

FOUNTAINDALE PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

December 15, 2022 | 7 p.m.

300 West Briarcliff Road | Bolingbrook | Margaret J. “Peggy” Danhof Board Room

View the meeting online via YouTube: <https://youtu.be/zQ0AMXYB8NE>

1. Call to Order and Roll Call of Trustees
2. Pledge of Allegiance
3. Approval of Agenda
4. Minutes for Approval
 - a. Board Meeting – November 17, 2022
5. Comments from the Public
6. Friends of the Library
7. New Business – Action Items
 - a. Approval of Special Reserve Fund Plan
 - b. Approval of New Library Logo
8. Library Projects
9. Correspondence
10. Treasurer’s Report
11. Bills for Approval
 - a. Bills Paid Report – December, 2022
 - b. Bills Payable Report – December, 2022
12. Director’s Report – November, 2022
13. Unfinished Business
14. Reports
 - a. Building
 - b. Finance
 - c. Strategic
 - d. Internal Board Operations
15. Agenda Building for the Next Meeting
16. Announcements
17. Adjournment

December 2022 Agenda Background

Paul Mills

7. New Business – Action Items

a. Approval of Special Reserve Fund Plan

Periodically the Plan for our Special Reserve Fund should be reviewed. I have included a draft updated plan that is based on the last one previously passed by the Board. This draft plan update would also carry the District through the current Strategic Plan.

Suggested Motion: Motion to approve Special Reserve Fund Plan.

b. Approval of New Library Logo

Please see the updated memo sent to our staff as well as our staff survey results in the packet. The design sheets from last month's packet have been included as well.

Suggested Motion: Motion to approve new library logo.

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD THURSDAY, NOVEMBER 17, 2022
BOLINGBROOK, ILLINOIS

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held in the Margaret J. "Peggy" Danhof Board Room, 300 West Briarcliff Road, Bolingbrook, Illinois on Thursday, November 17, 2022 at 7 p.m.

CALL TO ORDER

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

ROLL CALL

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

PRESENT

Present at roll call were Marcelo Valencia, Celeste Bermejo, Kathryn Spindel, Bobby Armstrong, Sarah Siska, Meraj Alam and Robert Kalnicky.

ABSENT

None

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Melissa Bradley, Jose Robles, John Matysek, Mary Sincic, Amina Ali, Sabrina Smallwood and Steven Ford.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett.

AGENDA APPROVAL

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

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

MINUTES OF THE BOARD MEETING – October 20, 2022

The minutes of the board meeting held October 20, 2022 were presented. A motion to approve the minutes was made by Armstrong, seconded by Siska. Minutes were approved as read.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

EMPLOYEE RECOGNITION

President Kalnicky recognized Mary Sincic for her five years of service with a certificate and pin. Kalnicky also recognized Jose Robles for his fifteen years of service with a certificate, pin and award.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett provided an update for the Board. On Thursday, December 8 the Friends will host another pop sale featuring DVDs, boxed sets and Blu-rays.

NEW BUSINESS

Approval of Ordinance 2022-5 – Tax Levy Ordinance

The levies within the ordinance were reviewed.

A motion to approve Ordinance 2022-5 – Tax Levy Ordinance was made by Spindel, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of New Library Logo

Vice President Bermejo and Communications Manager Melissa Bradley presented three options for the new library logo. Much discussion ensued regarding the three options.

A motion to approve Option B as the new library logo was made by Valencia, seconded by Alam.

Kalnicky suggested seeking staff input on the logo options.

A motion to withdraw the previous motion was made by Valencia, seconded by Alam.

A motion to table the approval of the new library logo was made by Valencia, seconded by Alam.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of Resolution 2022-6 – Resolution Regarding the Issuance of Non-Resident Library Cards

The 2023 non-resident card fee will be \$622.44.

A motion to approve Resolution 2022-6 – Resolution Regarding the Issuance of Non-Resident Library Cards was made by Bermejo, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of Resolution 2022-7 – Resolution Adopting the Fountaindale Public Library District Revised Travel, Event and Membership Policy

The original policy was approved by a resolution and therefore, a revised resolution needs to be approved this way as well.

Mills discussed that the policy was reviewed by the Internal Board Operations liaisons and by the attorney as well.

A motion to approve Resolution 2022-7 – Resolution adopting the Fountaindale Public Library District’s revised Travel, Event and Membership Policy was made by Valencia, seconded by Spindel.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of Statement of Receipts and Disbursements Fiscal Year 2021/2022

A motion to approve the Statement of Receipts and Disbursements Fiscal Year 2021/2022 was made by Spindel, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of Certified List of Trustees and Staff for Filing with Will and DuPage Counties for Statements of Economic Interest

A motion to approve the certified list of Trustees and staff for filing with Will and DuPage Counties for Statements of Economic Interest was made by Spindel, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of 2023 Per Capita Grant Application

A motion to approve the 2023 Per Capita Grant application was made by Siska, seconded by Spindel.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approval of Subrecipient Award Agreement Between Will County and Fountaindale Public Library District

A motion to approve the subrecipient award agreement between Will County and Fountaindale Public Library District was made by Armstrong, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

LIBRARY PROJECTS

Mills provided an update on the exterior lighting project. Jasco will begin installation this week.

A vendor has been found to decorate the canopy and the outside trees nearest to the building with holiday lights.

CORRESPONDENCE

None

TREASURER'S REPORT

The Treasurer's Report for October, 2022 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – November, 2022

Bills paid for the month of November in the amount of \$57,125.20 was presented for approval. Motion to approve was made by Spindel, seconded by Armstrong.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Bills Payable Report – November, 2022

Bills payable for the month of November in the amount of \$280,537.43 was presented for approval. Motion to approve was made by Spindel, seconded by Alam.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

DIRECTOR'S REPORT – October, 2022

Mills discussed early voting at the library. It went well with a lot of positive feedback. Mills noted that multiple staff members helped at least 400 patrons find their polling place on election day.

Trustee Armstrong asked about Star Wars Day, and Mills said he would share information with the Board.

Mills also discussed that Debra Dudek, Adult & Teen Services Manager, is working with Lewis University to start a VITA tax preparation service at our library.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Internal Board Operations – None.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

Trustee Spindel shared that the Lion’s Club is sponsoring a food pantry distribution on Saturday, December 3, from 12–1:30 p.m.

President Kalnicky reported that the Community Service Council (CSC) will be hosting another Red Cross blood drive on Friday, December 9.

Kalnicky also shared that the CSC is partnering with the United Way to support the 211 project that provides information on local resources and services.

Trustee Spindel reported that DuPage Township will be hosting a food drive on Saturday, November 20.

Mills noted that Operation Christmas began their annual donation collection. The library is also a drop off site and the library will have the mitten tree in the lobby as well.

Trustee Siska reported that the Girl Scouts will be picking up food pantry donations.

ADJOURNMENT

A motion to adjourn the meeting at 8:07 p.m. was made by Spindel, seconded by Valencia.

AYES: Valencia, Bermejo, Spindel, Armstrong, Siska, Alam, Kalnicky
NAYES: None
ABSENT: None

Approved: _____
Marcelo Valencia, Secretary

Robert A. Kalnicky, President

A PLAN FOR THE SPECIAL RESERVE FUND
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
2022-2028

The following represents our next six year plan for the accumulation and use of funds in the Special Reserve Fund for the Fountaindale Public Library District:

The Special Reserve Fund may fund capital improvement projects for the library building.

The Special Reserve Fund may fund the Capital Assets Replacement Plan.

The Special Reserve Fund may fund the purchase of new and/or replacement technology for the library, including upgrades and enhancements to the network, software purchases, replacement of computers, printers, copiers, and other equipment, and upgrades and/or replacements to the library systems and information software.

The Special Reserve Fund may fund the repair and replacement of major building systems in the library facility, including automation, heating, air conditioning, fire protection, and necessary electrical upgrades.

The Special Reserve Fund may fund capital improvements for the library property as necessary to ensure a safe and attractive, and functional building environment.

The Special Reserve Fund may be used to purchase new vehicles for library service.

The Special Reserve Fund may be used for the acquisition of property for potential development of a branch library and/or equipment and services at locations other than the building.

Fountaindale Public Library District

Cash and Investment

November 30, 2022

	<u>Beginning Balance</u>	<u>Net Change-YTD</u>	<u>Ending Balance</u>
Cash and Investments			
Cash			
Cash Checking/Wintrust Operating	\$886,050.73	\$181,192.08	\$1,067,242.81
Cash Checking/Payroll	\$160,870.85	\$48,662.14	\$209,532.99
Petty Cash	\$3,232.09	\$0.00	\$3,232.09
Total Cash	<u>\$1,050,153.67</u>	<u>\$229,854.22</u>	<u>\$1,280,007.89</u>
Investments			
Investment - General Fund/Wintrust MM	\$7,514,793.56	\$703,340.32	\$8,218,133.88
Investment - IL Funds/General	\$71,415.42	\$776.70	\$72,192.12
Investment - IL Funds/INB/E-Pay	\$70,251.02	\$1,656.71	\$71,907.73
Investment - Special Reserve/Wintrust MM	\$3,084,744.36	\$34,179.07	\$3,118,923.43
Investment - Working Cash/Wintrust MM	\$1,075,221.49	\$11,686.16	\$1,086,907.65
Investment - Special Reserve/PMA	\$16,718,917.63	\$94,092.82	\$16,813,010.45
Total Investments	<u>\$28,535,343.48</u>	<u>\$845,731.78</u>	<u>\$29,381,075.26</u>
Bond Fund			
4-1211-40 Invest/Wintrust MM Account	\$1,795,056.72	\$1,134,424.43	\$2,929,481.15
Total Bond Fund	<u>\$1,795,056.72</u>	<u>\$1,134,424.43</u>	<u>\$2,929,481.15</u>
Total Cash and Investments	<u>\$31,380,553.87</u>	<u>\$2,210,010.43</u>	<u>\$33,590,564.30</u>

Special Res. PMA - 1.244%
General - IL Fund - 3.586%
Money Market Wintrust - 3.765%

Fountaindale Public Library District

Revenue Report

November 30, 2022

	Current Month	Year to Date	Percent Collected	Budgeted Receipts	Uncollected Receipts
Revenue					
Revenue Funds 1-8					
Property Tax - Will - 2022 - Est.	\$0.00	\$0.00	0.00%	\$4,619,459.35	\$4,619,459.35
Property Tax Dupage 2022 - Est.	\$0.00	\$0.00	0.00%	\$94,274.68	\$94,274.68
Property Tax Will - 2021	\$73,227.10	\$4,373,153.08	98.65%	\$4,432,915.40	\$59,762.32
Property Tax Dupage - 2021	\$1,742.22	\$87,204.15	96.39%	\$90,467.66	\$3,263.51
Other Tax	\$85.32	\$177,409.37	101.14%	\$175,403.00	(\$2,006.37)
Interest	\$57,652.36	\$230,955.35	240.30%	\$96,110.00	(\$134,845.35)
Circulation Fees	\$989.18	\$6,254.05	52.12%	\$12,000.00	\$5,745.95
Copy Machines	\$395.95	\$2,618.15	65.45%	\$4,000.00	\$1,381.85
Fax Machine	\$442.08	\$2,286.23	76.21%	\$3,000.00	\$713.77
Printing	\$1,390.22	\$7,071.83	58.93%	\$12,000.00	\$4,928.17
Miscellaneous	\$4,344.35	\$15,576.84	103.85%	\$15,000.00	(\$576.84)
Reimbursements	\$0.00	\$1,646.91	82.35%	\$2,000.00	\$353.09
Board Reimbursements	\$0.00	\$190.00	95.00%	\$200.00	\$10.00
Leases	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
Grant Income	\$0.00	\$98,897.28	100.00%	\$98,897.00	(\$0.28)
Total Operating Funds	\$140,268.78	\$5,003,263.24	51.82%	\$9,655,727.09	\$4,652,463.85
Bond Fund					
Property Tax - Will 2022 - Est.	\$0.00	\$0.00	0.00%	\$1,526,612.64	\$1,526,612.64
Property Tax - Dupage 2022 - Est.	\$0.00	\$0.00	0.00%	\$31,155.36	\$31,155.36
Property Tax - Will 2021	\$24,517.68	\$1,464,205.85	98.63%	\$1,484,493.32	\$20,287.47
Property Tax - Dupage 2021	\$588.93	\$29,477.86	97.30%	\$30,295.78	\$817.92
Interest Bond Fund	\$8,639.10	\$24,665.72	493.31%	\$5,000.00	(\$19,665.72)
Total Bond Fund	\$33,745.71	\$1,518,349.43	49.34%	\$3,077,557.10	\$1,559,207.67
Total Revenue	\$174,014.49	\$6,521,612.67	51.22%	\$12,733,284.19	\$6,211,671.52

Fountaindale Public Library District

Expenditure Report

November 30, 2022

	<u>Current Month</u>	<u>Year to Date</u>	<u>% Expended</u>	<u>Working Budget</u>	<u>Unexpended Budget</u>
Expenditures					
Total Expenditures - Operating Funds					
General Fund Expenditures					
Personnel Expense	\$377,152.15	\$1,848,537.34	33.38%	\$5,538,000.00	\$3,689,462.66
Contractual Services	\$99,348.19	\$255,053.84	37.29%	\$684,000.00	\$428,946.16
Supplies & Utilities	\$36,822.22	\$146,822.03	23.70%	\$619,600.00	\$472,777.97
Library Materials	\$61,679.73	\$289,313.50	22.68%	\$1,275,500.00	\$986,186.50
Capital Expenditures	\$47,614.34	\$118,607.76	11.88%	\$998,375.00	\$879,767.24
Miscellaneous	(\$3,251.57)	\$11,935.43	15.70%	\$76,000.00	\$64,064.57
Per Capita Grant	\$0.00	\$0.00	0.00%	\$98,897.00	\$98,897.00
Total General Fund Expenditures	\$619,365.06	\$2,670,269.90	28.74%	\$9,290,372.00	\$6,620,102.10
Other Fund Expenditures					
Audit Fund Expenditures	\$2,760.00	\$2,760.00	22.81%	\$12,100.00	\$9,340.00
Liability Insurance Fund Expendit	\$1,059.69	\$15,296.27	9.71%	\$157,500.00	\$142,203.73
Soc Sec/IMRF Fund Expenditures	\$50,771.77	\$271,206.13	37.52%	\$722,825.00	\$451,618.87
Special Reserve Fund Expenditur	\$0.00	\$0.00	0.00%	\$100.00	\$100.00
Maintenance Fund Expenditures	\$30,359.34	\$97,841.86	22.49%	\$435,000.00	\$337,158.14
Total Other Fund Expenditures	\$84,950.80	\$387,104.26	29.16%	\$1,327,525.00	\$940,420.74
Total Expenditures - Operating Funds	\$704,315.86	\$3,057,374.16	28.79%	\$10,617,897.00	\$7,560,522.84
Bond Fund Expenditures					
Principal Payment - 2016A	\$0.00	\$0.00	0.00%	\$855,000.00	\$855,000.00
Interest Payment - 2016A	\$0.00	\$76,150.00	50.00%	\$152,300.00	\$76,150.00
Principal Payment - 2018	\$0.00	\$0.00	0.00%	\$1,335,000.00	\$1,335,000.00
Interest Payment - 2018	\$0.00	\$162,875.00	50.00%	\$325,750.00	\$162,875.00
Principal Payment - 2019	\$0.00	\$0.00	0.00%	\$175,000.00	\$175,000.00
Interest Payment - 2019	\$0.00	\$144,900.00	50.00%	\$289,800.00	\$144,900.00
Total Bond Fund Expenditures	\$0.00	\$383,925.00	12.25%	\$3,132,850.00	\$2,748,925.00
Total	\$0.00	\$383,925.00	12.25%	\$3,132,850.00	\$2,748,925.00
Total Expenditures - All Funds	\$704,315.86	\$3,441,299.16	25.03%	\$13,750,747.00	\$10,309,447.84

Fountaindale Pubic Library District
 Bills Paid - Operating Account
 December 2022

PAYEE NAME	DESCRIPTION	PAYMENT DATE	CHECK/DRAFT NUMBER	PAYMENT AMOUNT
AFLAC	Employer Contribution - November 2022	12/01/2022	963	\$59.64
Blue Cross Blue Shield of Illinois	Employer Contribution - December 2022	12/01/2022	58262	\$31,454.02
Dearborn National Life Insurance Company	Employer Contribution - December 2022	12/01/2022	58263	\$613.46
Fidelity Security Life Insurance/EYEMED	Employer Contribution - December 2022	12/01/2022	58264	\$183.24
Home Depot	Maintenance Supplies	12/01/2022	58265	\$229.26
Illinois Municipal Retirement Fund	Employer Contribution - November 2022	12/01/2022	965	\$25,478.59
				\$58,018.21



 Jennie Nguyen, Finance Manager

Gross Payroll & FICA - November 2022	
Gross Payroll	\$343,907.25
FICA	\$25,602.16
Total Gross Payroll & FICA	\$369,509.41

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Amazon				
	Various Finance Organizational Supplies	A63-2223	1-4351-10	\$115.97
	District Closet Restock - October 2022	A74-2223	1-4351-10	\$87.35
	Medium Vinyl Gloves District Restock	A77-2223	1-4351-10	\$96.20
	Various Programming Supplies	A72-2223	1-4353-20	\$91.72
	Various Program Supplies	A80-2223	1-4353-20	\$153.55
	Glitter Snow Program Supplies	A55-2223	1-4353-24	\$7.49
	Teen Fall Program Supplies & Reader's Advisory Tools	A65-2223	1-4353-24	\$404.07
	Fall & Winter Craft Programming Supplies	A67-2223	1-4353-24	\$191.72
	Fall & Winter Craft Programming Supplies	A71-2223	1-4353-24	\$51.06
	Wood Slices	A73-2223	1-4353-24	\$12.99
	Star Wars Day Program Supplies	A76-2223	1-4353-24	\$68.32
	Fall Programming Supplies	A81-2223	1-4353-24	\$108.94
	Arduino Nano & Color Correcting Gels	A69-2223-01	1-4353-27	\$42.98
	Various Program Supplies	A64-2223	1-4353-28	\$158.83
	Various Program Supplies	A78-2223	1-4353-28	\$114.99
	Director Meetings Bluetooth Speaker	A66-2223	1-4354-14	\$128.96
	Various Maker Space Supplies	A69-2223-01	1-4371-27	\$209.87
	1/4 Maker Space Cutting Blades & Mats	A69-2223-02	1-4371-27	\$34.92
	1/4 Maker Space Cutting Blades & Mats	A69-2223-03	1-4371-27	\$34.92
	1/4 Maker Space Cutting Blades & Mats	A69-2223-04	1-4371-27	\$34.92
	Sani-Cloth Wipes	A75-2223	1-4371-27	\$156.00
	Portable Tabletop Easel	A64-2223	1-4371-28	\$8.45
	USB Splitter Cable	A69-2223-01	1-4568-27	\$13.99
		<i>Subtotal for Vendor</i>		\$2,328.21
American Library Association				
	Kalnicky Membership - 1/1/23-12/31/23	1271086	1-4161-16	\$145.00
		<i>Subtotal for Vendor</i>		\$145.00
AT & T				
	Internet - November 2022	6678264705	1-4314-14	\$937.68
		<i>Subtotal for Vendor</i>		\$937.68
AT & T Mobility - National Business Services				

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Telephone Service - 10/22/22-11/21/22	20464273	1-4311-14	\$264.35
		<i>Subtotal for Vendor</i>		<u>\$264.35</u>
B&H Photo-Video				
	Various Audio & Visual Equipment	207556071	1-4568-27	\$2,539.53
	Black-Magic HyperDeck Studio HD Plus	208308491	1-4568-27	\$600.48
		<i>Subtotal for Vendor</i>		<u>\$3,140.01</u>
Baker & Taylor - 75000139				
	Music - Adult	H62824410	1-4550-26	\$19.12
	Music - Adult	H62861830	1-4550-26	\$21.73
	Music - Adult	H62944140	1-4550-26	\$16.07
	Music - Adult	H63143030	1-4550-26	\$28.25
		<i>Subtotal for Vendor</i>		<u>\$85.17</u>
Baker & Taylor - C009233				
	Books - Adult Non-Fiction & Processing/Shipping	2037113514	1-4518-26	\$5.65
	Books - Adult Non-Fiction & Processing/Shipping	2037146117	1-4518-26	\$11.24
	Books - Adult Non-Fiction & Processing/Shipping	2037113514	1-4541-26	\$79.13
	Books - Adult Non-Fiction & Processing/Shipping	2037146117	1-4541-26	\$177.57
		<i>Subtotal for Vendor</i>		<u>\$273.59</u>
Baker & Taylor - L420685				
	Library Materials - Processing/Shipping	2037126576	1-4518-26	\$9.71
	Library Materials - Processing/Shipping	2037152959	1-4518-26	\$11.32
	Library Materials - Processing/Shipping	2037156826	1-4518-26	\$4.16
	Library Materials - Processing/Shipping	2037112042	1-4518-29	\$12.79
	Books - Adult Fiction	2037112042	1-4540-29	\$49.99
	Books - Adult Fiction	2037126576	1-4540-29	\$18.40
	Books - Adult Fiction	2037152959	1-4540-29	\$44.25
	Books - Adult Fiction	2037156826	1-4540-29	\$27.54
	Books - Adult Non-Fiction	2037112042	1-4541-29	\$77.96
	Books - Adult Non-Fiction	2037126576	1-4541-29	\$147.47
	Books - Adult Non-Fiction	2037156826	1-4541-29	\$90.42
	Books - Adult Large Print	2037112042	1-4543-29	\$89.42
	Books - Adult Large Print	2037126576	1-4543-29	\$30.58

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Large Print	2037152959	1-4543-29	\$95.57
		<i>Subtotal for Vendor</i>		<u>\$709.58</u>
Baker & Taylor - L420686				
	Library Materials - Processing/Shipping	2037098388	1-4518-26	\$63.12
	Library Materials - Processing/Shipping	2037108110	1-4518-26	\$42.48
	Library Materials - Processing/Shipping	2037114877	1-4518-26	\$35.62
	Library Materials - Processing/Shipping	2037120955	1-4518-26	\$42.56
	Library Materials - Processing/Shipping	2037126248	1-4518-26	\$26.52
	Library Materials - Processing/Shipping	2037129126	1-4518-26	\$29.91
	Library Materials - Processing/Shipping	2037132098	1-4518-26	\$33.37
	Library Materials - Processing/Shipping	2037135671	1-4518-26	\$25.66
	Library Materials - Processing/Shipping	2037142073	1-4518-26	\$61.52
	Library Materials - Processing/Shipping	2037146860	1-4518-26	\$23.08
	Library Materials - Processing/Shipping	2037150596	1-4518-26	\$39.71
	Library Materials - Processing/Shipping	2037152587	1-4518-26	\$82.26
	Books - Adult World Languages	2037129126	1-4525-26	\$10.19
	Books - Adult World Languages	2037132098	1-4525-26	\$32.91
	Books - Adult Fiction	2037098388	1-4540-26	\$199.73
	Books - Adult Fiction	2037108110	1-4540-26	\$192.67
	Books - Adult Fiction	2037114877	1-4540-26	\$225.31
	Books - Adult Fiction	2037120955	1-4540-26	\$276.29
	Books - Adult Fiction	2037126248	1-4540-26	\$49.62
	Books - Adult Fiction	2037129126	1-4540-26	\$223.68
	Books - Adult Fiction	2037132098	1-4540-26	\$198.46
	Books - Adult Fiction	2037135671	1-4540-26	\$130.65
	Books - Adult Fiction	2037142073	1-4540-26	\$273.80
	Books - Adult Fiction	2037146860	1-4540-26	\$59.81
	Books - Adult Fiction	2037150596	1-4540-26	\$366.06
	Books - Adult Fiction	2037152587	1-4540-26	\$738.12
	Books - Adult Non-Fiction	2037098388	1-4541-26	\$634.30
	Books - Adult Non-Fiction	2037108110	1-4541-26	\$353.45
	Books - Adult Non-Fiction	2037114877	1-4541-26	\$352.30

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Non-Fiction	2037120955	1-4541-26	\$394.00
	Books - Adult Non-Fiction	2037126248	1-4541-26	\$421.55
	Books - Adult Non-Fiction	2037129126	1-4541-26	\$274.00
	Books - Adult Non-Fiction	2037132098	1-4541-26	\$172.88
	Books - Adult Non-Fiction	2037135671	1-4541-26	\$284.80
	Books - Adult Non-Fiction	2037142073	1-4541-26	\$810.99
	Books - Adult Non-Fiction	2037146860	1-4541-26	\$183.36
	Books - Adult Non-Fiction	2037150596	1-4541-26	\$140.82
	Books - Adult Non-Fiction	2037152587	1-4541-26	\$466.94
	Books - Adult Large Print	2037108110	1-4543-26	\$36.43
	Books - Adult Large Print	2037120955	1-4543-26	\$11.99
	Books - Adult Large Print	2037126248	1-4543-26	\$37.99
	Books - Adult Large Print	2037129126	1-4543-26	\$27.99
	Books - Adult Large Print	2037135671	1-4543-26	\$19.20
	Books - Adult Large Print	2037146860	1-4543-26	\$5.39
	Books - Adult Large Print	2037152587	1-4543-26	\$145.13
	Books - Juvenile Easy	2037150596	1-4546-26	\$13.98
		<i>Subtotal for Vendor</i>		\$8,270.60
Belynda Head				
	Program - R&B Line Dancing - 1/8/23	BH010823	1-4571-24	\$145.00
		<i>Subtotal for Vendor</i>		\$145.00
Better Containers Mfg. Co., Inc.				
	White Patch Handle Poly Bags	238249	1-4371-10	\$2,803.85
		<i>Subtotal for Vendor</i>		\$2,803.85
Black History Month Awareness Club Inc.				
	Gold Sponsorship - 2/4/23	7565-2223	1-4731-10	\$500.00
		<i>Subtotal for Vendor</i>		\$500.00
Blackbaud				
	FE NXT Essentials & Add Ons - 12/19/22-12/18/23	INV-0000239451	1-4233-10	\$2,064.00
	FE NXT Essentials & Add Ons - 12/19/22-12/18/23	INV-0000239451	1-4253-10	\$10,464.48
		<i>Subtotal for Vendor</i>		\$12,528.48
Blackstone Publishing				

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Audiobooks - Adult	2073232	1-4551-26	\$266.24
	Audiobooks - Adult	2073890	1-4551-26	\$45.00
		<i>Subtotal for Vendor</i>		<u>\$311.24</u>
Bolingbrook Area Chamber of Commerce				
	Chamber Membership 2023	11188318	1-4162-10	\$400.00
		<i>Subtotal for Vendor</i>		<u>\$400.00</u>
Carolyn Boyer				
	Outreach Services Mileage - 10/21/22-11/29/22	CB120122	1-4171-10	\$50.63
		<i>Subtotal for Vendor</i>		<u>\$50.63</u>
Center for Conflict Resolution				
	Conflict Management Workshop - 16 FPLD Staff - 1/12/23	23-054	1-4151-10	\$1,500.00
		<i>Subtotal for Vendor</i>		<u>\$1,500.00</u>
Center Point Large Print				
	Books - Adult Large Print	1964159	1-4543-26	\$24.02
	Books - Adult Large Print	1966889	1-4543-26	\$147.42
		<i>Subtotal for Vendor</i>		<u>\$171.44</u>
Children's Plus Inc.				
	Books - Juvenile Non-Fiction	220933	1-4545-26	\$335.63
	Books - Juvenile Non-Fiction	221348	1-4545-29	\$75.96
	Books - Young Adult Non-Fiction	221084	1-4549-26	\$79.96
		<i>Subtotal for Vendor</i>		<u>\$491.55</u>
Christina McCormack				
	ILA Annual Conference Mileage - 10/18/22-10/20/22	CM120122	1-4171-10	\$119.63
		<i>Subtotal for Vendor</i>		<u>\$119.63</u>
Cindy Consalvo				
	Outreach Services Mileage - 9/9/22-11/30/22	CC120822	1-4171-10	\$111.50
	Reimbursement - Smell-O-Rama Program Supplies - 11/8/22	CC111522	1-4353-28	\$4.58
		<i>Subtotal for Vendor</i>		<u>\$116.08</u>
Comcast Cable				
	Cable - 12/3/22-1/2/23	0367494-DEC22	1-4316-14	\$103.50
		<i>Subtotal for Vendor</i>		<u>\$103.50</u>
Debra Dudek				

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Reimbursement - Star Wars Day 2022 Snacks & Craft Items	DD120122	1-4353-24	\$124.25
		<i>Subtotal for Vendor</i>		<u>\$124.25</u>
Discount School Supply				
	Various Program Supplies	P41773700101	1-4353-20	\$359.08
		<i>Subtotal for Vendor</i>		<u>\$359.08</u>
EBSCO Subscription Services				
	Periodicals	1682259	1-4511-26	\$12,368.38
	Periodicals	1682259	1-4511-29	\$410.14
		<i>Subtotal for Vendor</i>		<u>\$12,778.52</u>
Findaway World, LLC				
	Audiobooks - Adult	411663	1-4551-26	\$475.04
	Audiobooks - Juvenile	412051	1-4553-26	\$59.99
	Audiobooks - Juvenile	412680	1-4553-26	\$502.11
	Audiobooks - Young Adults	411070	1-4555-26	\$60.98
	Audiobooks - Young Adults	411660	1-4555-26	\$75.98
	Audiobooks - Young Adults	412045	1-4555-26	\$180.14
	Playaway - Juvenile	410519	1-4562-29	\$59.99
	Playaway - Juvenile	412050	1-4562-29	\$44.78
	Playaway - Juvenile	412624	1-4562-29	\$449.41
	Launchpads - Juvenile	412708	1-4566-26	\$69.99
		<i>Subtotal for Vendor</i>		<u>\$1,978.41</u>
First Bankcard				
	DuPage County Genealogy - Dudek - Conference Table - 3/11/23	N5218-DEC22	1-4151-10	\$20.00
	DuPage County Genealogy - Dudek - Conference Reg - 3/11/23	N5218-DEC22	1-4151-10	\$70.00
	Bolingbrook Chamber - Purrazzo Toastmasters Membership	N5218-DEC22	1-4161-10	\$100.00
	SHRM - Pottle Membership - 2022-2023	N5218-DEC22	1-4161-10	\$229.00
	International Facility - Priovolos Membership 2022-2023	P7810-DEC22	1-4161-10	\$479.00
	Transchicago - Bkm Preventative Maintenance	P9444-DEC22	1-4235-29	\$909.37
	Mercedes Benz - Van Preventative Maintenance	P9444-DEC22	1-4235-29	\$288.24
	DRI.ID My Commerce - RDA Toolkit Renewal	T7780-DEC22	1-4272-12	\$209.31
	Walmart - DIY Bath Bombs Program Supplies	N5218-DEC22	1-4353-20	\$5.76
	Party City - Star Wars Celebration Helium Kit	N5218-DEC22	1-4353-20	\$70.00

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Target - New Years Eve Kit Supplies	N5218-DEC22	1-4353-20	\$26.38
	Walmart - Great Reading Race Prizes	N5218-DEC22	1-4353-24	\$100.00
	Walmart - Great Reading Race Prizes	N5218-DEC22	1-4353-24	\$200.00
	Petsmart - International Games Bingo & Love on a Leash Items	N5218-DEC22	1-4353-24	\$30.00
	Walmart - International Games Bingo & Love on a Leash Items	N5218-DEC22	1-4353-24	\$48.28
	McDonalds - International Games & Love on a Leash Items	N5218-DEC22	1-4353-24	\$30.00
	Hobby Lobby - RA Craft Book Club Supplies	N5218-DEC22	1-4353-24	\$40.54
	Jimmy Johns - Senior Social Lunch	N5218-DEC22	1-4353-24	\$101.61
	Glowforge - Various Color Acrylic Sheets	N5218-DEC22	1-4353-24	\$84.50
	Dollar Tree - Foam Board & Scotch Tape	N5218-DEC22	1-4371-20	\$11.00
	Glowforge - Patron Use Various Color Acrylic Sheets	N5218-DEC22	1-4371-27	\$192.50
	Netflix - 4/11 Additional Roku Monthly Subscriptions	M4566-DEC22	1-4523-26	\$19.99
	Disney Plus - 4/11 Additional Roku Monthly Subscriptions	M4566-DEC22	1-4523-26	\$79.99
	Netflix - 4/11 Additional Roku Monthly Subscriptions	N5218-DEC22	1-4523-26	\$19.99
	Netflix - 4/11 Additional Roku Monthly Subscriptions	N5218-DEC22	1-4523-26	\$19.99
	Disney Plus - 4/11 Additional Roku Monthly Subscriptions	N5218-DEC22	1-4523-26	\$79.99
	Netflix - 4/6 Outreach Roku Monthly Subscriptions	P9444-DEC22	1-4523-26	\$19.99
	Netflix - 4/6 Outreach Roku Monthly Subscriptions	P9444-DEC22	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$19.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$9.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	Disney Plus - 4/11 Additional Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$79.99

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-DEC22	1-4523-26	\$14.99
	National Notary Association - Notary Books	T7780-DEC22	1-4541-26	\$159.00
	Constructive Playthings - Outreach Puppet Packs w/Tax	T7780-DEC22	1-4546-29	\$107.27
	Constructive Playthings - Outreach Puppet Pack Puppets	T7780-DEC22	1-4546-29	\$98.87
	Domestika - Annual Subscription	N5218-DEC22	1-4568-27	\$83.88
	Gimlet - Annual Subscription	N5218-DEC22	1-4568-27	\$348.00
	Deltronics - Rodecaster Power Jack Repair	N5218-DEC22	1-4568-27	\$150.00
	Dollar Tree - Faux DIY Stained Glass Supplies	N5218-DEC22	1-4571-24	\$27.50
	CCleaner Piriform - Director Annual License	M4566-DEC22	1-4631-14	\$44.95
	Provantage - Studio Patron Use Workstations	N5218-DEC22	1-4641-14	\$6,347.00
	Ikea - Staff Thanksgiving Decor	N5218-DEC22	1-4711-10	\$30.92
	Hobby Lobby - Staff Thanksgiving Decor	N5218-DEC22	1-4711-10	\$51.95
	The Patio - Staff Thanksgiving Salads - 11/17/22	N5218-DEC22	1-4711-10	\$85.00
	Target - Holiday Library Decor	N5218-DEC22	1-4711-10	\$3.19
	Target - Holiday Library Decor	N5218-DEC22	1-4711-10	\$61.19
	Target - Holiday Library Decor	N5218-DEC22	1-4711-10	\$22.31
	Target - Holiday Library Decor	N5218-DEC22	1-4711-10	\$9.56
	Target - Holiday Library Decor	N5218-DEC22	1-4711-10	\$6.28
	Wholey Granoly - Pinnacle Meeting Lunch - 11/18/22	M4566-DEC22	1-4715-10	\$113.38
	Panera Bread - Donuts & Pastries Supplies - 11/28/22	N5218-DEC22	1-4715-10	\$30.68
	Facebook - Monthly Ads	M4566-DEC22	1-4731-10	\$64.65
	MailChimp - Monthly Subscription	M4566-DEC22	1-4731-10	\$59.00
	Woobox - Monthly Subscription	M4566-DEC22	1-4731-10	\$29.00
	Shutterstock - 5 Image Download	N5218-DEC22	1-4731-10	\$49.00
	EffectTV - Pinnacle Libby Commercial - 11/1/22-12/31/22	N5218-DEC22	1-4731-10	\$5,496.00
		<i>Subtotal for Vendor</i>		\$17,303.82
Forward Space				
	Group Collaboration Room Chairs	819154	1-4651-30	\$9,943.65
		<i>Subtotal for Vendor</i>		\$9,943.65

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Fun Express LLC				
	Various Program Supplies	720625825-01	1-4353-20	\$131.82
	Various Program Supplies	721168864-01	1-4353-20	\$127.42
	Star Wars Day Star Stampers	720961384-01	1-4353-24	\$33.92
		<i>Subtotal for Vendor</i>		<u>\$293.16</u>
Gale/Cengage Learning				
	Books - Adult Large Print	79633793	1-4543-26	\$200.18
	Books - Adult Large Print	79657823	1-4543-26	\$57.73
	Books - Adult Large Print	79670235	1-4543-26	\$98.96
		<i>Subtotal for Vendor</i>		<u>\$356.87</u>
GCS Supply, LLC				
	Feminine Napkin Vending Machine Replacements	IVC0167700	1-4651-30	\$5,969.00
		<i>Subtotal for Vendor</i>		<u>\$5,969.00</u>
Government Finance Office Association				
	Schiller Membership - 1/1/23-12/31/23	2273588	1-4161-10	\$160.00
		<i>Subtotal for Vendor</i>		<u>\$160.00</u>
Illinois American Water				
	Fire Protection - 11/18/22-12/19/22	1025-210003089465	1-4331-30	\$46.97
	Irrigation - 10/20/22-11/17/22	1025-210003089915	1-4331-30	\$128.86
		<i>Subtotal for Vendor</i>		<u>\$175.83</u>
Illinois American Water/Bolingbrook				
	Water & Sewer - 10/20/22-11/17/22	1025-210003088318	1-4331-30	\$773.91
		<i>Subtotal for Vendor</i>		<u>\$773.91</u>
Illinois Secretary of State				
	FPLD Staff: Ohale - Notary Application Fee	7580-2223 01	1-4351-10	\$15.00
	FPLD Staff: Montalvo - Notary Application Fee	7580-2223 02	1-4351-10	\$15.00
	FPLD Staff: Birt - Notary Application Fee	7580-2223 03	1-4351-10	\$15.00
	FPLD Staff: Marshall - Notary Application Fee	7580-2223 04	1-4351-10	\$15.00
	FPLD Staff: Owens - Notary Application Fee	7580-2223 05	1-4351-10	\$15.00
		<i>Subtotal for Vendor</i>		<u>\$75.00</u>
Imaging Office Systems, Inc.				
	Equipment Maint. - ScanPro 2000 Main Unit - 1/26/23-1/25/24	CONT017887	1-4233-14	\$750.00

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		<i>Subtotal for Vendor</i>		<u>\$750.00</u>
Ingram Library Services				
	Books - Adult Non-Fiction & Processing/Shipping	72403464	1-4518-26	\$2.12
	Books - Young Adult Non-Fiction & Processing/Shipping	72403465	1-4518-26	\$2.13
	Books - Juvenile Easy & Processing/Shipping	72403466	1-4518-26	\$5.83
	Books - Juvenile Fiction & Processing/Shipping	72403468	1-4518-26	\$4.24
	Books - Juvenile Easy & Processing/Shipping	72403470	1-4518-26	\$3.82
	Books - Juvenile Easy & Processing/Shipping	72403471	1-4518-26	\$4.19
	Books - Juvenile Fiction & Processing/Shipping	72403473	1-4518-26	\$0.94
	Books - Juvenile Easy & Processing/Shipping	72403474	1-4518-26	\$1.87
	Books - Juvenile Easy & Processing/Shipping	72403475	1-4518-26	\$1.39
	Books - Young Adult Fiction & Processing/Shipping	72403476	1-4518-26	\$2.13
	Books - Young Adult Fiction & Processing/Shipping	72403477	1-4518-26	\$2.13
	Books - Juvenile Fiction & Processing/Shipping	72403478	1-4518-26	\$2.17
	Books - Young Adult Non-Fiction & Processing/Shipping	72449836	1-4518-26	\$0.18
	Library Materials - Processing/Shipping	72449837	1-4518-26	\$35.24
	Books - Juvenile Easy & Processing/Shipping	72449838	1-4518-26	\$0.15
	Books - Young Adult Fiction & Processing/Shipping	72449839	1-4518-26	\$0.06
	Books - Juvenile Fiction & Processing/Shipping	72449841	1-4518-26	\$0.04
	Books - Juvenile Fiction & Processing/Shipping	72449843	1-4518-26	\$0.09
	Books - Juvenile Easy & Processing/Shipping	72449844	1-4518-26	\$0.33
	Books - Juvenile Easy & Processing/Shipping	72449845	1-4518-26	\$0.23
	Books - Juvenile Easy & Processing/Shipping	72449846	1-4518-26	\$0.22
	Books - Juvenile Easy & Processing/Shipping	72449847	1-4518-26	\$0.10
	Books - Young Adult Fiction & Processing/Shipping	72449849	1-4518-26	\$0.14
	Books - Young Adult Fiction & Processing/Shipping	72449850	1-4518-26	\$0.08
	Books - Young Adult Fiction & Processing/Shipping	72449851	1-4518-26	\$0.17
	Library Materials - Processing/Shipping	72449852	1-4518-26	\$0.41
	Books - Juvenile Fiction & Processing/Shipping	72449855	1-4518-26	\$0.38
	Books - Juvenile Fiction & Processing/Shipping	72449856	1-4518-26	\$0.04
	Video Games - Juvenile & Processing/Shipping	72460241	1-4518-26	\$0.13
	Books - Young Adult Fiction & Processing/Shipping	72460242	1-4518-26	\$0.81

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Library Materials - Processing/Shipping	72460243	1-4518-26	\$8.24
	Books - Juvenile Fiction & Processing/Shipping	72460244	1-4518-26	\$0.34
	Books - Young Adult Fiction & Processing/Shipping	72460245	1-4518-26	\$0.34
	Books - Young Adult Fiction & Processing/Shipping	72460246	1-4518-26	\$0.90
	Video Games - YA & Processing/Shipping	72474570	1-4518-26	\$0.01
	Video Games - Juvenile & Processing/Shipping	72474572	1-4518-26	\$0.01
	Books - Juvenile Easy & Processing/Shipping	72474574	1-4518-26	\$0.04
	Books - Juvenile Easy & Processing/Shipping	72474575	1-4518-26	\$0.32
	Books - Juvenile Easy & Processing/Shipping	72474576	1-4518-26	\$0.42
	Books - Juvenile Easy & Processing/Shipping	72474577	1-4518-26	\$0.27
	Books - Juvenile Easy & Processing/Shipping	72474578	1-4518-26	\$0.01
	Books - Young Adult Fiction & Processing/Shipping	72474579	1-4518-26	\$0.35
	Books - Young Adult Fiction & Processing/Shipping	72474581	1-4518-26	\$0.13
	Books - Juvenile Fiction & Processing/Shipping	72474583	1-4518-26	\$0.17
	Books - Juvenile Fiction & Processing/Shipping	72474584	1-4518-26	\$0.43
	Library Materials - Processing/Shipping	72474585	1-4518-26	\$161.60
	Books - Juvenile Fiction & Processing/Shipping	72474586	1-4518-26	\$0.14
	Video Games - Adult & Processing/Shipping	72474589	1-4518-26	\$0.02
	Books - Adult Non-Fiction & Processing/Shipping	72474590	1-4518-26	\$0.09
	Video Games - YA & Processing/Shipping	72474591	1-4518-26	\$0.01
	Video Games - YA & Processing/Shipping	72474592	1-4518-26	\$0.01
	Books - Young Adult Fiction & Processing/Shipping	72474594	1-4518-26	\$0.13
	Books - Juvenile World Languages & Processing/Shipping	72474595	1-4518-26	\$0.06
	Library Materials - Processing/Shipping	72486334	1-4518-26	\$32.58
	Library Materials - Processing/Shipping	72506463	1-4518-26	\$14.52
	Library Materials - Processing/Shipping	72530301	1-4518-26	\$30.00
	Library Materials - Processing/Shipping	72551807	1-4518-26	\$14.00
	Books - Adult Non-Fiction & Processing/Shipping	72560348	1-4518-26	\$0.20
	Books - Juvenile Fiction & Processing/Shipping	72560349	1-4518-26	\$0.16
	Books - Young Adult Non-Fiction & Processing/Shipping	72560350	1-4518-26	\$0.08
	Books - Juvenile Easy & Processing/Shipping	72560353	1-4518-26	\$0.15
	Books - Young Adult Fiction & Processing/Shipping	72560354	1-4518-26	\$0.06

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction & Processing/Shipping	72560356	1-4518-26	\$0.05
	Books - Juvenile Easy & Processing/Shipping	72560357	1-4518-26	\$0.36
	Books - Adult Non-Fiction & Processing/Shipping	72560358	1-4518-26	\$0.11
	Video Games - Adult & Processing/Shipping	72560359	1-4518-26	\$0.40
	Video Games - YA & Processing/Shipping	72560360	1-4518-26	\$0.02
	Video Games - Juvenile & Processing/Shipping	72560361	1-4518-26	\$0.05
	Books - Juvenile Fiction & Processing/Shipping	72560362	1-4518-26	\$0.18
	Books - Young Adult Fiction & Processing/Shipping	72560363	1-4518-26	\$0.43
	Books - Juvenile World Languages & Processing/Shipping	72560364	1-4518-26	\$0.20
	Library Materials - Processing/Shipping	72576147	1-4518-26	\$45.98
	Library Materials - Processing/Shipping	72605327	1-4518-26	\$33.24
	Library Materials - Processing/Shipping	72629858	1-4518-26	\$24.32
	Library Materials - Processing/Shipping	72658607	1-4518-26	\$23.62
	Library Materials - Processing/Shipping	72683805	1-4518-26	\$130.60
	Library Materials - Processing/Shipping	72708883	1-4518-26	\$108.14
	Library Materials - Processing/Shipping	72744792	1-4518-26	\$21.22
	Library Materials - Processing/Shipping	72759780	1-4518-26	\$62.92
	Library Materials - Processing/Shipping	72759781	1-4518-26	\$32.72
	Library Materials - Processing/Shipping	72785213	1-4518-26	\$77.04
	Library Materials - Processing/Shipping	72811607	1-4518-26	\$22.94
	Library Materials - Processing/Shipping	72822762	1-4518-26	\$162.66
	Library Materials - Processing/Shipping	72838388	1-4518-26	\$33.76
	Library Materials - Processing/Shipping	72848561	1-4518-26	\$18.28
	Library Materials - Processing/Shipping	72863450	1-4518-26	\$51.76
	Library Materials - Processing/Shipping	72863451	1-4518-26	\$79.42
	Library Materials - Processing/Shipping	72876319	1-4518-26	\$72.22
	Library Materials - Processing/Shipping	72911118	1-4518-26	\$50.92
	Books - Juvenile Fiction & Processing/Shipping	72403467	1-4518-29	\$2.12
	Books - Juvenile Easy & Processing/Shipping	72403469	1-4518-29	\$0.97
	Books - Juvenile Easy & Processing/Shipping	72403472	1-4518-29	\$0.97
	Books - Juvenile Fiction & Processing/Shipping	72449840	1-4518-29	\$0.02
	Books - Juvenile Easy & Processing/Shipping	72449842	1-4518-29	\$0.09

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	72449848	1-4518-29	\$0.14
	Books - Juvenile Easy & Processing/Shipping	72449853	1-4518-29	\$0.09
	Books - Juvenile Fiction & Processing/Shipping	72449854	1-4518-29	\$0.04
	Video Games - Juvenile & Processing/Shipping	72460240	1-4518-29	\$0.13
	Books - Young Adult Fiction & Processing/Shipping	72460247	1-4518-29	\$0.35
	Video Games - Juvenile & Processing/Shipping	72474571	1-4518-29	\$0.01
	Books - Juvenile Easy & Processing/Shipping	72474573	1-4518-29	\$0.02
	Books - Young Adult Fiction & Processing/Shipping	72474580	1-4518-29	\$0.05
	Books - Juvenile Easy & Processing/Shipping	72474582	1-4518-29	\$0.08
	Books - Juvenile Fiction & Processing/Shipping	72474587	1-4518-29	\$0.07
	Books - Juvenile Fiction & Processing/Shipping	72474588	1-4518-29	\$0.15
	Books - Juvenile World Languages & Processing/Shipping	72560351	1-4518-29	\$0.19
	Books - Juvenile Easy & Processing/Shipping	72560352	1-4518-29	\$0.36
	Library Materials - Processing/Shipping	72560355	1-4518-29	\$21.12
	Books - Juvenile World Languages & Processing/Shipping	72474595	1-4526-26	\$15.54
	Books - Juvenile World Languages & Processing/Shipping	72560364	1-4526-26	\$13.77
	Books - Juvenile World Languages	72576147	1-4526-26	\$49.06
	Books - Juvenile World Languages	72605327	1-4526-26	\$11.29
	Books - Juvenile World Languages	72683805	1-4526-26	\$7.79
	Books - Juvenile World Languages	72708883	1-4526-26	\$7.88
	Books - Juvenile World Languages	72744792	1-4526-26	\$12.32
	Books - Juvenile World Languages	72759780	1-4526-26	\$14.97
	Books - Juvenile World Languages	72759781	1-4526-26	\$324.69
	Books - Juvenile World Languages	72811607	1-4526-26	\$10.77
	Books - Juvenile World Languages	72848561	1-4526-26	\$222.27
	Books - Juvenile World Languages	72863450	1-4526-26	\$65.01
	Books - Juvenile World Languages	72863451	1-4526-26	\$208.22
	Books - Juvenile World Languages	72911118	1-4526-26	\$11.29
	Books - Juvenile World Languages & Processing/Shipping	72560351	1-4526-29	\$8.44
	Books - Juvenile World Languages	72683805	1-4526-29	\$40.61
	Books - Juvenile World Languages	72848561	1-4526-29	\$15.54
	Books - Juvenile World Languages	72863450	1-4526-29	\$35.78

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Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Fiction	72486334	1-4540-26	\$33.88
	Books - Adult Fiction	72876319	1-4540-26	\$91.82
	Books - Adult Fiction	72911118	1-4540-26	\$20.38
	Books - Adult Non-Fiction & Processing/Shipping	72403464	1-4541-26	\$39.56
	Books - Adult Non-Fiction & Processing/Shipping	72474590	1-4541-26	\$19.77
	Books - Adult Non-Fiction	72486334	1-4541-26	\$14.10
	Books - Adult Non-Fiction & Processing/Shipping	72560348	1-4541-26	\$16.17
	Books - Adult Non-Fiction & Processing/Shipping	72560358	1-4541-26	\$11.27
	Books - Adult Non-Fiction	72629858	1-4541-26	\$35.68
	Books - Adult Non-Fiction	72683805	1-4541-26	\$14.10
	Books - Adult Non-Fiction	72876319	1-4541-26	\$95.39
	Books - Adult Non-Fiction	72911118	1-4541-26	\$40.68
	Books - Juvenile Fiction & Processing/Shipping	72403468	1-4544-26	\$12.98
	Books - Juvenile Fiction & Processing/Shipping	72403473	1-4544-26	\$9.58
	Books - Juvenile Fiction & Processing/Shipping	72403478	1-4544-26	\$20.32
	Books - Juvenile Fiction & Processing/Shipping	72449841	1-4544-26	\$12.98
	Books - Juvenile Fiction & Processing/Shipping	72449843	1-4544-26	\$16.88
	Books - Juvenile Fiction	72449852	1-4544-26	\$18.63
	Books - Juvenile Fiction & Processing/Shipping	72449855	1-4544-26	\$75.66
	Books - Juvenile Fiction & Processing/Shipping	72449856	1-4544-26	\$5.99
	Books - Juvenile Fiction & Processing/Shipping	72460244	1-4544-26	\$4.79
	Books - Juvenile Fiction & Processing/Shipping	72474583	1-4544-26	\$94.34
	Books - Juvenile Fiction & Processing/Shipping	72474584	1-4544-26	\$199.09
	Books - Juvenile Fiction & Processing/Shipping	72474586	1-4544-26	\$80.60
	Books - Juvenile Fiction	72486334	1-4544-26	\$128.38
	Books - Juvenile Fiction	72506463	1-4544-26	\$76.02
	Books - Juvenile Fiction	72530301	1-4544-26	\$319.02
	Books - Juvenile Fiction	72551807	1-4544-26	\$27.28
	Books - Juvenile Fiction & Processing/Shipping	72560349	1-4544-26	\$22.08
	Books - Juvenile Fiction & Processing/Shipping	72560356	1-4544-26	\$3.95
	Books - Juvenile Fiction & Processing/Shipping	72560362	1-4544-26	\$14.97
	Books - Juvenile Fiction	72576147	1-4544-26	\$155.70

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction	72605327	1-4544-26	\$24.28
	Books - Juvenile Fiction	72629858	1-4544-26	\$97.69
	Books - Juvenile Fiction	72658607	1-4544-26	\$93.50
	Books - Juvenile Fiction	72683805	1-4544-26	\$794.67
	Books - Juvenile Fiction	72744792	1-4544-26	\$93.25
	Books - Juvenile Fiction	72759780	1-4544-26	\$148.56
	Books - Juvenile Fiction	72759781	1-4544-26	\$65.52
	Books - Juvenile Fiction	72785213	1-4544-26	\$643.76
	Books - Juvenile Fiction	72811607	1-4544-26	\$49.18
	Books - Juvenile Fiction	72822762	1-4544-26	\$35.98
	Books - Juvenile Fiction	72838388	1-4544-26	\$21.42
	Books - Juvenile Fiction	72848561	1-4544-26	\$4.79
	Books - Juvenile Fiction	72863451	1-4544-26	\$341.94
	Books - Juvenile Fiction	72876319	1-4544-26	\$140.94
	Books - Juvenile Fiction	72911118	1-4544-26	\$9.58
	Books - Juvenile Fiction & Processing/Shipping	72403467	1-4544-29	\$6.49
	Books - Juvenile Fiction & Processing/Shipping	72449840	1-4544-29	\$6.49
	Books - Juvenile Fiction & Processing/Shipping	72449854	1-4544-29	\$8.47
	Books - Juvenile Fiction & Processing/Shipping	72474587	1-4544-29	\$29.22
	Books - Juvenile Fiction & Processing/Shipping	72474588	1-4544-29	\$72.43
	Books - Juvenile Fiction	72486334	1-4544-29	\$36.38
	Books - Juvenile Fiction	72506463	1-4544-29	\$14.12
	Books - Juvenile Fiction	72551807	1-4544-29	\$20.13
	Books - Juvenile Fiction	72576147	1-4544-29	\$8.44
	Books - Juvenile Fiction	72629858	1-4544-29	\$12.99
	Books - Juvenile Fiction	72658607	1-4544-29	\$10.16
	Books - Juvenile Fiction	72744792	1-4544-29	\$10.16
	Books - Juvenile Fiction	72822762	1-4544-29	\$9.60
	Books - Juvenile Fiction	72838388	1-4544-29	\$179.63
	Books - Juvenile Fiction	72848561	1-4544-29	\$19.48
	Books - Juvenile Fiction	72863451	1-4544-29	\$5.39
	Books - Juvenile Fiction	72876319	1-4544-29	\$28.08

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction	72911118	1-4544-29	\$9.58
	Books - Juvenile Non-Fiction	72486334	1-4545-26	\$27.18
	Books - Juvenile Non-Fiction	72506463	1-4545-26	\$27.18
	Books - Juvenile Non-Fiction	72605327	1-4545-26	\$93.52
	Books - Juvenile Non-Fiction	72629858	1-4545-26	\$19.18
	Books - Juvenile Non-Fiction	72708883	1-4545-26	\$123.20
	Books - Juvenile Non-Fiction	72822762	1-4545-26	\$758.40
	Books - Juvenile Non-Fiction	72863451	1-4545-26	\$26.06
	Books - Juvenile Non-Fiction	72876319	1-4545-26	\$166.48
	Books - Juvenile Non-Fiction	72911118	1-4545-26	\$14.68
	Books - Juvenile Easy & Processing/Shipping	72403466	1-4546-26	\$60.94
	Books - Juvenile Easy & Processing/Shipping	72403470	1-4546-26	\$42.92
	Books - Juvenile Easy & Processing/Shipping	72403471	1-4546-26	\$14.38
	Books - Juvenile Easy & Processing/Shipping	72403474	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72403475	1-4546-26	\$42.86
	Books - Juvenile Easy & Processing/Shipping	72449838	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72449844	1-4546-26	\$40.60
	Books - Juvenile Easy & Processing/Shipping	72449845	1-4546-26	\$40.64
	Books - Juvenile Easy & Processing/Shipping	72449846	1-4546-26	\$42.92
	Books - Juvenile Easy & Processing/Shipping	72449847	1-4546-26	\$21.46
	Books - Juvenile Easy	72449852	1-4546-26	\$42.88
	Books - Juvenile Easy & Processing/Shipping	72474574	1-4546-26	\$12.42
	Books - Juvenile Easy & Processing/Shipping	72474575	1-4546-26	\$80.10
	Books - Juvenile Easy & Processing/Shipping	72474576	1-4546-26	\$231.69
	Books - Juvenile Easy & Processing/Shipping	72474577	1-4546-26	\$98.19
	Books - Juvenile Easy & Processing/Shipping	72474578	1-4546-26	\$5.98
	Books - Juvenile Easy	72486334	1-4546-26	\$181.21
	Books - Juvenile Easy	72506463	1-4546-26	\$72.84
	Books - Juvenile Easy	72530301	1-4546-26	\$152.61
	Books - Juvenile Easy	72551807	1-4546-26	\$60.90
	Books - Juvenile Easy & Processing/Shipping	72560353	1-4546-26	\$11.86
	Books - Juvenile Easy & Processing/Shipping	72560357	1-4546-26	\$16.94

**Fountaindale Public Library District
Bills Payables Report
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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy	72576147	1-4546-26	\$21.46
	Books - Juvenile Easy	72605327	1-4546-26	\$415.26
	Books - Juvenile Easy	72629858	1-4546-26	\$116.84
	Books - Juvenile Easy	72683805	1-4546-26	\$679.11
	Books - Juvenile Easy	72708883	1-4546-26	\$68.98
	Books - Juvenile Easy	72744792	1-4546-26	\$116.69
	Books - Juvenile Easy	72759780	1-4546-26	\$119.83
	Books - Juvenile Easy	72759781	1-4546-26	\$44.04
	Books - Juvenile Easy	72785213	1-4546-26	\$21.46
	Books - Juvenile Easy	72811607	1-4546-26	\$103.30
	Books - Juvenile Easy	72822762	1-4546-26	\$288.89
	Books - Juvenile Easy	72838388	1-4546-26	\$44.03
	Books - Juvenile Easy	72848561	1-4546-26	\$5.08
	Books - Juvenile Easy	72863450	1-4546-26	\$8.97
	Books - Juvenile Easy	72863451	1-4546-26	\$45.72
	Books - Juvenile Easy	72876319	1-4546-26	\$227.33
	Books - Juvenile Easy	72911118	1-4546-26	\$254.75
	Books - Juvenile Easy & Processing/Shipping	72403469	1-4546-29	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72403472	1-4546-29	\$10.16
	Books - Juvenile Easy & Processing/Shipping	72449842	1-4546-29	\$10.14
	Books - Juvenile Easy & Processing/Shipping	72449848	1-4546-29	\$25.97
	Books - Juvenile Easy & Processing/Shipping	72449853	1-4546-29	\$12.42
	Books - Juvenile Easy & Processing/Shipping	72474573	1-4546-29	\$6.21
	Books - Juvenile Easy & Processing/Shipping	72474582	1-4546-29	\$31.29
	Books - Juvenile Easy	72486334	1-4546-29	\$27.66
	Books - Juvenile Easy	72530301	1-4546-29	\$42.35
	Books - Juvenile Easy & Processing/Shipping	72560352	1-4546-29	\$16.94
	Books - Juvenile Easy	72605327	1-4546-29	\$10.73
	Books - Juvenile Easy	72629858	1-4546-29	\$10.73
	Books - Juvenile Easy	72658607	1-4546-29	\$10.71
	Books - Juvenile Easy	72683805	1-4546-29	\$10.73
	Books - Juvenile Easy	72708883	1-4546-29	\$103.59

**Fountaindale Public Library District
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December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy	72744792	1-4546-29	\$6.21
	Books - Juvenile Easy	72759780	1-4546-29	\$19.67
	Books - Juvenile Easy	72785213	1-4546-29	\$5.39
	Books - Juvenile Easy	72811607	1-4546-29	\$42.92
	Books - Juvenile Easy	72822762	1-4546-29	\$11.86
	Books - Juvenile Easy	72838388	1-4546-29	\$37.03
	Books - Juvenile Easy	72863450	1-4546-29	\$73.64
	Books - Juvenile Easy	72876319	1-4546-29	\$54.53
	Books - Juvenile Easy	72911118	1-4546-29	\$42.34
	Books - Young Adult Fiction & Processing/Shipping	72403476	1-4548-26	\$8.44
	Books - Young Adult Fiction & Processing/Shipping	72403477	1-4548-26	\$8.37
	Books - Young Adult Fiction & Processing/Shipping	72449839	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72449849	1-4548-26	\$16.24
	Books - Young Adult Fiction & Processing/Shipping	72449850	1-4548-26	\$12.34
	Books - Young Adult Fiction & Processing/Shipping	72449851	1-4548-26	\$21.45
	Books - Young Adult Fiction & Processing/Shipping	72460242	1-4548-26	\$6.59
	Books - Young Adult Fiction & Processing/Shipping	72460245	1-4548-26	\$4.79
	Books - Young Adult Fiction & Processing/Shipping	72460246	1-4548-26	\$19.54
	Books - Young Adult Fiction & Processing/Shipping	72474579	1-4548-26	\$104.16
	Books - Young Adult Fiction & Processing/Shipping	72474581	1-4548-26	\$81.83
	Books - Young Adult Fiction & Processing/Shipping	72474594	1-4548-26	\$49.91
	Books - Young Adult Fiction	72486334	1-4548-26	\$54.17
	Books - Young Adult Fiction	72506463	1-4548-26	\$38.25
	Books - Young Adult Fiction	72551807	1-4548-26	\$41.75
	Books - Young Adult Fiction & Processing/Shipping	72560354	1-4548-26	\$5.39
	Books - Young Adult Fiction & Processing/Shipping	72560363	1-4548-26	\$46.78
	Books - Young Adult Fiction	72576147	1-4548-26	\$246.83
	Books - Young Adult Fiction	72605327	1-4548-26	\$33.31
	Books - Young Adult Fiction	72629858	1-4548-26	\$34.36
	Books - Young Adult Fiction	72658607	1-4548-26	\$44.58
	Books - Young Adult Fiction	72683805	1-4548-26	\$138.29
	Books - Young Adult Fiction	72708883	1-4548-26	\$481.34

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Young Adult Fiction	72744792	1-4548-26	\$33.44
	Books - Young Adult Fiction	72759780	1-4548-26	\$79.27
	Books - Young Adult Fiction	72759781	1-4548-26	\$114.53
	Books - Young Adult Fiction	72785213	1-4548-26	\$6.49
	Books - Young Adult Fiction	72811607	1-4548-26	\$38.97
	Books - Young Adult Fiction	72822762	1-4548-26	\$6.57
	Books - Young Adult Fiction	72838388	1-4548-26	\$36.51
	Books - Young Adult Fiction	72848561	1-4548-26	\$9.74
	Books - Young Adult Fiction	72863450	1-4548-26	\$32.97
	Books - Young Adult Fiction	72863451	1-4548-26	\$22.07
	Books - Young Adult Fiction	72876319	1-4548-26	\$28.65
	Books - Young Adult Fiction	72911118	1-4548-26	\$47.08
	Books - Young Adult Fiction & Processing/Shipping	72460247	1-4548-29	\$4.79
	Books - Young Adult Fiction & Processing/Shipping	72474580	1-4548-29	\$23.30
	Books - Young Adult Fiction	72506463	1-4548-29	\$9.60
	Books - Young Adult Fiction	72708883	1-4548-29	\$110.11
	Books - Young Adult Fiction	72838388	1-4548-29	\$16.19
	Books - Young Adult Non-Fiction & Processing/Shipping	72403465	1-4549-26	\$9.74
	Books - Young Adult Non-Fiction & Processing/Shipping	72449836	1-4549-26	\$27.28
	Books - Young Adult Non-Fiction & Processing/Shipping	72560350	1-4549-26	\$11.04
	Books - Young Adult Non-Fiction	72576147	1-4549-26	\$19.48
	Books - Young Adult Non-Fiction	72658607	1-4549-26	\$39.63
	Books - Young Adult Non-Fiction	72708883	1-4549-26	\$36.97
	Books - Young Adult Non-Fiction	72744792	1-4549-26	\$9.74
	Books - Young Adult Non-Fiction	72759780	1-4549-26	\$9.72
	Books - Young Adult Non-Fiction	72863450	1-4549-26	\$42.80
	Video Games - YA & Processing/Shipping	72474570	1-4563-26	\$56.98
	Video Games - YA & Processing/Shipping	72474591	1-4563-26	\$37.99
	Video Games - YA & Processing/Shipping	72474592	1-4563-26	\$75.98
	Video Games - YA & Processing/Shipping	72560360	1-4563-26	\$37.99
	Video Games - YA	72759780	1-4563-26	\$180.46
	Video Games - YA	72848561	1-4563-26	\$503.41

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Video Games - YA	72863451	1-4563-26	\$28.49
	Video Games - Juvenile & Processing/Shipping	72460241	1-4564-26	\$47.49
	Video Games - Juvenile & Processing/Shipping	72474572	1-4564-26	\$142.47
	Video Games - Juvenile	72474593	1-4564-26	\$37.99
	Video Games - Juvenile & Processing/Shipping	72560361	1-4564-26	\$75.98
	Video Games - Juvenile	72759780	1-4564-26	\$208.96
	Video Games - Juvenile	72848561	1-4564-26	\$303.93
	Video Games - Juvenile	72863451	1-4564-26	\$75.98
	Video Games - Juvenile & Processing/Shipping	72460240	1-4564-29	\$47.49
	Video Games - Juvenile & Processing/Shipping	72474571	1-4564-29	\$56.98
	Video Games - Juvenile	72759780	1-4564-29	\$85.48
	Video Games - Juvenile	72848561	1-4564-29	\$113.97
	Video Games - Adult & Processing/Shipping	72474589	1-4565-26	\$94.98
	Video Games - Adult & Processing/Shipping	72560359	1-4565-26	\$170.97
	Video Games - Adult	72863451	1-4565-26	\$427.41
		<i>Subtotal for Vendor</i>		\$18,213.99
It's A Sign, Inc.				
	Star Wars Day Elevator Wraps - 11/8/22-12/4/22	8456	1-4731-10	\$1,260.00
		<i>Subtotal for Vendor</i>		\$1,260.00
ITsavvy LLC				
	Zebra Label Printer	01386813	1-4641-14	\$593.56
		<i>Subtotal for Vendor</i>		\$593.56
Jaiyanthi Rameshbabu				
	Refund - "Mr. Klutz is Nuts!"	JR4639	1-3310-10	\$15.60
		<i>Subtotal for Vendor</i>		\$15.60
Karen's Floral Expressions				
	Armstrong Sympathy Arrangement - 10/26/22	3134	1-4711-10	\$99.00
		<i>Subtotal for Vendor</i>		\$99.00
Kathryn Flynn				
	Program - Gen Club - Exploring Chicago Collections - 1/11/23	KF011123	1-4571-24	\$175.00
		<i>Subtotal for Vendor</i>		\$175.00
Kellie Chase				

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Program - Sewing with Kellie Chase - 1/6/23	KC010623	1-4571-24	\$210.00
	Program - Sewing with Kellie Chase - 1/9/23	KC010923	1-4571-24	\$210.00
		<i>Subtotal for Vendor</i>		<u>\$420.00</u>
Konica Minolta Business Solutions U.S.A., Inc.				
	July 2020 - Oct 2024: Maintenance - 10/1/22-10/31/22	9008951606	1-4234-14	\$50.82
	July 2020 - June 2024: Overage - 10/1/22-10/31/22	9008952059	1-4234-14	\$924.96
	Local History Room: Maintenance - 11/1/22-11/30/22	9008957690	1-4234-14	\$12.50
	March Contract: Maintenance - 10/15/22-11/14/22	9008975401	1-4234-14	\$0.82
		<i>Subtotal for Vendor</i>		<u>\$989.10</u>
Konica Minolta Premier Finance				
	License Plate Sticker Printer Lease - December 2022	487121758	1-4234-14	\$15.66
	Leased Equipment - December 2022	487691693	1-4234-14	\$1,627.69
		<i>Subtotal for Vendor</i>		<u>\$1,643.35</u>
Kramer Tree Specialists, Inc.				
	Holiday Light Decorations	115104	1-4392-30	\$9,215.00
		<i>Subtotal for Vendor</i>		<u>\$9,215.00</u>
LACONI, Inc.				
	Annual Library Membership - January-December 2023	LACONI-2023	1-4162-10	\$150.00
		<i>Subtotal for Vendor</i>		<u>\$150.00</u>
Lauren Robb				
	Refund - "Feliz Navidad: A Royal Christmas"	LR1225	1-3310-10	\$12.99
		<i>Subtotal for Vendor</i>		<u>\$12.99</u>
Leah D Moon				
	Program - Cosmic Galaxy Abstract Painting - 1/9/23	LDM010923	1-4573-24	\$200.00
		<i>Subtotal for Vendor</i>		<u>\$200.00</u>
Library Ideas LLC				
	Books - Juvenile World Languages	94613	1-4526-26	\$535.20
	Books - Juvenile Easy	94614	1-4546-26	\$1,622.52
		<i>Subtotal for Vendor</i>		<u>\$2,157.72</u>
Literacy DuPage				
	Program - Conversation ESL - 1/4/23	LD010423	1-4571-24	\$100.00
	Program - Conversation ESL - 1/11/23	LD011123	1-4571-24	\$100.00

**Fountaindale Public Library District
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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Program - Conversation ESL - 1/18/23	LD011823	1-4571-24	\$100.00
	Program - Conversation ESL - 12/21/22	LD122122	1-4571-24	\$100.00
	Program - Conversation ESL - 12/28/22	LD122822	1-4571-24	\$100.00
		<i>Subtotal for Vendor</i>		\$500.00
Lorena Y Carreno				
	Program - Artesanias en Espanol - 1/17/23	LYC011723	1-4571-24	\$200.00
	Program - Artesanias en Espanol - 12/20/22	LYC122022	1-4571-24	\$200.00
		<i>Subtotal for Vendor</i>		\$400.00
Melissa Luce				
	Outreach Services Mileage - 10/10/22-11/7/22	ML120122-01	1-4171-10	\$30.56
	Outreach Services Mileage - 11/30/22	ML120122-02	1-4171-10	\$19.63
		<i>Subtotal for Vendor</i>		\$50.19
Midwest Tape				
	Music - Adult	502911104	1-4550-26	\$15.23
	Music - Adult	502911106	1-4550-26	\$290.41
	Music - Adult	502911657	1-4550-26	\$97.83
	Music - Adult	502941654	1-4550-26	\$73.52
	Music - Adult	502941675	1-4550-26	\$67.52
	Music - Adult	502962786	1-4550-26	\$22.49
	Music - Adult	502970057	1-4550-26	\$16.58
	Music - Adult	502971629	1-4550-26	\$73.60
	Music - Adult	502984424	1-4550-26	\$14.99
	Music - Adult	503005834	1-4550-26	\$22.73
	Music - Adult	503005837	1-4550-26	\$44.64
	Music - Adult	503005838	1-4550-26	\$30.16
	Music - Adult	503005841	1-4550-26	\$50.04
	DVD & Music - Adult	503005853	1-4550-26	\$80.19
	Music - Adult	502911668	1-4550-29	\$13.73
	Music - Adult	502941689	1-4550-29	\$15.23
	Music - Adult	502971655	1-4550-29	\$16.58
	Audiobooks - Adult	502911103	1-4551-26	\$130.87
	Audiobooks - Adult	502911651	1-4551-26	\$45.29

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Audiobooks - Adult	502911654	1-4551-26	\$85.58
	Audiobooks - Adult	502941671	1-4551-26	\$181.16
	Audiobooks - Adult	502941673	1-4551-26	\$146.58
	Audiobooks - Adult	502971642	1-4551-26	\$42.29
	Audiobooks - Adult	502971651	1-4551-26	\$45.29
	Audiobooks - Adult	503005831	1-4551-26	\$50.29
	Audiobooks - Adult	503005836	1-4551-26	\$45.29
	Audiobooks - Adult	503005842	1-4551-26	\$50.29
	DVD & Audiobooks - Adult	503005852	1-4551-26	\$100.98
	Audiobooks - Adult	502911664	1-4551-29	\$45.29
	Audiobooks - Adult	502941688	1-4551-29	\$45.29
	Music - Juvenile	502911105	1-4554-26	\$47.94
	Music - Juvenile	502941674	1-4554-26	\$27.76
	Music - Juvenile	502971628	1-4554-26	\$41.64
	Music - Juvenile	502971657	1-4554-29	\$13.88
	DVD - Adult	502838318	1-4557-26	\$66.41
	DVD - Adult	502882300	1-4557-26	\$49.96
	DVD - Adult	502882301	1-4557-26	\$64.21
	DVD - Adult	502911102	1-4557-26	\$23.48
	DVD - Adult	502911107	1-4557-26	\$149.86
	DVD - Adult	502911108	1-4557-26	\$450.39
	DVD - Adult	502911650	1-4557-26	\$96.92
	DVD - Adult	502911652	1-4557-26	\$117.40
	DVD - Adult	502911653	1-4557-26	\$117.40
	DVD - Adult	502911655	1-4557-26	\$107.23
	DVD - Adult	502911658	1-4557-26	\$48.46
	DVD - Adult	502911660	1-4557-26	\$25.73
	DVD - Adult	502911661	1-4557-26	\$51.46
	DVD - Adult	502911662	1-4557-26	\$102.64
	DVD - Adult	502911663	1-4557-26	\$80.42
	DVD - Adult	502911670	1-4557-26	\$36.83
	DVD - Adult	502911671	1-4557-26	\$23.58

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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	502911672	1-4557-26	\$70.55
	DVD - Adult	502911673	1-4557-26	\$153.46
	DVD - Adult	502941656	1-4557-26	\$105.40
	DVD - Adult	502941659	1-4557-26	\$50.71
	DVD - Adult	502941672	1-4557-26	\$169.12
	DVD - Adult	502941676	1-4557-26	\$144.11
	DVD - Adult	502941677	1-4557-26	\$34.96
	DVD - Adult	502941679	1-4557-26	\$190.30
	DVD - Adult	502941680	1-4557-26	\$104.42
	DVD - Adult	502941681	1-4557-26	\$136.15
	DVD - Adult	502941682	1-4557-26	\$136.15
	DVD - Adult	502941683	1-4557-26	\$70.44
	DVD - Adult	502941685	1-4557-26	\$163.40
	DVD - Adult	502941692	1-4557-26	\$44.41
	DVD - Adult	502941693	1-4557-26	\$31.08
	DVD - Adult	502941694	1-4557-26	\$30.98
	DVD - Adult	502941695	1-4557-26	\$26.33
	DVD - Adult	502941696	1-4557-26	\$42.08
	DVD - Adult	502941697	1-4557-26	\$221.19
	DVD - Adult	502970058	1-4557-26	\$283.55
	DVD - Adult	502970059	1-4557-26	\$56.71
	DVD - Adult	502971620	1-4557-26	\$283.55
	DVD - Adult	502971621	1-4557-26	\$232.58
	DVD - Adult	502971622	1-4557-26	\$142.61
	DVD - Adult & Juvenile	502971623	1-4557-26	\$38.42
	DVD - Adult	502971624	1-4557-26	\$25.73
	DVD - Adult	502971626	1-4557-26	\$119.91
	DVD - Adult	502971627	1-4557-26	\$23.48
	DVD - Adult	502971641	1-4557-26	\$134.59
	DVD - Adult	502971643	1-4557-26	\$59.94
	DVD - Adult	502971644	1-4557-26	\$51.46
	DVD - Adult	502971645	1-4557-26	\$155.13

**Fountaindale Public Library District
Bills Payables Report
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	502971646	1-4557-26	\$174.85
	DVD - Adult	502971647	1-4557-26	\$136.15
	DVD - Adult	502971648	1-4557-26	\$174.85
	DVD - Adult	502971649	1-4557-26	\$91.90
	DVD - Adult	502971650	1-4557-26	\$174.85
	DVD - Adult	502971652	1-4557-26	\$23.48
	DVD - Adult	502971670	1-4557-26	\$107.44
	DVD - Adult	502971671	1-4557-26	\$84.16
	DVD - Adult	502971672	1-4557-26	\$36.83
	DVD - Adult	503005830	1-4557-26	\$21.33
	DVD - Adult	503005832	1-4557-26	\$256.73
	DVD - Adult	503005833	1-4557-26	\$238.55
	DVD - Adult	503005835	1-4557-26	\$27.23
	DVD - Adult	503005839	1-4557-26	\$43.21
	DVD - Adult	503005840	1-4557-26	\$212.60
	DVD - Adult	503005843	1-4557-26	\$126.86
	DVD - Adult & Juvenile	503005844	1-4557-26	\$6.84
	DVD - Adult	503005845	1-4557-26	\$31.98
	DVD - Adult	503005846	1-4557-26	\$30.98
	DVD - Adult	503005847	1-4557-26	\$54.69
	DVD - Adult	503005848	1-4557-26	\$63.69
	DVD - Adult	503005849	1-4557-26	\$25.73
	DVD - Adult	503005850	1-4557-26	\$174.85
	DVD - Adult	503005851	1-4557-26	\$174.85
	DVD & Audiobooks - Adult	503005852	1-4557-26	\$10.60
	DVD & Music - Adult	503005853	1-4557-26	\$23.94
	DVD - Adult	503005854	1-4557-26	\$58.44
	DVD - Adult	503005855	1-4557-26	\$55.44
	DVD - Adult	503005857	1-4557-26	\$4.74
	DVD - Adult	503005858	1-4557-26	\$4.74
	DVD - Adult	503005859	1-4557-26	\$4.74
	DVD - Adult	503005861	1-4557-26	\$223.34

**Fountaindale Public Library District
Bills Payables Report
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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	503005862	1-4557-26	\$30.23
	DVD - Adult	503005863	1-4557-26	\$33.83
	DVD - Adult	503005864	1-4557-26	\$53.91
	DVD - Adult	502911665	1-4557-29	\$23.48
	DVD - Adult	502911666	1-4557-29	\$40.96
	DVD - Adult	502911667	1-4557-29	\$19.73
	DVD - Adult	502911669	1-4557-29	\$47.94
	DVD - Adult	502911674	1-4557-29	\$191.94
	DVD - Adult	502941687	1-4557-29	\$24.98
	DVD - Adult	502941691	1-4557-29	\$27.23
	DVD - Adult	502941698	1-4557-29	\$221.19
	DVD - Adult	502971654	1-4557-29	\$50.94
	DVD - Adult	502971658	1-4557-29	\$15.98
	DVD - Adult	502971659	1-4557-29	\$27.23
	DVD - Adult	503005857	1-4557-29	\$13.49
	DVD - Adult	503005858	1-4557-29	\$22.49
	DVD - Adult	503005859	1-4557-29	\$16.49
	DVD - Juvenile	502911109	1-4558-26	\$23.48
	DVD - Juvenile	502911656	1-4558-26	\$217.78
	DVD - Juvenile	502911659	1-4558-26	\$82.96
	DVD - Juvenile	502941657	1-4558-26	\$31.96
	DVD - Juvenile	502941658	1-4558-26	\$47.94
	DVD - Juvenile	502941670	1-4558-26	\$23.58
	DVD - Juvenile	502941678	1-4558-26	\$83.90
	DVD - Juvenile	502941684	1-4558-26	\$23.48
	DVD - Adult & Juvenile	502971623	1-4558-26	\$63.67
	DVD - Juvenile	502971625	1-4558-26	\$50.19
	DVD - Adult & Juvenile	503005844	1-4558-26	\$19.49
	DVD - Juvenile	503005856	1-4558-26	\$110.13
	DVD - Juvenile	502941686	1-4558-29	\$15.98
	DVD - Juvenile	502941690	1-4558-29	\$91.40
	DVD - Juvenile	502971653	1-4558-29	\$24.46

**Fountaindale Public Library District
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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Juvenile	502971656	1-4558-29	\$85.90
	DVD - Juvenile	503005860	1-4558-29	\$36.71
		<i>Subtotal for Vendor</i>		<u>\$12,012.12</u>
Natasha Lehrer Lewis Art				
	Program - Wet Felting Craft - 1/16/23	NLLA011623	1-4572-20	\$290.00
		<i>Subtotal for Vendor</i>		<u>\$290.00</u>
Otocast, LLC				
	Audio Art Tour Setup, Config & Maint - 11/1/22-10/31/23	2022.0193	1-4691-10	\$2,100.00
		<i>Subtotal for Vendor</i>		<u>\$2,100.00</u>
Paul Mills				
	LIRA Meeting Mileage - 11/29/22	PM120222	1-4171-10	\$38.80
		<i>Subtotal for Vendor</i>		<u>\$38.80</u>
Peerless Network, Inc.				
	Telephone & Internet - 11/15/22-12/14/22	575064	1-4311-14	\$1,968.00
	Telephone & Internet - 11/15/22-12/14/22	575064	1-4312-14	\$1,179.31
		<i>Subtotal for Vendor</i>		<u>\$3,147.31</u>
PeopleFacts				
	New Hire Background Checks - November 2022	33754-112022	1-4253-10	\$220.87
		<i>Subtotal for Vendor</i>		<u>\$220.87</u>
Pitney Bowes Global Financial Services				
	SendPro C Auto Equipment Lease - 12/30/22-3/29/23	3105822611	1-4231-10	\$628.59
		<i>Subtotal for Vendor</i>		<u>\$628.59</u>
Polonia Bookstore				
	Books - Adult World Languages & Processing/Shipping	72726	1-4518-26	\$12.85
	Books - Adult World Languages & Processing/Shipping	72726	1-4525-26	\$183.60
		<i>Subtotal for Vendor</i>		<u>\$196.45</u>
Robert Pennor				
	Program - Watercolor Painting with Robert Pennor - 1/3/23	RP010323	1-4571-24	\$75.00
	Program - Watercolor Painting with Robert Pennor - 1/10/23	RP011023	1-4571-24	\$75.00
	Program - Watercolor Painting with Robert Pennor - 1/17/23	RP011723	1-4571-24	\$75.00
		<i>Subtotal for Vendor</i>		<u>\$225.00</u>
Ronald Goldie				

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Program - Dungeons & Dragons - 1/12/23	RG011223	1-4573-24	\$100.00
		<i>Subtotal for Vendor</i>		<u>\$100.00</u>
Sarah Ann Saltzman				
	Outreach Services Mileage - 11/14/22-11/15/22	SS120122	1-4171-10	\$4.13
		<i>Subtotal for Vendor</i>		<u>\$4.13</u>
Sebert Landscaping Inc.				
	Snow Maintenance - December 2022	249322	1-4392-30	\$3,019.00
		<i>Subtotal for Vendor</i>		<u>\$3,019.00</u>
Shaw Media				
	2023 Bolingbrook Chamber Membership Directory Ad	2035080	1-4731-10	\$755.00
		<i>Subtotal for Vendor</i>		<u>\$755.00</u>
Susan K Maddox				
	Program - Cooking Demo with Chef Maddox - 1/19/23	SKM011923	1-4571-24	\$350.00
		<i>Subtotal for Vendor</i>		<u>\$350.00</u>
The Bugle Newspapers				
	Legal Ads - Special Tax Levy - 10/27/22	812918	1-4243-10	\$307.50
	Legal Ads - Availability of Audit - 10/27/22	812919	1-4243-10	\$71.75
		<i>Subtotal for Vendor</i>		<u>\$379.25</u>
The Shop Bolingbrook				
	Business Cards - McCormack	62646	1-4351-10	\$40.00
	Business Cards - Shostok	62647	1-4351-10	\$40.00
		<i>Subtotal for Vendor</i>		<u>\$80.00</u>
Theatre-on-the-Hill				
	Ads - Mirror Value 10/28-10/30 & There Were None 11/4-11/20	221121	1-4731-10	\$600.00
		<i>Subtotal for Vendor</i>		<u>\$600.00</u>
Thomas Kens				
	Program - Motivated Change, Staying Positive Today - 1/9/23	TK010923	1-4571-24	\$265.00
		<i>Subtotal for Vendor</i>		<u>\$265.00</u>
Titan Image Group, Inc				
	Winter 2022-2023 Newsletter Printing	59564	1-4256-10	\$5,300.00
		<i>Subtotal for Vendor</i>		<u>\$5,300.00</u>
Top Secret Studios				

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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	2022 Libby & FPLD Logo Staff Shirts	1569	1-4735-10	\$1,413.71
		<i>Subtotal for Vendor</i>		<u>\$1,413.71</u>
Tressler LLP				
	Legal Expense - Attorney - Miscellaneous Projects - Dec 2022	456397	1-4241-10	\$609.00
	Legal Expense - Attorney - Promenade Tax Appeal - Dec 2022	456399	1-4241-10	\$84.00
	Legal Expense - Attorney - Board Review Hearings - Dec 2022	456400	1-4241-10	\$42.00
		<i>Subtotal for Vendor</i>		<u>\$735.00</u>
USA TODAY				
	Periodicals	UT4177294	1-4511-26	\$796.96
		<i>Subtotal for Vendor</i>		<u>\$796.96</u>
Valerie Gugala				
	Program - The Monuments of Washington DC - 12/19/22	VG121922	1-4571-24	\$150.00
		<i>Subtotal for Vendor</i>		<u>\$150.00</u>
Verizon Wireless				
	Telephone - 10/17/22-11/16/22	9920786373	1-4311-14	\$539.81
		<i>Subtotal for Vendor</i>		<u>\$539.81</u>
Warehouse Direct				
	Outreach - Bottled Water	5371552-0	1-4351-10	\$43.95
		<i>Subtotal for Vendor</i>		<u>\$43.95</u>
William Pack				
	Program - The Discovery of Magic - 1/12/23	WP011223	1-4571-24	\$325.00
		<i>Subtotal for Vendor</i>		<u>\$325.00</u>
World Book, Inc.				
	Books - Juvenile Non-Fiction	SF-0013577	1-4545-26	\$1,199.00
		<i>Subtotal for Vendor</i>		<u>\$1,199.00</u>
			Totals for Fund 1	<u>\$157,550.47</u>

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Maintenance Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Amazon				
	Safety Lock Station	A68-2223	8-4357-30	\$98.95
	3 Step Ladder	A70-2223	8-4357-30	\$129.98
	District Closet Restock - October 2022	A74-2223	8-4357-30	\$27.59
	Admin Vacuum	A79-2223	8-4357-30	\$200.07
		<i>Subtotal for Vendor</i>		\$456.59
Best Quality Cleaning, Inc.				
	Special Cleaning - 2nd FI Mens Washroom - 11/9/22	43711	8-4211-30	\$75.00
	Special Cleaning - 2nd FI Mens Washroom - 11/18/22	43719	8-4211-30	\$75.00
	Cleaning Service - December 2022	43852	8-4215-30	\$8,980.00
	Saturday Day Porter - December 2022	43931	8-4215-30	\$475.00
		<i>Subtotal for Vendor</i>		\$9,605.00
Cintas Corporation				
	First Aid Restock - 11/22/22	8405987605	8-4215-30	\$379.11
		<i>Subtotal for Vendor</i>		\$379.11
Cintas Corporation #344				
	Weekly Mat Service - 11/10/22	4137038972	8-4215-30	\$31.94
	Weekly Mat Service - 11/17/22	4137815132	8-4215-30	\$31.94
	Weekly Mat Service - 11/23/22	4138488438	8-4215-30	\$31.94
	Weekly Mat Service - 12/1/22	4139138665	8-4215-30	\$31.94
		<i>Subtotal for Vendor</i>		\$127.76
Culligan Bolingbrook, IL				
	Solar Salt Delivery - November 2022	0138423	8-4215-30	\$149.59
		<i>Subtotal for Vendor</i>		\$149.59
Cutting Edge Document Destruction, LLC				
	Records Shred - 11/9/22	m21712	8-4215-30	\$30.00
		<i>Subtotal for Vendor</i>		\$30.00
First Bankcard				
	Dollar Tree - Staff Thanksgiving Server Set	P7810-DEC22	8-4357-30	\$4.07
	Grainger - Dimming Ballasts	P7810-DEC22	8-4357-30	\$438.26
	Grainger - Dimming Ballasts	P7810-DEC22	8-4357-30	\$438.27
		<i>Subtotal for Vendor</i>		\$880.60

**Fountaindale Public Library District
Bills Payables Report
December 15, 2022**

Maintenance Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Flood Bros Disposal Co				
	Garbage & Recycling - November 2022	6484657	8-4215-30	\$326.00
		<i>Subtotal for Vendor</i>		<u>\$326.00</u>
Intrinsic Landscaping, Inc.				
	Green Roof Maintenance - November 2022	22-0672	8-4215-30	\$672.94
		<i>Subtotal for Vendor</i>		<u>\$672.94</u>
Plunkett's				
	Monthly Pest Control - November 2022	7828260	8-4215-30	\$112.00
		<i>Subtotal for Vendor</i>		<u>\$112.00</u>
Sebert Landscaping Inc.				
	Calcium Chloride & Parking Lot De-icing - 11/15/22	S559887	8-4215-30	\$600.00
	Parking Lot & Sidewalk De-icing - 11/18/22	S559968	8-4215-30	\$460.00
		<i>Subtotal for Vendor</i>		<u>\$1,060.00</u>
Top Secret Studios				
	Interior Door Lettering Install	1577	8-4211-30	\$139.50
	Trustee Vinyl Removal & Install	1578	8-4211-30	\$44.50
		<i>Subtotal for Vendor</i>		<u>\$184.00</u>
Vertiv Services, Inc.				
	Server Room Battery & Backup Maint - 11/24/22-11/23/23	13162252	8-4215-30	\$11,080.68
		<i>Subtotal for Vendor</i>		<u>\$11,080.68</u>
Warehouse Direct				
	District Restock - October 2022 - Spoons	5364270-1	8-4357-30	\$52.93
	District Restock - October 2022 - Forks	5364270-2	8-4357-30	\$52.93
		<i>Subtotal for Vendor</i>		<u>\$105.86</u>
			Totals for Fund 8	<u>\$25,170.13</u>
			Grand Total	<u>\$182,720.60</u>



Jennie Nguyen/Finance Manager

November 2022 Monthly Board Report
Paul Mills

Director

LIRA (Libraries of Illinois Risk Agency)

LIRA met at the end of November for our annual renewal meeting. We reviewed the proposed insurance renewal for property/casualty and workers compensation. The renewal is a favorable one with a modest increase in premium. I am very happy for this and for the 60+ member libraries of LIRA. As a group, we have demonstrated to the insurance carriers that we are responsible and responsive to new opportunities to create and maintain safe environments for our patrons and staff. This helps tremendously with our renewals.

I was also re-elected to the Executive Committee for LIRA. Our library is a founding member of LIRA and I am a founding member of the Executive Committee.

Find More Illinois (FMI) Enhanced Borrowing

The Pinnacle Library Cooperative (PLC), our consortium of six libraries, decided to utilize Find More Illinois' Enhanced Borrowing service. This means that if a patron request cannot be found in an FMI library, RAILS, our regional library system, will attempt to obtain the item through OCLC, a national network of libraries. This will save time for our interlibrary loan staff and be less confusing for our patrons. Since we have implemented it, we have noticed that response time for requests has been very good.

Exterior Lighting Project and Holiday Lights

The exterior lighting project continues, and we hope its construction portion will be substantially complete in the next few weeks. The commissioning of the software system may take some time beyond that, though. Everyone has been very patient as our contractor works in different areas of the parking lot.

We have also received many positive comments about our new Holiday lights!

Deputy Director (Nancy Korczak)

During the month of November the library rolled out a new digital service for patrons, ABC Mouse. ABC Mouse is a learning game with activities that are tied to a curriculum. We have dedicated ABC Mouse computers in our Children's area that are very popular. Parents have been very happy to hear that now they can access the service from home with their library card, especially because many families pay for the subscription themselves and now they can cancel and use the library's subscription.

In November, our Outreach department coordinated a field trip of about 200 second graders from the Jonas Salk elementary school. I was lucky to help give tours of our

Children's Department and take the groups to our Studio. The children that attended were very engaged, asking questions, and checking out books and thanking our staff for the craft and storytime. Overall, it was a great way to connect with the students.

From Jacinito Gonzalez's report

Studio 300

Here are our **November 2022 key stats**:

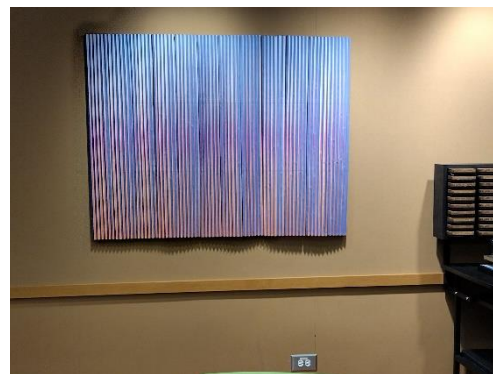
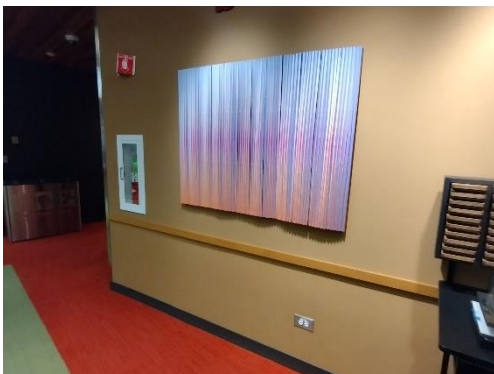
- 535 patrons actively **used** our lab.
 - **2** were Non-District Users.
- 1776 items were **checked out**
 - **123** of that total circulated out of the lab.
- 36 patrons **attended** our programs.
 - Total programming hours came to **8**
- 30 patrons **completed** our online classes:
 - **20** Orientation
 - **10** Maker Training



November was a great month for the Studio. Our Video room was used the most out of any other individual room in the Studio. Our Silhouette Vinyl cutter was the most used maker space machine, followed by the Glowforge laser cutter. Our patrons printed 39 3D items in November. Studio staff also gained access to a new video library filled with lessons. We plan to use these lessons to improve our knowledge and programs. We hope to start having more video-based programming starting in the spring; one new program we will introduce is "Shorthaus" to help build a community of short film enthusiasts to share their work.

Chandler

Hawkins spent most of his time making an art piece called Year in Review. He wanted to make art about reflecting on what a year could be and what it was. He used lenticular art to create an illusion that changes depending on which side you view it from. Hawkins spent time researching lenticular art, and since he was scheduled to do this month's Studio display, he felt it would be good to make an art installation that our patrons could view and reflect on. Hawkins also had a scheduled one-on-one where he helped a patron lay out a recipe book. Hawkins used adobe software and instructed the patron on how to use them to complete their book.



Ruth

In November, Holmes held their first two one and one classes. The first was for a group of women interested in learning how to record green screens for marketing videos. The second was with a younger patron with more video experience who wanted advice on improving their craft. Holmes used both classes as an opportunity to expand their knowledge and watched LinkedIn Learning courses in preparation.

Holmes also started preparing for their first scheduled class in December, exploring the possibilities and limits of the embroidery machine and how it may be used to make patches for visible mending. They also began working with Stamper to sort through the extensive embroidery pattern collection to offer to patrons.

While working on their project, Holmes taught themselves how to edit audio in Izotope. They learned how to make basic changes like shifting the gain for more even dialogue to major repairs like removing rumbling wind, planes flying overhead, and the clicking of a misplaced cord banging against a tripod.

Adriana

In November Adriana was busy working and assisting on a variety of projects. Adriana produced and edited another video for the gameplay review series where she played and reviewed the game Apsulov: End of Gods. Adriana also co-hosted, produced and edited the November episode of K-talk with Randi from ATSD, in which they discussed Korean movies available on Hoopla. Adriana then assisted on a variety of projects for Star Wars day, she cut vinyl decals for one craft. Assisted Agnes in adding designs to fabric with sublimation and put together a video for the forest in CSD.

Jacinto

Jacinto began the month with the Writing and Illustrating Children's Books program. This was a follow-up to last year's program after He received questions and requests to redo the class. It is exciting to see how many community members are interested in creating children's books. Jacinto plans to reach out to established authors and publishers to continue providing our patrons with information and resources. Jacinto and Adriana had four interviews in November to find a new team member. We got applicants with different backgrounds and a wide variety of experiences from digital media to maker space. We did find one person we offered the position to, and we look forward to welcoming them to the team in December. With the uptick use of the glowforge Jacinto maintained the machine and learned how to calibrate the laser. Jacinto also spent some time learning the embroidery machine and troubleshooting common issues. Lastly, he did some design and heat transfer vinyl on shirts. November was a great time for him to refresh and learn new maker machine technics to help troubleshoot problems our patrons may have with them.

From Debra Dudek's report

Adult Services Department

General Comments on the Month

November was a full month of quality programming and high caliber customer service. Hispanic Heritage Month programs were relatively well attended, and we made valuable new contacts for future events. I submitted two new ALA Traveling Exhibit Grant applications, a National Library of Medicine Exhibit Request, and submitted an additional traveling exhibit request to the National Museum of Civil War Medicine. Work continues on a VITA tax site partnership program with Lewis University. The most significant obstacle is finding more volunteers and students to assist with the pilot dates we have set aside in March and April 2023.

Our teen specialist Hayley Montalvo has accepted the position as Randi's new Teen Lead Specialist. She began her new role on Monday, November 7. We are very pleased to have her with us!

November also marked the final push in organizing our upcoming Star Wars Day on Saturday, December 3. Feedback on the event was very positive.

Randi, Teen Services Librarian

Teen Programming



I put together the project for our November Teen Crafternoon kits. Teens were able to create their own fall-themed art using tissue paper, a 5x7 canvas board and a black permanent marker. We supplied each teen with bleeding tissue paper. The color of the tissue paper transfers to canvas when dampened with water. Alison Pfaff found reference images that were included in the kits. These images were intended to serve as inspiration for their own artwork. All the kits were picked up by mid-November.

Leah Moon showed our teens how to make **Mandala Leaves** using paper leaves and paint. The teens used various types of tools and metallic acrylic paints to create their intricate designs. They made dot patterns of various sizes and created some truly wonderful artwork.



I also ran our **STEAM Lab** this month and we had a full house! Teens made tiny food using air dry clay. I also provided eye hooks so they could turn their creations into jewelry or key chains. The teens had a lot of fun with this one. It was really easy to run as we supplied air dry clay, clay tools we already had on hand and the jewelry components. I also found some examples and printed those out for

reference. Our teens made tiny clay fruit, pies, pizza, candy and so much more. I think my favorite was the Thanksgiving turkey!

School Services

It was a busy month as I continued to award prizes for the Great Reading Race at all three middle schools. I started off the month prepping for our monthly school visits to Brooks, Humphrey and Jane Addams Middle Schools. I did not plan a craft for these visits. Instead, I awarded level prizes as well as our drawing prizes (prize books) and the grand prizes (bag of books and \$50 Target gift cards). Three students at each school were grand prize winners.

Some students were able to preselect their prize books but for those who couldn't, I pulled together a cart of books that they were able to look through during our visits. I was also able to deliver the prizes for the school media centers and the winning teachers at each school. I love this program because we are able to get books to our teens both as they are reading for the program and for those that win books for their school media centers, classrooms or individually. My visit to Jane Addams was postponed due to an illness but I will finish awarding those prizes at our December monthly visit. All in all, another successful year for our middle school reading program!



Outreach staff and I attended a Brooks Family Reading Night event on November 17. This was a really fun event! Carolyn and I had created a game plan with me providing activities for the families while Outreach promoted library services and provided library card applications. I was able to use our square button maker for the first time! Teens and their families were able to make buttons. This was really popular as everyone loves buttons

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: 29

From Nic's Report

Millenium Park: The Architecture and Public Art (Senior Social Event)

11-10-22

Attendees: 8

This would be the third Senior Social that we had for the cycle and it appears that this will be both a consistent and successful program. The numbers have fluctuated a bit, but nothing to cause concern. We already have the programs for the Winter Senior Social programs and are currently working on finalizing the last of our Spring cycle. And possibly might be looking into ordering the light lunch from a different location, or at least start looking into the possibility of another restaurant.

For this month's Senior Social, we invited Jeff Mishur from Art Excursions to discuss the public art and architecture of Chicago's Millenium Park. There were several interesting

facts about the different pieces and structures that have been erected in the space. I was aware of some of the bits of information Jeff presented, which is always exciting. As always, Jeff was more than willing to present for us again and complimented both the patrons and the library for continuing to host programs like his. I'll keep Jeff in mind possibly for the Summer or Fall Senior Socials.

No-Sew Seasonal Wall Hangings 11-16-22 Attendees: 13



Working with Shari and Twisted Fiber studios for another crafting class is always a great experience, especially since she also has the public service background and understands and appreciates the different people that would attend any of our programs. We had her come in to lead a project to create wall hangings without having to sew. It was an interesting process overall and the patrons had quite a few questions as to material and how to purchase.

I was also interested in the process, considering that we are trying to do more staff led crafting and the usage of the iron on contact paper was something that I hadn't seen very often with programs like this. But of course, it might have been the number of irons that Shari had to have set up in order to not halt the projects progress for some patrons too badly. Imaging the typical 20 person class waiting on 1 or 2 irons would be dreadful. I'm hoping Shari has more programs that she would want to do for the future because I enjoy working with her and the patrons seemed to be comfortable with her and how she presented the craft. I know that there has been some frustration with the strictness of some of the instructors, and I'm trying to take that into consideration.

Librarian Highlight Aysha

Book Clubs:

Chills and Thrills: *Mexican Gothic* by Silvia Moreno-Garcia. 10 attended.

Coffee & Conversation: *Ask Again, Yes* by Mary Beth Keane. 9 attended. I brought some books with me to booktalk and we decided on titles for the Spring 2023 cycle.

Mysteries, Thriller and Crafts, Oh My! Fall Wreaths: 11 attended. Several patrons talked about the books they were currently reading, and one patron asked if we had 2 books she was interested in. I'm happy to see patrons are interested in reading as well as crafting.



Other Items:

November Book Display at the 3rd floor checkout: "On Gratitude." Eyan and I restocked it several times, even expanding on the meaning of "gratitude" to find more titles. I will definitely use this display for nonfiction titles, since they seem to do really well in the space. I'm happy to see that the displays Eyan and I are coming up with near the 3rd floor desk are doing well. I'm also continuing to change endcap displays and RA signage.

I've been working on creating carousels that coordinate with programs that are promoted on the blog. These include Disney Day, Star Wars Day, as well as upcoming programs: Scopes in the City, Black History Month and One Book, One 'Brook. I think this is a great way to promote collections through programming.

Librarian Highlight

Jay

General Comments

I was called twice for assistance with a Spanish-speaking patron. Lots of notary and one-on-one requests this month. This is mainly from older, retired adults looking for remedial basic computer help.

I was able to confirm that Bolingbrook Bank and Trust will be assisting the library for Money Smart Week 2023! I gave them Children's dates for each program and they said they would be able to send someone to assist. I need to meet with Joyce soon to coordinate both groups.

New notary books! Thank you to Christina and Nancy for ordering these for us. These will be invaluable reference tools. The materials provided by the state are not very useful, but everything from the National Notary Association is generally well done.

Librarian Highlight

Brian

This month I hosted *The Cooking Demo with Chef Maddox* Program held on the 10th. The program was presented by Chef Susan Maddox with an emphasis on One-Pot Meals. In her presentation she shared some great recipes that emphasized using the one-pot style to its absolute fullest! This style is known for keeping cleaning to a minimum and flavor to a maximum! The presentation examined how comfort food is the key to bringing family back to the table for dining, fun, and conversation. The recipes presented filled one's hunger for cozy dining and left one full with a smile. Chef Maddox incorporated many methods and techniques that were both discussed and demonstrated.

This month I presented and hosted an Introduction to Microsoft Word Class as an in-person program in Meeting Room C. All the attendees that registered and showed up



brought such positive energy and contributed a lively discussion to the proceedings! They all agreed that the class was excellent as a starting point for beginners and teaching the basics.

Lead Teen Specialist Highlight Hayley

November was definitely busy. The month started with a school visit to Brooks with Randi and Outreach. It was my first time going there, and I think it went well! We were handing out prizes for the Great Reading Race, and we were able to give out most of the book prizes to the students.



Programs

This month the Vortex hosted an event for International Games Day. Alison helped us set up giant games like Jenga, Sorry, and chess. Andrea hosted Silly Bingo, and I hosted a Super Smash Bros. tournament. Right away we had two siblings who wanted to play chess. One of them mentioned he was in the chess club at his school, so he was really excited to play. I think the two of them played four or five games before trying giant Jenga and then Andrea's Silly Bingo.

I think the Super Smash Tournament was a hit! We had nine people attend, and they all had a great time. I was genuinely impressed with the skill of some of the participants. I look forward to our next tournament in the spring!

Teen Specialist Highlight Andrea

November was a good month with quite a few positive patron interactions and lots of rest.

Book Babble

This month's Book Babble was on *Felix Ever After* by Kacen Callender
<https://www.youtube.com/watch?v=Mq9z6G3YD5U>

Notable Patron Interactions

I had one teen patron and his father come into the vortex asking if it was alright if the teen brought in his own Dungeons and Dragons set and played with his friends in the Vortex. They also wanted to know if they could check out "play books" or books that the dungeon Master uses to create the fantasy scenarios. I could not find any of those books in our catalog, but I said that it was alright if they played in the vortex and mentioned that they could use our kit as well.

I had a positive readers' advisory experience when another teen and parent duo came into the Vortex asking for sports books. I had just created a pathfinder regarding this subject a month prior and once I showed them the pathfinder, the teen found a book that he seemed pretty enthusiastic about. It was especially great how the author he chose has written books on several sports, so if the teen enjoys the book, he can pursue them as well.

Specialist Highlight

Audrey

The month of November flew by really fast! I love November because it's a month of reflection and gratitude with many celebrating the Thanksgiving Holiday. This month is my one-year anniversary being at Fountaindale and I'm very grateful to get to work with amazing people, while being part of a great community. I love seeing familiar patron faces everyday, even the ones that may be troublesome, and continuing to learn new or valuable skills everyday at work.

Programs

I'm continuing to research different programs to offer the patrons at the library. Still discouraged that many companies' prices are so high for art or craft classes. I was going to finalize Studio 60 Art Center for their paint classes, but they raised their prices for next year. Now, I have to adjust the amount of attendees to fit in the budget and figure out dates for their class. Also, I hosted my last yoga class for the fall cycle and I'm very appreciative that Jay oversaw my Mindfulness Workshop "Cultivating Kindness and Compassion," which I heard turned out very well.

Gentle Yoga and Guided Open-Heart Meditation (11/3)

3 Attendees, 22 Views

Gina led an amazing yoga class! She included an open-heart theme throughout the practice, while incorporating yoga, breath, and meditation. I only had three attendees for the Zoom program, but had 13 views the first day on our YouTube channel.



Specialist Highlight

Ben

I had a fun time tracking down some articles for a patron this month. He had requested a couple articles that were each over 100 years old. The titles I'd received were a little off, but after some digging I was able to find the articles in other books or as stand alone copies via ILL. Those are the questions I enjoy the most, the ones where I'm given *just* enough information to piece together where to get what I need. It's like solving a puzzle.

Staff Projects:



I've continued working my way through each of the Studio 300 virtual equipment training sessions and have now completed all ten of them. Hopefully having done this training will better prepare me to answer patron questions about the services we provide here at Fountaindale.

Specialist Highlight Alison

This month was productive. I was able to help so many patrons on the computer this month, as well as give Projects: This month I prepped for Star Wars Day Adult and Teen Crafts! We will be making bottle cap necklaces and pins as well as ornaments! I expect it to have a good turnout!

Specialist Highlight Andrew Keefe

November was a good month for patron interactions. I received a comment card from a regular patron, so that was nice. I did a good amount of notaries in November while I was on the third floor. I was on the third floor a lot more than I had been in the past few months. I've enjoyed helping patrons with nonfiction recommendations, but I'm still getting the hang of recommending fiction. I usually go to GoodReads and look for book lists, but it can be tough when patrons are looking for very specific characteristics in a book as opposed to a genre.

Specialist Highlight Patricia Arce

November was a good month. I spent a lot of time on the 3rd floor, interactions have been more minimal. I am genuinely surprised how often the study rooms have been filling up lately, especially as the days hit closer to Thanksgiving. I was able to do a lot of notaries while I was up there. I did 13 notaries to be exact.

From Joyce Arellano's report Children's Services Department

Monthly Overview of Children's Services:

Children's Services highlighted a number of celebrations this month including Native American Heritage Month, Thanksgiving, DiNovember and Family Reading Night. We also created programming to tie in to the release of the *Black Panther: Wakanda Forever* movie, *Cat Kid Comic Club* book and the new Pokémon Scarlet and Pokémon Violet game. We also offered fun passive activities this month. We answered many questions about our new eResource, ABCMouse Early Learning Academy for at home access. Patrons have shared their excitement about this new resource and have given CSD staff a lot of positive feedback.

PROGRAMMING

DISCOVERING ART: Gustav Klimt (23 attendees)

"Today we looked at Gustav Klimt's *Tree of Life*. I told them a little about how he first created the painting and how large it was and displayed, as well as where it is now and how it is displayed. We used acrylic paint on a 5x7 canvas. We talked about and I demonstrated how Klimt made the swirly branches and how the items in the tree and even on the ground meant something. The kids were very creative adding many different things to their trees and some intentionally making very abstract representations." *Chris Z.*



ESTUDIO DE MANUALIDADES (11 attendees)

We found blank canvas hand puppets from one of our vendors that children could customize and decorate. Using fabric paint and a variety of overstock supplies in CSD (buttons, feathers, pompoms, yarn and googly eyes) the children created unique and imaginative hand puppets. They all seemed to love Melisa's sample tiger puppet, and several children aimed to create one "just like Ms. Melisa's." Our teen volunteer was fantastic and helped make the program run smoothly. One grownup approached me after the program to say, "I didn't think my son would have fun, but he had a LOT of fun! Thank you so much for this."



ILLUSTRATORS: Jon Klassen (21 attendees)

"I showed the kids how [Klassen] uses watercolor to illustrate his books. I showed them how to paint variations of color as he does and to 'pull' color to give depth to the art. The kids really love learning about different illustrators' processes. They never just recreate the art but put their own spin on it. One of the kids commented that the group was more creative than she expected. Her mom and I smiled at the 'grown up' way she said it. One mom talked about her and her daughter's love of children's illustrators and how fun it is to discover new ones. As usual, many of the books I pulled were checked out by patrons. Everyone had fun and learned a little, too." *Chris Z.*



TAKE-IT MAKE-IT (626 kits)

- *Día de los Muertos*
- *Popsicle Stick Apples*
- *Paper Cup Spinner*
- *DiNovember*
- *French Fries*
- *Thanksgiving*
- *Paper Mushroom*
- *Native American Heritage Inuit Snow Goggles*
- Leftover crafts from other programs



MOVIES, MUSIC & ENTERTAINMENT

LEGO BLACK PANTHER (21 attendees)

"I had prepared an idea box with prompts on slips of paper in case children didn't know what to build, but no one needed it! They came up with lots of ideas. Two I remember were a horse for Shuri to ride and a Wakandan party bus. The program drew a mixture of kids who were fans of superheroes and kids who were fans of LEGOs. Everyone seemed to have a good time. One parent in particular told me that she was glad for a program that offered open-ended building because her son can struggle when he has to follow specific directions." *Sarah D.*



**READING, WRITING & PUBLISHING
PAWS TO READ (40 attendees)**

“We have a new dog in training named Flash. So many children liked the new dog.”
Rosemary B.



TRY THIS! (10 kits)

“I thought the early chapter book bags were tough, well, this one was even worse! It was more difficult to find diverse books in this category since most books were about animal characters. Shortly after I put the bags out, a grownup came in with two small children. She saw the display and stopped to look at it. It was fun to observe her reaction as she was reading the sign. She picked out two bags for the kids. We also got an email from a patron the night before asking us to set aside two bags for her. All the bags were taken by 2 p.m. Hurray!” *Jen F.*



STEAM & LEARNING FUN

EXPLORE THE NATIVE NORTHWEST (17 attendees)

“Because it is Native American Heritage Month, I thought it would be fun to recognize the beautiful people and cultures of the western coast of Northern U.S. and Canada. I set up Meeting Room C in a museum style to talk about the 800-year-old Sitka Spruce, totem poles and longhouses. Then we played the game of Lahal (Bones), a native game that kids and adults play.” *Kathy B.*

JUST FOR TWEENS

DIY BATH BOMBS (15 attendees)

“The DIY Bath Bombs program turned out to be a huge success. The kids had lots of fun adding and mixing all of the ingredients to make the bath bomb mixture. They were also so excited about picking the color and smell of their bath bombs. The parents seemed super excited about the bath bombs, too. They asked if they could take the instruction sheet home because they would like to make homemade bath bombs as Christmas presents. One tween even suggested that you can put a surprise toy into a bath bomb and whoever takes a bath can be surprised when the bath bomb dissolves.” *Marta M.*

LEGOS FOR LITERACY KIT (47 kits)

“This kit was inspired by the need to get rid of the plethora of Duplos that we had in our department. Each quart sized bag consisted of a variety of Duplos. Christina and I worked together to come up with some activities that will help promote literacy development. Activities focused on letter recognition, letter size, spelling short words, writing short sentences, letter formation and storytelling.” *Jen F.*

PRESCHOOL ART: Yarn Art (32 attendees)

“Today we used glue, yarn and paper to make beautiful yarn art. I chose rainbow yarn so they could make multi-colored designs or cut it up to use the colors individually. The kids as usual did not disappoint in their creativity. Several kids used the yarn as a whole length and made beautiful rainbow designs. Others did cut it apart and made some unique art. This activity helped preschoolers with fine motor skills by cutting and gluing the pieces down. The kids were very proud of their work and the grownups were happy that we offer the art program for preschoolers.” *Chris Z.*



PUBLIC SERVICE

We answered **589** reference questions and **641** directional questions. We also assisted with 32 one-on-one appointments and 3 teacher requests.

“Marta and I helped a patron who had an assignment to learn about the Choctaw Nation. We were able to find an [autobiographical book by Tim Tingle](#), a story in the folklore collection, a subject encyclopedia and a book on World War I (with a chapter on Code Talkers who preceded the Navajo Code Talkers in World War II).” *Sarah D.*

“I was wearing my Libby t-shirt. After Storytime, one patron approached me and asked about it. She uses Hoopla a lot but wasn’t familiar with the other eResources. We talked about how to access it, and I brought her to one of the OPACs and showed her how it indicates the platform when you search for materials. She was excited to have another way to access eBooks.” *Jen F.*

READERS’ ADVISORY

“A dad came in to talk about his three children (ages 8, 10 and 11.) ‘They can read, but I really want to take them to the next level.’ He had proudly gotten all three children library cards and was very excited to peruse the collection. We walked through the department, picking up books, talking strategies and seeking good-fit reads. After hearing his phone conversation [with his family] I thought it would be more prudent to show him our eResources. As I used our outward facing screen to show step-by-step instructions, he recorded the procedures on his phone. He was completely amazed. He said we were ‘dope.’” *Kathy B.*

From Amina Ali's report

Circulation Services Department Report

November was such a busy month for the building. The Circulation Staff did a great job helping answer phone calls and questions regarding early voting and voting. Voting Day was the busiest day in the lobby, Director Paul Mills and Deputy Director Nancy Korczak were helping Circulation by assisting patrons find their correct polling place.

Lead Specialist Mary celebrated her 5 year anniversary at Fountaindale and was presented at the November Board Meeting. We also had our last LACONI CSS program of the year this month, and my last as LACONI CSS President. It was a great year for us and we hosted some amazing programs including Gender 101, Circulation Outside of the Building, Circulation and Reader's Advisory, etc.

Kate, Assistant Manager

November was all about Early Voting and License plate stickers! Circulation staff answered many Early Voting questions via phone and in person. On Election Day, Specialists were very busy looking up over 400 patrons polling places!

Keeping with those high numbers, this month we renewed 149 license plate stickers. November was the second highest month of the year for renewals. We also had our quarterly RAILS count. We sent out 61 bins and 1,587 items the week of November 11th through 18th.

I had our part time Specialist meeting, one on one meetings, and attended the Strategic Plan Committee meeting as well.

Amina and I conducted interviews for our vacant Specialist position and we are happy to have current Circulation Aide, Anam joining our team mid December.

Jorie, Associate Manager

I started out the month by doing some shifts at the main desk with Kate learning what the specialists do. I also completed the online training on how to renew license plate stickers as well. I now feel comfortable out there and am able to help cover the desk if needed. Another thing I worked on was written instructions for how to clean the AMH and on the 15th, we did our monthly cleaning. Carrie, Hillary, and Tom were all trained on how to do the cleaning this month. Meetings I attended were the Collection Usage Committee meeting and the Strategic Plan Objective 1.4 meeting.

Circulation Statistics

New Patrons Registered	238
Holds Pulled From Shelves	5,774

Drive Up Statistics Summary

	CURRENT MONTH	SAME MONTH LY	INCREASE/ DECREASE %
TOTAL VISITS	634	678	-6%
	CURRENT YEAR	YTD LY	
VISITS YTD	3364	3612	-7%
	CURRENT MONTH	LY	
BUSIEST DAY/S	11/4, 11/23 34 visits	11/12, 11/24, 11/29 33 visits	
BUSIEST TIME PERIOD	3 PM-6 PM 232 visits	3 PM-6 PM 273 visits	
TOTAL VISITS	CURRENT YEAR	LY	
9AM-12PM	141	109	1.3%
12PM-3PM	180	210	-14%
3PM-6PM	232	273	-15%
6PM-9PM	51	86	-41%

Summary: We had 634 visits (pick ups) at the drive through this November which is a decrease from 663 in October, a 5% difference. Total visits were down 6% compared to October 2021. The average per day is 22 visits in November, as compared to 21 visits per day in October.

From Tana Petrov's report

Outreach Services

Outreach General Updates

During the month of November, Outreach staff performed many tasks and activities, such as:

- Attended the following school events: Brooks Family Reading Night, Tibbott Family Reading Night and Independence Family Reading Night
- Provided programming with the outreach vehicles and in the library building, such as Pho Soup program, Dinovember and International Games Month
- Visited the community with the Bookmobile and Library Express Van bringing holds and giveaway, and promoting library events and resources
- Provided storytimes at Bolingbrook Historical Museum, IKEA, Wholey Granolly, as well as at local day-care centers
- Provided programming at Encore Memory Care and Atria at River Trail
- Provided Home-Delivery Service, picking up and delivering materials

Services for Seniors

- Atria at River Trail



From Sarah's report: *I met with the Heritage Woods Activities Coordinator to talk about going back inside to the Book Club there. She was excited about this service and mentioned that the residents had been asking for this to start up again. We will do an introduction back to the Book Club in the new year. For the Atria Book Club, I found copies of the book, "American Dirt" that was delivered this month for them to discuss in December. I am waiting for a response after I sent an email to the activities coordinator to see if they would like to continue having this book club service in the new year.*

- **Encore Memory Care Program**

From Sarah's report: *On 11/23/22, I went to Encore with Melissa to shadow as part of one of my annual goals. Melissa brought coloring pages, a turkey craft, and trivia questions to do with the*

residents. We helped the residents make their turkeys and afterwards took their pictures because they were so proud of them.

Services for Preschools

From Laura's report: Programs/Storytimes Presented/ Activities

- Presented 26 monthly storytimes to my regular 13 preschools & schools (Furqaan and MCMA) as well as at the Museum, IKEA and Wholey Granoly; also Independence Literacy Night storytime
- Pulled puppets to check out and prepared bags for School Literacy Project for MCMA and Furqaan's elementary classes: create a puppet show script (by class or individual) – they will perform the puppet shows at my December visit using puppet pairs checked out to the schools/classes. Received small incentive prizes to hand out in December. I received my first three puppet scripts from Furqaan's grade 4th/5th to type up and format for their performance. The teacher's comments: "This is Shabana Jameel. I teach 4/5 grade at Furqaan Academy. The kids are starting to work on their plays...Thank you, Laura for this fun assignment for the kids." And "Thank you so much for your hard work! The kids will be thrilled to be reading from actual scripts the day of the puppet show." I have also received 2 scripts from MCMA so far and I heard today that they have rehearsed their program for next week's performance.



Services for Schools

• YMCA Visits

From Sara's report: *At YMCA Independence Afterschool, I read "Dini Dinosaur" book and brought 2 dinosaur stuffed animals as a visual aid. We had an indoor hovering soccer game. We also brought coloring pages for the students to color with markers and crayons. While at the YMCA BJ Ward Afterschool program, I read "You are Awesome!" and "It Is (Not) Perfect!" We had an activity dice game and coloring pages for the kids.*

From Melissa's report: *On 11/22, Joe and I attended the YMCA after school program at Wood View. I read two dinosaur books and then we made a dinosaur paper bag puppet. We also brought an activity sheet that showed us what our dinosaur names would be. The kids had a lot of fun with the various activities. The craft was a big hit. One of the students drew Sonic and asked if I could cut it out for him. Joe then helped him glue it onto his paper bag so that he would have a Sonic puppet.*

Bookmobile and Library Express Van Community Visits

- We continued our [Library Express Van](#) monthly visits to Atria at River Trail, Heritage Woods, Greenleaf Apartments, Meadowbrook Manor, Kindercare Seneca, etc.
- We continued our [Bookmobile monthly visits](#) to First Presbyterian Church, Target, MacKenzie Falls, RiverStone Apartments, Promenade Apartments, Beaconridge, BRAC, Annerino Community Center, IKEA, Best Buy and Promenade Mall.

Outreach Events

- November 5 - Dinovember (**70 attendees**)

From Joe's report: *I was the dinosaur at the "Dinosaur meet & greet" hosted by the Outreach department. The event took place in CSD's Creativity Park where we had decorations, crafts, dinosaur books, a large cardboard cut-out of a T-Rex dinosaur for photos, and the "live" dinosaur (yours truly) to also take pictures with. I had a lot of fun in the costume and stomping around the library pretending to be a dinosaur and taking pictures with patrons. Although the costume was a bit scary for the little ones, I pretended to be a "friendly" dinosaur to put them at ease. It seemed like everyone who stopped by the event enjoyed themselves.*



- November 8: Cindy held a fun Pho Soup program that went along with her bulletin board in CSD and highlighted spices and ingredients used in Vietnamese soup (**55 attendees**)

From Cindy's report: *We made about 75 bags prior to the program, and have since made at least 50 more bags. Some kids have taken it home as a take and make, and some chose to take their finished bowls of soup they made at the library home. The best part of this program was meeting parents, and helping people*



on the floor to find materials. I helped a lot of people find books that never asked for help, I just said hello and ask them first, most said yes please. When we are busy it seems we are lacking a person to walk the floor to engage people who may not be willing to ask for help but clearly need it. Some folks just won't go up to a desk and ask someone for whatever reason, when they are struggling to find what they want.

- November 15 - Tibbott Family Reading Night **(281 attendees)**
From Carolyn's report: Ramon and I attended Tibbott's Family Reading Night. Their theme was space/cosmic. They set us up in the hallway between their activities and we had a lot of families stop by. Besides having giveaways for the students, we also had families ask about library cards, programs and even had some check outs from the space books we brought for display! We saw 281 students and parents that night!
- November 28 Village of Bolingbrook's Winter Walk
From Carolyn's report: Tana and I took the decorations we ordered and put up the lights and decorations on our tree for Bolingbrook's Winter Walk. Nancy had given us some ornaments made by Studio 300 highlighting resources, and Outreach made laminated book cover ornaments to add.



- Bookmobile Fun: International Games Month **(59 attendees)**

Special Projects & Activities

- **Read-A-Palooza:**

From Melissa's report: On 11/16, I went to Tibbott Elementary School to present a Kindle Fire Tablet to the grand prize winner of Read-A-Palooza. Joey, a second grader, was the winner. Joey's grandmother came to see him receive his prize. She was so excited for him. Joey didn't show too much excitement, but his grandmother said that's just his personality. She said that Joey reads at a 4th grade level and he was very excited to participate in the Read-A-Palooza reading program.

Winner this year was Independence elementary school, second place was BJWard, and third place was Wood View elementary. Winner of the student raffle for a Kindle Fire was a student from Tibbott elementary. Melissa and Joe presented the prize in person. Tana and I will present the winning school their books in person on Friday, Dec. 2.

We received terrific responses from the LMC Directors and our participation was 1178 students. This was up by approximately 200 students from last year!

Some of the responses:

- Oh my goodness, thank you so much for the amazing news books and the wonderful prizes for the students. They will be so excited. We are very thankful to have Fountaindale as our community partners and greatly appreciate all you do to support our community of readers!
- “Yay!!! This is so exciting! Thank you so much! We are beyond excited here at Independence....We are so grateful for the awesome new books for our library.”
- “Thanks to you and Fountaindale library for organizing and executing this reading activity!”
- “We appreciate the certificates and prizes and all that you do for our school! The books are beautiful!”
- “I appreciate all you do to support our students!”



• **Jonas Salk Elementary School Library Field Trip**

From Melisa's report: On 11/18, the second graders from Jonas Salk Elementary School took a field trip to the library. Nancy, Tana, Ramon and myself provided them with a tour of the library, crafts and a storytime. The students were split into four groups. I provided the storytime for the students. I did two puppet shows, read two books and played two activity songs. The students loved it! Ms. Dzik asked how I became such a good storyteller. I told her lots of practice and learning from my co-workers.



Vehicles Maintenance

From Carolyn's report: *This month the van had the wrap replaced due to the bubbling and tears on the vehicle. Both the Bookmobile and Van received their 6 month maintenance this month. Unfortunately, after we received the Bookmobile back, the heater no longer worked properly and we needed to take it to Illinois Auto in McCook for diagnosis and repair, so the Library Express Van was being used most of the month. Outreach staff made sure the vehicles were stocked with winter supplies we'll need while out on the road: salt, winter additive, shovels, scrappers, lubricant.*

Building Operations (Tasos Priovolos)

Our exterior lighting lot project has started!! The contractors replaced the bollards and have begun replacing the parking lot poles. As with any project, we are working closely with our architect, lighting engineer, and general contractor as questions and obstacles arise.

Exterior holiday lights were installed on our trees!!! We have installed exterior lighting on the trees along our building on the east and south ends. Patrons and staff were excited to see holiday lighting installed.

We continued interviewing for our open positions and have offered the part time Security Guard – Customer Service position to a candidate who will be starting the first week of December.

Our feminine napkin dispensers throughout the building were replaced with newer ada compliant dispensers which have push button operation instead of the non-compliant thumbturn operation. The new dispensers are also free-vending for these items.

Assisted in temporarily clearing a large area in our receiving garage to accommodate contractors who were on-site to re-wrap the Express Van.

Our boilers had their annual preventative maintenance completed this past month. This maintenance assures that the boilers are currently operating properly and are ready for the cold weather coming soon.

Worked with the Strategic Plan Objective 1.4 team and obtained information on heat-mapping and route tracking capabilities on our existing security cameras.



ZENDESK -

In November, 32 new maintenance tickets were created, and 33 new or existing tickets were completed.

Collection Management & Technical Services (Christina Theobald)

November 2022 Statistics Snapshot

- 4.5%+ increase in digital circulation
- 3,091 new items added to collection; 37 original catalog records created
- 1,577 old & worn items were withdrawn
- 245 interlibrary loans received for our patrons
- 405 invoices paid; 317 damaged items repaired

Staff News

We welcomed Bini Issac to the Collection Services team this month! Bini has started in her new role as Acquisitions Supervisor, which comprises performing acquisitions work, oversight and supervision of the Acquisitions and Processing Division.

Pinnacle Meetings

Several Pinnacle meetings were held in November, including the Fountaindale-Pinnacle meeting, PinDigital and PinTech committee meetings, as well as a Pinnacle Vega Task Force meeting.

At the **FPLD-Pinnacle meeting**, Fountaindale staff provided updates on new business within each Pinnacle committee. The PLC strategic plan is now available on the Pinnacle staff intranet. Additionally, a television ad for our shared eBook platform Libby is now running from November through January 3 on available channels.

At the **PinTech meeting**, significant progress has been made in our efforts to add DEI (diversity, equity and inclusion) subject headings into the catalog. The list of diversity terms was finalized and local authority records have been created. Catalogers will now begin adding these terms as they catalog new materials. Additionally, our next steps include adding DEI headings in bulk to existing applicable records by utilizing the data from individual library diversity audits and data harvested from collectionHQ and Ingram. Ultimately, this work translates to increased access and discovery of diverse materials, updated terminology in the public catalog and better reflects the wonderful communities that the Pinnacle libraries serve. PinTech is collaborating with Matt Hammermeister on topics to cover for Polaris cataloging training. Matt is planning a slate of videos that focus on cataloging functions specific to Polaris. The Committee looks forward to utilizing these resources for continuous training and onboarding new staff. Utilizing PinTech's continuing education budget, several cataloging staff were able to attend the *Inclusive Cataloging* workshop sponsored by Library Journal. Staff confirmed it was a valuable experience that provided several practical takeaways to ensure our collections continue to be accessible and inclusive.

At the **PinDigital meeting**, we welcomed a new committee member from Lemont and provided introductions and overviews of our roles on the committee. The group continued discussion of implementing a Reconsideration of Materials Request Form. After the meeting, further edits were made and the form will be ready for official approval at January's meeting. We also discussed using the Cost Per Circ lending model to fulfill titles with particularly high holds as a way to maintain our 8:1 holds ratio in the most cost efficient manner. We will also be utilizing each library's Advantage Plus budgets to purchase extra copies and help offset costs from the holds budget. A subcommittee comprising the Chair, ILS Manager and myself are continuing to work on updating the committee's policy and procedures. The final updated policy draft will be reviewed at the next meeting and then submitted to the Pinnacle Governing Board for official approval.

Collection Services Staff Reports

From Jacob Luce, *Collection Services Assistant Manager*

For the month of November, I assisted my Manager with sorting and withdrawing materials that will no longer be in our Local History Collection. I assisted my Manager with renewing the RDA toolkit for the catalogers use. I helped create graphs to convey the Roku survey data to the Collection Usage Committee. I worked with HBO Max to ensure that our payment information that was on file is current, so we can continue our subscription to the service for the Rokus. I trained the new Acquisitions Supervisor on ordering, processing and receiving materials from B&T, Ingram and Amazon. She was also trained on the workflow of the Acquisitions Division, including where to locate new shipments, where the designated area in the workroom is for those shipments, where the team places the processed materials for the Catalogers, how to process Lucky Day shipments that come in and how to return Lucky Day shipments. Bini and I conducted Linda's yearly evaluation. I coordinated with the Collection Librarians, Collection Aides and Circulation to complete the A/V mat replacement project. I ordered the puppets and books for the Puppet Packs for Outreach. Last but not least, I ordered, received and processed the Notary Books for ready reference for the ATSD desk and for Admin.

From Lynnette Hopwood, *Adult Collection Librarian*

We were quite busy changing our displays. We had to take down all of the Halloween displays and put up Thanksgiving, Native American Heritage Month, Veteran's Day, and Christmas displays. That kept us quite occupied for the first few days of the month. Our two highest circulating displays besides Lucky Day were Thanksgiving and Native American Heritage Month. I also pulled materials from the Local History collection that were not specific to Bolingbrook. These materials are going to be evaluated to either be added to the circulating collection or offered to area Historical Societies. I also worked on a display for materials that were purchased from a donation in honor of one of my staff member's hard work and dedication. I am continuing to focus on ordering materials for our Lucky Day collection as well as items to enhance our DEI (Diversity, Equity, and Inclusion) materials. I attended a webinar that focused on books for fall that are getting a large amount of interest in the library world. Many of these titles fit into our DEI categories and are an excellent fit for our community. I have ordered them for our collection.

From Brett Luminais, *Children's Collection Librarian*

I attended the YALSA Symposium at the beginning of this month and found it to be an educational experience. In particular, the sessions "Reimagine the Canon: Bringing the Classics to 21st Century Teens" and "Building Diverse Social Justice Collections and Programming That Builds Bridges Between Teens and Their Communities" were of great value to me. I coordinated with Lynnette to create pull lists for lobby displays that correspond to important programming events and holidays such as Disney Day, Star Wars Day, and Thanksgiving, as well as ensuring those displays were present in CSD. I completed expanding and redrafting Juvenile Display procedures, working to have all steps accounted for in the detailed process. I gave special attention to older Thanksgiving titles, reviewing and researching many of them to assess any problematic representation. Work on developing the Home Learning collection continued, and I selected and ordered several lists of new materials. I also worked with the Collection Leads team on a workflow to ensure that items in the old Homeschool collection meant to be transferred to the Home Learning collection will be re-cataloged and re-labeled and

to make room in the workroom for the materials to be stored. While maintaining work on these projects, I continued to focus on ordering materials, bringing all my funds to 50% encumbered and expended, and the majority to 55% or more encumbered or expended. This puts us in an excellent position to meet our spending goals for December.

From Chris Castle, *Cataloging Supervisor*

At the Collections Lead meeting this month, it was decided that the Home Learning collection will be recataloged and relabeled in December. Karina will be the lead cataloger for this project. New items for this collection have started arriving, and Karina will begin cataloging them as a priority. At the PinTech meeting this month, Joliet informed us that the authority records for the local DEI subject headings had been created. All Pinnacle libraries will now begin adding these headings to records. The Fountaindale cataloging team and I also did more research on the neurodiversity, mental health, and people with disabilities headings. PinTech has approved the creation of the “4K TV shows” local genre heading. We will apply this to 4K TV shows when they are cataloged. PinTech also approved the increase of the acceptable variation in book spine measurement to 3 cm from 2 cm. This will allow more nearly identical items to be added to the same bib records to fulfill more patron holds quicker. Subfield 1s in authorized name heading MARC fields were discussed and found to have no current impact on the catalog. They are an attempt at linked data that might prove useful in the future, so catalogers will leave them in. From the Jumpstart Inclusive Cataloging webinar this month, I learned about the Cataloging Lab website that has information on current topics in controlled vocabularies and classification. I also learned about a project from another library to audit the Dewey 300s section for materials that would better fit in the 900s, especially items about race and gender. At Fountaindale, we will begin taking a closer look at our materials so these topics are more accurately represented as our history instead of just a topic. I trained Gregory on the cataloging of magazines that we catalog into other collections. I have continued giving the Cataloging Specialists notes on their cataloging if I have suggestions, see corrections, or want to mention something.

From Bini Issac, *Acquisitions Supervisor*

This is my first month into the new position of Acquisition Supervisor. I am learning a lot of new things related to my work and am excited. Polaris is new to me and I am learning its different modules and their uses. I learned to pay invoices for Amazon, Baker and Taylor, Midwest Tape, and Polonia. I placed orders through Amazon, Ingram and Baker and Taylor. I created record sets for items ready to go into circulation. I created item records for DVD's that accompany Blu-ray combo sets. I learned how to add ordered items to a record set. I learned how to update the OPAC carousel for titles that do not display a picture on our OPAC. I made a document for receiving shipments for my staff. I learned how to apply barcode and RFID tags to our materials, and update the item record with the barcode information. I learned from Jake how to return Leased items back to its vendor. I learned the procedure on how to return damaged Lucky day items. I learned quite a few things in Paylocity features relating to my staff. I assisted my manager with giving Linda her yearly evaluation.

From Karina Andrus, *Cataloger*

This month, I attended 2 cataloging webinars, one on RDA and the other on inclusive cataloging. I started adding DEI subject headings to bib records that were approved by PinTech. I cataloged 6 notary books for the staff reference collection. When Chris was out I spot-checked Amy and Gregory's cataloged items and gave them feedback on bib records, item records, and label formatting. I checked over the carts of items going down to circ for Bini when needed. I took care of putting out newspapers as needed. I prioritized cataloging holiday movies, and added the adult movies to a display record set for Lynnette. I also celebrated my 2-year work anniversary!

From Christine Jason, *Interlibrary Loan Specialist*

Find More Illinois has been running smoothly. We have an almost perfect lending record, only a few items we were not able to send due to them being missing or checked. I had 5 requests for an Outreach patron in WorldShare that I converted to FMI requests as they were all owned by the same library. I also had a few more patron requests that I was able to fill. This month was busy with requests for eight academic articles as well as material such as *Proceedings of the Topical Meeting on the Next Generation of Nuclear Power Plants*. I even had one rather long title in German that was only available in Germany. Finally, I assisted Lynnette in reviewing items in poor condition for replacement, creating a cart in B&T.

Circulation by Branch

Branch	2021	2022	Change	% Change
Building	48338	45760	-2578	-5.33%
Outreach	3567	5987	2420	67.84%
Studio	1106	1776	670	60.58%
Digital	8655	9043	388	4.48%
Totals	61666	62566	900	1.46%

Battle of the AV Formats

Format	Circs		Format	Circs
Blu-ray	2092	vs.	DVD	7429
CD Audiobook	396	vs.	Playaway Audiobook	706
Vinyl Record	209	vs.	Music CD	866

Special Collections

Collection	Circs
Backpacks	174
Bluetooth Transmitters	3
Dolls	64
Hotspots	61
Laptops	242
Lucky Day	995
Portable CD Players	17
Portable Record Players	40
Rokus	46
STEAMboxes	80
Tween Book Boxes	9
Vinyl Records & Cases	245

Physical Collection Circulation

**Sorted alphabetically by collection*

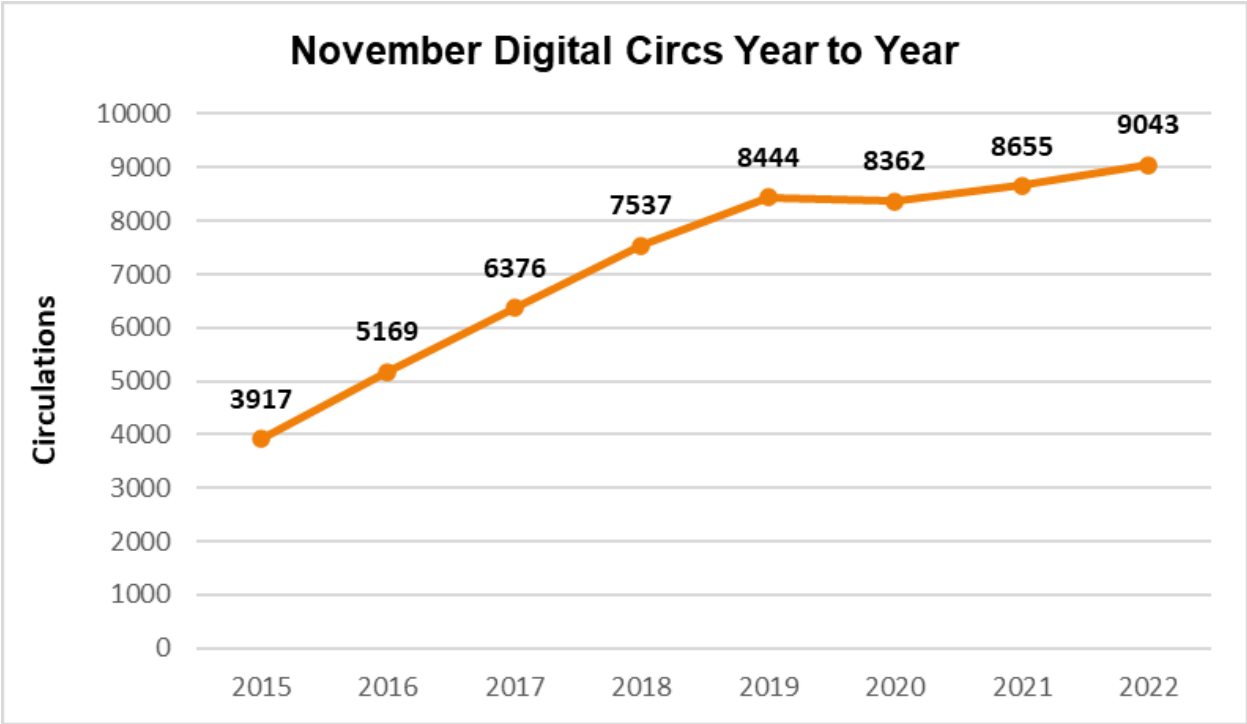
Collection	Nov 2021 Circs	Nov 2022 Circs	Change	% Change
Adult Audiobooks	456	442	-14	-3%
Adult Fiction	4317	4419	102	2%
Adult Graphic Novels	637	494	-143	-22%
Adult Nonfiction	4241	4095	-146	-3%
Adult Video Games	459	536	77	17%
Beginning Readers	2428	2366	-62	-3%
Interlibrary Loan	253	215	-38	-15%
Juvenile Audiobooks	925	1225	300	32%
Juvenile Fiction	4183	3898	-285	-7%
Juvenile Graphic Novels	2190	3072	882	40%
Juvenile Kits	98	226	128	131%
Juvenile Movies & TV	2891	2793	-98	-3%
Juvenile Nonfiction	2916	3240	324	11%
Juvenile Technology & Equipment	321	317	-4	-1%
Juvenile Video Games	931	1269	338	36%
Large Print	731	815	84	11%
Local Authors	7	10	3	43%
Local History & Genealogy	2	0	-2	-100%

Magazines	512	509	-3	-1%
Movies & TV	8631	6672	-1959	-23%
Music	1183	1069	-114	-10%
On-the-Fly	22	19	-3	-14%
Picture Books	9236	10051	815	9%
Studio 300	1104	1770	666	60%
Technology & Equipment	552	425	-127	-23%
World Languages Adult	121	158	37	31%
World Languages Juvenile	465	725	260	56%
World Languages Young Adult	2	2	0	0%
Young Adult Audiobooks	26	18	-8	-31%
Young Adult Fiction	1041	771	-270	-26%
Young Adult Graphic Novels	1350	936	-414	-31%
Young Adult Kits	10	14	4	40%
Young Adult Nonfiction	177	168	-9	-5%
Young Adult Technology & Equipment	1	1	0	0%
Young Adult Video Games	592	783	191	32%
Totals	53011	53523	512	1%

Digital Collection Usage

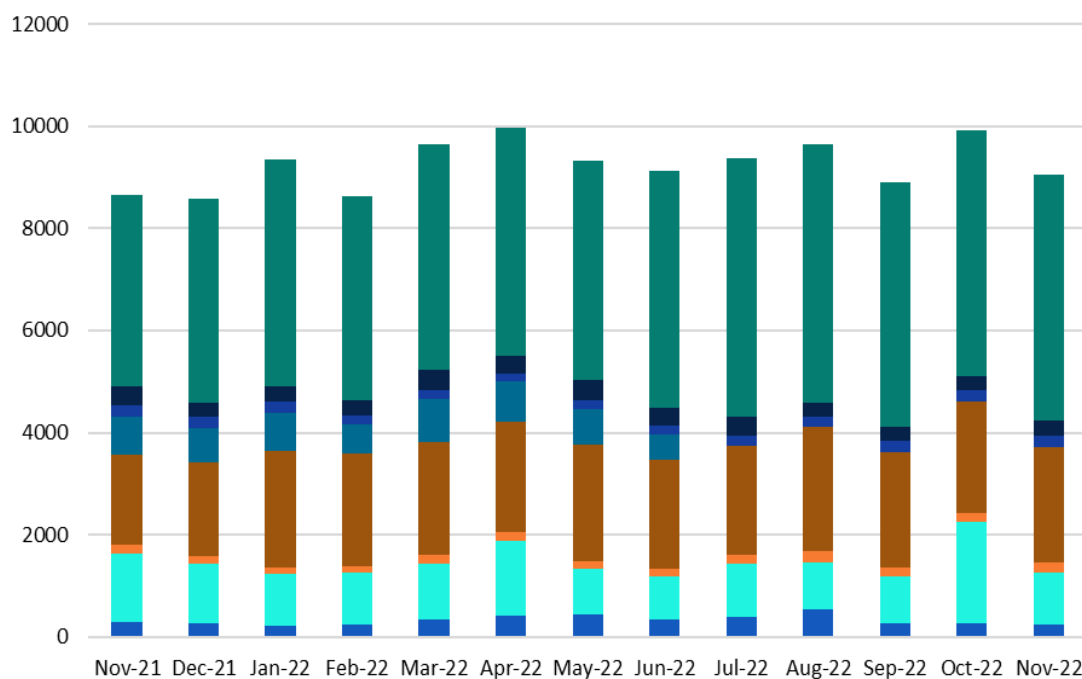
**Sorted by positive circulation change*

Digital Platform	Nov 2021	Nov 2022	Change	% Changed
Libby by OverDrive	4133	5108	975	23.59%
Hoopla	1754	2260	506	28.85%
eRead Illinois	212	230	18	8.49%
Kanopy	175	176	1	0.57%
PressReader	299	249	-50	-16.72%
cloudLibrary <i>*discontinued effective July 2022</i>	254	0	-254	-100.00%
Freegal	1329	1020	-309	-23.25%
cloudLibrary Shared <i>*discontinued effective July 2022</i>	499	0	-499	-100.00%
Totals	8655	9043	388	4.48%



For **November**, digital circulation was 14.5% of the library's total circulation.

Digital Collection Circulation Over the Year



	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22
OverDrive	3738	4004	4464	4019	4418	4472	4303	4660	5081	5067	4806	4814	4811
OverDrive eMags	395	272	290	295	394	345	392	325	369	270	267	265	297
eRead Illinois	212	218	213	170	172	152	171	181	201	203	216	230	230
Cloud Library	753	684	757	570	843	804	700	512	0	0	0	0	0
Hoopla	1754	1831	2280	2205	2214	2142	2289	2131	2132	2445	2255	2186	2260
Kanopy	175	132	135	136	173	191	154	148	179	205	175	159	176
Freegal Music	1329	1173	1011	1019	1108	1448	870	826	1025	932	924	2004	1020
PressReader	299	269	210	228	331	420	450	351	394	536	266	255	249

Digital Content Fast Facts - November 2022

Libby by OverDrive

- There were **5,903 active Pinnacle patrons in the month**. Of those, **Fountaindale had 1,068 active patrons, 65 of which are new users**.
- During the month, PLC yielded **29,390 total checkouts**; of those, **5,108 circs** were from Fountaindale patrons.
- Checkouts by Format: eBooks: 50.4 %, Audio: 42.7%, eMagazines: 6.9%
- Checkouts by Audience: Adults: 88.6%; Young Adults: 6.4%; Juvenile: 5%

eRead Illinois/Axis 360

- There were **99 active patrons** for the month, **26 of which are new users**
- During the month, there were **109 eBook circs** and **121 eAudio circs**
- Checkouts by Format: eBooks: 47%; eAudio: 53%

Hoopla

- There were **2,260 circs** borrowed by **448 patrons**
- There were **448 active patrons**, **57 of which are new users**
- **Audiobooks** were the most borrowed format, accounting for **49%** of all circs, followed by **eBooks with 30%**, **Movies/TV with 16%** and **Music with 4%**.
- The top trending titles were *Leverage* seasons 1 and 2 and *After We Were Stolen* by *Brooke Beyfuss* on eAudiobook

Kanopy

- Patrons played **176 distinct video titles** and **383 video plays**
- There were **53 active patrons**
- The **most popular videos** were *Jim Henson Shorts*, *Father Brown*, *Basic Instinct 2*

Freegal

- This month yielded **851 songs streamed** and **169 songs downloads**
- There were 15 active patrons streaming and 15 patrons downloading
- Top **streaming music genres**: Classical, Holiday, Pop
- Top **downloaded music genres**: Pop, Classic Rock, Rock

Physical Items Added and Withdrawn

Physical Items	Nov 2022 Added	Nov 2022 Withdrawn
Adult Audiobooks	33	1
Adult Fiction	394	264
Adult Graphic Novels	10	136
Adult Nonfiction	440	115
Adult Video Games	13	1
Beginning Readers	41	0
Juvenile Audiobooks	4	2
Juvenile Fiction	299	4
Juvenile Graphic Novels	121	1
Juvenile Kits	0	1
Juvenile Movies & TV	77	1
Juvenile Nonfiction	41	4
Juvenile Technology & Equipment	8	1
Juvenile Video Games	56	0
Large Print	97	2
Local Authors	0	0
Local History & Genealogy	0	156

Magazines	296	1
Movies & TV	478	36
Music	83	1
Picture Books	333	160
Studio 300	0	0
Technology & Equipment	3	3
World Languages Adult	14	238
World Languages Juvenile	23	42
World Languages Young Adult	0	53
Young Adult Audiobooks	1	0
Young Adult Fiction	151	353
Young Adult Nonfiction	20	0
Young Adult Technology & Equipment	0	0
Young Adult Video Games	19	0
Totals	3091	1577

Cataloging

- Items Cataloged and made available: 3091
- Original bibliographic records created: 37
- Magazines & Newspapers processed: 292

Acquisitions & Processing

- Purchase Orders created: 128
- Invoices Paid: 405
- Boxes Received and Opened: 80
- Items Repaired: 317

Interlibrary Loan through OCLC

245	Items Received for our patrons <ul style="list-style-type: none"> • 211 items from IL libraries • 34 items from out of state libraries
201	Items Sent out to other libraries <ul style="list-style-type: none"> • 103 to IL libraries • 98 to out of state libraries • 0 ALA Requests

329	Items requested by our patrons this month <ul style="list-style-type: none"> • 301 submitted in OCLC • 15 items were too new to request • 4 were available in Pinnacle • 9 were out of country only
310	Items requested by OCLC libraries this month <ul style="list-style-type: none"> • 157 from IL libraries • 151 from out of state libraries • 2 was out of country library • 0 were ALA Request Forms

Find More Illinois

18	FMI Items Received for Our Patrons
63	FMI Items Sent Out to Other Libraries
29	FMI Items Requested by Our Patrons
69	FMI Items Requested by Other Libraries

Weeding & Collection Maintenance

CHQ Status	Adult	Young Adult	Juvenile	Totals
Dead - Items that have not circulated in <u>2 years</u> CHQ Recommendation: less than 10%	9,908 8.61 %	916 7.23%	8,737 8.59%	19,561 8.52%
Collection Check - Anything that has not circulated in <u>4 years</u> CHQ Recommendation: less than 10%	123 1.24%	38 4.15%	481 5.51%	642 3.28%
Grubby - Items that have circulated <u>75 times</u> or more CHQ Recommendation: less than 10%	8,303 7.57%	427 3.51%	7,405 7.93%	16,135 7.50%
DOA* Items that have been added to the collection in the last 6-18 months, and only circulated 1 or less times.	4,203 25.12%	517 31.64%	2,649 24.10%	7,369 25.10%
Turnover Nov 23, 2021 to Nov 21, 2022	2.45	2.67	3.11	2.75

Display Circs

1st Floor:

Lobby Tree: Staff Picks – 22
 Lobby Cart: Disney Day – 18
 Lobby Cart: Native American Heritage Month – 106
 Lobby Cart: Star Wars – 21
 Lobby Cart: Thanksgiving – 139
 Lobby Cart: Veteran's Day – 17

2nd Floor

2nd floor cart: Christmas Fun – 38
 2nd floor cart: Military Thrillers - 52

3rd Floor

Self-Check: Gratitude – 20
 3rd Floor Desk Table: Here There be Dragons – 7
 3rd Floor Cart: Baking Spirits Bright – 7
 3rd Floor Cart: Comfort Foods – 26
 3rd Floor Cart: Mustache You to Check Out These Books– 6
 3rd Floor Cart: NaNoWriMo – 23
 3rd Floor Nonfiction Football – 0
 3rd Floor Nonfiction Get Outdoors with Friends and Family – 0
 3rd Floor Nonfiction Italian Cooking – 5
 3rd Floor Nonfiction Native Americans – 1
 3rd Floor Nonfiction Surviving the Holidays – 5
 3rd Floor Nonfiction Sweets and Treats – 0
 3rd Floor Nonfiction Thankful – 0
 3rd Floor Nonfiction Transgender Awareness – 2
 3rd Floor Nonfiction Veteran's Day – 0

Children's and Teens

Christmas J DVDs - 137
 Dinovember E, J, & JNF - 139
 Holiday DVD End Cap - 22
 Native American Heritage Month - 57
 Picture Book Month - 29
 Thanksgiving E, J, JNF, & J DVD- 265
 Star Wars J - 17
 Step Into Reading – 92
 Anime Movies – 86
 Teen Reads – 7
 Teen Pop – 74
 YA Create - 12



Adult Displays



Children's Displays



Communications (Melissa Bradley)

Communications Highlights

- Our Google Ads had 138,927 impressions and 7,314 clicks.
 - Campaigns with the most impressions:
 - Catalog Items: 104,120 impressions; 4,984 clicks
 - Instagram: 12,759 impressions; 526 clicks
 - Website: 6,415 impressions; 633 clicks
- We auto-renewed 209 library cards with Patron Point.
- We scheduled, wrote/edited and published 16 blog posts.
- We created 18 [Instagram reels](#) which have 16,159 views combined.
- Melissa assisted Juanita, Nancy and Andrea with setting up the staff Thanksgiving luncheon and dinner.
- Sabrina trained Andrea to take over creating mailbox and cubicle signage for our staff areas.
- Sabrina continues to serve on the committee for strategic plan objective 3.2: identify and remove barriers to access and explore additional services to increase community engagement.

- Melissa hosted her second strategic plan meeting for objective 1.4: learn about how patrons flow through and engage with the building to inform updates to wayfinding signage.
- Melissa and Sabrina attended the Studio's 10th Anniversary planning committee meeting.
- Melissa and Steven had two open-house staff picks Instagram filming sessions.
- Pinnacle's Libby commercial began airing on November 3. The commercial so far has 22,620 impressions TV impressions. The ad also has 7,633 online cross-screen impressions and 50.58 hours of watch time.
- Melissa attended an ILA Marketing Forum board meeting.
- Sabrina finalized our FY 21–22 Annual Report. She also created promotional pieces for Holiday Family Photo Day, an all-ages flyer promoting Scopes in the City and our other space-themed events and the map and wayfinding signage for Star Wars Day.



Media

- [The Patch](#) covered our *Freedom: A History of Us* exhibit.
- [IKEA](#) mentioned our IKEA Storytimes in their member eNewsletter.
- [The Patch](#) mentioned us in their save the date for Winterfest story.



Social Media Metrics

- Facebook Metrics
 - 28 new followers
 - 396 page views
 - 9,889 people viewed our content (reach)
 - 255 engagements (likes, clicks, shares, follows & comments)

- Twitter Metrics
 - 0 new followers
 - 305 page views
 - 899 tweet impressions
- Instagram Metrics
 - 16 new followers
 - 581 post likes & comments
 - 14,378 people viewed our content (reach)
- YouTube
 - 8 videos published
 - 81 new subscribers (1,183 total)
 - 19,354 views
 - 902.3 hours of watch time
 - 109,105 impressions (How many times our video thumbnails were shown to viewers on YT.)

Email Marketing Metrics

- MailChimp Blogs:
 - 3,042 subscribers
 - Average open rate: 52.71% (industry average is 21.33%)
 - Average click rate: 4.79% (industry average is 2.62%)
- Patron Point
 - Average open rate: 72.12% (industry average is 21.33%)
 - Average click rate: 29.53% (industry average is 2.62%)

Finance (Jennie Nguyen)

- **BS&A Software** - Conducted a virtual meeting with the BS&A representative, Kevin Schafer. The meeting was to discuss the course of action for the implementation of the new accounting software.
- **Staff Thanksgiving Event** - Allyse Schiller assisted in the preparation of the Thanksgiving event for the staff and board members.
- **Audit Financial Report** - The audit financial report for fiscal year 2022 was sent to both Will and DuPage County Clerk's Office.
- **Travel Reimbursement Policy** - The Naperville Public Library has reached out inquiring for information on how Fountaindale reimburses employee's travel expenses. The newly approved policy was offered as a sample along with websites which the District uses to determine the rates for reimbursements.
- **Unclaimed Properties** - The list of all unclaimed properties ,which includes credits on patron's library accounts, that are currently 3 years or older were compiled and reported to the Illinois State Treasurer's Office. Letter notifications

were sent to everyone on the list to provide them opportunity to claim their refunds and/or payments. The funds needed to be claimed by October 31, 2022. The funds were issued on November 17, 2022 and the amount was sent to the State. The credits are removed from the patron's account and they would need to contact the State for the funds.

- **Industrial Appraisal Company** - The District contracted Industrial Appraisal Company to conduct an appraisal of the value of District's properties. There was some information which required some clarification by the appraisal company. They were unable to locate the properties on the District worksheet in comparison to their data reports. Finance team was able to review and assist the appraiser in properly classifying the items which were either disposed of or were part of the auction event.
- **Purchase Order Recovery Assistance** - Childrens Services Department had reached out to the Finance Team to obtain copies of all the purchase orders for their department. Their purchase order was accidentally deleted from their file drive. Finance was able to assist in the recovery process which does not require hours of manually copying all of the documents. As part of the purchasing process, Finance automatically scans a copy of each purchase order. The electronic copies are sent out directly to the vendors and the ordering party. The electronic copy is stored on the Finance Drive as part of the record retention process.

Human Resources (Lea Pottle)

Staffing and Recruiting

Open Positions:

- Children's Services Assistant Manager
- Circulation Services Specialist; Candidate selected, 12/12 start date
- Security Guard-Customer Service ; Candidate selected, 12/5 start date
- Studio Services Specialist; Candidate selected, 12/19 start date
- Teen Services Lead Specialist

New Hires:

- Justin Tran, Finance Aide, 11/28

Promotions:

- Bini Issac, Circulation Services Specialist was promoted to Acquisitions Supervisor, 11/6
- Hayley Montalvo, Teen Services Specialist was promoted to Teen Services Lead Specialist, 11/6

Meetings

- GWHRA Annual Meeting, **Lea**
 - Re-elected to serve as Secretary for the SHRM Chapter
- LIMRiCC Meeting, **Lea**
- HR Source Advisory Council Meeting, **Lea**
 - Re-appointed to serve on the Advisory Council

Training and Development

- HRWS Platform Rollout, Alliant webinar; **Lea**
- Leave Management Hacks and Cheatcodes, webinar; **Lea**
- Straight from the Source: Hot(line) topics, HR Source webinar; **Lea**
- FMLA & ADA Today, What you need to know for 2023; ComPsych webinar; **Lea**
- HR's Role in Shaping Culture, SHRM webinar; **Lea**
- Cybersecurity 101 for HR Professionals and Employment Lawyers, webinar; **Lea**

HR Source Employment Law Conference; Lea

Sessions attended-

DE & I Programs and Challenges

Business Ethics

Workplace Trends for 2023 & Beyond

Employment Law & Workplace Trends Update

Training; Andrea

Andrea received training from Sabrina Smallwood in order to produce the necessary labels and signage for new staff onboarding.

Information Technology (John Matysek)

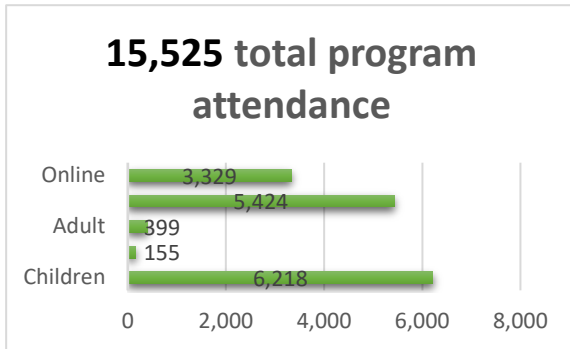
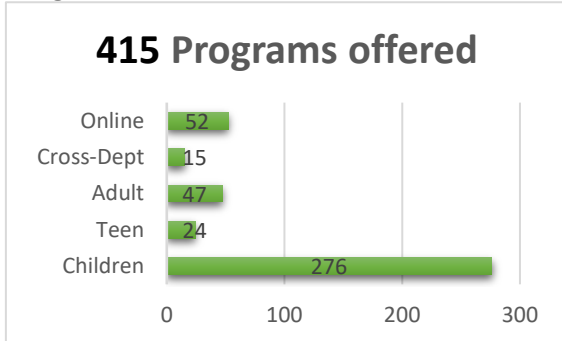
- During the month of November 63 new help desk tickets were created by FPLD staff, and 61 new or existing tickets were solved by IT staff.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, completed converting the DeepFreeze security software from cloud based to local on all of the MacBook Pro laptops used in Studio 300.
- Worked with vendor ITsavvy to upgrade firmware on Dell switches located in the 2nd floor MDF server room.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, completed the distribution of all items from the recent public auction of old staff PC's and monitors.
- Updated Microsoft Windows on all library servers as well as the most popular utility software on the Windows based patron computers.
- Information Technology Supervisor Jose Robles celebrated his 15-year anniversary with Fountaindale and was recognized for same at the November Board Meeting. Congratulations Jose!
- Continued working with vendor ITsavvy on remediation of configuration issues from the recent migration to new HPE server and storage hardware.
- Worked with vendor OCLC to troubleshoot and resolve an issue with patron barcodes issued by vendor PatronPoint not authenticating with the EZproxy software used for authorizing remote access to online library resources.
- Continued working with vendor Netrix regarding configuration of the Cisco DUO MFA (multi-factor authentication) solution for enhanced security for designated library staff accounts, which is a cyber insurance requirement, focusing on Google Workspace.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, expanded, reassigned, and reconfigured the Adobe IDs used on the MacBook Pro laptops in Studio 300 to access Adobe Creative Cloud software programs.

Fountaindale Public Library November 2022 Statistics

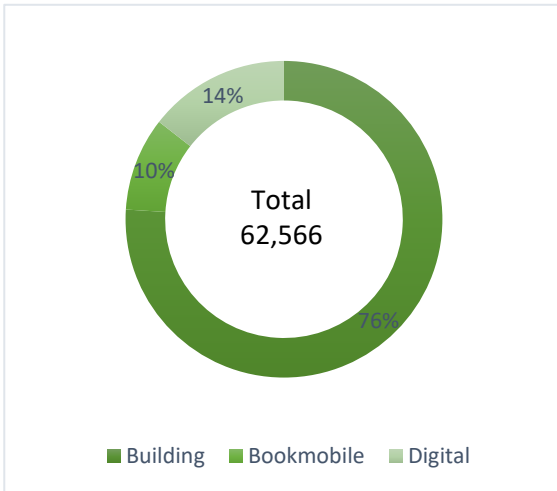
Membership

27,684 active cardholders 238 new cardholders

Programs



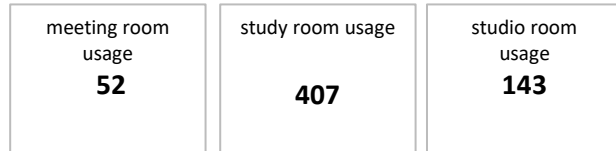
Circulation



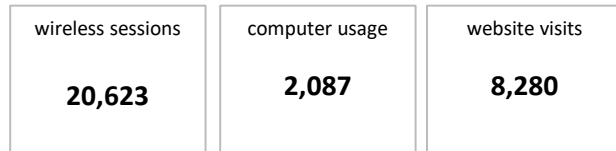
New Physical Items Added : 3,091
 Interlibrary loans Received : 245
 Interlibrary loans Sent: 201

Space

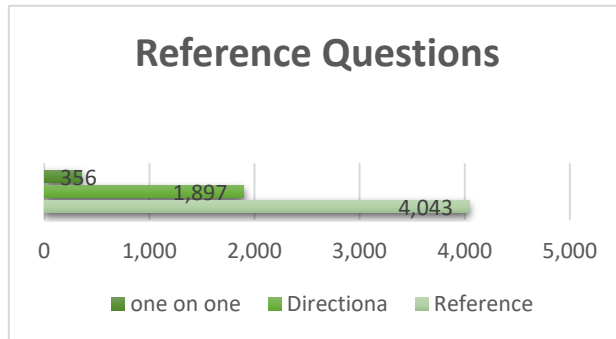
25,521 library visits



Technology



Social Media



Comparison	This year	last year	%change
Circulation	62,533	61,666	1.46%
Visitors	25,521	17,364	46.98%
Card holders	27,684	27,474	0.76%
Room bookings	602	524	14.89%
Reference questions	4,043	2,660	51.99%
computer usage	2,087	2,397	-12.93%
wi-fi	20,623	23,162	-10.96%
programs	15,525	9,134	69.97%