540-26	395.80
	Books - Adult Fiction	2036170872	1-4540-26	151.81
	Books - Adult Fiction	2036167822	1-4540-26	174.83
	Books - Adult Fiction	2036165497	1-4540-26	160.16
	Books - Adult Fiction	2036160308	1-4540-26	351.15
	Books - Adult Fiction	2036179951	1-4540-26	108.13
	Books - Adult Fiction	2036209467	1-4540-26	366.34
	Books - Adult Fiction	2036174179	1-4540-26	136.30
	Books - Adult Fiction	2036177022	1-4540-26	481.48
	Books - Adult Fiction	2036184725	1-4540-26	145.44
	Books - Adult Fiction	2036190193	1-4540-26	200.92
	Books - Adult Fiction	2036192608	1-4540-26	20.37
	Books - Adult Fiction	2036197165	1-4540-26	260.05
	Books - Adult Fiction	2036201623	1-4540-26	296.50
	Books - Adult Fiction	2036204460	1-4540-26	386.06
	Books - Adult Fiction	2036212082	1-4540-26	67.28
	Books - Adult Fiction	2036216835	1-4540-26	211.27
	Books - Adult Fiction	2036219704	1-4540-26	202.81
	Books - Adult Fiction	2036222192	1-4540-26	244.52
	<i>Totals for Baker &amp; Taylor - L420686</i>			<b>\$ 21,730.13</b>
<b>Belynda Head</b>				
	Program - R&B Line Dancing - 11/07/21	BH110721	1-4571-24	125.00
	<i>Totals for Belynda Head</i>			<b>\$ 125.00</b>
<b>Blackstone Publishing</b>				
	Audiobooks - Adult	1239171	1-4551-26	288.70
	Audiobooks - Adult	1244521	1-4551-26	45.00
	Audiobooks - Adult	1243406	1-4551-26	251.22
	<i>Totals for Blackstone Publishing</i>			<b>\$ 584.92</b>
<b>Bolingbrook Rotary Club</b>				
	Mills Membership - Second Quarter Dues 2021-2022	1084	1-4161-10	57.00
	<i>Totals for Bolingbrook Rotary Club</i>			<b>\$ 57.00</b>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>BookPage</b>	Periodicals	S54633	1-4511-26	\$ 1,980.00
	<i>Totals for BookPage</i>			<u>\$ 1,980.00</u>
<b>Call One</b>	Telephone & Internet - 9/15/21-10/14/21	450324	1-4312-14	1,078.47
	Telephone & Internet - 9/15/21-10/14/21	450324	1-4314-14	1,968.00
	<i>Totals for Call One</i>			<u>\$ 3,046.47</u>
<b>Center Point Large Print</b>	Books - Adult Large Print	1874408	1-4543-26	140.22
	<i>Totals for Center Point Large Print</i>			<u>\$ 140.22</u>
<b>Children's Plus Inc.</b>	Books - Juvenile Non-Fiction	202891	1-4545-26	312.68
	Books- Juvenile Non-Fiction	202518	1-4545-26	891.28
	Books - Juvenile Non-Fiction	202503	1-4545-29	122.87
	Books - Young Adult Non-Fiction	202504	1-4549-26	84.95
	Books- Juvenile Non-Fiction	202384	1-4545-26	43.98
	<i>Totals for Children's Plus Inc.</i>			<u>\$ 1,455.76</u>
<b>Christine Thornton</b>	Program - Parabolic String Art - 11/04/21	CT110421	1-4573-24	325.00
	<i>Totals for Christine Thornton</i>			<u>\$ 325.00</u>
<b>Cindy Consalvo</b>	Mileage - 6/15/21-7/27/21	CC092821	1-4171-10	50.40
	<i>Totals for Cindy Consalvo</i>			<u>\$ 50.40</u>
<b>Comcast Cable</b>	Cable - 10/3/21-11/02/21	0367494-OCT21	1-4316-14	103.03
	<i>Totals for Comcast Cable</i>			<u>\$ 103.03</u>
<b>Constellation NewEnergy, Inc.</b>	Electricity - 8/27/21-9/28/21	60681298301	1-4321-30	16,504.79
	<i>Totals for Constellation NewEnergy, Inc.</i>			<u>\$ 16,504.79</u>
<b>Craftways Corp.</b>	Books - Adult Non-Fiction	931424	1-4541-26	40.91
	<i>Totals for Craftways Corp.</i>			<u>\$ 40.91</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Daily Southtown</b>	Periodicals	74033238	1-4511-26	\$ 916.72
		<i>Totals for Daily Southtown</i>		<u><u>\$ 916.72</u></u>
<b>Daniel Rodriguez</b>	Refund - Need for Speed Rivals	DR0520	1-3310-10	59.99
		<i>Totals for Daniel Rodriguez</i>		<u><u>\$ 59.99</u></u>
<b>Daugherty Sales, Inc.</b>	Building - Service & Repair Weil Pump	30858	1-4651-30	1,965.00
		<i>Totals for Daugherty Sales, Inc.</i>		<u><u>\$ 1,965.00</u></u>
<b>David Llano</b>	Refund - Super Mario Party	DL0896	1-3310-10	40.00
		<i>Totals for David Llano</i>		<u><u>\$ 40.00</u></u>
<b>Demco, Inc.</b>	Outreach - Read-A-Palooza Program Prizes	7013902	1-4353-28	115.89
	Building - Admin Booktruck Replacement	7004482	1-4343-10	558.56
	Collection - Various Label & Book Tape Supplies	7013509	1-4371-12	2,820.90
		<i>Totals for Demco, Inc.</i>		<u><u>\$ 3,495.35</u></u>
<b>Discount School Supply</b>	CSD - Various Program Supplies	P40814770001	1-4353-20	199.78
	CSD - Various Program Supplies	P40753800101	1-4353-20	153.64
		<i>Totals for Discount School Supply</i>		<u><u>\$ 353.42</u></u>

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<b>Findaway World, LLC</b>				
	Audiobooks - Adult	361002	1-4551-26	\$ 498.94
	Playaway - Juvenile	361311	1-4562-29	410.32
	Playaway - Juvenile	363729	1-4562-29	488.93
	Audiobooks - Adult	363088	1-4551-26	507.89
	Audiobooks - Juvenile	360667	1-4553-26	670.27
	Audiobooks - Juvenile	360559	1-4553-26	240.60
	Audiobooks - Juvenile	363309	1-4553-26	242.15
	Audiobooks - Juvenile	363728	1-4553-26	977.86
	Audiobooks - Young Adult	361319	1-4555-26	100.51
	Audiobooks - Young Adult	363313	1-4555-26	107.81
	Audiobooks - Young Adult	363766	1-4555-26	442.19
	Launchpads - Juvenile	361119	1-4566-26	209.97
	Launchpads - Juvenile	363362	1-4566-26	759.95
<i>Totals for Findaway World, LLC</i>				<u>\$ 5,657.39</u>

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First Bankcard				
	Ondepot.com - Comm - Outreach Promo Keyrings	N7148-OCT21	1-4735-10	\$ 1,100.00
	Netflix - 4/11 Additional Roku Subscriptions	M4566-OCT21	1-4523-26	17.99
	Netflix - 4/11 Additional Roku Subscriptions	N7148-OCT21	1-4523-26	13.99
	Netflix - 4/11 Additional Roku Subscriptions	N7148-OCT21	1-4523-26	17.99
	Netflix - 4/6 Outreach Roku Subscriptions	P9444-OCT21	1-4523-26	17.99
	Netflix - 4/6 Outreach Roku Subscriptions	P9444-OCT21	1-4523-26	17.99
	CrunchyRoll - 1/6 Outreach Roku Subscriptions	T7780-OCT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Subscriptions	T7780-OCT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Subscriptions	T7780-OCT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Subscriptions	T7780-OCT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Subscriptions	T7780-OCT21	1-4523-26	9.99
	CrunchyRoll - 1/6 Outreach Roku Subscriptions	T7780-OCT21	1-4523-26	9.99
	Netflix - 4/12 Roku Subscriptions	T7780-OCT21	1-4523-26	17.99
	Netflix - 4/12 Roku Subscriptions	T7780-OCT21	1-4523-26	17.99
	Netflix - 4/12 Roku Subscriptions	T7780-OCT21	1-4523-26	17.99
	HBO MAX - 3/12 Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/12 Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/12 Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/12 Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/11 Additional Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/11 Additional Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/11 Additional Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	HBO MAX - 3/11 Additional Roku Subscriptions	T7780-OCT21	1-4523-26	14.99
	Forms Approvals - Programming Contract Form Annual Subs.	N7148-OCT21	1-4521-26	72.00
	Thorntons - Pathways Parade Rental Vehicle Gas	M4566-OCT21	1-4711-10	27.00
	Enterprise - Pathways Parade Rental Vehicle - 9/13/21	M4566-OCT21	1-4711-10	168.75
	Boughton Ridge - Board Room Dedication Food - 9/19/21	M4566-OCT21	1-4715-10	1,600.00
	Rentals Unlimited - Board Dedication Final Table Rental 9/19	N7148-OCT21	1-4715-10	286.50
	Jewel - Board Dedication Drinks - 9/19/21	N7148-OCT21	1-4715-10	46.41
	GFS Store - Board Dedication Plates & Trays - 9/19/21	N7148-OCT21	1-4715-10	65.63
	Costco - Board Dedication Flowers - 9/19/21	N7148-OCT21	1-4715-10	79.68
	Michaels - Board Dedication Guest Book - 9/19/21	N7148-OCT21	1-4715-10	24.99
	Meijer - Board Dedication Cookies - 9/19/21	N7148-OCT21	1-4715-10	57.45
	Panera Bread - Donuts & Pastries Supplies - 9/21/21	N7148-OCT21	1-4715-10	27.78
	Amazon - Coll - Vinyl Record Return	T7780-OCT21	1-4550-26	34.88
	Facebook - Monthly Ads	M4566-OCT21	1-4731-10	54.12
	Paddle.net - Annual Instagram Analytics Subscription	M4566-OCT21	1-4731-10	263.25
	MailChimp - Monthly Subscription	M4566-OCT21	1-4731-10	87.99



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<b>First Bankcard</b>	(Cont'd)			
	Woobox - Monthly Subscription	M4566-OCT21	1-4731-10	\$ 29.00
	Spotify - Libby Promotions	N7148-OCT21	1-4731-10	134.98
	Canva - Comm - Outreach Promo Stickers	N7148-OCT21	1-4731-10	150.00
	Spotify - Libby Promotion Ads	N7148-OCT21	1-4731-10	255.98
	Michaels - CSD - Various Program & Craft Supplies	N7148-OCT21	1-4353-20	31.86
	GFS Store - CSD - Various Program & Craft Supplies	N7148-OCT21	1-4353-20	167.04
	Michaels - CSD - Fall Programming Supplies	N7148-OCT21	1-4353-20	65.17
	Walmart - CSD - Discovery Bag Supplies	N7148-OCT21	1-4353-20	69.53
	Michaels - CSD - Fall Programming Supplies	N7148-OCT21	1-4353-20	95.87
	Michaels - CSD - Fall Programming Supplies	N7148-OCT21	1-4353-20	8.98
	Chicago Tribune - Naperville Sun Subscription	T7780-OCT21	1-4511-26	119.78
	Teamviewer - IT - Remote Mgmt Software Annual Subscription	N7148-OCT21	1-4631-14	617.00
	Alonti - Board Trustee Dinners - 9/16/21	N7148-OCT21	1-4355-16	88.69
	Discount Tire - Van - New Tires	P9444-OCT21	1-4235-29	1,395.00
	Panera Bread - ATSD - Book Club Coffee Supplies	N7148-OCT21	1-4353-24	19.92
	Target - ATSD - Fall & Winter Challenge/Contest Prizes	N7148-OCT21	1-4353-24	300.00
	MGMT Ass. - Robles - Supervisory Fundamental - 9/22/21	N7148-OCT21	1-4151-10	315.00
	MGMT Assoc. - Pottle - Employment Law Conference - 11/4/21	N7148-OCT21	1-4151-10	199.00
	Organized Living - Coll - Workroom Shelving	P7810-OCT21	1-4391-30	1,320.35
	<i>Totals for First Bankcard</i>			<b>\$ 9,699.36</b>
<b>Fun Express LLC</b>				
	CSD - Princess & Halloween Program Supplies	711897161-01	1-4353-20	156.22
	CSD - Various Program Supplies	711586515-01	1-4353-20	212.10
	CSD - Various Program Supplies	711470933-01	1-4353-20	118.85
	CSD - Various Program Supplies	711470933-02	1-4353-20	14.99
	CSD - Various Sticker & Winter Program Supplies	711837805-01	1-4353-20	440.64
	<i>Totals for Fun Express LLC</i>			<b>\$ 942.80</b>
<b>Funny Valentine Press</b>				
	Program - Lights Out, Everybody - 11/10/21	FVP111021	1-4571-24	225.00
	<i>Totals for Funny Valentine Press</i>			<b>\$ 225.00</b>
<b>Gale/Cengage Learning</b>				
	Books - Adult Large Print	75827757	1-4543-26	284.90
	Books - Adult Large Print	75900119	1-4543-26	48.73
	Books - Adult Large Print	74874333	1-4543-26	72.72
	<i>Totals for Gale/Cengage Learning</i>			<b>\$ 406.35</b>

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<b>Gallagher Bassett Services, Inc.</b>	Professional Services - Appraisal Services	INV-00538605	1-4253-10	\$ 455.00
		<i>Totals for Gallagher Bassett Services, Inc.</i>		<u><b>\$ 455.00</b></u>
<b>Ginger Frere</b>	Program - Gen. - Research Pre-Fire Chicago Rec - 10/27/21	GF102721	1-4571-24	200.00
		<i>Totals for Ginger Frere</i>		<u><b>\$ 200.00</b></u>
<b>Grasso Graphics, Inc.</b>	Comm - Read-A-Palooza Logs & Certificates	31522	1-4731-10	2,225.50
		<i>Totals for Grasso Graphics, Inc.</i>		<u><b>\$ 2,225.50</b></u>
<b>Hoda Shubair</b>	Refund - Avatar - The Last Airbender: Smoke & Shadow	HS4712	1-3310-10	10.99
		<i>Totals for Hoda Shubair</i>		<u><b>\$ 10.99</b></u>
<b>Illinois American Water</b>	Fire Pump - 8/19/21-9/20/21	1025-220037969301	1-4331-30	31.18
	Irrigation - 8/19/21-9/20/21	1025-21000308991E	1-4331-30	2,935.15
	Fire Protection - 9/21/21-10/19/21	1025-21000308946E	1-4331-30	45.69
		<i>Totals for Illinois American Water</i>		<u><b>\$ 3,012.02</b></u>
<b>Illinois American Water/Bolingbrook</b>	Water & Sewer - 8/19/21-9/20/21	1025-21000308831E	1-4331-30	677.62
		<i>Totals for Illinois American Water/Bolingbrook</i>		<u><b>\$ 677.62</b></u>
<b>Illinois Government Finance Officers Association</b>	Soto - Basic Governmental Accounting Seminar - 11/9/21	6999-2122	1-4151-10	125.00
		<i>Totals for Illinois Government Finance Officers Association</i>		<u><b>\$ 125.00</b></u>
<b>Illinois Library Association</b>	Bermejo Membership - 1/1/21-12/31/22	206216	1-4161-16	75.00
		<i>Totals for Illinois Library Association</i>		<u><b>\$ 75.00</b></u>
<b>Ilya Kabirot</b>	Program - Great Reads Book Club - 10/27/21	IK102721	1-4571-24	75.00
	Program - Great Reads Book Club - 11/17/21	IK111721	1-4571-24	75.00
		<i>Totals for Ilya Kabirot</i>		<u><b>\$ 150.00</b></u>

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Ingram Library Services				
	Video Games - Juvenile	54401279	1-4564-26	\$ 56.99
	Video Games - Juvenile	54401282	1-4564-26	56.99
	Video Games - Juvenile	54708117	1-4564-26	56.99
	Video Games - Juvenile	54884005	1-4564-26	56.99
	Video Games - Juvenile	54884006	1-4564-26	75.98
	Video Games - Juvenile	55060751	1-4564-26	294.45
	Video Games - Juvenile	55060753	1-4564-26	37.99
	Books - Juvenile Fiction	54852264	1-4544-29	76.07
	Books - Juvenile Fiction	54884004	1-4544-29	31.63
	Books - Juvenile Fiction	54976759	1-4544-29	10.16
	Books - Juvenile Fiction	55052236	1-4544-29	20.32
	Video Games - Adult	54762777	1-4565-26	23.74
	Video Games - Adult	54884008	1-4565-26	47.49
	Video Games - Adult	55060755	1-4565-26	256.44
	Video Games - Adult	55060756	1-4565-26	56.99
	Video Games - Adult	54538778	1-4565-26	251.69
	Staff Summer Adventure Prizes 2021	54221225	1-4711-10	66.07
	Staff Summer Adventure Prizes 2021	54147679	1-4711-10	183.31
	Staff Summer Adventure Prizes 2021	54257575	1-4711-10	56.31
	Staff Summer Adventure Prizes 2021	54976761	1-4711-10	15.82
	Staff Summer Adventure Prizes 2021	54620491	1-4711-10	13.79
	Video Games - YA	54401280	1-4563-26	341.94
	Video Games - YA	54762776	1-4563-26	94.98
	Video Games - YA	54708116	1-4563-26	132.98
	Video Games - YA	55060752	1-4563-26	113.98
	Video Games - YA	55107288	1-4563-26	170.96
	Books - Juvenile Easy	54830454	1-4546-26	86.89
	Books - Juvenile Easy	54884003	1-4546-26	10.74
	Books - Juvenile Easy	55098755	1-4546-26	8.99
	Books - Juvenile Non-Fiction	54835300	1-4545-26	22.91
	Books - Juvenile Non-Fiction	54976763	1-4545-26	5.97
	DVD - Adult	55060750	1-4557-26	55.98
	Books - Adult Fiction	54699455	1-4540-26	9.57
	Vortex - Dungeons & Dragons Kit Supplies	54699454	1-4353-24	28.22
	Vortex - Dungeons & Dragons Kit Supplies	54644237	1-4353-24	28.22
	Vortex - Dungeons & Dragons Kit Supplies	54731905	1-4353-24	28.22
	Books - Young Adult Non-Fiction	54976760	1-4549-26	10.73
	Books - Young Adult Fiction	54496646	1-4548-26	20.32

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Ingram Library Services	(Cont'd)			
	Books - Young Adult Fiction	54496648	1-4548-26	\$ 34.00
	Books - Young Adult Fiction	54496649	1-4548-26	20.32
	Books - Young Adult Fiction	54257570	1-4548-26	14.12
	Books - Young Adult Fiction	54257572	1-4548-26	9.60
	Books - Young Adult Fiction	54257574	1-4548-26	9.86
	Books - Young Adult Fiction	54731906	1-4548-26	11.29
	Books - Young Adult Fiction	54731908	1-4548-26	9.60
	Books - Young Adult Fiction	54754217	1-4548-26	5.99
	Books - Young Adult Fiction	54802703	1-4548-26	15.58
	Books - Young Adult Fiction	54802704	1-4548-26	31.62
	Books - Young Adult Fiction	54830455	1-4548-26	10.16
	Books - Young Adult Fiction	54620489	1-4548-26	25.18
	Books - Young Adult Fiction	54620490	1-4548-26	5.99
	Books - Young Adult Fiction	54620492	1-4548-26	107.28
	Books - Young Adult Fiction	54644238	1-4548-26	18.63
	Books - Young Adult Fiction	54976762	1-4548-26	21.46
	Books - Young Adult Fiction	55052237	1-4548-26	13.79
	Books - Young Adult Fiction	55052238	1-4548-26	10.73
	Books - Young Adult Fiction	55098756	1-4548-26	5.99
	Books - Adult Non-Fiction	54762775	1-4541-26	31.19
	Books - Adult Non-Fiction	54835299	1-4541-26	19.79
	Books - Adult Non-Fiction	54708115	1-4541-26	48.52
	Books - Juvenile Non-Fiction	54323956	1-4545-26	85.10
	Books - Juvenile Fiction	54496645	1-4544-26	20.32
	Books - Juvenile Fiction	54496647	1-4544-26	7.79
	Books - Juvenile Fiction	54257571	1-4544-26	28.24
	Books - Juvenile Fiction	54257573	1-4544-26	22.59
	Books - Juvenile Fiction	54731907	1-4544-26	22.58
	Books - Juvenile Fiction	54754216	1-4544-26	342.47
	Books - Juvenile Fiction	54802702	1-4544-26	339.42
	Books - Juvenile Fiction	54620488	1-4544-26	26.97
	Books - Juvenile Fiction	54976757	1-4544-26	67.37
	Books - Juvenile Fiction	54976758	1-4544-26	63.04
	Books - Juvenile Fiction	55052234	1-4544-26	105.68
	Books - Juvenile Fiction	55052235	1-4544-26	20.32
	Books - Juvenile Fiction	55098754	1-4544-26	7.18
	Video Games - Juvenile	54401281	1-4564-29	56.99
	Video Games - Juvenile	54708118	1-4564-29	56.99

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<b>Ingram Library Services</b>	(Cont'd)				
	Video Games - Juvenile	55060754	1-4564-29	\$ 37.99	
	Video Games - Juvenile	54884007	1-4564-29	37.99	
	<i>Totals for Ingram Library Services</i>			<b>\$ 4,747.53</b>	
<b>Jennie Nguyen</b>					
	Mileage - 9/22/21	JN100521	1-4171-10	14.00	
	<i>Totals for Jennie Nguyen</i>			<b>\$ 14.00</b>	
<b>Jo-Ann Stores, LLC</b>					
	Creative Enterprise Subscription - 12/1/21-11/30/22	DMARVA22-633	1-4521-26	1,900.00	
	<i>Totals for Jo-Ann Stores, LLC</i>			<b>\$ 1,900.00</b>	
<b>Johnson Controls Security Solutions</b>					
	Quarterly Security - 10/1/21-12/31/21	36378252	1-4221-30	386.08	
	<i>Totals for Johnson Controls Security Solutions</i>			<b>\$ 386.08</b>	
<b>Jonathan W. Deiss</b>					
	Program - Gen - World War II: Beyond Service Rec - 11/10/21	JWD111021	1-4571-24	200.00	
	<i>Totals for Jonathan W. Deiss</i>			<b>\$ 200.00</b>	
<b>Joshua Hutchings</b>					
	Refund - The Bionic Bunny Show	JH0599	1-3310-10	14.00	
	<i>Totals for Joshua Hutchings</i>			<b>\$ 14.00</b>	
<b>Kathryn Flynn</b>					
	Program - Gen. - Exploring Chicago Collections - 11/9/21	KF110921	1-4571-24	175.00	
	<i>Totals for Kathryn Flynn</i>			<b>\$ 175.00</b>	
<b>Kellie Chase</b>					
	Program - Cross-Stitching 101 w/ Kellie Chase - 10/27/21	KC102721	1-4571-24	175.00	
	Program - Sewing with Kellie Chase - 11/01/21	KC110121	1-4571-24	175.00	
	Program - Sewing with Kellie Chase - 11/15/21	KC111521	1-4571-24	175.00	
	<i>Totals for Kellie Chase</i>			<b>\$ 525.00</b>	
<b>Kevin Webster</b>					
	Refund - American Made	KW9961	1-3310-30	30.00	
	<i>Totals for Kevin Webster</i>			<b>\$ 30.00</b>	

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<b>Konica Minolta Business Solutions U.S.A., Inc.</b>				
	July Contract: Overage - 8/1/21-8/31/21	9008020674	1-4234-14	\$ 66.11
	July Contract: Maintenance - 8/1/21-8/31/21	9008020018	1-4234-14	906.16
	Local History Room Maintenance - 9/1/21-9/30/21	9008027155	1-4234-14	0.50
	March Contract: Maintenance - 8/15/21-9/14/21	9008048483	1-4234-14	1.15
	July Contract: Overage - 9/1/21-9/30/21	9008092943	1-4234-14	901.75
	July Contract: Maintenance - 9/1/21-9/30/21	9008093124	1-4234-14	60.71
	Local History Room Maintenance - 10/1/21-10/31/21	9008098892	1-4234-14	0.50
<i>Totals for Konica Minolta Business Solutions U.S.A., Inc.</i>				<b>\$ 1,936.88</b>
<b>Konica Minolta Premier Finance</b>				
	Leased Equipment - September 2021	453427866	1-4234-14	1,627.69
<i>Totals for Konica Minolta Premier Finance</i>				<b>\$ 1,627.69</b>
<b>Landscape Forms, Inc.</b>				
	Building - Exterior Garbage Cans Replacement Lids	0000137020	1-4392-30	875.00
<i>Totals for Landscape Forms, Inc.</i>				<b>\$ 875.00</b>
<b>Laura Didier</b>				
	Mileage - 9/1/21-9/30/21	LD100121	1-4171-10	64.18
	Mileage - 8/3/21-8/24/21	LD090821	1-4171-10	17.15
<i>Totals for Laura Didier</i>				<b>\$ 81.33</b>
<b>Leah D. Moon</b>				
	Program - How to Draw Your Own Manga Characters - 10/26/21	LDM102621	1-4573-24	200.00
<i>Totals for Leah D. Moon</i>				<b>\$ 200.00</b>
<b>Library Ideas LLC</b>				
	Books - Juvenile Easy	84419	1-4546-29	767.10
	Books - Juvenile Easy	84419	1-4546-26	767.10
	Books - Juvenile World Languages	84420	1-4526-26	503.40
<i>Totals for Library Ideas LLC</i>				<b>\$ 2,037.60</b>
<b>Lorena Y Carreno</b>				
	Program - Club de Lectura en Espanol - 10/26/21	LYC102621	1-4571-24	75.00
	Program - Artesanias en Espanol - 11/18/21	LYC111821	1-4571-24	150.00
<i>Totals for Lorena Y Carreno</i>				<b>\$ 225.00</b>
<b>Meredith Books</b>				
	Books - Adult Non-Fiction	CFTHV29	1-4541-26	33.91
<i>Totals for Meredith Books</i>				<b>\$ 33.91</b>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Michael L. Strauss</b>				
	Program - That Little Splendid War - 11/17/21	MLS111721	1-4571-24	\$ 225.00
	<i>Totals for Michael L. Strauss</i>			<u>\$ 225.00</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	500876179	1-4550-26	\$ 12.98
	Music - Adult	500876578	1-4550-26	16.58
	Music - Adult	500876571	1-4550-26	15.23
	Music - Adult	500914889	1-4550-26	53.19
	Music - Adult	500935042	1-4550-26	14.78
	Music - Adult	500935039	1-4550-26	37.66
	Music - Adult	500935034	1-4550-26	12.59
	Music - Adult	500980146	1-4550-26	16.58
	Music - Adult	500980150	1-4550-26	16.58
	Music - Adult	500999384	1-4550-26	15.98
	Music - Adult	500997559	1-4550-26	105.71
	Music - Adult	501032107	1-4550-26	184.33
	Music - Adult	501032110	1-4550-26	32.56
	Music - Adult	501032114	1-4550-26	223.72
	Music - Adult	501025634	1-4550-26	20.69
	Music - Adult	501066840	1-4550-26	35.98
	Music - Adult	501066807	1-4550-26	16.58
	Music - Adult	501066832	1-4550-26	96.03
	Music - Adult	500876581	1-4550-29	12.98
	Audiobooks - Adult	500914956	1-4551-29	45.29
	Audiobooks - Adult	500935043	1-4551-29	40.29
	Audiobooks - Adult	500980153	1-4551-29	45.29
	Audiobooks - Adult	501066853	1-4551-29	40.29
	DVD - Adult	500914957	1-4557-29	54.46
	DVD - Adult	500935046	1-4557-29	54.66
	DVD - Adult	500980159	1-4557-29	144.46
	DVD - Adult	500980155	1-4557-29	54.46
	DVD - Adult	500999391	1-4557-29	54.46
	DVD - Adult	501004824	1-4557-29	61.96
	DVD - Adult	500999396	1-4557-29	92.71
	DVD - Juvenile	500876582	1-4558-29	47.71
	DVD - Juvenile	500914958	1-4558-29	27.98
	DVD - Juvenile	500914955	1-4558-29	27.23
	DVD - Juvenile	500914954	1-4558-29	43.21
	DVD - Juvenile	500935045	1-4558-29	19.73
	DVD - Juvenile	500935044	1-4558-29	26.92
	DVD - Juvenile	500980154	1-4558-29	76.16
	DVD - Juvenile	501004823	1-4558-29	27.23



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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 - Juvenile	500999392	1-4558-29	\$ 16.08
	DVD - Juvenile	501032124	1-4558-29	20.58
	DVD - Juvenile	501032123	1-4558-29	20.48
	DVD - Juvenile	501066851	1-4558-29	18.98
	DVD - Juvenile	501066850	1-4558-29	19.73
	DVD - Juvenile	501066854	1-4558-29	26.92
	DVD - Juvenile	501066852	1-4558-29	99.17
	Music - Juvenile	500914952	1-4554-26	13.73
	Music - Juvenile	500980143	1-4554-26	15.68
	Music - Juvenile	500976502	1-4554-26	28.21
	Music - Juvenile	500999389	1-4554-26	37.96
	Music - Juvenile	500997555	1-4554-26	15.23
	Music - Juvenile	501066833	1-4554-26	16.73
	DVD - Juvenile	500876580	1-4558-26	19.83
	DVD - Juvenile	500876575	1-4558-26	21.98
	DVD - Juvenile	500876174	1-4558-26	55.44
	DVD - Juvenile	500914888	1-4558-26	86.42
	DVD - Juvenile	500914947	1-4558-26	34.97
	DVD - Juvenile	500914946	1-4558-26	75.18
	DVD - Juvenile	500914953	1-4558-26	83.94
	DVD - Juvenile	500935032	1-4558-26	71.42
	DVD - Juvenile	500935038	1-4558-26	12.23
	DVD - Juvenile	500935030	1-4558-26	53.84
	DVD - Juvenile	500935033	1-4558-26	52.96
	DVD - Juvenile	500934709	1-4558-26	51.94
	DVD - Juvenile	500976507	1-4558-26	152.31
	DVD - Juvenile	500980151	1-4558-26	42.47
	DVD - Juvenile	501001698	1-4558-26	54.46
	DVD - Juvenile	500999395	1-4558-26	1,183.61
	DVD - Juvenile	500999388	1-4558-26	68.96
	DVD - Juvenile	500999387	1-4558-26	18.23
	DVD - Juvenile	500999386	1-4558-26	32.16
	DVD - Juvenile	501032120	1-4558-26	147.39
	DVD - Juvenile	501032122	1-4558-26	15.98
	DVD - Juvenile	501032100	1-4558-26	39.46
	DVD - Juvenile	501032103	1-4558-26	101.20
	DVD - Juvenile	501066846	1-4558-26	53.84
	DVD - Juvenile	501066805	1-4558-26	61.44

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Midwest Tape</b>	(Cont'd)			
	DVD - Juvenile	501066830	1-4558-26	\$ 142.39
	DVD - Juvenile	501066836	1-4558-26	211.84
	DVD - Adult	500876574	1-4557-26	108.70
	DVD - Adult	500876573	1-4557-26	104.96
	DVD - Adult	500876583	1-4557-26	36.83
	DVD - Adult	500876577	1-4557-26	189.85
	DVD - Adult	500876576	1-4557-26	136.15
	DVD - Adult	500876572	1-4557-26	131.20
	DVD - Adult	500876177	1-4557-26	69.46
	DVD - Adult	500876178	1-4557-26	98.65
	DVD - Adult	500914960	1-4557-26	41.33
	DVD - Adult	500914959	1-4557-26	174.32
	DVD - Adult	500914949	1-4557-26	136.15
	DVD - Adult	500914950	1-4557-26	136.15
	DVD - Adult	500914944	1-4557-26	151.15
	DVD - Adult	500914942	1-4557-26	136.15
	DVD - Adult	500914941	1-4557-26	140.36
	DVD - Adult	500914945	1-4557-26	81.69
	DVD - Adult	500914943	1-4557-26	302.30
	DVD - Adult	500914885	1-4557-26	109.90
	DVD - Adult	500914948	1-4557-26	288.28
	DVD - Adult	500914961	1-4557-26	132.46
	DVD - Adult	500914886	1-4557-26	70.44
	DVD - Adult	500934708	1-4557-26	471.50
	DVD - Adult	500935041	1-4557-26	46.96
	DVD - Adult	500935048	1-4557-26	62.16
	DVD - Adult	500935049	1-4557-26	41.33
	DVD - Adult	500935050	1-4557-26	185.42
	DVD - Adult	500935031	1-4557-26	52.96
	DVD - Adult	500935047	1-4557-26	84.16
	DVD - Adult	500934705	1-4557-26	23.48
	DVD - Adult	500935036	1-4557-26	339.80
	DVD - Adult	500935035	1-4557-26	339.80
	DVD - Adult	500935037	1-4557-26	218.64
	DVD - Adult	500980144	1-4557-26	167.44
	DVD - Adult	500980158	1-4557-26	87.91
	DVD - Adult	500980156	1-4557-26	32.73
	DVD - Adult	500980140	1-4557-26	90.17

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Midwest Tape</b>	(Cont'd)			
	DVD - Adult	500976503	1-4557-26	\$ 47.71
	DVD - Adult	500980149	1-4557-26	117.40
	DVD - Adult	500980148	1-4557-26	70.44
	DVD - Adult	500976506	1-4557-26	158.11
	DVD - Adult	500976505	1-4557-26	472.54
	DVD - Adult	500980152	1-4557-26	37.96
	DVD - Adult	500980157	1-4557-26	146.05
	DVD - Adult	500976509	1-4557-26	131.20
	DVD - Adult	500980142	1-4557-26	151.15
	DVD - Adult	500980141	1-4557-26	136.15
	DVD - Adult	500976508	1-4557-26	224.90
	DVD - Adult	500997557	1-4557-26	165.57
	DVD - Adult	500997554	1-4557-26	70.67
	DVD - Adult	500999382	1-4557-26	193.60
	DVD - Adult	500999381	1-4557-26	387.20
	DVD - Adult	501001699	1-4557-26	291.05
	DVD - Adult	501001697	1-4557-26	154.90
	DVD - Adult	500997558	1-4557-26	77.19
	DVD - Adult	500999394	1-4557-26	18.08
	DVD - Adult	500999393	1-4557-26	34.83
	DVD - Adult	500999390	1-4557-26	15.98
	DVD - Adult	500999380	1-4557-26	24.98
	DVD - Adult	501004821	1-4557-26	368.45
	DVD - Adult	501004820	1-4557-26	193.60
	DVD - Adult	501032121	1-4557-26	273.30
	DVD - Adult	501032118	1-4557-26	34.46
	DVD - Adult	501032117	1-4557-26	27.98
	DVD - Adult	501032116	1-4557-26	22.49
	DVD - Adult	501032113	1-4557-26	26.48
	DVD - Adult	501032125	1-4557-26	25.83
	DVD - Adult	501032127	1-4557-26	77.66
	DVD - Adult	501032128	1-4557-26	30.83
	DVD - Adult	501032108	1-4557-26	39.46
	DVD - Adult	501032109	1-4557-26	55.96
	DVD - Adult	501032101	1-4557-26	24.98
	DVD - Adult	501032102	1-4557-26	227.30
	DVD - Adult	501032104	1-4557-26	190.84
	DVD - Adult	501032126	1-4557-26	185.73

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Midwest Tape</b>	(Cont'd)			
	DVD - Adult	501032105	1-4557-26	\$ 213.80
	DVD - Adult	501032112	1-4557-26	225.51
	DVD - Adult	501066843	1-4557-26	81.69
	DVD - Adult	501066835	1-4557-26	326.99
	DVD - Adult	501066803	1-4557-26	83.94
	DVD - Adult	501066848	1-4557-26	151.15
	DVD - Adult	501066844	1-4557-26	106.15
	DVD - Adult	501066804	1-4557-26	26.38
	DVD - Adult	501066834	1-4557-26	266.00
	DVD - Adult	501066838	1-4557-26	76.67
	DVD - Adult	501066855	1-4557-26	287.89
	DVD - Adult	501066857	1-4557-26	34.83
	DVD - Adult	501066856	1-4557-26	71.41
	DVD - Adult	501066849	1-4557-26	139.90
	DVD - Adult	501066837	1-4557-26	108.63
	DVD - Adult	501066806	1-4557-26	344.93
	DVD - Adult	501066842	1-4557-26	46.96
	DVD - Adult	501066831	1-4557-26	197.30
	DVD - Adult	501066839	1-4557-26	83.94
	DVD - Adult	501066847	1-4557-26	39.96
	DVD - Adult	501066858	1-4557-26	37.73
	DVD - Adult	501066845	1-4557-26	42.46
	Audiobooks - Adult	500923514	1-4551-26	19.98
	Audiobooks - Adult	500876175	1-4551-26	35.29
	Audiobooks - Adult	500876176	1-4551-26	186.16
	Audiobooks - Adult	500876570	1-4551-26	157.16
	Audiobooks - Adult	500914887	1-4551-26	90.58
	Audiobooks - Adult	500914951	1-4551-26	80.58
	Audiobooks - Adult	500934707	1-4551-26	90.58
	Audiobooks - Adult	500934706	1-4551-26	130.87
	Audiobooks - Adult	500976504	1-4551-26	90.58
	Audiobooks - Adult	500980145	1-4551-26	53.29
	Audiobooks - Adult	500976501	1-4551-26	211.45
	Audiobooks - Adult	500999385	1-4551-26	25.29
	Audiobooks - Adult	500999383	1-4551-26	45.29
	Audiobooks - Adult	500997556	1-4551-26	32.29
	Audiobooks - Adult	501032119	1-4551-26	90.58
	Audiobooks - Adult	501032106	1-4551-26	85.58

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Midwest Tape</b>	(Cont'd)			
	Audiobooks - Adult	501032111	1-4551-26	\$ 140.87
	Audiobooks - Adult	501066809	1-4551-26	130.87
	Audiobooks - Adult	501066808	1-4551-26	45.29
	<i>Totals for Midwest Tape</i>			<b>\$ 19,911.35</b>
<b>Motion Picture Licensing Corporation</b>				
	Movie License Renew CSD & ATSD - 11/1/21-9/28/22	504368483	1-4572-20	132.50
	Movie License Renew CSD & ATSD - 11/1/21-9/28/22	504368483	1-4353-24	132.50
	<i>Totals for Motion Picture Licensing Corporation</i>			<b>\$ 265.00</b>
<b>National Lift Truck, Inc.</b>				
	Operator Safety Training - Priovolos & Hodur 3 Yr Cert.	IV210910712	1-4151-10	500.00
	<i>Totals for National Lift Truck, Inc.</i>			<b>\$ 500.00</b>
<b>Patron Point, Inc.</b>				
	Verify Auto Renewals Service - 7/1/21-9/30/21	1311	1-4256-10	249.60
	<i>Totals for Patron Point, Inc.</i>			<b>\$ 249.60</b>
<b>Paul Mills</b>				
	Reimbursement - SAIL Meeting Donuts - 10/7/21	PM100721	1-4715-10	13.13
	Reimbursement - September 2021 Donuts w/Director - Donuts	PM092121	1-4715-10	11.78
	<i>Totals for Paul Mills</i>			<b>\$ 24.91</b>
<b>PeopleFacts</b>				
	New Hire Background Checks - September 2021	33754-092021	1-4253-10	233.07
	<i>Totals for PeopleFacts</i>			<b>\$ 233.07</b>
<b>R. J. Kuhn Inc. Plumbing &amp; Heating</b>				
	Building Maint. Ongoing 1st. Fl. Family Restroom Toilet	0000038975	1-4651-30	2,370.00
	<i>Totals for R. J. Kuhn Inc. Plumbing &amp; Heating</i>			<b>\$ 2,370.00</b>
<b>Robert Pennor</b>				
	Program - Drawing with Pencils & Charcoal - 10/26/21	RP102621	1-4571-24	75.00
	<i>Totals for Robert Pennor</i>			<b>\$ 75.00</b>
<b>Ronald Goldie</b>				
	Program - Dungeons & Dragons - 11/11/21	RG111121	1-4573-24	75.00
	<i>Totals for Ronald Goldie</i>			<b>\$ 75.00</b>

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<b>S &amp; S Worldwide, Inc.</b>				
	CSD - Various Program Supplies	IN100859358	1-4353-20	\$ 138.39
	CSD - Hurdles & Wiggly Eyes Program Supplies	IN100854684	1-4353-20	53.29
	<i>Totals for S &amp; S Worldwide, Inc.</i>			<b>\$ 191.68</b>
<b>Sebert Landscaping Inc.</b>				
	Lawn Maintenance - October 2021	227726	1-4392-30	1,580.00
	<i>Totals for Sebert Landscaping Inc.</i>			<b>\$ 1,580.00</b>
<b>Shafeen Fatima</b>				
	Refund - The Invisible Life of Addie Larue	SF5242	1-3310-10	26.99
	<i>Totals for Shafeen Fatima</i>			<b>\$ 26.99</b>
<b>Shaily Escamilla</b>				
	Refund - Tales of The Great Beasts	SE4236	1-3310-10	54.99
	<i>Totals for Shaily Escamilla</i>			<b>\$ 54.99</b>
<b>Shaw Media</b>				
	2021 Bolingbrook Chamber Summer Newsletter Ad	082110107117	1-4731-10	640.00
	2021 Bolingbrook Chamber Summer Newsletter Ad Service Charge	092110107117	1-4731-10	9.60
	<i>Totals for Shaw Media</i>			<b>\$ 649.60</b>
<b>Showcases</b>				
	Collections - One-Time Single DVD Clear Cases	321344	1-4371-12	699.84
	<i>Totals for Showcases</i>			<b>\$ 699.84</b>
<b>Stephen C. Harpster</b>				
	Program - Draw Your Own Heroes & Villains - 10/13/21	SCH101321	1-4571-24	250.00
	<i>Totals for Stephen C. Harpster</i>			<b>\$ 250.00</b>
<b>Susan K. Maddox</b>				
	Program - Cooking Demo w/ Sue Maddox - 11/18/21	SKM111821	1-4571-24	100.00
	<i>Totals for Susan K. Maddox</i>			<b>\$ 100.00</b>
<b>System Wide Automated Network (SWAN)</b>				
	Reciprocal Borrowing Losses - July 2021	8905	1-3310-30	191.94
	<i>Totals for System Wide Automated Network (SWAN)</i>			<b>\$ 191.94</b>
<b>Taste of Home</b>				
	Books - Adult Non-Fiction	01056	1-4541-26	35.98
	Books - Adult Non-Fiction	01055	1-4541-26	35.98
	Books - Adult Non-Fiction	1054	1-4541-26	28.23
	<i>Totals for Taste of Home</i>			<b>\$ 100.19</b>

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<b>Terryberry</b>				
	Nguyen 15 Year & Gogliotti 20 Year Recognition	K33819	1-4153-10	\$ 387.26
	Susan Ford 10 Year & Saltzman 10 Year Recognition	K30361	1-4153-10	234.52
	<i>Totals for Terryberry</i>			<b>\$ 621.78</b>
<b>The Bugle Newspapers</b>				
	Legal Ad - Strategic Plan - 7/21/21	49518	1-4243-10	20.63
	Legal Ad - Tentative B&A Ordinance - 7/21/21	49517	1-4243-10	82.50
	Legal Ad - Bookmobile Sale Notice - 7/21/21 & 7/28/21	49522	1-4243-10	99.00
	Comm. Ad - Fun For Fall Events Guide 2021	49469	1-4731-10	500.00
	<i>Totals for The Bugle Newspapers</i>			<b>\$ 702.13</b>
<b>The Shop Bolingbrook</b>				
	Board - Kalnicky, Bermejo, Valencia & Newell Business Cards	30034	1-4355-16	200.00
	<i>Totals for The Shop Bolingbrook</i>			<b>\$ 200.00</b>
<b>Today's Business Solutions, Inc.</b>				
	Annual Licenses & Support 2021-2022	12359	1-4234-14	9,306.50
	<i>Totals for Today's Business Solutions, Inc.</i>			<b>\$ 9,306.50</b>
<b>Tressler LLP</b>				
	Legal Expense - Attorney - September 2021	435452	1-4241-10	437.00
	<i>Totals for Tressler LLP</i>			<b>\$ 437.00</b>
<b>Tria Architecture, Inc.</b>				
	2021 Exterior Lighting Replacement Designs & Documents	3797R	1-4651-30	3,670.31
	LL Construction Observations	3796	1-4651-30	1,100.00
	<i>Totals for Tria Architecture, Inc.</i>			<b>\$ 4,770.31</b>
<b>Tumbleweed Press, Inc.</b>				
	TumbleMath Subscription - 10/15/21-10/15/22	107536	1-4521-26	1,250.00
	<i>Totals for Tumbleweed Press, Inc.</i>			<b>\$ 1,250.00</b>
<b>Unique Management Services, Inc.</b>				
	New Mover Post Cards - September 2021	606611	1-4256-10	788.80
	Collection Expense - October 2021	605934	1-4245-10	196.90
	<i>Totals for Unique Management Services, Inc.</i>			<b>\$ 985.70</b>
<b>UPS</b>				
	Shipping - Account Refillment	0000603951401	1-4382-10	630.00
	<i>Totals for UPS</i>			<b>\$ 630.00</b>

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<u>General Fund</u>				Page 31
<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>US - Yellow Pages</b>	Quarterly Listing - 9/15/21-12/14/21	2489870-44-02	1-4731-10	\$ 259.00
		<i>Totals for US - Yellow Pages</i>		<u>\$ 259.00</u>
<b>Vanguard Energy Services, LLC</b>	Gas Service - 9/1/21-9/30/21	G404408100521	1-4322-30	622.76
		<i>Totals for Vanguard Energy Services, LLC</i>		<u>\$ 622.76</u>
<b>Verizon Wireless</b>	Telephone - 8/17/21-9/16/21	9888636866	1-4311-14	539.95
		<i>Totals for Verizon Wireless</i>		<u>\$ 539.95</u>
<b>Warehouse Direct</b>	Collections - Laser Labels	5049364-0	1-4371-12	56.45
	Collections - 1/3 Boxes 8.5x12 Mailers	5050122-0	1-4371-12	33.20
	Collections - 2/3 Boxes 8.5x12 Mailers	5051455-0	1-4371-12	66.40
	Collections - Labels and Mailers Supplies	5042890-0	1-4371-12	380.55
	Outreach - Bottled Water Restock	5052340-0	1-4351-10	87.90
	District Closet Inventory Restock - September 2021	5071836-0	1-4351-10	670.87
	District Closet Inventory Restock - September 2021	5071836-1	1-4371-10	16.82
	CSD - Cardstock & Label Program Supplies	5057997-0	1-4353-20	160.17
	New Hire FPLD Apparel	5053401-0	1-4711-10	243.47
		<i>Totals for Warehouse Direct</i>		<u>\$ 1,715.83</u>
		<b>Total for Fund 1</b>		<u><b>\$ 156,563.47</b></u>



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<b>Audit Fund</b>				Page 32
<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
Lauterbach & Amen, LLP	Audit - Actuarial Report Fiscal Year Ending 6/30/21	58879	2-4251-10	\$ 900.00
		<i>Totals for Lauterbach &amp; Amen, LLP</i>		<u>\$ 900.00</u>
		<b>Total for Fund 2</b>		<u><b>\$ 900.00</b></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>
<b>1000Bulbs.com</b>				
	Building - Building Light Ballasts	W02836563	8-4357-30	\$ 127.06
		<i>Totals for 1000Bulbs.com</i>		<u>\$ 127.06</u>
<b>Amazon</b>				
	Building - Toggler Snaptoggle	A16-2122	8-4357-30	55.24
	Building - Screws & Drill Bit Set	A16-2122	8-4357-30	66.65
	Building - Machine Screws	A22-2122	8-4357-30	20.96
	Staff Lounge Restock - August 2021	A31-2122	8-4357-30	4.49
	Building - Key Kit & Anti Seize Lubricant	A29-2122	8-4357-30	69.48
	District Closet & Staff Lounge Restock - August 2021	A31-2122	8-4357-30	17.57
		<i>Totals for Amazon</i>		<u>\$ 234.39</u>
<b>American Building Services, LLC</b>				
	Building - Door Opener Overhead Holder	4040254	8-4357-30	593.62
		<i>Totals for American Building Services, LLC</i>		<u>\$ 593.62</u>
<b>Best Quality Cleaning, Inc.</b>				
	Special Cleaning - 1st Floor Staff Washroom - 9/21/21	38789	8-4211-30	75.00
	Special Cleaning - 1st Floor Mens Washroom - 9/21/21	38790	8-4211-30	75.00
	Carpet Cleaning - MRA & Storytime Room - 9/10/21	39080	8-4211-30	450.00
	Saturday Porter - October 2021	39028	8-4215-30	475.00
	Cleaning Service - October 2021	38944	8-4215-30	6,921.00
		<i>Totals for Best Quality Cleaning, Inc.</i>		<u>\$ 7,996.00</u>
<b>Bolingbrook Glass and Mirror, Inc.</b>				
	Building - Makerspace Cabinet Doors Frosted Glass	B0053670	8-4211-30	196.00
		<i>Totals for Bolingbrook Glass and Mirror, Inc.</i>		<u>\$ 196.00</u>
<b>Buckeye Power Sales Co., Inc.</b>				
	Building - Kohler Control Board & Software Replacement	PSV254015	8-4211-30	5,587.57
		<i>Totals for Buckeye Power Sales Co., Inc.</i>		<u>\$ 5,587.57</u>
<b>Cintas Corporation</b>				
	First Aid Restock - October 2021	8405339428	8-4215-30	388.81
		<i>Totals for Cintas Corporation</i>		<u>\$ 388.81</u>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Cintas Corporation #344</b>				
	Weekly Mat Service - 9/16/21	4096145080	8-4215-30	\$ 35.97
	Weekly Mat Service - 9/23/21	4096737182	8-4215-30	35.97
	Weekly Mat Service - 9/2/21	4094766679	8-4215-30	35.97
	Weekly Mat Service - 9/30/21	4097428898	8-4215-30	35.97
	Weekly Mat Service - 10/7/21	4098107583	8-4215-30	35.97
	Weekly Mat Service - 9/9/21	4095357964	8-4215-30	35.97
	<i>Totals for Cintas Corporation #344</i>			<b>\$ 215.82</b>
<b>Cutting Edge Document Destruction, LLC</b>				
	Records Shred - 9/29/21	m16173	8-4215-30	30.00
	<i>Totals for Cutting Edge Document Destruction, LLC</i>			<b>\$ 30.00</b>
<b>First Bankcard</b>				
	Global Industrial - 3rd Floor Stainless Wipes Dispenser	P7810-OCT21	8-4357-30	489.94
	Excel Dryer - Floor Scrubber Replacement Batteries	P7810-OCT21	8-4211-30	470.00
	<i>Totals for First Bankcard</i>			<b>\$ 959.94</b>
<b>Graybar</b>				
	Building - Floor Outlet Box Cover Mounting Clips	9323380513	8-4211-30	83.09
	Building - Studio 300 Light Ballasts	9323242674	8-4211-30	672.75
	Building - Studio 300 Light Lens	9323308760	8-4211-30	263.60
	Building - Floor Outlet Box Cover Replacements	9323233104	8-4211-30	1,605.80
	Building - Floor Outlet Box Cover Replacements	9323544168	8-4211-30	1,471.82
	<i>Totals for Graybar</i>			<b>\$ 4,097.06</b>
<b>Groot Industries, Inc.</b>				
	Service Charge - Corral Dumpster Move - 9/24/21	7710770	8-4211-30	35.00
	Garbage & Recycling - 10/1/21-10/31/21	7710770	8-4215-30	475.12
	<i>Totals for Groot Industries, Inc.</i>			<b>\$ 510.12</b>
<b>Hansen Services, Inc.</b>				
	Monthly Pest Control - September 2021	3941032	8-4215-30	110.00
	Monthly Pest Control - October 2021	3942460	8-4215-30	110.00
	<i>Totals for Hansen Services, Inc.</i>			<b>\$ 220.00</b>
<b>Intrinsic Landscaping, Inc.</b>				
	Green Roof Maintenance - September 2021	21-0471	8-4215-30	630.23
	Green Roof Maintenance - October 2021	21-0552	8-4215-30	630.23
	<i>Totals for Intrinsic Landscaping, Inc.</i>			<b>\$ 1,260.46</b>

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<u>Vendor name</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Account #</u>	<u>Amount</u>
<b>Pace Systems, Inc.</b>	CCTV Storage System 2021 Licensing	IN00037498	8-4215-30	\$ 3,232.00
	<i>Totals for Pace Systems, Inc.</i>			<u>\$ 3,232.00</u>
<b>R. J. Kuhn Inc. Plumbing &amp; Heating</b>	Building Maint. - 2nd Fl. Womens Restroom Rod Replacement	0000038943	8-4211-30	554.80
	<i>Totals for R. J. Kuhn Inc. Plumbing &amp; Heating</i>			<u>\$ 554.80</u>
<b>Tee Jay Service Company, Inc.</b>	Sliding & Auto Swing Door Quarterly Preventive Maint. - Sept	182651	8-4215-30	840.00
	<i>Totals for Tee Jay Service Company, Inc.</i>			<u>\$ 840.00</u>
<b>Tri-State Disposal Inc</b>	Building - Roll Off Dumpster - 9/22/21-9/24/21	1055839	8-4211-30	410.00
	<i>Totals for Tri-State Disposal Inc</i>			<u>\$ 410.00</u>
<b>Warehouse Direct</b>	District Closet Inventory Restock - September 2021	5071836-0	8-4357-30	200.75
	Building Monthly Can Liners Restock - September 2021	5060121-0	8-4357-30	95.90
	Building Supplies Monthly Restock - September 2021	5058850-0	8-4357-30	1,663.72
	<i>Totals for Warehouse Direct</i>			<u>\$ 1,960.37</u>
	<b>Total for Fund 8</b>			<u>\$ 29,414.02</u>
	<b>Grand Total</b>			<u><u>\$ 186,877.49</u></u>

  
 Jennie Nguyen/Finance Manager

## **Director**

### **Old Bookmobile Sale Resumes**

We published the “for sale” notice twice in our local paper, our website, the RAILS website, and Michael Swendrowski listed the old bookmobile on his website as well. Offers are now due by October 27.

### **RAILS Consortia Committee LLSAP Sustainability Working Group**

The RAILS Consortia Committee created a new working group to develop a plan to ensure that all RAILS LLSAPs (LLSAPs is an official name for consortia such as our own Pinnacle Library Cooperative) are financially self-sustaining. The working group is also charged with working on a plan to for how RAILS can support capital investment in the LLSAPs as well. I serve as Chair of the Consortia Committee and also as Chair of the new working group.

## **Deputy Director (Nancy Korczak)**

September was National Library Card Sign-up Month and our Communications team promoted our signing up for a library card by offering a gift when people signed up or renewed their car. We also had a big push to promote our online library card application and we had 50 new sign-ups for library cards through it, so far it has been a great success.

September also saw the return of in-person programming for all ages. Patrons were able to attend in-person classes such as sewing and craft classes and our younger patrons had a multitude of storytimes to choose from. As we move forward, our Public Services Departments are gaining a larger understanding of what type of programs work best in person and which ones attract a larger audience online.

### **From Joyce's Arellano's report**

## **Children's Services**

### **Monthly Overview of Children's Services:**

The Children's Services team is thrilled to present programs in person and in the building again! We are especially excited to offer Storytime in the Storytime Room for the first time since March 2020. Families were eager to sign up for all of our wonderful events. We celebrated Mexican heritage with a week-long celebration filled with activities for the whole family. We offered a variety of STEM activities for all ages in response to patrons' requests. We also met many new families, including babies born during the pandemic and young children who have not been to any events since the start of the pandemic. It has been a pleasure introducing them to our amazing library and all we have to offer.

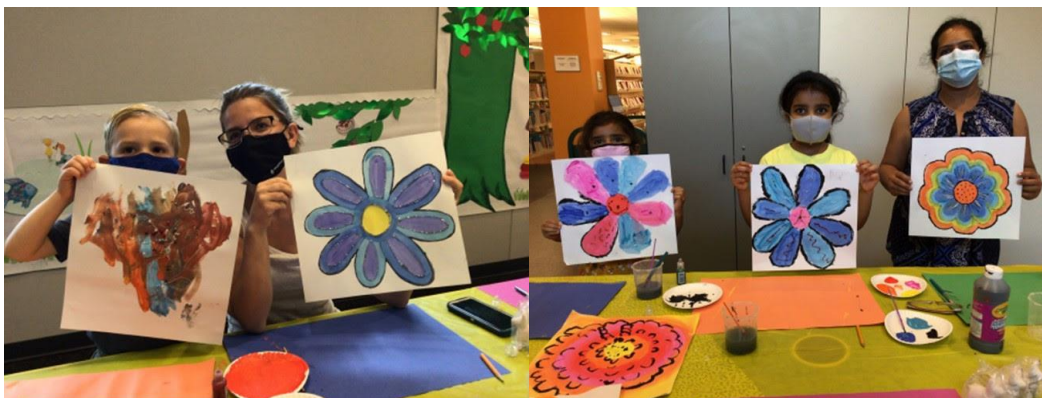
## PROGRAMMING

### MEXICAN HERITAGE WEEK EVENTS



We planned a week full of events to celebrate Mexican heritage as well as kick off Hispanic Heritage Month. Many thanks to the Communications team for highlighting our events in a blog post. We learned quickly that the week's events were very popular! The craft kits were given away before the end of the week and the registered programs were full and had full waiting lists. Our Latinx families were grateful to see representation in our programming, and it was nice to see families of all backgrounds join in the fun. A few patrons even emailed us photos of their completed crafts.

We decorated the Children's Services desk by adding papel picado and a banner of different flags to the plexiglass. One patron commented, "That is so cool! You have the flag from my country!" Curious children also tried to guess the country for each flag, and this offered staff an opportunity to show them to the J 900's area to learn more. Children's Services would love to plan a larger effort next year and collaborate with other departments on it. "Our patrons REALLY enjoyed all the programs we had planned for this week—so much great feedback from patrons. One parent said they would be here [at the library] every single day because there were so many fun things to do." *Melisa M.*



- **Chili Pepper & Guitar Craft Kit (47 kits)** "Patrons commented on how much they liked it. Joyce mentioned to me that an adult wanted the craft to make herself. I am so glad patrons liked this craft." *Rosemary B.*
- **Coiled Pot Craft Kit (60 kits)** Sarah created this craft, based on the book [\*The Pot That Juan Built\*](#).

- **Ceramic Mini Donkey Painting Craft (25)** “Patrons enjoyed painting a small ceramic donkey, decorating it and creating a miniature clay basket for its load on the back. Our patrons were of different ages, and I was pleasantly surprised to see some older boys enjoying the painting activity.” *Andreea D.*
- **Mini Piñata Craft Kit (23 kits)** “I made a DIY piñata made out of empty cereal boxes, masking tape and tissue paper. I made the base of the piñata by cutting a taco shape on the Cricut. Then I made the instructions and explained how to make the fringe and all the other pieces of the taco. It was a lot of fun making this one!” *Melisa M.*
- **Parent & Child DIY: Mexican Folk Art (10)** “This program focused on showing kids how to paint large flowers that are often encountered in Mexican art.” *Andreea D.*
- **Mini Movin’ & Groovin’ & Family Movin’ & Groovin’ (5 programs, 69 attendees)** “Parents and children, many of whom had never been in an organized indoor program, came to sing, dance and have fun together. For safety purposes, they picked up their props coming in, kept their own with them and put them in a bucket for cleaning at the end. I urged parents to help me improve my standards in any way, but everyone who talked to me told me how much they appreciated the measures taken and how they thought they worked well. We all celebrated our time together.” *Kathy B.*



## READING, WRITING & PUBLISHING

### BRIGHT BABY SURPRISE BAG (12 Kits)

“The idea for this project was inspired by the non-fiction board books we recently included in our ER collection. I noticed we have a variety of titles in our collection and I thought we should introduce this new format to our patrons. Patrons will pick up the fun colorful bags, check out the books and AV materials and keep the rest. One of my favorite packs is called Little Heroes of Color. The pack shows diverse community workers that kids might encounter in their everyday life and selected biographies of notable people of various backgrounds and ethnicities. The central book that inspired the pack has the same name [Little Heroes of Color](#). This kit came out as a result of closely looking at the collection, and selecting a common theme.” *Andreea D.*

## JUST FOR TWEENS

### HISTORY SMASHERS ADVENTURE PACK: The Titanic (9 kits)

The kits included “a crossword puzzle, a Morse code activity, a cold water experiment, a sink or float experiment, a super awesome Titanic craft idea and a rumor game using DIY scratch-off tickets! The book series is based on debunking myths and rumors about a certain historical event, so I thought this game was fitting.” *Melisa M.*



### MINI ART (13)

"I had a great group for this program. A mix of younger and older kids but all very creative. I showed them some examples of mini art including some paintings on almonds, peanuts and even a grain of rice. We talked about how mini art began. I likened it to how we use our phone for pictures. They would carry around little cards with art." *Chris Z.*



### OTHER

Melisa, Kathy and Jen marched in the Pathways Parade this year.

"Pathways Parade! It was a lot of fun walking, and a lot of people yelled and cheered for the library. I heard so many people say 'We LOVE the library!'" *Jen F.*

"It's the day we celebrate our residents and everything that is great about Bolingbrook. As I walked the 2.3 miles of road, I ran from side to side, speaking individually to friends who recognized me, letting everyone with babies know that we are back to storytime this week and giving candy. What a day. As we headed back to the parking lot of the library, I was exhausted yet energized and not ready to return home. WHAT A WONDERFUL DAY!" *Kathy B.*

### From Amina Ali's report

#### Circulation Services

During the month of September, Circulation began training and preparing staff for license plate renewal services. The date of license renewal services is pushed back towards the end of October or beginning of November due to nationwide shortages for printers and file cabinets. I coordinated with Nancy and Melissa to advertise this new service.

This month I put together and hosted a LACONI program called "Automated Library Services". Unique Services and Patron Point both presented and the program will be soon uploaded on YouTube for others to watch. There was a great turn out and both presenters got lots of follow up emails from attendees!



I started a three-week course through Library Journal titled “Fostering an Antiracist Library Culture” and have also been working through the coursework. Circulation Supervisors and Specialists both held meetings this month and hope to continue more regularly.

**Mary**, Lead Specialist

September was Library Card sign up month, and 235 library cards were issued to new Fountaindale cardholders. We recorded 32 personal items found for the month. From a variety of returned library materials, we were unable to trace nine of them back to the last borrower.

I participated in the Pathways Parade, and enjoyed seeing so many of our patrons and coworkers out on the parade route on that sunny Sunday!

Fountaindale's IDEA committee met and discussed how to define inclusion, diversity, equity, and accessibility for our library community.

### **Circulation Statistics**

<b>New Patrons Registered</b>	<b>233</b>
<b>Holds Pulled From Shelves</b>	<b>7,011</b>

### **Drive Up Statistics**

<b>Drive Up Statistics</b>	
<b>Total Visits (September 2021) 746</b>	<b>Previous Month (August 2021) 767</b>

**From Tana Petrov's report**

### **Outreach Services**

Here is a summary of our most important stats in September 2021:

- 3000 students were provided with booktalks by Mrs. C
- 956 items were picked up from our remote bookdrops
- 792 patrons visited our Bookmobile and/or Library Express Van stops
- 761 reference questions were answered by Outreach staff
- 497 kids were provided with a storytime by Miss Laura
- 141 storytimes and booktalks were provided by Mrs. C and Miss Laura
- 15 patrons were provided with craft kits
- 11 patrons were provided with Home Delivery Service
- 5 patrons were provided with books and discussion materials for book club

This month the Bookmobile returned to our elementary school visits. It has been wonderful to see teachers and students visiting our new Bookmobile and using their Student Success library cards to check out materials. In addition, we returned to our middle school visits with Randi and the Library Express Van to bring materials and activities.

This month we added new items to the outreach collection - hotspots, Roku Ultra players and Memory Kits. It is great to see outreach patrons checking them out!

In September, in Outreach we hosted an LTA student from JJC. She got to see the vehicles, help with some office procedures, and went out to a senior facility stop with staff.



Outreach staff - Carolyn, Melissa, Dennis and Jack - participated in Bolingbrook Pathways Parade on September 12th. It was lots of fun seeing familiar faces and hearing them scream, "We love the library!" **From Dennis' report:** *"On September 12<sup>th</sup> I drove the Bookmobile in the Bolingbrook Village Pathways Parade. The experience was a lot of fun and the community loved seeing us. A local musician sensation "King Sosa" (who frequents Studio 300) was yelling to us about how much he loves the Library. It is always great to get this sort of feedback."*

Jack attended VVSD Nic Stone author event on 9/22/21 along with Randi.



The Communications Department created and debuted Get to Know Outreach Services video telling the story of outreach and capturing our passion for serving outreach patrons.

<https://youtu.be/usmk7bcsfHM>

In September, Tana resumed the Adult Volunteering Program. We already had a volunteer helping out during a CSD program. Tana has three interviews scheduled with potential volunteers next month. Volunteer hours for the month of September: 2 hours at CSD.

**From Dennis' report:** *"Being back at the schools has been great with a lot of great reactions. One teacher recently proclaimed that "The Bookmobile visit was her favorite time of the month". Another student said that, "this is the best place I have ever been, I want to live here, I may pass out". A child just today at Jonas Salk said that when he grows up he "wants to work at the Fountaindale Public Library". There is nothing more satisfying in this job than hearing comments like these."*



- **From Melissa's report:** *"This month the residents at Revere Court will be making an owl picture. I am excited to report that I will start visiting Revere Court starting in October. We plan on bringing a cart of materials and I will also do some programming with the residents. We will see how this works so we can plan out our future visits."*
- **Levy Center Library Visit. From Sarah's report:** *"I drove the Library Express Van to the Levy Center with Jack. The cool thing about this visit was Jay from Adult & Teen Services went as well to give a presentation on smartphones. Over 50 seniors showed up for the presentation and we had several come by and stop off at our table with carts of materials. Since returning to the Levy Center this was the most we have had at this community stop. I look forward to the next visit when we partner with Jay again. It was a very successful day and many seniors learned so much about using a smartphone."*



## From Jack Gonzalez's report

### Studio 300

Here are our September 2021 key stats:

- 410 patrons actively used our lab.
  - 10 were Non-District Users.
- 1514 items were checked out
  - 108 of that total circulated out of the lab.
- patrons attended our virtual programs.
  - Total programming hours came to
- 15 patrons completed our online classes:
  - 10 Orientation
  - 5 Maker Training



## **Anna**

Sept was an exciting month. Anna did her first in-person class since March 2020. We did Fall Paper Wreaths in meeting room A, and it was a ton of fun. Everyone created unique and pretty wreaths. Anna was sent a few photos of them hanging on doors already. She also did our first Adult DIY Take it Make it with great success. Anna prepped for the October and Nov classes and is all prepared. Anna placed a few orders for supplies. She identified some minor issues with the CR-10 3D printer and took steps to repair and improve our machine.

## **Ariah**

This month, Ariah has stayed busy by working closely with Patrick and Anna on two new virtual training videos for the Studio. Throughout September, she has continued to troubleshoot and create multi-color prints with Patrick. After assisting with step-by-step instructions for the script, she completed the voiceover for the videos and shot some footage of the PRUSA 3D printer in action. With that, she has been assisting Anna with the sublimation printer virtual training. So far, she has created a shot list for footage and contributed to the script. They plan on moving into the production stage in the coming days.

Besides these tasks, Ariah has continued to delve into photography. She attended guest presenter Todd Bremner's Photography Basics class in person. She also had her first semi-official one-on-one with a patron as she helped them navigate Adobe Photoshop to edit their product photography for their business. The patron seemed thoroughly pleased with the results

## **Justin**

For September, Justin hosted webinars for Music Business Month where patrons could learn about the music industry's business aspect. Patrick and Justin also welcomed back patrons to the monthly Open Mic event that had previously been on hiatus due to Covid. Finally, Justin worked on the virtual equipment list for microphone and digital recorders developed on the Canva application.

## **Ryan**

This month was Ryan's first full month of working here. He has spent his spare time reviewing many of the studio policies while working at the desk and has helped set up and run the studio's first open mic night since the pandemic began. In addition, he has started the process of familiarizing himself with our CR-10 3D printer, as well as a couple of the most commonly used digital audio workstation programs offered by Studio 300.

## **Jack**

September was a month of preparations as the Studio spent its first week planning the winter programs. Jack worked with Adriana to get them all organized and reserved the rooms for them. September was Hispanic Heritage Month. Jack prepared an even to launch the Hispanic Heritage week celebrations in the library. He held an event where Patrons got to decorate and string Calavera marionettes while listening to Day of the Dead music, seeing images from Mexican Day of the Dead celebrations, and hearing the history of the holiday.

Jack also spent time rigging and troubleshooting a digital puppet of Parkie for the Bolingbrook Park District event BRAC jam. He used Adobe Illustrator to make the puppet

and rigged it on Adobe Character Animator, which uses sound and facial recognition to move the puppet.

The studio welcomed patrons to in-person programming and has seen more patrons walking in and using the digital media and maker space. The Studio team is getting ready to introduce new machines and equipment and explore digital content creation to ensure that we do not lose the online presence we have created over the past year.

Lastly, Jack met with the Tinker Troupe and began plans for bringing back Maker Faire in 2022. He did Biblioboard training to help with the Bolingbrook: Project Music. He did other training QUIK an Adobe After Effects script for animation, DRAGONS, a social media training done by Dot Lung, and After Effects animation by Yimbo Escarrega.

## **From Debra Dudek's account**

### **Adult and Teen Services**

#### **General Comments on the Month**

September continued to be a recruitment and Fall Fandom Fest preparation month. Our two new specialists Patricia A. and Tori N. joined our team this month, and we received leave notices from Orty O. and Roy H.

The staff meetings for the month provided us with an opportunity to host a registration overview of Communico, which was requested by some members of our team. With the multiple changes in programming over the last year and a half, it was an excellent opportunity for everyone to ask questions and get ready for a new round of in-person programming.

We have our 27th graduate of our Career Online High School program! He is the third graduate this year, and we hope he will have time to attend our Career Online High School reception.

The Bolingbrook Historic Preservation Commission asked me to organize and lead this year's Boardman Cemetery Halloween Open House on Sunday, October 31, and I am super excited. Many of the logistics in planning include organizing volunteers, purchasing candy, making informational flyers, and ordering a port-a-potty for the park across the street. This year's open house will run from 1 p.m. to 5 p.m., and we will have a table outside the cemetery after 5 p.m. as we are saving the outdoor lanterns for next Halloween.

#### **Randi C., Teen Services Librarian** **Teen Programming (Virtual & In Person)**

In September, our team shifted our focus to in person programming which has definitely been challenging. Registration and participation has been low and I attribute this to several things including but not limited to the pandemic. I am so happy that we have been able to reopen our teen space. Having our space closed for that extended period of time has definitely impacted everything. We are slowly starting to see teens return to the

Vortex and my staff are working to build rapport with a whole crop of new teens visiting and hanging out in our space for the first time. We have discussed new ways to promote our programs including adding new signage and utilizing new spaces like the table we use to socially distance the teen desk. It can be discouraging but we will continue to push forward and plan great events for our teens. Open Game Play was our most successful program.

## **The Great Reading Race**

The Great Reading Race started on September 13 and we are off to a great start! This fall reading program is for Bolingbrook students in grades 6–8. Teens are encouraged to read and earn prizes for their school, classroom and this year, themselves. Local sponsors provided vouchers for a free slice of cake (Portillo's), a free 6" pizza (Home Run Inn), and a free ice cream cone (Andy's Frozen Custard). We also hold weekly drawings for free books and other prizes. The response has been overwhelmingly positive. The school librarians and teachers are promoting the programs and helping students register and log at school. As of September 30, we have 1473 students enrolled. Of those 1473 students, 924 have logged 228,032 minutes. Teens have been coming into the Vortex to pick up their vouchers or arrange for pick up in our drive-thru.

## **A Novel Idea with Nic Stone**

Outreach staff and I attended Valley View's A Novel Idea community event with author Nic Stone on September 22. It was a great opportunity to meet our community members and promote library programs and services. I was able to give away 14 copies of the author's books at our table. The recipients were very happy (and surprised) to receive the free book. One Bolingbrook resident said, "this is why I love our library." Another had to tell me they were participating in the Great Reading Race. What wonderful comments and conversations! I had printed several of our teen pathfinders/bibliographies for people to take. Visitors were very interested in all of these and several of them went home with parents, students and teachers. I was also happy I got to hear the author speak. She was very engaging and I loved listening to her talk about her books and her writing process.

## **Career Online High School:**

Currently Enrolled: 3

Currently Enrolled 30 Day Probation: 0

Currently Enrolled Completed 30 Day Probation: 0

Students 75% Through Program: 2

Graduate: 27 (Number reflects from Oct. 3 graduate)

## **Librarian Highlight**

**Jay P.**

Business Outreach

On September 14th, I visited the Levy Senior Center to give a presentation on the basics of smartphones. We had about 35 attendees who appreciated the lecture and loved the follow up Q & A section. After speaking with the coordinator, Linda Youngs, we decided to cover phones again in more detail before moving on to tablets. The ultimate goal is to get the attendees to computer usage, possibly through library classes. I will be presenting for them again on October 19th. Notably one patron stopped by the office and commented



that they were impressed by how detailed my presentation was and how patient I was answering questions.

On September 16th, I met with chamber staff and local business owners at the IPIC theater in the Promenade as part of their “Thank Goodness Its Thursday” event series. I was able to hand out a few business cards and talk about our services, but the biggest benefit to me is just letting people know the library is here for them and their business.

Toastmaster Officers met on Friday the 24th to discuss outreach and recruitment with the VC of Membership. The biggest push was to clearly highlight our club officers to members to facilitate more planned speeches.

### **Specialist Highlight**

**Ben J.**

WandaVision: Escape from the Hex is finished! It was more work than I had originally anticipated, but I was able to get it done with five different endings. The story explores the show WandaVision from the point of view of one of the citizens of Westview. (Spoilers) The protagonist (you) wakes up no longer under the influence of Wanda’s Magic, and a mysterious voice in your head is telling you to try and escape from the town. But how or if you escape is up to your choices.



### **Specialist Highlight**

**Roxanne G.**

This month I’ve been learning more about my role as ATSD Specialist, getting used to the routines and policies. I’ve had some really positive experiences with patrons, and it’s been very satisfying helping patrons to troubleshoot computer problems or locate items that they’re struggling to find. I’ve really loved developing my rapport with library regulars, too. Apparently I’ve even developed a fan or two among the patrons!

### **Specialist Highlight**

**Andy K.**

As a new specialist, my month (or, more accurately, my three weeks) have consisted of shadowing and on-the-spot learning. I’m definitely still getting adjusted to everything, but I can’t thank you all enough for the help and the patience that’s been thrown my way while I’m still getting the hang of things. Special thanks to Roy for being a good example on how to build rapport with patrons, to Ben for the technical help, and to Christopher for the comprehensive training.

## **Building Operations (Tasos Priovolos)**

The Lower Level rear hall renovation project continues. Contractors have framed the walls at the new locations. The project is currently behind schedule due to short-staffing from the general contractor and delays on materials. Our project manager from Tria Architecture has also been on-site to review the progress of the renovation.

Our online auction of old building furniture was a huge success! We coordinated with the winning bidders to pick up their won items and the library received \$3,999.14 for the items sold. This total was after any auction fees we were assessed.

The main controller on our backup generator malfunctioned and had to be replaced. The backup generator provides power to emergency systems, crucial mechanical systems, and limited heat throughout the building in case of a power loss.

John Hodur and Tasos Priovolos completed the 3-year aerial lift safety training and testing which is required in order to operate an aerial lift.

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.

We are continuing to accept applications for our Security Monitor positions and our new Building Technician position.

Completed 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 also coordinated a service to come and clean out the pits from debris.

## **Security Report From John Hopkins (Security Supervisor)**

### **Staffing**

We are excited to welcome Jeremiah McClendon to the team as our newest Building Security Monitor.

The department still has two open part-time positions; however, applications have been few and far between.

### **Special Events**

Security assisted winning bidders collecting their auction items in the evenings and on weekends as needed.



Security also prepared for and provided support to the Danhof Board Room dedication ceremony and reception.

### **Meeting Rooms**

With Meeting Room C now available again, room usage is beginning to resemble pre-pandemic booking levels. There were ten bookings across all four meeting rooms on Tuesday the 21st, and most days average between three and six bookings between staff/library and patron usage.

### **Conduct and Customer Service**

Security continues to staff the lobby podium, mainly reminding patrons of the state's mask requirement and offering a disposable mask if needed. Our team is also fielding patron questions, referring patrons to the info desk or another department if necessary.

Younger patrons have been returning to the library in greater numbers in the after school hours. With greater numbers of young patrons, mainly consisting of Brooks Middle School students, security has been engaging with these students more often to provide reminders and warnings for conduct violations. Though the Vortex is open and Brooks Cafe has not yet done so, both areas still tend to be hot spots of groups of ten or more students whose behavior can quickly get out of hand.

### **ZENDESK -**

In September, 71 new maintenance tickets were created, and 72 new or existing tickets were completed.

## **Collection Management & Technical Services (Christina Theobald)**

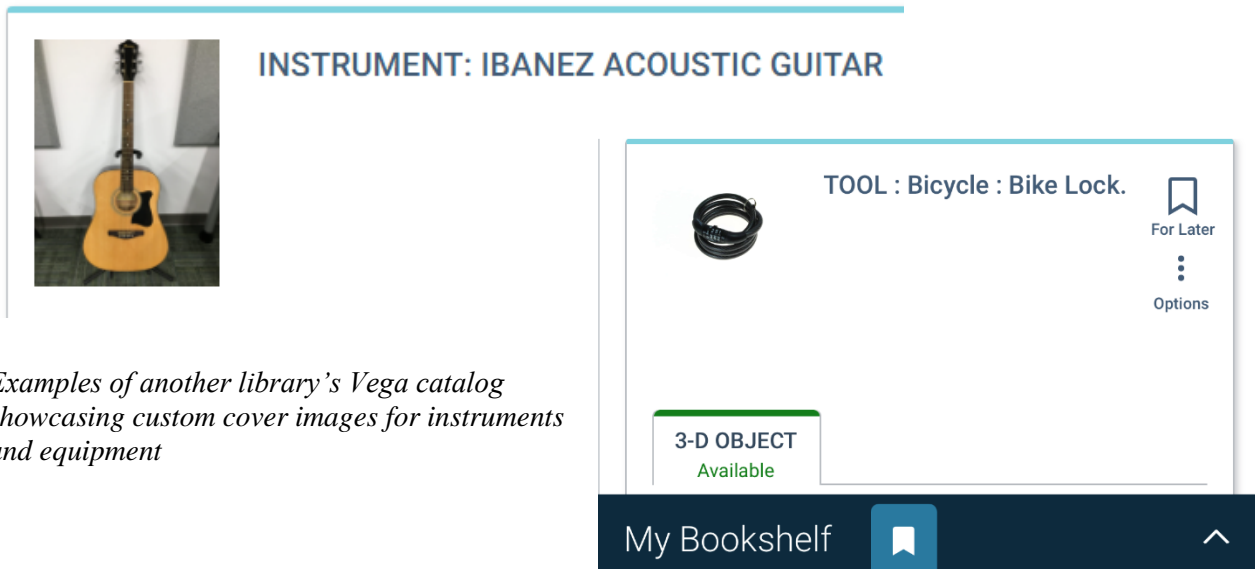
### **September 2021 Statistics Snapshot**

- 13+% increase in digital usage
- 3,683 new items added to collection
- 8,945 old & worn items were withdrawn
- 9% increase in print circulation
- Picture Books had highest positive circulation growth of 20%
- Studio 300 collection yielded 92% positive circulation growth

### **Pinnacle Vega Task Force**

The Pinnacle Vega Task Force held its first meeting in late August and will be continuing to meet every other week for the next several months. Fountaindale is well represented, as Kate Thurston, Assistant Circulation Manager, Christopher Halvorsen, Assistant ATSD Manager, and myself, Christina Theobald, Collection Services Manager, are all serving on the task force as Fountaindale's representatives from PinOPAC, PIRC and PinTech, respectively. Over the next year, the task force will be responsible for Pinnacle's configuration and potential implementation of the Vega Discover catalog overlay. We will be making decisions about our consortium's settings, provide feedback to Innovative for development requests, create documentation for our libraries and implement a training program for library staff. One exciting feature of Vega is the

ability to upload custom cover images, which we can utilize for our specialty collections and Studio equipment. John Matysek and I are currently working on procedures that detail how to upload images to the Pinnacle domain for these purposes.



*Examples of another library's Vega catalog showcasing custom cover images for instruments and equipment*

### **PinCollect Forum**

In September, a virtual Pinnacle Collection Forum was held. There were attendees from all six Pinnacle libraries and I moderated the discussion. The Joliet library is currently undergoing renovations as part of Project Burnham. Approximately 90% of Joliet's Ottawa Street Adult collection will be in storage, beginning November 29 and will remain in storage for about one year. In April 2022, more AV materials will also be placed in storage. We discussed what each library is doing to further EDI efforts in our collections and talked about the potentials of CollectionHQ's Diversity module and Ingram's iCurate product. The group also discussed book club kits, digital collection changes and the waning popularity of eReader devices. Along with Fountaindale, only Lemont Library has been adding new formats/collections as of late. Lemont's Virtual Reality headset is very popular and they will soon be adding camping equipment to their Library of Things.

### **Fall Backpacks**

We rolled out new Fall backpacks this month to coincide with school starting and the seasons changing. Patrons can find new autumnal patterned bags in Children's and outside of the Vortex.



## **Collection Services Staff Updates**

### **From Brett Luminais, *Children's Collection Librarian***

In September, I was able to weed a number of areas that I wanted to give my attention to. Juvenile Graphic Novels were becoming crowded with duplicate and damaged titles, as well as items that had not circulated. I created a weeding list to address this, collaborating with Circulation to get these items pulled. Additionally, I pulled damaged and duplicate graphic novels to review and completed the weeding process. I also identified, pulled, and reviewed a number of old duplicate items in YA Fiction, which typically does not require duplicates except for specific titles based on buzz or popularity. I met with Circulation staff and we developed a strategy and completed a shift of the collection that corrected the issue. I have also created a weeding list for YA Fiction items that have not circulated to prevent any overcrowding from happening again. At the same time I collaborated with Collection Aides to pull items that had not circulated from Juvenile Nonfiction and Fiction. At this time I also continued to order items out into mid-May 2022, and began correcting my ordering habits based on feedback from Christina. I also attempted to find and attend EDI based educational webinars and workshops to learn more and identify important trends. I spent some time reviewing EDI terms with the Collections selection team and worked to further define several of the terms to help better clarify the terms themselves, and thus how to identify titles pertaining to those EDI elements.

### **From Lynnette Hopwood, *Adult Collection Librarian***

We started working with Discover Books as Better World Books put quite a few restrictions on what they will accept from libraries. It seems to be working out well. We also had a practicum student working with us in our department. She was a quick learner and seemed to enjoy learning about the work we do in our department. In our Interlibrary Loan area we received several requests from Saudi Arabia. That was the first time that I received a request from so far away! Our Collection Aides worked very hard to transform our displays to Halloween themed displays. The Halloween and Christmas displays are usually very well liked and we try to get them up quickly. Mary and Katie were able to change out all the displays in two and a half days.

### **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 vinyl record carts that were assembled and ordered in August, started coming in during the month of September. Throughout the month my team has been receiving and processing the new vinyl records for our collection. Many of those vinyl records included the Halloween vinyl records that were ordered for our collection. Two new American Girl Dolls, Kaya and Kira, have been processed and given to the Children's Department for circulation. We have already had two successful pick-ups for the month of September for Discover books. We found that two large metal bins for A/V and books may be overkill, so it was decided to utilize one canvas bin in conjunction with one metal bin. The inventorying and reorganization of the extra shelving in the basement has been completed. Last but not least, new backpacks that were purchased for the fall back to school season were processed and placed on the backpack racks for circulation.

### **From Chris Castle, *Cataloging Supervisor***

This month, Adwoa and I began drafting procedures for when periodicals are canceled or discontinued. Adwoa created a shared document with the current procedures, then Christina and I reviewed it and began editing it. I have tasked Adwoa with identifying any periodicals on the Bibs with No Items Attached report and relaying to me whether we are currently receiving them or if

they have been canceled or ceased publication. Adwoa has also been tasked with retrieving mail she identifies as being related to periodicals. This will expedite our payment process. At the selectors meeting this month, it was decided that the Career collection would be eliminated in October. All materials in it will be recataloged into the regular Adult or YA nonfiction collections. A new project with the YA Test Prep collection will begin in November. Karina recognized that the test prep books are all organized by Dewey number and not necessarily subject, with the primary section needing attention being the AP tests. We created a new call number scheme to make these materials more easily findable and identifiable by both patrons and staff. At the selectors meeting, we assessed the revised list of EDI terms created by the PinTech managers. We examined their usage and appropriateness and made a few suggestions to PinTech and customizations to narrower terms for our own purposes. Karina and I finished the PinTech volume cleanup project this month. I also completed the DVD and Blu-ray TOM cleanup project. At our catalogers meeting, Christina tasked us with suggesting updates to PinTech's cataloging procedures for Launchpads, CDs, vinyls, and video games. We will provide feedback before the next PinTech meeting. Christina also made the decision to end the use of the #ownvoices label. It has fallen out of favor and can elicit unintended situations counter to its purpose. I showed a practicum student the basics of bib records, how we use reports, how we determine what to catalog, and the division of cataloging duties. Karina showed her how to assign Dewey numbers to nonfiction books, and how we handle problem items that come back to us with issues. She assisted them with re-labelling some problem items and assigning classification numbers to items. She told me she felt a bit better about cataloging after the session.

**From Karina Andrus, *Cataloger***

This month, we had LTA practicum student Gianna visit our department on Wednesday, September 22 to shadow staff members. I showed her how I assign Dewey numbers to nonfiction books, and how we handle problem items that come back to us with issues. She assisted me with re-labelling some problem items and assigning classification numbers to items. I continued to prioritize cataloging holds, dated materials, and materials relevant to the current holidays, seasons, and displays.

**From Christine Jason, *Interlibrary Loan Specialist***

This month, I did some research on Find More Illinois. I reached out to several libraries who participate in the service, which include mostly smaller public libraries as well as one academic library, UIC-Daley Library. I emailed a list of questions to their ILL staff asking how it is working out for them and their patrons and what is their work flow using it. The libraries that responded seemed to genuinely like the service however, they continue to use OCLC for both in state, out of state and academic materials. On a personal note, I celebrated 27 years here at Fountaindale. I believe I am the longest serving employee here. Time has flown and I have seen many changes but I have always enjoyed my time here and look forward to more years.

### Circulation by Branch

Branch	2020	2021	Change	% Change
Building	44,118	47101	2983	6.76%
Outreach	1554	1958	404	26.00%
Studio 300	796	1514	718	90.20%
Digital	7700	8,727	1027	13.34%
<b>Totals</b>	<b>54168</b>	<b>59300</b>	<b>5132</b>	<b>9.47%</b>

### Battle of the AV Formats

Format	Circs		Format	Circs
Blu-ray	1933	<b>vs.</b>	DVD	8267
CD Audiobook	506	<b>vs.</b>	Playaway Audiobook	481
Vinyl Record	259	<b>vs.</b>	Music CD	995

### Special Collections

Collection	Circs
Backpacks	185
Dolls	23
Hotspots	53
Laptops	201
Lucky Day	816
Rokus	42
STEAMboxes	68
Tween Book Boxes	6
Vinyl Records & Cases	304
Portable Record Players	32

## Physical Collection Circulation

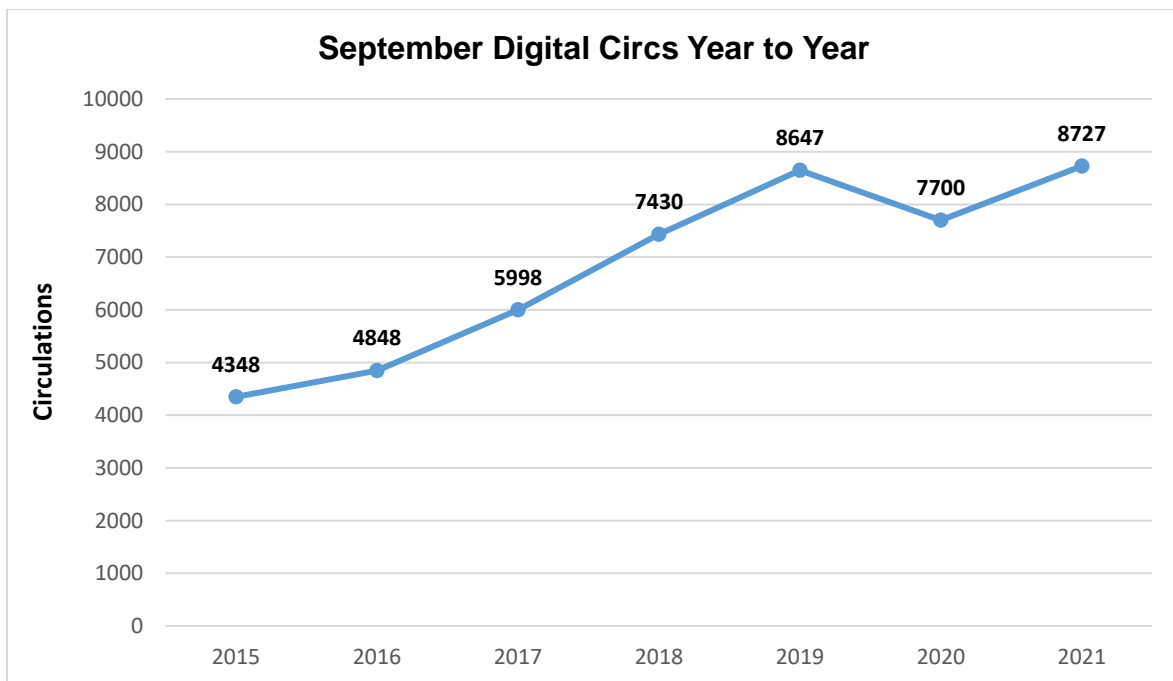
*\*Sorted alphabetically by collection*

Collections	Sep 2020 Circs	Sep 2021 Circs	Change	% Change
Adult Audiobooks	646	532	-114	-18%
Adult Fiction	4565	4715	150	3%
Adult Graphic Novels	563	691	128	23%
Adult Nonfiction	4259	4376	117	3%
Adult Video Games	273	417	144	53%
Beginning Readers	2124	2391	267	13%
Interlibrary Loan	224	292	68	30%
Juvenile Audiobooks	476	686	210	44%
Juvenile Fiction	4482	4218	-264	-6%
Juvenile Graphic Novels	1358	1901	543	40%
Juvenile Kits	4	83	79	1975%
Juvenile Movies & TV	2360	2684	324	14%
Juvenile Nonfiction	2462	2583	121	5%
Juvenile Technology & Equipment	85	320	235	276%
Juvenile Video Games	673	798	125	19%
Large Print	701	675	-26	-4%
Local Authors	8	17	9	113%
Local History & Genealogy	0	0	0	
Magazines	731	624	-107	-15%
Movies & TV	7964	7433	-531	-7%
Music	1350	1246	-104	-8%
On-the-Fly	13	21	8	62%
Picture Books	6747	8065	1318	20%
Studio 300	788	1514	726	92%
Technology & Equipment	162	600	438	270%
World Languages Adult	135	158	23	17%
World Languages Juvenile	369	461	92	25%
World Languages Young Adult	5	1	-4	-80%
Young Adult Audiobooks	61	39	-22	-36%
Young Adult Fiction	1043	1047	4	0%
Young Adult Graphic Novels	1113	1220	107	10%
Young Adult Kits	2	14	12	600%
Young Adult Nonfiction	207	197	-10	-5%
Young Adult Technology & Equipment	4	2	-2	-50%
Young Adult Video Games	511	552	41	8%
<b>TOTALS</b>	<b>46468</b>	<b>50573</b>	<b>4105</b>	<b>9%</b>

## Digital Collection Usage

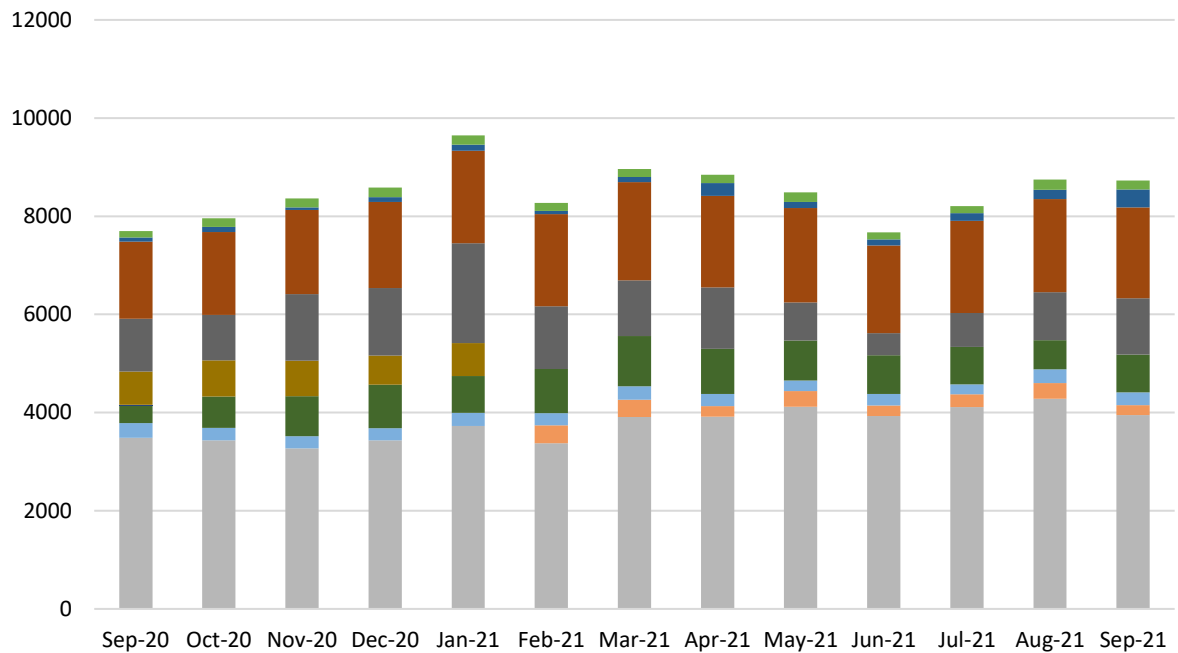
*\*Sorted by positive circulation change*

Digital Platform	Sep 2020	Sep 2021	Change	% Changed
OverDrive	3483	4154	671	19.27%
PressReader	83	369	286	344.58%
Hoopla	1574	1849	275	17.47%
cloudLibrary Shared	198	459	261	131.82%
cloudLibrary	158	307	149	94.30%
Freegal	1076	1150	74	6.88%
Kanopy	133	179	46	34.59%
Rbdigital Entertainment	0	0	0	0.00%
Rbdigital eAudio <i>*app discontinued</i>	17	0	-17	-100.00%
eRead Illinois	300	260	-40	-13.33%
Rbdigital eMags <i>*app discontinued</i>	678	0	-678	-100.00%
<b>Totals</b>	<b>7700</b>	<b>8727</b>	<b>1027</b>	<b>13.34%</b>



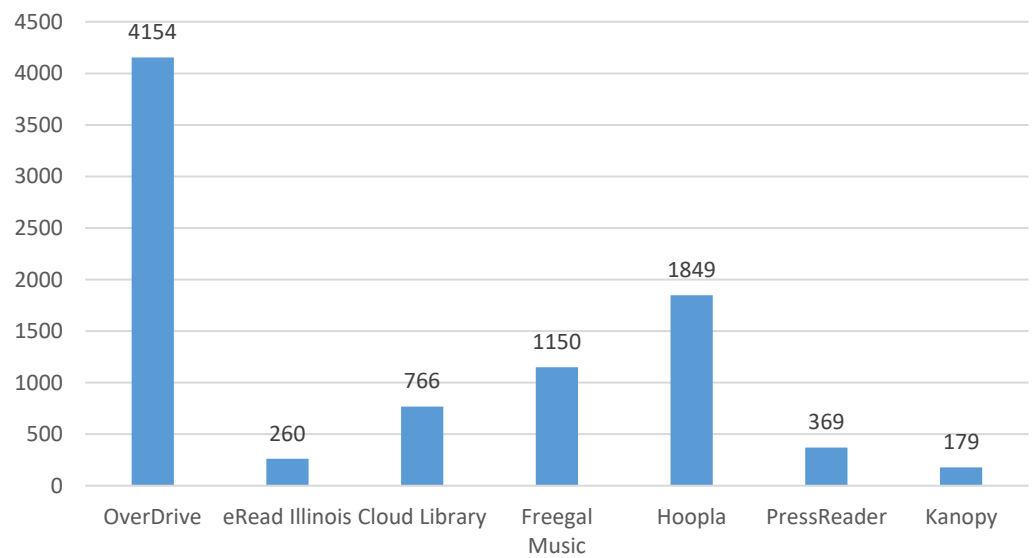
For **September**, digital circulation was **14.7%** of the library's total circulation.

## Digital Collection Circulation Over the Year



	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
Kanopy	133	177	181	196	192	165	161	168	198	148	141	212	179
PressReader	83	103	52	96	125	68	106	263	126	121	156	186	369
Hoopla	1574	1694	1718	1758	1880	1878	2002	1863	1924	1785	1880	1898	1849
Freegal Music	1076	925	1355	1373	2035	1272	1134	1254	772	451	688	977	1150
RBdigital eMags	678	732	720	596	671	0	0	0	0	0	0	0	0
RB Digital eAudio	17	0	0	0	0	0	0	0	0	0	0	0	0
Cloud Library	356	643	820	883	751	901	1023	915	817	790	760	596	766
eRead Illinois	300	252	242	253	268	249	274	250	216	233	207	283	260
OverDrive eMags						368	356	215	316	216	260	319	206
OverDrive	3483	3435	3274	3431	3728	3373	3907	3917	4120	3929	4111	4279	3948

## Digital Circulation By Platform





## Digital Content Fast Facts

### Overdrive

- There were **5,140 unique Pinnacle users**, which is a negative **0.8% growth** from last year. Of those, **Fountaindale had 856 unique users** in the month, **47** of which are **new users**
- During the month, PLC yielded **25,639 total checkouts**; of those, **4,154 circs** were from Fountaindale patrons.
- Checkouts by Format: eBooks: 51.5%, audio: 40.5%, eMagazines: 8.1%
- Checkouts by Audience: Adults: 89.8%; Young Adults: 6.2%; Juvenile: 4%

### eRead Illinois/Axis 360

- There were **100 active users** for the month, **26** of which are **new users**
- During the month, there were **158 eBook circs** and **102 eAudio circs**
- **eBooks** accounted for **61%** of checkouts, while **eAudio** accounted for **39%**.

### cloudLibrary

- There were **56 active users** for the month, **9** of which are **new users**
- During the month, there were **288 eBook circs** and **19 eAudio circs**
- There were **459 circs from cloudLink patrons**
- There were **140** instances of **Pay-per-use** titles used

### Hoopla

- The **top trending titles** were *Shakespeare and Hathaway season 1*, *Loch Ness season 1* and *Nine Perfect Strangers* by Liane Moriarty audiobook
- There were **1,849 circs** borrowed by **385 patrons**
- There were **385 unique patrons**, of which **30 new patrons** in the month
- **Audiobooks** were the most borrowed format, accounting for **48%** of all circs, followed by **eBooks with 36%**, **Movies/TV with 9%** and **Music with 9%**.

### Kanopy

- The **most popular videos** were *Amelie*, *Crazy Creatures* and *Young Heroes*
- Patrons played **179 distinct video titles** and **449 video plays**
- There were **56 active users**

### Freegal

- This month yielded **980 songs streamed** and **170 music downloads**
- Top **streaming music genres**: Latin Music, Rock, Pop, World Music, Latin
- Top **downloaded music genres**: Country, Pop, Classical, Rock, Jazz

### Physical Items Added and Withdrawn

Physical Items	Sep 2021 Added	Sep 2021 Withdrawn
Adult Audiobooks	59	0
Adult Fiction	372	2879
Adult Graphic Novels	46	1
Adult Nonfiction	344	248
Adult Video Games	44	0
Beginning Readers	71	2
Interlibrary Loan	318	0
Juvenile Audiobooks	75	11
Juvenile Fiction	273	1073
Juvenile Graphic Novels	206	684
Juvenile Kits	2	0
Juvenile Movies & TV	80	359
Juvenile Nonfiction	126	2716
Juvenile Technology & Equipment	75	0
Juvenile Video Games	45	3
Large Print	101	0
Local Authors	1	0
Local History & Genealogy	10	0
Magazines	298	13
Movies & TV	418	151
Music	113	20
On-the-Fly	9	0
Picture Books	601	22
Studio 300	18	196
Technology & Equipment	29	1
World Languages Adult	37	0
World Languages Juvenile	59	165
World Languages Young Adult	0	1
Young Adult Audiobooks	5	1
Young Adult Fiction	114	370
Young Adult Nonfiction	23	1
Young Adult Technology & Equipment	0	0
Young Adult Video Games	19	5
<b>TOTALS</b>	<b>3686 Added</b>	<b>8945 Withdrawn</b>

### **Acquisitions & Processing**

- Purchase Orders created and released: 64
- Invoices Paid: 229
- Boxes Received and Opened: 61
- Items Repaired: 223

### **Cataloging**

- Items Cataloged and made available: 3686
- Original bibliographic records created: 25
- Magazines & Newspapers processed: 295

### **Interlibrary Loan**

325	<b>Items Received for our patrons</b> <ul style="list-style-type: none"><li>• 282 items from IL libraries</li><li>• 43 items from out of state libraries</li></ul>
218	<b>Items Sent out to other libraries</b> <ul style="list-style-type: none"><li>• 121 to IL libraries</li><li>• 87 to out of state libraries</li><li>• 10 to XYZ libraries</li></ul>
378	<b>Items requested by our patrons this month</b> <ul style="list-style-type: none"><li>• 354 submitted in OCLC</li><li>• 8 items were too new to request</li><li>• 6 were available in Pinnacle</li><li>• 10 were out of country only</li></ul>
309	<b>Items requested by OCLC libraries this month</b> <ul style="list-style-type: none"><li>• 166 from IL libraries</li><li>• 137 from out of state libraries</li><li>• 6 were out of country libraries</li></ul>

## Weeding & Collection Maintenance

CHQ Status	Adult	Young Adult	Juvenile	Totals
<b>Dead</b> - <i>Items that have not circulated in <u>2 years</u></i> <i>CHQ Recommendation: less than 10%</i>	2,138 Down 313 Items 1.94%	183 Up 57 Items 1.40%	1,684 Up 140 Items 1.71%	4,005 Down 167 Items 1.80%
<b>Collection Check</b> - <i>Anything that has not circulated in <u>4 years</u></i> <i>CHQ Recommendation: less than 10%</i>	39 Up 5 Items 1.82%	12 Stayed the Same 6.56%	95 Up 13 Items 5.64%	146 Up 18 Items 3.65%
<b>Grubby</b> - <i>Items that have circulated <u>75</u> times or more</i> <i>CHQ Recommendation: less than 10%</i>	9,332 Up 30 Items 8.45%	437 Up 9 Items 3.33%	10,027 Down 149 Items 10.17%	19,796 Down 110 Items 8.91%
<b>DOA*</b> <i>Items that have been added to the collection in the last 6-18 months, and only circulated 1 or less times.</i> <i>US average 16%</i>	136 3.42%	6 2.87%	39 3.33%	181 3.38%
<b>Turnover</b> <i>September 22, 2020 to September 20, 2021</i>	2.36	2.53	2.55	2.46

## Displays

### 1<sup>st</sup> Floor:

Lobby Cart: Stories to Bring Us Together – 91  
 Lobby Tree: Staff Picks – 64  
 Lobby Cart: Heroes Day (9/11) – 58  
 Lobby Cart: Banned Books – 36  
 Lobby Cart: Weekend Warrior – 79  
 Lobby Cart: Hispanic Heritage – 41

### 2<sup>nd</sup> Floor

2<sup>nd</sup> floor cart: Buddy Movies – 59

### 3<sup>rd</sup> Floor

Self-Check: Broadway – 27  
 3<sup>rd</sup> Floor Desk Table: Thrillers – 23  
 3<sup>rd</sup> Floor Desk Table: Book Club Picks – 29  
 3<sup>rd</sup> Floor Cart: Pumpkin to talk about – 23  
 3<sup>rd</sup> Floor Cart: Gratitude – 15  
 3<sup>rd</sup> Floor Cart: Cats – 8  
 3<sup>rd</sup> Floor Cart: Graphic Novels – 19  
 3<sup>rd</sup> Floor Cart :Fantastic Finds – 22

### Children's and Teens

- 1000 Books Before Kindergarten – 59
- Celebrating First Responders – 32
- Changing Seasons – 10
- Jewish Heroes – 9
- Hispanic Heritage Month DVDs – 15
- Hispanic Heritage Month Juv Fic – 1
- Step into reading – 48
- Homework Help – 4
- Halloween DVDs – 67
- Autumn Leaves – 93
- Horror Juv Fic – 9
- Halloween Picture Books – 68
- Fear Street – 36
- Halloween YA – 10
- Teen Reads – 13
- Teen Pop – 40
- Anime Movies – 96







## **Communications (Melissa Bradley)**

### **Communications Highlights**

- Our Google Ads had 47,681 impressions and 4,676 clicks.
  - Campaigns with the most impressions:
    - Catalog Items: 41,081 impressions; 4,062 clicks
    - LinkedIn Learning: 2,601 impressions; 181 clicks
    - Digital Media: 1,116 impressions; 77 clicks
- We auto renewed 228 library cards with Patron Point.
- We scheduled, wrote/edited and published 15 blog posts.
- We edited/posted 27 YouTube videos.
- We created 12 [Instagram reels](#) which have 15,696 views combined.
- Steven trained HR to post new job descriptions on the website.
- Melissa attended the ILA Marketing Forum Roundtable.

- Melissa helped plan and worked the Peggy Danhof Board Room Renaming event on September 19.
- Sabrina created collateral for the Friends Book Sale, Fall Fandom Fest and the Illinois Philharmonic Orchestra free concert tickets. She also designed this year's Annual Report as part of the winter issue of *The Fountain*.



## Media

- [The Patch](#) and [The Times Weekly](#) mentioned us while covering state grants.
- [The Patch](#) mentioned us in their coverage of the Nic Stone author visit event.
- [The Patch](#) covered the Friends Book Sale.

## **Social Media Metrics**

- Facebook Metrics
  - 7 new followers
  - 632 page views
  - 35,879 people viewed our content (reach)
    - 7,828 people saw our content because a friend shared, liked or engaged with it
  - 1,268 people engaged with our content (clicked, liked, commented or shared)
- Twitter Metrics
  - 3 new followers
  - 31 page views
  - 3,870 tweet impressions
- Instagram Metrics
  - 11 new followers
  - 181 post likes & comments
  - 21,892 people viewed our content (reach)
- YouTube
  - 13 new subscribers (903 total)
  - 2,298 views
  - 93.2 hours of watch time
  - 55,866 impressions (How many times our video thumbnails were shown to viewers on YT.)

## **Email Marketing Metrics**

- MailChimp:
  - 23 emails sent (This includes weekly blog roundup emails)
  - 43 new subscribers (This includes blog subscribers)
  - Average open rate: 24.66% (industry average is 21.33%)
  - Average click rate: 3.10% (industry average is 2.62%)
- Patron Point
  - Renewal emails open rate: 35.51%



## **Finance (Jennie Nguyen)**

### ***Highlights***

- **Pathway Parade Candy Order:** Due to an unanticipated cancellation and without notification by GFS, Melissa and Juanita looked at other options with Costco. Costco's delivery restrictions for delivery days meant the order would not arrive in time for the parade day. Finance was able to order the candy order with Amazon as a bulk order with a high delivery fee in order to guarantee the order will arrive prior to the parade day. There were, of course, some hiccups with the Amazon delivery with 9 bags out of 60 bags ordered were suddenly changed to another delivery date. Amazon was contacted and the 9 bags and all of the delivery cost was refunded. With the original anticipated budget cost, the bulk order discount, refund of both the 9 bags and expedited delivery cost, the Library ended up saving over \$600.
- **Auto License Plate Sticker Project:** The Finance team worked to obtain the supplies and cash box funds necessary for the auto license sticker service the Library anticipated offering in the near future. I had worked with our Elavon Representative, Darren, to create an online account for Paul, Nancy and myself to review all transactions pertaining to the auto license plate services.
- **Budget & Appropriation Ordinance:** The certified copies of the legal notice for the Budget & Appropriation Ordinance are required to be filed with both the Will and DuPage Counties within 20 days of the enactment. Due to the pandemic, the newspaper company is still running on limited staff and the main person was out due to COVID restrictions, I was able to make arrangements for the certified copies to be dropped off at the Library while adhering to the CDC guidelines.
- **Legal Notice - Bookmobile Sale:** The legal notice for the Bookmobile sale was republished in the Bugle after the original purchase order was rescind.
- **Costco Member Update:** Due to a change in staffing, the membership needed to be updated. After several considerations and due to some membership restrictions, the membership was transferred to the Children Service Department.

## **Human Resources (Lea Pottle)**

### **Staffing and Recruiting**

#### ***Open Positions:***

- Adult & Teen Services Specialist
- Adult & Teen Services Specialist-Adult Event Planning
- Building Security Monitor (2 positions)
- Building Technician
- Circulation Services Aide (3 candidates selected; starting in October)
- Circulation Services Specialist
- Communications Manager
- Support Technician (Candidate selected; starting in October)

#### ***New Hires:***

- Jeremiah McClendon, Building Security Monitor, 9/7
- Andy Keefe, Adult and Teen Services Specialist, 9/13
- Isabelle Donile, Circulation Services Aide, 9/27
- Patricia Arce, Adult and Teen Services Specialist, 9/27

### *Departures:*

- Matt Cummins, Circulation Services Aide, 9/4
- Claudia Brozan, Circulation Services Aide, 9/4
- Mythe Castillo, Adult and Teen Services Specialist, 9/5
- Joe Crookham, Circulation Services Specialist, 9/24

### **JJC LTA Practicum Site**

Gianna C. started her practicum here at Fountaindale. She has spent time in Administration, Outreach Services, Collection Services and Circulation Services.

### **FMLA Leave Expansion and Emergency Paid Sick Leave Policy Due to COVID-19 Extension - Expiration**

In April 2021, the Board approved the extension of this policy through September 30, 2021. This extension was afforded by the Federal Government with the passage of the American Rescue Plan Act and the FFCRA extension. At this time, there is no guidance from the Federal Government that the American Rescue Plan Act is subject to further extension. Without this extension, Fountaindale will no longer accept requests for leaves under this policy past the approved September 30, 2021 deadline stated in our policy. We will continue to monitor the actions of the state and federal legislature regarding COVID and suggest policy changes for approval by the Board as needed.

### **Information Technology (John Matysek)**

- During the month of September 71 new help desk tickets were created by FPLD staff, and 73 new or existing tickets were solved by IT staff.
- After working with vendor Cisco, resolved the backup issues with Call Manager and Emergency Responder aspects of the library VoIP phone system.
- Promoted Jose Robles to Information Technology Supervisor. Congratulations Jose on this well-earned promotion!
- Attended a webinar from vendor Malwarebytes discussing new product enhancements and a preview roadmap for the product going forward.
- Along with Jose Robles began interviewing potential candidates for the vacant Support Technician position.
- Along with Jose Robles and Nathan Peddicord, worked to troubleshoot and correct issues with the laptops used on the Bookmobile.
- Along with Jose Robles and Nathan Peddicord, worked on configuring new Mac Mini computers for staff use at the Studio public desk.
- Along with Jose Robles and Nathan Peddicord, finished preparation and launched an online auction for computers no longer needed by the library.
- Along with Jose Robles, removed all computer and IT related equipment from the old Bookmobile in preparation for its future sale.
- Along with Jose Robles and Nathan Peddicord, started the process of updating all Windows based patron computers to the latest feature release.

September 2021 District Statistics						Population Total		67683			
Total Circulation Statistics		59,300	Reading Programs	Adult	Teen	Children	Outreach	Total	Website Visits	Total Facebook Likes	
Building/Driveup		48,615	Reading Programs Offered	0	1	2	0	3	18,849	4,774	
Bookmobile		1,958	Reading Members	0	1473	409	0	1882	Proctoring	Total Twitter Followers	
Digital		8,727	Summer Reading	0	0	0	0	0	2	893	
			Summer Reading Members	0	0	0	0	0	Faxes Sent	Total Instagram Followers	
			Collections Totals		Population Served	Building	Outreach	Total	462	1,289	
Interlibrary Loan Requests			New Physical Items	3,683	Total Visits	16,888	127	17,761	Scans Sent	Total eNews Subscribers	
Items Received for our Patrons		325			New Cardholders	233	0	233	3,107	7,982	
Items Sent to other Libraries		218			Active Cardholders	25,813	47	25,860	Pages Printed	COHS Students Enrolled	
			% Served		All cardholders **	38,684	Drive through visits	746	16,967	4	
In-house checkins (Not part of total circ)		N/A	Active cardholders	38.21%	Computer and Internet Sessions						Monthly Wireless Sessions
			All cardholders	57.15%	Studio 300	Children's	Vortex	Lab/Commons	Chromebooks		
					147	258	310	1,881	54	20,870	
Public Use of Meeting Rooms		S300 Audio Booths	Studio 300 GCRs	S300 Video Suites	Meeting Room A, B, C & Board Room	Study Rooms	Free Standing Book Drop Return Totals				
Number of events/uses		74	29	13	28	380	Building Front	Building Rear	Church	Ashbury's	
Attendance		106	44	16	374	531	3,739	4,494	842	114	
		Programs Adults				Programs Teens				Mobile App Downloads	
Programs		Adult/Teen Staff	Outreach Staff	Studio 300 Staff	Total	Adult/Teen Staff	Outreach Staff	Studio 300 Staff	Total	IOS: 4,690	
Numbered offered		34	0	12	46	21	0	X	21	Android: 893	
Attendance		311	0	49	360	1875	0	X	1,875		
Programming hours		44	0	12	56	30	0	X	30		
		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	346	
Numbered offered		96	141	X	237	11	2	1	14	Total Attendance	
Attendance		805	3,572	X	4377	210	20	23	253	8,925	
Programming Hours		39	112	X	151	X	X	X	X	Total Programming Hours	
		Passive Programs for Children				Cross-Department Programs, Tours and Streaming Media Video Stats for All Ages				345	
		Children's Staff	Outreach Staff	Studio 300 Staff	Total	Building	Virtual (passive)	Virtual (streaming)	Total		
Numbered offered		24	0	X	24	0	15	27	42		
Attendance		704	0	X	704	0	15	2,298	2,313		
Programming hours		X	0	X	X	0	15	93	108		
Questions		Studio 300	Circulation	ATSD	Outreach	CSD	Other	Unique Chat	Total		
Reference Total		142	72	885	761	1,016	19	84	2,979		
Directional		4	442	609	0	473	66	0	1,594		
One on One Assistance		16	749	58	0	22	0	0	845		
Comparison to Previous Year		This Year	Last Year	% change	Comparison to Previous Year	This Year	Last Year	% change	*Includes virtual programs		
Circulation		59,300	54,168	9.47%	Reference Questions	2,979	2,953	0.88%			
Visitors		17,761	16,383	8.41%	Computer Usage	2,650	2,485	6.64%			
Card Holders		25,813	20,481	26.03%	Wireless Sessions	20,870	16,222	28.65%			
Room Bookings		514	154	233.77%	Program Attendance*	8,925	7,149	24.84%			