

FOUNTAINDALE PUBLIC LIBRARY DISTRICT BOARD OF LIBRARY TRUSTEES

April 16, 2026 | 7 p.m.

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

View the meeting online via YouTube: https://www.youtube.com/live/8J_iVLCWGu0

- 1. Call to Order and Roll Call of Trustees**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Minutes for Approval**
 - a. Board Meeting – March 19, 2026
- 5. Comments from the Public**
- 6. Friends of the Library**
- 7. New Business – Action Items**
 - a. Approval of Bear Construction Co. Bid for 2026 Interior Lighting Replacement Project
 - b. Approval of Request to Travel for Trustees to Attend 2026 American Library Association Annual Conference in Chicago, IL: June 25–29, 2026
- 8. Library Projects**
- 9. Correspondence**
- 10. Treasurer’s Report**
- 11. Bills for Approval**
 - a. Bills Paid Report – April 2026
 - b. Bills Payable Report – April 2026
- 12. Director’s Report – March 2026**
- 13. Unfinished Business**
- 14. Reports**
 - a. Building
 - b. Finance
 - c. Strategic
 - d. Internal Board Operations
- 15. Agenda Building for Next Meeting**
- 16. Announcements**
- 17. Executive Session**
 - a. Personnel 5 ILCS 120/2 (c) (1) “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.”
- 18. Approval of Executive Director Compensation Adjustment**
- 19. Adjournment**

April 2026 Agenda Background

Paul Mills

7. New Business – Action Items

a. Approval of Bear Construction Co. Bid for 2026 Interior Lighting Replacement Project

We received two bids for the 2026 Interior Lighting Replacement Project. Tria Architecture managed the process for us and evaluated the bids.

Tria Architecture recommends Bear Construction Co. as the lowest responsible bidder. Ron McGrath from Tria Architecture will attend the meeting to discuss this further and present an additional option.

The Bear Construction Co. bid is \$1,226,159.

Suggested Motion: Motion to approve Bear Construction Co. Bid for the 2026 Interior Lighting Replacement Project.

OR

Suggested Motion: Motion to reject all bids for the 2026 Interior Lighting Replacement Project.

b. Approval of Request to Travel for Trustees to Attend 2026 American Library Association Annual Conference in Chicago, IL: June 25–29, 2026

This action is required in order for trustees to attend the ALA Annual Conference this year.

Suggested Motion: Motion to approve the request to travel for trustees to attend the 2026 American Library Association Annual Conference in Chicago, IL: June 25–29, 2026.

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD MARCH 19, 2026
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, March 19, 2026 at 7 p.m.

CALL TO ORDER

The meeting was called to order at 7 p.m. by President Celeste Bermejo.

ROLL CALL

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

PRESENT

Present at roll call were Bobby Armstrong, Marcelo Valencia, Kathryn Spindel, Sarah Siska, Jim Daunis Jr. and Celeste Bermejo.

ABSENT

Trustee Meraj Alam

Trustee Alam notified President Bermejo that he would be late to the meeting.

Trustee Alam entered the meeting at 7:08 p.m.

FOUNTAINDALE STAFF PRESENT

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

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett.

AGENDA APPROVAL

Following the Pledge of Allegiance, Bermejo asked for a motion to approve the agenda.

A motion was made by Daunis, seconded by Valencia.

AYES: Armstrong, Valencia, Spindel, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Alam

MINUTES OF THE BOARD MEETING – FEBRUARY 19, 2026

The minutes of the board meeting held February 19, 2026 were presented. A motion to approve the minutes was made by Spindel, seconded by Valencia. Minutes were approved as read.

AYES: Armstrong, Valencia, Spindel, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Alam

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett provided a Friends update. The Friends have been preparing for the Spring Book Sale at the end of the month. The price for early access to the sale on Friday afternoon and Saturday morning increased to \$4. The Friends membership levels begin at \$4.

NEW BUSINESS

Appointment of 2026 Secretary Audit Liaisons

Mills reported that the audit of the Board Meeting minutes is required for the Illinois Public Library Annual Report.

A motion to approve the appointment of Trustee Bobby Armstrong and President Celeste Bermejo as the 2026 Secretary Audit Liaisons was made by Spindel, seconded by Valencia.

AYES: Armstrong, Valencia, Spindel, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Alam

Approval of Artificial Intelligence Use Policy Section for the Employee Handbook

Mills described the purpose of this draft section for the Employee Handbook.

A motion to approve the Artificial Intelligence Use Policy section for the Employee Handbook was made by Valencia, seconded by Armstrong.

AYES: Armstrong, Valencia, Spindel, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Alam

Trustee Alam entered the meeting at 7:08 p.m.

Approval of Ordinance 2026-1 – An Ordinance Approving Amendments to Bylaws of Board of Trustees of Fountaindale Public Library District

Mills noted that this ordinance codifies the change to the Bylaws that was discussed at last month’s meeting.

A motion to approve Ordinance 2026-1, an Ordinance Approving Amendments to the Bylaws of the Board of Trustees of the Fountaindale Public Library District was made by Siska, seconded by Daunis.

AYES: Armstrong, Valencia, Spindel, Siska, Alam, Daunis, Bermejo

NAYES: None

ABSENT: None

Approval of Resolution 2026-2 – A Resolution Authorizing Tressler LLP To Represent Fountaindale Public Library District’s Interests Regarding Property Tax Appeal Board Appeal Docket No. 2025-03072 and Any Related Proceedings

Mills reported that the District’s attorneys drafted this resolution to ensure that the properties at issue in an assessment dispute are properly identified.

A motion to approve Resolution 2026-2, a resolution authorizing Tressler LLP to represent the Fountaindale Public Library District’s interests regarding property tax appeal board Appeal Docket No. 2025-03072 and any related proceedings was made by Valencia, seconded by Daunis.

AYES: Armstrong, Valencia, Spindel, Siska, Alam, Daunis, Bermejo

NAYES: None

ABSENT: None

LIBRARY PROJECTS

Mills reported that work on the monument sign project is proceeding and the estimated completion date is sometime in April.

The second phase of the grant that the library received from the Department of Commerce & Economic Opportunity will begin on Friday, April 3. This phase is updating approximately half of the shelving in the Children's area.

The bid for the 3rd floor and meeting room lighting project was published. Tria Architecture hopes to bring a bid recommendation to the April Board Meeting.

CORRESPONDENCE

None.

TREASURER'S REPORT

The Treasurer's Report for February, 2026 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – Post February, 2026

Bills paid for the month of post February in the amount of \$46,199.00 was presented for approval. Motion to approve was made by Daunis, seconded by Alam.

AYES: Armstrong, Valencia, Spindel, Siska, Alam, Daunis, Bermejo

NAYES: None

ABSENT: None

Bills Paid Report – March, 2026

Bills paid for the month of March in the amount of \$71,509.17 was presented for approval. Motion to approve was made by Spindel, seconded by Daunis.

AYES: Armstrong, Valencia, Spindel, Siska, Alam, Daunis, Bermejo

NAYES: None

ABSENT: None

Bills Payable Report – March, 2026

Bills payable for the month of March in the amount of \$71,509.17 was presented for approval. Motion to approve was made by Armstrong, seconded by Valencia.

AYES: Armstrong, Valencia, Spindel, Siska, Alam, Daunis, Bermejo

NAYES: None

ABSENT: None

DIRECTOR'S REPORT – FEBRUARY, 2026

Executive Director Mills provided a recap on early voting for the 2026 Primary Election. Will County had 16,466 early voters with about 2,500 voting at the library.

The library will once again host a Legislative Town Hall Meeting on Wednesday, July 8, 2026 at 7 p.m. It is anticipated that six legislators will be in attendance.

UNFINISHED BUSINESS

None.

REPORTS

Building

None.

Finance

None.

Strategic Plan

The liaisons met with the strategic plan leads earlier this month. Trustee Siska noted major library accomplishments included hosting 1,630 program events with attendance of 93,376 patrons. Also two milestones were achieved including the 500th sign up for the Reading Dragons program and the 300th sign up for the 1,000 Books Before Kindergarten program. Lastly Siska noted that 593 people attended the “Happy Birthday Pokemon” Bookmobile event at the Promenade.

Internal Board Operations

None.

Executive Director Evaluation

Trustee Daunis will be sending out the evaluation which needs to be completed by March 31.

AGENDA BUILDING FOR THE NEXT MEETING

Agenda items for April include the Tria Architecture bid recommendation and three staff recognition anniversaries.

ANNOUNCEMENTS

Trustee Spindel announced that her family will be welcoming another great-grandchild.

Trustee Valencia reported his student is participating in the Golden Glove Tournament.

The Bolingbrook Community Closet will be hosting a prom pop-up event at Bolingbrook High School April 14-16.

The Lions Club will be hosting their annual Easter Egg Hunt on Saturday, April 4.

St. Dominic's Church will host their Easter egg hunt and breakfast with the Easter Bunny on Sunday, March 22.

The Bolingbrook Garden Club's online plant sale is live and will run through April 11.

The library will be hosting the next Coffee with the Chiefs on Tuesday, April 14.

Trustee Alam announced that Chi-Care accomplished a great milestone by giving out their millionth meal earlier this month.

ADJOURNMENT

A motion to adjourn the meeting at 7:46 p.m. was made by Valencia, seconded by Alam.

AYES: Armstrong, Valencia, Spindel, Siska, Alam, Daunis, Bermejo

NAYES: None

ABSENT: None

Approved: _____
Robert Armstrong, Secretary

Celeste M. Bermejo, President

March 2026 Monthly Board Report

Executive Director (Paul Mills)

Children's Shelving Project Update

Our Children's Shelving Project is in full swing! The area has been cordoned off and the books have been stored. Next steps will include dismantling the existing shelves, cleaning the floor while it is empty, and assembling the new shelves.

Monument Sign Update

The digital sign has been installed and masonry work is continuing. We anticipate the project being completed this month.

Public Library Association Conference

The Public Library Association (PLA) Conference was excellent this year. The current American Library Association (ALA) President presented at several sessions and I am happy to report that they will be our keynote speaker at Pinnacle Day later this year. I also had the opportunity to visit with one of our vendors to discuss our work in implementing new features in our Self-Checks.

Deputy Director (Nancy Korczak)

During March, our Public Services staff did an excellent job answering questions and directing patrons for early voting. Our lobby saw an increase in traffic, and it is always great to see new people coming into the library and discovering our services. We had 2,568 people vote at our location.

Our Children's department was busy this month preparing for the shelving project and for their Spring Break week, filled with programs for our young patrons. The department was full of visitors during this week and our staff did an excellent job providing extra programming, book help and crafts.

Adult & Teen Services Report (Debra Dudek)

Department Summary

- The department answered a high volume of early voting questions during the month, ensuring patrons were up to date on voting hours and the deadline to use the ballot drop box
- Staff continue to restock and print off tax forms for patrons as needed
 - Free tax preparation services handouts were created and placed near the tax forms
- Requests for resume writing, social security applications, and printing assistance were in high demand in the second-floor computer commons this month
- Study room usage has remained consistent
- Staff created book displays featuring Women's History Month, Spring Holiday Cookbooks, Irish Voices, Spring Gardening, and World Wildlife Day

Adult Programming Highlights

- This month kicked off a strong lineup of spring-themed programs, including:
 - Book Clubs, Claddagh Wreath, Brush Calligraphy, Basic Computer Classes, and Paint-Your-Own Hanging Planter
- Talking points for our spring exhibit "Making a World of Difference: Stories About Global Health," were distributed
 - Exhibit was delivered on April 2 and will run through April and May 2026
- The department completed the Fountain newsletter copy for Summer 2026 and finalized fall craft programs for 2026
- Top Programs - Cooking With Chef Maddox: Rustic Italian (41), Senior Social: Lucas Levon Live! (37), Brush Calligraphy (23), R&B Line Dancing (22), Coffee and Conversation: Let's Call Her Barbie (17), Paint-You-Own Hanging Planter (16), and Genealogy Club: Purple Heart Medals.

Teen Programming Highlights

- Teens are rushing to complete their volunteer hours for the year - Teen Volunteer Book Recommendations garnered over 100 submissions this month
- Teen Services held their third annual March Snackness contest
 - Teens spent four weeks voting for their favorite snack foods based on a bracket system
- In conjunction with the Outreach department, Randi attended the Bolingbrook High School College, Trade & Career Fair on March 6
 - Over 400 teachers and students stopped by the table
- Top Programs - Teen Volunteering: Book Recommendations (113), March Snackness Contest (76), Mini CD Keychains (20), Early Release Craft (14), Felted Pig (13), Teen Movie Friday: Sketch (11), and Spring Break Fest - Zen Lounge (11)

Department Statistics

- Four students are currently enrolled in our program
- One student completed their prerequisite and scholarship and is scheduled to begin their 30-day probation in March
- Three students continued their enrollment in Career One High School and have completed over 60% of their coursework
 - One student has completed 85% of their coursework and is on schedule to graduate early

Children's Services (Joyce Arellano)

Department Summary

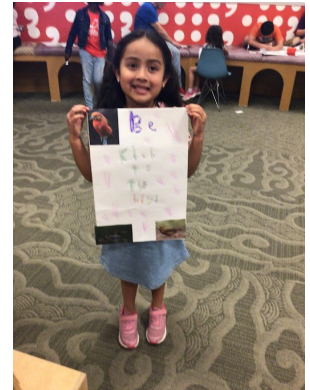
- The Children's Services team spent time this month preparing for our busy week of events during Valley View School District's Spring Break. Our team also began planning and preparing for the shelving project.
- While the adults voted in Meeting Room B, children participated in the Kids Vote! Election at the Children's Services desk. "Candidates" included Snoopy, Rosalina (from *Super Mario Galaxy*), Elmo, Wednesday Addams and Gabby (from *Gabby's Dollhouse*). 640 votes were cast. Snoopy won the election with 213 votes.
- Children's Services once again offered support to the Bolingbrook Math Kangaroo Competition. We hosted 46 kids in grades K–12 as they completed a very challenging math test. Patrons expressed their gratitude for the library's support and shared kind comments about our library and staff.

Programming Highlights



- Children's Services offered 97 programs this month, including Hooray for Pig Day! (Rosemary), Improv for Kids (Rachel), Preschool Art: Bubble Wrap Painting (Isabel), Pre-Eid Party (Sarah), Reading Dragons Club (Jordan) and Story Sleuths Book Club (Christina).
- Soko teamed up with Josh from Adult & Teen Services to present Battlebots for grades 4–8.

- To kick off Valley View School District's spring break week, we offered Camping Play Day (Chris), Wilderness Explorers: Bird Migration (Annalise and Adrienne), Flowers in Bloom Suncatchers (Soko), Sensory Night: Dinosaurs (Sarah and Rachel) and a Cryptid Scavenger Hunt (Andi).



Department Statistics

- 1,747 patrons attended CSD's 97 active (synchronous) programs.
- 824 patrons participated in 5 passive (asynchronous) programs.
- 323 babies, toddlers and preschoolers are participating in 1000 Books Before Kindergarten. 28 new children signed up this month, and 5 children completed the program.
- 542 children are participating in Reading Dragons & Friends. 34 new children signed up this month.
- 980 reference questions were answered.
- 1,068 directional questions were answered.
- 23 one-on-one instruction sessions were completed.

Circulation Services (Jacob Luce)

Department Summary

- The Circulation Manager, Collection Services Manager and Facilities Manager met with the moving company to finalize the plans for moving the CSD collection during the CSD shelving project.
- The Circulation Manager and Associate Manager met and created procedures and a workflow for the Aides regarding the CSD shelving project. The Associate Manager has been training and preparing the Aides for the CSD shelving project.
- The Aides have been doing a great job cleaning the shelves since this task was incorporated into their workflow; shelf cleaning has continued throughout March. The Aides have cleaned Science Fiction, Fantasy, Horror, Romance, and Harlequin, and they are nearly through the Graphic Novels.
- The Circulation Manager gave two separate tours of the Circulation Department to two groups of Cub Scouts. The Cub Scouts loved seeing the AMH in action and had a great time guessing which bins the items would fall into as they were returned.
- The Circulation Manager and Deputy Director learned at the end of March that SSLT will be discontinuing our license plate sticker service as of April 15th. The Circulation Manager and Deputy Director are looking into other companies to continue this service for our patrons.
- The new Circulation Specialist and new Circulation Aide started at the beginning of March. Both were trained by the Assistant Manager and Associate Manager.
- Patron story: A Circulation staff member was working the desk when two senior patrons came in to ask for information about the library. The circ staff member helped the patron sign up for a library card and also explained that we have a home delivery service through Outreach. The two patrons were thrilled that we offer home delivery as an option, the circ staff member helped them register for it. Both patrons were so thankful for the help and so grateful for the resources that the library has to offer.
- The average number of adults visiting the library in March was 28,858; the average number of Children visiting was 2,385.

Department Statistics

- 327 new library cards were issued in person, 38 of those being reciprocal borrower cards, 48 patrons signed up for library cards online.
- 185 license plate stickers were renewed, a 20% increase from March 2025.
- 397 patrons utilized our Drive-Thru.
- 2,210 items were checked out through Drive-Thru.
- 811 items were checked out through the On-site Lockers.
- 161 items were checked out through the BRAC Lockers.

Collection Services (Christina Theobald)

Department Summary

- Christina and Liz concluded interviews for the open Collection Services Librarian position. An offer was extended and accepted. Our new staff member will be joining the Collection Services team in April.
- Christina, Joyce, Tasos and Jake met with the moving company to coordinate the Children's Shelving Project. Christina also sat in on the architect's presentation for Lobby renovation ideas.
- Liz attended a PinTech Committee meeting hosted at the Shorewood-Troy Public Library. The group discussed creating custom TOMS (Type of Materials), which will be a new feature in the upcoming Polaris upgrade. A few examples of potential custom TOMS include Board Books, Bags, Steam Kits, Read Along Audios and specific video game platforms like PS5 and Nintendo Switch.
- Lily and Bini researched a new AV vendor called Alliance Entertainment. Bini set up a new account and established new ordering procedures. Alliance Entertainment sells vinyl records, video games and other audio visual materials.
- Christina attended the webinars *Leading Through Change, Ready, Set, Advocate: eBook Legislation* and *Advancing Safety for Women in Librarianship*. Christine J. attended the webinar *From the Shadows: Discover Subversive Horror from Independent Presses*. Bini attended an Amazon training and learned how to place orders through Amazon List.

Department Statistics

- 3,388 new items were added to the collection.
- 2,985 old and worn items were withdrawn from circulation.
- 200 incoming interlibrary loans were processed for our patrons.
- 242 outgoing interlibrary loans were shared with other libraries.
- 431 items were repaired, 375 invoices were paid and 298 boxes were opened.
- 7.2% of collection is considered “dead”, defined as items not circulated in 2 years. We are under the standard recommendation of less than 10% dead.
- 5.7% of collection is considered “grubby”, defined as having circulated 75 times or more. We are under the standard recommendation of less than 10% grubby.

Collection Highlights

- 18% increase in digital circulation compared to last year.
- Digital circulation was 22% of the library’s total circulation.
- Studio 300 equipment experienced the highest positive circulation growth, with 768 more circs and a 42% increase compared to last year.
- Following in circulation growth was Young Adult Video Games, garnering 144 more circs and a 18% increase and Technology and Equipment with 132 more circs and a 24% increase.
- Adult Video Games, Juvenile Video Games and Juvenile World Languages also experienced positive circulation growth.
- The most popular collections continue to be Picture Books, Movies & TV, Adult Fiction and Adult Nonfiction books.
- 2,962 circs were yielded from a total of 42 displays. The most popular lobby displays were *The Oscars* and *Get Gardening* with 306 and 113 circs, respectively.
- The most popular Children’s displays were *Ramadan and Spring Holidays* with 136 circs and *Green Books* with 120 circs.
- The most popular adult fiction books were *Dear Debbie* by Freida McFadden, *The Crossroads* by C.J. Box and *My Husband’s Wife* by Alice Feeney.

- The most popular adult nonfiction books were *I'm Glad My Mom Died* by Jennette McCurdy and *La Lucci* by Susan Lucci.
- The most popular Juvenile books were *Dog Man: Big Jim Believes* and *Dog Man: Big Jim Begins* by Dav Pilkey. The most popular picture books were *Waiting is not easy! And I love my new toy!* Mo Willems. The most popular teen books were *The Summer I Turned Pretty* by Jenny Han, *Catching Fire* by Suzanne Collins and *Disney Twisted-Wonderland: Book of Octavinelle* by Wakana Hazuki.
- The most popular movies were *Predator. Badlands, The Running Man, Wicked: For Good* and *Zootopia 2*.

Circulation by Branch

Branch	2025	2026	Change	% Changed
Building	48705	44585	-4120	-8.46%
Outreach	7759	7027	-732	-9.43%
Studio	1837	2603	766	41.70%
Digital	13336	15687	2351	17.63%
Totals	71637	69902	-1735	-2.42%

Digital Collection Usage

Digital Platform	Mar 2025	Mar 2026	Change	% Changed
Freegal Music	682	1374	692	101.47%
Hoopla	3622	4369	747	20.62%
Kanopy	433	583	150	34.64%
Libby	8085	9052	967	11.96%
Palace Project	239	98	-141	-59.00%
PressReader	275	211	-64	-23.27%
Totals	13336	15687	2351	17.63%

Displays





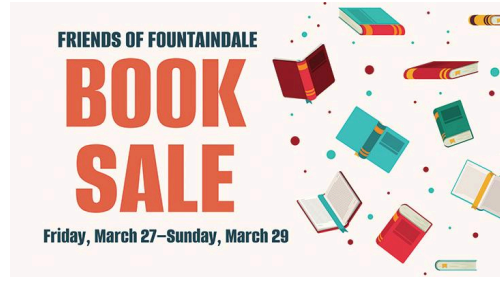


Communications (Melissa Bradley)

Department Highlights

- Our Google Ads had 19,659 impressions and 2,397 clicks.
 - Campaigns with the most impressions:
 - Kanopy: 7,539 impressions; 810 clicks
 - Digital Media: 3,838 impressions; 531 clicks
 - Website Discovery: 2,323 impressions; 219 clicks
- We auto-renewed 180 library cards with Patron Point.
- We scheduled, wrote/edited and published 11 blog posts.
- Melissa and Sabrina met with Children's Services to revamp the Reading Dragons reading trackers.
- Melissa and Sabrina finalized the Summer Adventure artwork.
- Melissa attended the ILA Marketing Forum board meeting.
- Melissa and Steven met with Studio 300 to discuss website accessibility needs.
- Melissa and Steven met with Springshare (formerly Patron Point) to discuss the new updates to their Recommends service.
- Melissa helped create a marketing plan for the Children's Services renovation.
- Melissa began securing Summer Adventure sponsorships.
- Sabrina began working on the summer issue of *The Fountain*. She also created all of the collateral for the Friends Book Sale, CSD construction and Get Gardening Expo.





Media

- [Shaw Local](#) mentioned us as an early voting site in Will County.
- [The Patch](#) mentioned us in their Election Guide.
- [The Patch](#) covered our request for Kindness Day stories.

Social Media Metrics

Facebook

- 67 new followers
- 2,803 page views
- 36,464 people viewed our content (reach)
- 987 engagements (likes, comments, clicks, saves & shares)

Instagram

- 33 new followers
- 9,196 people viewed our content (reach)
- 243 post engagements (likes, comments, saves & shares)
- 3,044 reel views

TikTok

- 33 new followers
- 722 post engagements (likes, comments, favorites & shares)
- 6,712 views

YouTube

- 3 videos & 6 shorts published
- 11 new subscribers (2,139 total)
- 7,358 views
- 242.2 hours of watch time
- 41,015 impressions (video thumbnails shown to viewers)

Email Marketing Metrics

MailChimp Blogs:

- 2,955 subscribers
- Average open rate: 20.61% (industry average is 29.5%)
- Average click rate: 1.16% (industry average is 2%)

Patron Point:

- Average open rate: 34.55% (industry average is 29.5%)
- Average click rate: 17.16% (industry average is 2%)

Facilities Operations (Tasos Priovolos)

Department Summary

- The monument sign project is set to begin in the beginning part of April. We are working through stone etching color matching and miscellaneous other minor details in order to complete this project.
- The lighting project went out for bidding and bids are due in the first week of April. A pre-construction meeting was held for any contractor that wanted to view the areas prior to bidding.
- Along with other staff, met with the contractors and moving company to coordinate the Children's Shelving Project. This project will begin the second week of April and should last a few weeks.
- Working with our landscaping irrigation contractor to schedule restoring our irrigation system which was removed during the parking lot and storm sewer project. This work should be completed sometime in April or May.
- Along with other staff, met with our architecture firm to discuss future projects and designs.

Zendesk

In March, 63 new maintenance tickets were created, and 58 new or existing tickets were completed.

Finance (Jennie Nguyen)

Highlights

- Finance has been working with the management team on the submission of their proposed budget requests for the upcoming fiscal year 2027 budget. There are some budget proposals Paul and I are still working on due to some data still pending from our third-party insurance broker as well as awaiting the final tax extensions from both Will and DuPage County Revenue Clerk.
- Finance submitted a publication request for one of our special project bids for the Library's upcoming lighting renovation project. This bid was published in the Bugle Newspaper March 12, 2026 edition.
- Review and audit expenditures allocation for the DCEO Grant and the Special Reserve Renovation Projects as of March 31, 2026.

Human Resources (Elena Flores)

Staffing

Open Positions

- Collection Services Librarian - Candidate Selected
- Human Resources Specialist - Accepting Applications

New Hires

- Kayleigh Koorts - Circulation Services Aide - 3/2
- Hayley Marrero - Circulation Services Specialist - 3/9
- Caila Dela Cruz - Teen Services Specialist - 3/9

Departures

- Jay Purrazzo - Adult Services Librarian - 3/19

Projects

- All staff have completed the annual Anti-Harassment Training in partnership with our training vendor, the TEAM Platform.

Information Technology (John Matysek)

Highlights

- During the month of March, 72 new help desk tickets were created by FPLD staff, and 67 new or existing tickets were solved by IT staff.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, began "spring cleaning" and reorganization of the IT workroom and storage areas.
- Worked with vendor TDI Vertical to obtain, install, and configure new SSL certificates on the library firewall for VPN connections.
- Along with Paul Mills, Nancy Korczak, and Jacob Luce, met with vendor bibliotheca to hear what services they could offer for assistance with the potential lobby redesign.
- Prepared and submitted a proposed budget for the IT department in the upcoming new fiscal year 2027.
- Worked with vendor Google to determine the availability of enhanced AI resources for use with the library's Google Workspace account.
- Along with the rest of the management team, met with potential vendor Outsource IT Solutions for a demonstration of the Hatz AI service they offer and how its usage might benefit Fountaindale staff.
- Worked with vendor TDI Vertical to install and configure the FortiAnalyzer software from vendor Fortinet for use in tracking Wi-Fi usage by library patrons.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, met with Tasos Priovolos to discuss potential improved storage options for the IT workroom and storage areas.

Outreach Services (Tana Petrov)

Department Summary

- We introduced a new incentive to encourage teachers to bring their classes to the Bookmobile at schools with lower student participation. Using books from past Summer Adventure programs, we created classroom book bundles and held a drawing for teachers. As a result, at Wood View Elementary School, we saw 79 students—double the usual number of participants. Teachers get to keep the book bundles for their classrooms.
- We attended Bolingbrook High School’s College and Career Fair (388 attendees) and Pioneer Reading Night (78 attendees), promoting library resources.
- We provided a tour of the library, including the Circulation workroom, for two groups of Cub Scouts, including a game of Library Bingo, offering an engaging way for participants to learn more about the library spaces (32 attendees).
- During our staff meeting, Assistant Manager Carolyn B. gave a great presentation: *Let’s Talk About Dementia-How Pop Culture and Family Connections Can Help Build Understanding and Enhance Senior Services*.
- The Bookmobile had its tire air pressure checked at Pomp’s Tires. Both the Bookmobile and the Express Van received their annual lift inspections at MobilityWorks. In addition, both vehicles underwent routine fluid and safety checks and were professionally cleaned by Elite Cleaning. A Mobile Tech also evaluated a malfunctioning sensor on the Bookmobile.
- We replenished all Read-While-You-Wait collections. Staff at several locations shared that the collections are being actively browsed, especially at the tax business. They thanked us for the collaboration and mentioned that parents often read the books to their children while their taxes are being prepared.



- At Ashbury’s Bookmobile stop, the monthly theme was “Read Across America Day.” We highlighted book bundles and encouraged patrons to check them out, which contributed to increased engagement and circulation on the Bookmobile.

Programming Highlights

- At Capital Care, we hosted a Ramadan-themed craft, and at Arwa Storytime, we presented a Ramadan-themed storytime. Patrons expressed appreciation for these culturally relevant programs.
- We had our third storytime at the International Aviation Museum with our largest turnout (49 attendees). Patrons and museum staff are excited to continue storytimes next year.
- LEGO club program featured a St. Patrick’s Day challenge, along with a new LEGO Challenge puzzle book for those who wanted an alternative to free build or the standard activity. Ten patrons attended, including one who celebrated their birthday during the program!



Department Statistics

- 8732 outreach checkouts
- 2841 listeners attended booktalks
- 1522 visitors to the outreach vehicles
- 1019 preschoolers attended storytimes
- 929 reference questions answered
- 844 items retrieved from the off-site book drops
- 12 home-delivery patrons were served
- 9 volunteer hours completed



Studio 300 (Jacinto Gonzalez)

Department Summary

March in Studio 300 saw more usage of our computer lab and audio rooms. Staff were tasked with balancing high patron needs, program planning, and the ongoing development of maker lab training. Patrons interacted with many of our maker lab's equipment, including embroidery machines, 3D printers, a Glowforge, and Cameo vinyl cutters. Staff also updated Niche Academy training resources.

Some of our notable achievements this month included a successful Oscar's Trivia Night hosted by Adriana with 22 attendees, continued progress on sublimation training by Connor, and multiple embroidery projects completed by staff across the Studio. We are currently displaying these projects in our display case. Staff also maintained equipment, organized kits, and developed new workflows to improve patron experiences and studio efficiency.

The Studio continued empowering hands-on learning with programs like Teen Sewing Machine Basics, Mend March upcycling with PRS100 embroidery, and Connor's Anatomy of Writing: Authentic Heroes workshop. Staff did multiple one-on-one sessions on software and equipment for 3D printing, designing, embroidery, and audio.

Staff worked on equipment organization, updated catalog records, and coordinated summer program planning, including the upcoming Fountaindale Film Fest.

Key department highlights and trends:

- Staff continued to develop Maker Training videos (sublimation, PRS100 embroidery, 3D printing)
- Equipment organization progressed:
 - 3 new **equipment cards/week** completed (Canon, Nikon, Rode, Panasonic, Sony kits)
Which break down what is included in each kit with pictures.
 - **Color-coded storage system** for photography accessories started
- Maintenance performed on **Glowforge, headphones and digitizing equipment**
- Staff prepared **Spring and Summer programs**, including the **Fountaindale Film Fest**

Programming Highlights

Oscar's Trivia Night

- **22 patrons attended.**
- A new "Guess the Cast" category added to the trivia format.
- Patrons engaged enthusiastically, testing their film knowledge.

Writers Group & From Draft to Submission

- Feedback session extended 30 minutes beyond the schedule due to active engagement.
- "From Draft to Submission" program covered manuscript writing, query letters, and finding illustrators for children's books.

Teen Sewing & Mend March

- Ruth led **Teen Sewing Machine Basics**, creating fabric bookmarks.
- Conducted **Mend March: Upcycling with Machine Embroidery**, demonstrating creative uses of the PRS100.
- Completed Maker Lab Fashion Instareel and tutorial promoting upcycling and library resources.

Other Programs

- **Film Club:** March screening facilitated discussion among 7 patrons.
- **ShortHaus:** Monthly meeting and promo reel created featuring Sofia Coppola.
- **Photography Club:** Patrons connected and scheduled independent photowalks;

Department Statistics

- **304** circulating equipment checkouts
- **10 programs** with **83 total attendees**
- **233** patrons used the audio booths
- **137** used the general conference rooms
- **38** used podcast studios
- **102** used video suites
- **278** Computer sessions

Fountaindale Public Library March 2026 Statistics

Membership

- Active cardholders: 39,966
- New cardholders: 335
- Total visits: 32,473

Circulation

Building	Outreach	Lockers	Digital	Total
41,564 (63.9%)	6,866 (10.5%)	972 (1.5%)	15,687 (24.1%)	69,902

Interlibrary Loan

- Items received for patrons: 200
- Items sent to other libraries: 242

Collection

- Total physical items owned: 207,593
- New physical items added: 3,388

Programming

Programs Offered

Children	Teens	Adults	Cross-Departmental	Online	Total
261	41	49	15	3	369

Programming Attendance

Children	Teens	Adults	Cross-Departmental	Online	Total
5,727	1,113	501	2,568	7,358	17,267

Reference

Directional Questions	Reference Questions	One-on-One Sessions
3,037	3,673	324

Spaces

Meeting Room Usage	Study Room Usage	Studio Room Usage
71	555	338

Technology

Wireless sessions	Computer usage	Website visits
13,918	3,352	45,826

Social Media

Facebook Likes	Instagram Followers	TikTok Followers
6,428	2,219	1,646

Comparisons

Comparison	This Year	Last Year	% Change
Circulation	69,902	71,637	-2.42%
Visitors	32,473	28,955	12.15%
Cardholders	39,966	33,781	18.31%
Room Bookings	964	858	12.35%
Reference Questions	3,673	4,093	-10.26%
Computer Usage	3,352	3,073	9.08%
Wi-Fi	13,918	18,839	-26.12%
Programs	17,267	20,277	-14.84%