

FOUNTAINDALE PUBLIC LIBRARY DISTRICT BOARD OF LIBRARY TRUSTEES

August 20, 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/-qOn_7qiwlE

1. **Call to Order and Roll Call of Trustees**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Minutes for Approval**
 - a. Board Meeting – July 16, 2026
 - b. Executive Session – July 16, 2026
5. **Employee Recognition**
 - a. Joyce Arellano – 10 Years
 - b. Sabrina Smallwood – 30 Years
6. **Comments from the Public**
7. **Friends of the Library**
8. **New Business – Action Items**
 - a. Approval of Resolution 2026-3 – Resolution to Determine Estimate of Funds Needed for Fiscal Year 2026/2027
 - b. Approval of Resolution 2026-4 – Resolution Designating Open Meetings Act Officers
 - c. Approval of Resolution 2026-5 – Resolution Designating Freedom of Information Act Officers
 - d. Approval of Request for Trustees to Attend 2026 Illinois Library Association Annual Conference – October 6–8, 2026 (Peoria, IL)
 - e. Approval of 2026 Illinois Public Library Annual Report (IPLAR)
 - f. Approval of Local Election Official and Deputy Local Election Officials
 - g. Approval of Revised Circulation Policy
9. **Library Projects**
10. **Correspondence**
11. **Treasurer's Report**
12. **Bills for Approval**
 - a. Bills Paid Report - Post July 2026
 - b. Bills Paid Report – August 2026
 - c. Bills Payable Report – August 2026
13. **Director's Report – July 2026**
14. **Unfinished Business**
15. **Reports**
 - a. Building
 - b. Finance
 - c. Strategic
 - d. Internal Board Operations
16. **Agenda Building for Next Meeting**
17. **Announcements**
18. **Adjournment**

August 2026 Agenda Background

Paul Mills

8. New Business – Action Items

- a. Approval of Resolution 2026-3 – Resolution to Determine Estimate of Funds Needed for Fiscal Year 2026/2027

This resolution represents the next step in our budget cycle and restates the amount identified in our Tentative Budget and Appropriation of \$11,643,863 passed last month.

Suggested Motion: Motion to approve Resolution 2026-3, Resolution to determine estimate of funds needed for Fiscal Year 2026/2027.

- b. Approval of Resolution 2026-4 – Resolution Designating Open Meetings Act Officers

Our attorney has recommended that we use a resolution process to name our Open Meetings Act Officers and this is a continuation of that practice. My recommendation is that we name Juanita Lennon and Paul Mills as officers for the Fountaindale Public Library District.

Suggested Motion: Motion to approve Resolution 2026-4, Resolution designating Open Meetings Act Officers.

- c. Approval of Resolution 2026-5 – Resolution Designating Freedom of Information Act Officers

Our attorney has also recommended that we use a resolution process to name our Freedom of Information Act Officers and this is also a continuation of that practice. My recommendation is that we name Jennie Nguyen and Paul Mills as our officers for the Fountaindale Public Library District.

Suggested Motion: Motion to approve Resolution 2026-5, Resolution designating Freedom of Information Act Officers.

- d. Approval of Request for Trustees to Attend 2026 Illinois Library Association Annual Conference – October 6–8, 2026 (Peoria, IL)

The 2026 ILA Annual Conference will be held in Peoria and will run from October 6 through October 8. Trustee Day will be on Thursday.

Suggested Motion: Motion to approve the request for Trustees to attend the 2026 Illinois Library Association Annual Conference – October 6–8, 2026 in Peoria, Illinois.

- e. Approval of 2026 Illinois Public Library Annual Report (IPLAR)

The submission of the Illinois Public Library Annual Report (IPLAR) is a statutory requirement of every public library in Illinois. Our staff begins work on it upon completion of our fiscal year (June 30). The report is due at the Illinois State Library on September 1.

Suggested Motion: Motion to approve the 2026 Illinois Public Library Annual Report (IPLAR).

f. Approval of Local Election Official and Deputy Local Election Officials

There will be three seats up for election in the Spring of 2027, and a Local Election Official and a Deputy Local Election Official need to be appointed so that the election process from the District's end goes smoothly and correctly. The Secretary of the Board usually serves as the Chief Election Officer unless the Secretary is up for election.

Suggested Motion: Motion to appoint Trustee Marcelo Valencia as Local Election Official and Juanita Lennon, Nancy Korczak and Paul Mills as Deputy Local Election Officials.

g. Approval of Revised Circulation Policy

The revised draft Circulation Policy features the following changes.

This draft revision removes the Collection Agency section, as the Library no longer uses a Collection Agency; we can replicate its services internally without the third-party cost. Appendix 2 has also been edited to reflect this change.

This draft revision also adds language that the Library may pursue legal action to recover library property or equivalent compensation.

This draft revision clarifies how renewals and auto-renewals of items work.

Other edits have been made for clarity and consistency as well.

This draft has also been reviewed by our attorney.

Suggestion Motion: Motion to repeal the existing Circulation Policy and to approve the Revised Circulation Policy.

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD JULY 16, 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, July 16, 2026 at 5 p.m.

CALL TO ORDER

The meeting was called to order at 5 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, Sarah Siska, Jim Daunis Jr. and Celeste Bermejo.

ABSENT

Trustee Kathryn Spindel and Trustee Meraj Alam

Trustee Spindel was out of town and unable to attend the meeting.

Trustee Alam was at work and unable to attend.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Steven Ford and Sabrina Smallwood.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett, Jennie Mills and Alex Bura.

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, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

MINUTES OF THE BOARD MEETING – JUNE 18, 2026

The minutes of the board meeting held on June 18, 2026 were presented. A motion to approve the minutes was made by Daunis, seconded by Valencia. Minutes were approved as read.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

EMPLOYEE RECOGNITION

President Bermejo recognized Steven Ford for his 15 years of service and presented them with a certificate and award.

President Bermejo also recognized Executive Director Paul Mills for his 15 years of service as Executive Director with a certificate and award. The Board congratulated Mills.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett provided a Friends update. The Friends continue to receive many donations from the community. The library has also donated books, including large print copies which are sought after. The Friends also received more Braille books.

So far, the Friends have received 95 free coupons from Children's Winter Reading Challenge 95 and 15 coupons from the 2026 Summer Adventure.

To celebrate the Friends of the Library Week in October, the Friends will have a B1G1F (buy one, get one free) offer.

NEW BUSINESS

Approval of Tentative Budget and Appropriation Ordinance for Fiscal Year July 1, 2026 – June 30, 2027

Mills reviewed the Tentative Budget and Appropriation Ordinance and explained that it is based on the Working Budget the Board approved in June.

A motion to approve the tentative Budget and Appropriation Ordinance for Fiscal Year July 1, 2026 to June 30, 2027 was made by Siska, seconded by Daunis.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

Approval of Notice of Public Hearing for Budget and Appropriation Ordinance – September 17, 2026 at 6:30 p.m.

A motion to approve the Notice of Public Hearing for the Budget and Appropriation Ordinance on Thursday, September 17, 2026 at 6:30 p.m. was made by Daunis, seconded by Armstrong.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

Approval of Library Closing for Pathways Parade on September 13, 2026

Mills reviewed that this has been standard practice for the library due to the route of the Parade.

A motion to approve closing the library on Sunday, September 13, 2026 made by Valencia, seconded by Daunis.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

Approval of Revised 2026 Secretary's Audit Liaisons

Mills reviewed new guidance from the Illinois State Library that noted the Secretary must not be one of the trustees participating in the audit.

A motion to repeal the existing appointment of the 2026 Secretary's Audit Liaisons and approve the appointment of Trustee Sarah Siska and President Bermejo as the revised 2026 Secretary's Audit Liaisons was made by Armstrong, seconded by Daunis.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

LIBRARY PROJECTS

Executive Director Mills updated the Board on recent library projects. Both the Children's shelving punch list and the monument sign punch list are nearly complete. There are still a few items left on the parking lot punch list that will be completed soon. The interior lighting project is still reviewing options. Mills and Tria Architecture are ready to meet with the Building Liaisons to discuss potential lobby renovations.

CORRESPONDENCE

None.

TREASURER'S REPORT

The Treasurer's Report for June 2026 was presented by Vice President Valencia and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – July 2026

Bills paid for the month of July 2026 in the amount of \$5,800 presented for approval. Motion to approve was made by Daunis, seconded by Armstrong.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

Bills Payable Report – July 2026

Bills payable for the month of July 2026 in the amount of \$907,511.26 was presented for approval. Motion to approve was made by Valencia, seconded by Daunis.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

DIRECTOR'S REPORT – JUNE 2026

Mills shared that this year's Summer Adventure is going very well.

Mills also noted that the Pinnacle Library Cooperative's first all staff conference, PINCON, is quickly approaching.

UNFINISHED BUSINESS

None.

REPORTS

Building

None.

Finance

None.

Strategic Plan

None.

Internal Board Operations

None.

AGENDA BUILDING FOR THE NEXT MEETING

Mills noted that staff are working on a revised Circulation Policy for consideration by the Board.

ANNOUNCEMENTS

Trustee Daunis shared that he and other parents really enjoyed the Story Stroll in Bulldog Park.

EXECUTIVE SESSION

A motion was made by Siska, seconded by Valencia , to enter Executive Session at 5:31 p.m. for 5 ILCS 120/2 (c) (21) "Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06."

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

A motion was made by Valencia, seconded by Siska, to return to Open Session at 5:36 p.m.

OPEN SESSION

Approval of Report on Review of Closed Meeting Minutes

A motion to keep the Executive Session Minutes closed was made by Valencia, seconded by Daunis.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

ADJOURNMENT

A motion to adjourn the meeting at 5:37 p.m. was made by Daunis, seconded by Armstrong.

AYES: Armstrong, Valencia, Siska, Daunis, Bermejo

NAYES: None

ABSENT: Spindel, Alam

Approved: _____
Robert Armstrong, Secretary

Celeste M. Bermejo, President

RESOLUTION 2026-3
RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR
2026/2027 FISCAL YEAR

WHEREAS, the Fountaindale Public Library District must file on or before December 29, 2026 its Levy Ordinance for the 2026/2027 fiscal year; and

WHEREAS, pursuant to the "Truth in Taxation Act" (35 ILCS 200/18-55 et.seq.), the Fountaindale Public Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money to be raised by taxation for the 2026/2027 fiscal year upon the taxable property in said Library District.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the Board of Library Trustees of the Fountaindale Public Library District that the amount of money estimated to be necessary to be raised by taxation for the 2026/2027 fiscal year upon the taxable property in said Library District is \$11,643,863.

FURTHER RESOLVED that a public hearing pursuant to the Truth in Taxation Act shall be held on the 19th day of November, 2026 at 6:30 p.m. at the Fountaindale Public Library, 300 W. Briarcliff Road, Bolingbrook, IL 60440.

FURTHER RESOLVED that notice of said public hearing in compliance with said ACT shall be given in a newspaper with circulation in the District not more than 14 days nor less than 7 days prior to the date of the public hearing.

Adopted this 20th day of August, 2026.

Celeste M. Bermejo
President, Board of Library Trustees

ATTEST:

Robert Armstrong
Secretary, Board of Library Trustees

RESOLUTION 2026-4

RESOLUTION DESIGNATING OPEN MEETINGS ACT OFFICERS

WHEREAS, the Open Meetings Act requires a public body to designate one or more employees, officers or members to receive electronic training on compliance with the Act, and said persons are to complete said training on an annual basis; and

WHEREAS, the Board of Trustees of the Fountaindale Library District hereby finds and declares that it is in best interests of the Library District to designate such persons;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF LIBRARY TRUSTEES OF FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION ONE: Paul Mills and Juanita Lennon are hereby designated to receive training on compliance with the Open Meetings Act officers for the Fountaindale Public Library District.

SECTION TWO: All policies and resolutions of the Library District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

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

PASSED THIS 20th day of August, 2026.

AYES:

NAYS:

ABSENT:

APPROVED THIS 20th day of August, 2026.

ATTEST:

Celeste M. Bermejo
President, Board of Library Trustees

Robert Armstrong
Secretary, Board of Library Trustees

RESOLUTION 2026-5

RESOLUTION DESIGNATING FREEDOM OF INFORMATION ACT OFFICERS

WHEREAS, the Freedom of Information Act (5 ILCS 140/3.5) requires a public body to designate one or more Freedom of Information officer or officers; and

WHEREAS, the Board of Trustees of the Fountaindale Library District hereby finds and declares that it is in best interests of the Library District to designate Freedom of Information officers as set forth herein below;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF LIBRARY TRUSTEES OF FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION ONE: Paul Mills and Jennie Nguyen are hereby designated Freedom of Information officers for the Fountaindale Public Library District. The names, titles and contact information for the FOIA Officer(s) shall be posted on the District's website and the District administrative office.

SECTION TWO: All policies and resolutions of the Library District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

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

PASSED THIS 20th day of August, 2026.

AYES:

NAYS:

ABSENT:

APPROVED THIS 20th day of August, 2026.

ATTEST:

Celeste M. Bermejo
President, Board of Library Trustees

Robert Armstrong
Secretary, Board of Library Trustees

Petitions for Fountaindale Public Library District Board Candidates Available August 25, 2026

The Fountaindale Public Library District wishes to announce that the library will have nominating petitions available on Tuesday, August 25, 2026 for persons who wish to run in the April 6, 2027 Consolidated General Election for the positions of library district trustee.

The election will fill three (3) library district trustee positions. All three (3) library trustee positions are six (6) year terms.

Nominating petitions and all necessary forms will be available at the Fountaindale Public Library District, 300 W. Briarcliff Road, Bolingbrook, Illinois 60440 in the Administration Office on the 2nd floor on Tuesday, August 25, 2026. Office hours to pick up nominating petitions are Monday through Friday from 9 a.m. to 4:30 p.m. You may request that a petition packet be mailed to you by contacting Juanita Lennon at elections@fountaindale.org. A minimum of fifty (50) signatures by eligible registered voters are required on the petition in order to get one's name on the election ballot. Prospective candidates must be a registered voter and reside within the library district boundaries.

Completed petitions must be filed with the Election or a Deputy Election Officer of the Library District. The first day to file for election is Monday, November 16, 2026. Candidates must file by mail or in person at the Fountaindale Public Library between 9 a.m. and 4:30 p.m. All candidates who file at 9 a.m., including those whose mailed-in petitions arrive on November 16, will be placed in a lottery drawing to determine ballot placement.

Candidates who file after 9 a.m. on November 16 will be placed on the ballot in the order in which their petitions are received. Petitions may also be turned in between 9 a.m. and 4:30 p.m. on November 17, 18, 19 and 20. The last day for filing is Monday, November 23, 2026 between 9 a.m. and 5 p.m. No petitions will be accepted after 5 p.m.

For further information, please call Deputy Election Officer Juanita Lennon at 630.685.4204.

CIRCULATION POLICY

Fountaindale Public Library District provides items on loan to serve the needs of the Fountaindale community for the purposes of education, enrichment and discovery. Use of Library items is governed by the policy established by the Library Board of Trustees and any applicable rules or regulations adopted by the Library. The Executive Director as the executor of the policy for the Board of Trustees has discretion in determining what use is “in the best interest of the Library” and is authorized to act accordingly, including limiting the use of circulating items by individuals whose activities interfere with Library operations, adversely affect public safety or cause public disturbances. The Board of Trustees may modify, amend or supplement this policy as it deems necessary and appropriate.

CONFIDENTIALITY OF BORROWERS RECORDS

Fountaindale Public Library District recognizes the rights of its patrons to freely access library items. Library patrons’ records are confidential and shall not be made available to any outside agency, group or person to the extent provided by law.

As designated in the Patron Association guidelines below, individual patrons may grant access for hold pick up to their family members or other designees. Parents/guardians will be granted access to their children’s records up to and through age 17.

Cards that are presented by anyone other than the patron or an associated patron may be reclaimed by Fountaindale Public Library District.

Account PINs can be changed by the patron when presenting a Photo ID or when the account has an accompanying patron photograph, or by logging into their online account.

Patrons must have cards in good standing to receive full benefits. A card that is not in good standing is considered delinquent. Delinquency is defined by owing charges over

our acceptable threshold or items on the patron account are more than 14 days overdue.

PATRON PHOTOGRAPHS

As an identity theft safeguard, the Library offers patrons the choice to have their photo taken at the time of library card registration and renewal. This photo will be included on the patron's account as an extra identifying piece of information in our patron database. A patron photograph must be on file for select library privileges/services, including but not limited to checking out Studio 300 and other equipment.

PATRON ASSOCIATIONS (ACCOUNT LINKING)

Parents/guardians are responsible for activity on their children's accounts. The Library reserves the right to associate (link) the accounts of parents and/or guardians to the accounts of their children under the age of 18. Children who are associated with their parents may not verify or update contact information on their parents' accounts.

Parents who are associated with children may not present the child's card for general checkout if the parent(s) card has a delinquent status.

Adult patrons (age 18 and older) may grant the Library permission to associate their own account to the account of other designees of their own choosing. In creating these associations, adults give permission to other adults with whom they are linked to use their personal library cards for holds pickup, to check on or pay fees, no other information will be provided. General checkout on an adult's card by someone other than the cardholder is not permitted.

Associations may only be requested by adults who are both physically present and provide photo ID.

The Library reserves the right to associate and block from use all patron accounts belonging to the same address based on the delinquency of any one patron account until all accounts in the household are in good standing.

GUIDELINES FOR BORROWERS

Patrons apply for the right to use the services and facilities of Fountaindale Public Library District and agree to abide by the rules of the Library, to pay all billed charges to their accounts (as well as all Juvenile and Young Adult accounts linked by association) and to promptly inform the library of a lost card, change of address or change of personal contact information such as email and phone number.

Patrons understand that they are solely responsible for items checked out with their card. Overdue notification is a courtesy, and the library is not responsible for the borrower's failure to receive overdue notifications.

A child's parent/legal guardian will assume responsibility for charges incurred while the child (age 17 and younger) is or was in their care. Parents may temporarily suspend or permanently cancel a child's account at any time, however charges remain the responsibility of the parent/legal guardian.

APPLYING FOR A LIBRARY CARD

Fountaindale Public Library District residents are encouraged to begin the library card application process by visiting the Library or by applying online through the [website](#). If applying for a library card in person, a valid photo ID with the resident's name and current address must be shown at this time. An additional piece of identification will be needed if the photo ID address is not the current address. Acceptable pieces of identification are listed in [Appendix 1](#). Residents may also choose to apply for a library card online by filling out the [online](#) library card application.

ANY RESIDENT AGE 18 OR OLDER of the Library District may obtain a patron card by completing an application with a valid photo ID with current address. An additional piece of identification will be needed if the photo ID address is not the current address. Acceptable proof of current residency are listed in [Appendix 1](#). Proof of residency must contain a street address; no P.O. boxes will be accepted.

ANY RESIDENT AGE 17 AND YOUNGER may obtain a patron's card when accompanied by a parent or legal guardian, who will provide the appropriate identification and sign the application on his or her behalf. Children of shared legal guardianship may have up to two library cards, provided that one or both addresses fall within the boundaries of the Library District.

BUSINESS, INSTITUTIONS AND/OR LOCAL ENTITIES — Owners or administrators of businesses, institutions or entities located within the Library District boundaries may obtain a business card upon furnishing appropriate documentation and showing a valid photo ID (see [Appendix 1](#)). A business library card is valid for one year. The business owner or institution shall be responsible for payment of any lost, damaged items, or fees. The library reserves the right to associate the business library card with the owner's personal library card, when applicable. If the personal card is not in good standing, the business library card will be blocked. Only one library card will be issued per business.

PROPERTY OWNERS — Individuals who own property that is not their primary residence within the Library District boundaries may obtain or renew a patron's card annually by furnishing a valid photo ID in addition to their property tax bill. The library reserves the right to associate the property owner's library card with the individual's personal library card within the Pinnacle system. If the personal card is not in good standing, the property owner's library card will be blocked. A property owner who has already been issued a Fountaindale Public Library District resident card will not be issued a property card. Only one library card will be issued per taxable property.

SCHOOL — The Administrator or Library/Media Center Director of a public school that lies within the Fountaindale Public Library District can apply for a school account, and can extend account access to teachers and faculty by providing their names on an annual basis. The institution will be responsible for the addition/deletion of names from the approved list of users. The library will not check out to individuals whose names do not appear on said list. Institutions are responsible for all lost and damaged library items borrowed by teachers and faculty who use the card. Borrowing privileges are valid for one year from August 1st through July 31st. Teachers and faculty may check out items for educational purposes and classroom use only. Loan periods for teachers and faculty are extended to four weeks. Interlibrary loan items and select equipment may not be checked out on these accounts. Any cards issued to teachers and faculty are only valid at Fountaindale Public Library and the Bookmobile and cannot be used to check out materials at any other library.

TEMPORARY VISITORS AND RESIDENTS IN TRANSITION — Seasonal visitors or residents in transition temporarily residing within Library District boundaries will be eligible to obtain a temporary patron's card for all library services upon providing a photo ID or a letter from a social service agency/temporary employer. Additionally, the temporary visitor will need to bring in a piece of mail or other acceptable evidence of residency to gain library privileges or the Library will mail a postcard to confirm residency which will need to be returned by the temporary visitor. This process will need to be repeated every 90 days in order to extend privileges.

NON-RESIDENT PATRON — Eligibility for this type of card is also subject to the appropriate provisions of Illinois State Statutes. Any person who does not already pay taxes for library service may obtain a patron's card by completing an application, furnishing a valid photo ID with current address (an additional piece of identification will be needed if the photo ID address is not the current address), and paying the non-resident fee currently in effect. All members of a non-resident patron's household are then entitled to individual patron cards without additional payment. Payment of the non-resident fee entitles the patron to all library services.

RECIPROCAL PATRON — Any person presenting a current photo ID along with a valid patron's card from a library participating in the Illinois reciprocal borrowing program may obtain reciprocal borrowing privileges upon completion of a Fountaindale Public Library District application. Reciprocal borrowing privileges are valid for one year, or until the expiration date on the reciprocal patron's home library account, whichever comes first. Privileges will be denied if the patron's home library deems their card to not be in good standing. Interlibrary loan and select equipment and services will not be granted to reciprocal patrons. Reciprocal patrons are also eligible for an Access Card which, for an annual fee, provides the same privileges to non-residents for Fountaindale services and programs as a resident cardholder, in addition to the borrowing privileges already extended to non-residents with the use of their home library card. Details are listed in the [Access Card Policy](#) on our website.

ADDRESS CHECK

A renewal of account information is required every four years unless specified otherwise. The district may use automated means to verify addresses. If renewing in person, a valid photo ID with the patron's name and current address must be shown in person at this time. One piece of current mail will be needed if the photo ID address does not match the address on the account.

REPLACEMENT OF LOST AND/OR DAMAGED LIBRARY CARDS

The patron is responsible for reporting lost cards to the Library immediately.

The patron may use electronic versions of their library cards. The patron remains responsible for the use of the card and the account with such usage.

Persons age 12 and older can replace lost or damaged Fountaindale Library cards upon presentation of a current photo ID.

Parents/legal guardians can present their own photo ID on behalf of their children up to and through age 17 to be issued a replacement card without the child present.

There is no cost for replacement cards.

LENDING POLICIES

Items from our Library collection circulate from five days to three weeks, depending on type.

Items from our Outreach collection circulate for four weeks.

Special loan periods and limits on the number of items are set based on demand.

Newspapers, reference, and local history items do not circulate. The librarian on duty may authorize overnight or weekly use of items in the reference collection. Select equipment circulates in-house only.

ITEM RENEWALS

Most of the items in our collection renew automatically with two renewals, if there are no patron holds on the item. Additionally, circulating items may be renewed by contacting the Library or online. The library sets renewal limits according to material type. Items that may not be renewed include those that others are actively waiting for, Studio 300 equipment, and other specialty equipment and materials.

FINES & FEES

The Library does not charge late fines on overdue materials. Patrons are responsible for reimbursing the library for materials that are damaged or marked as lost (see [Appendix 2](#) for Billing Timeline). Patrons with items more than 14 days overdue or fees in excess of \$50.00 will have their account blocked until the items are returned or the fees have been paid down below \$50.00. Charges may also be added to a patron's account for

returning special equipment through the automated materials handling machine or book drops. If charged item(s) exceed the fee threshold of \$50.00, a patrons account can be suspended from library privileges. Privileges can be reinstated when patrons pay for or return billed items. Fees associated with Studio 300 equipment are governed under the [Studio 300 Policy](#).

Patrons using other libraries outside of Fountaindale Public Library District are subject to their policies regarding fines and fees.

BILLED, LOST AND DAMAGED ITEMS

Non-equipment items that are billed or lost and have not yet been paid for may be returned.

Items that are billed or lost will be charged to the patron according to the price stated in the item record. For items (excluding equipment and kits) owned by the district for more than 2 years, the charge will be reduced to 50% of the price stated in the item record when the patron pays in person at the Circulation Desk. Patrons will be blocked from use with privileges suspended until the account charges are paid.

Patrons who return Fountaindale Library items in good condition within 90 days of paying for them will receive a refund on the cost of the item. All refunds are by check, and they typically take up to 4 weeks to process.

The Library will determine when an item is damaged beyond repair and when damaged items are the responsibility of the patron to pay for according to the price in the item record. The damaged item may be returned to the patron if requested within 30 days.

Replacement copies will not be accepted in lieu of paying for damaged or lost items.

Failure to return overdue materials or pay the replacement costs past the final billing notice stated in the schedule in Appendix 2 may result in the library taking legal action to recover the property or seek equivalent compensation.

FAILURE TO COMPLY

Fountaindale Public Library District staff reserves the right to invalidate a library account and to grant temporary extensions of account privileges in appropriate circumstances.

DAMAGES AND LIABILITY

Any individual shall be held responsible for willful or accidental damage to the Library collections caused by the individual and/or when checked out to their account or accounts for which they are responsible.

The Library is not liable for any damage to personal property that may have been caused by materials borrowed from the library.

APPEAL AND REVIEW

The Board of Trustees of Fountaindale Public Library District will review the Circulation Policy and regulations periodically and reserves the right to amend them at any time. The Board authorizes the Executive Director to waive regulations under appropriate circumstances. The Executive Director is the chief person empowered to make decisions regarding the circulation of items and procedures as related to lending and borrowing; the Executive Director may delegate authority to make these decisions.

Any appeals for changes to, or exceptions to, any portion of the Circulation Policy will be considered. An individual wishing to file an appeal shall submit it to the Executive Director in writing. The Executive Director will respond in writing.

APPENDIX 1 — ACCEPTABLE IDENTIFICATION FOR OBTAINING A LIBRARY CARD

Residents of the Fountaindale Public Library District must present one valid photo ID and one additional piece of documentation. If a valid photo ID does not have the current address, two additional pieces of documentation showing the current address will be needed.

ACCEPTABLE PHOTO ID

- Any Government-issued photo ID with current address
- Driver's license (traffic ticket not accepted as a replacement)
- Temporary secure paper license
- State ID card or temporary secure State ID card
- Firearms Owner Identification (FOID) Card
- Park District ID
- Pilot's License
- Passport with recent picture
- Permanent Resident or Immigration Card
- School-issued ID (current year)

ACCEPTABLE DOCUMENTATION SHOWING CURRENT ADDRESS

- AARP Card
- Bills: Cable TV, Credit card, Utility (current or last month, paper or electronic)
- Current car registration
- Driver's permit
- Insurance card (with address, paper or electronic)
- Mortgage papers or rental lease
- School registration (recent)
- Voter's identification

ACCEPTABLE DOCUMENTATION FOR A BUSINESS, INSTITUTION OR LOCAL ENTITY ACCOUNT

- Business License
- Letter of Incorporation
- Rental Agreement
- Property Tax Bill
- Photo ID that matches with individual listed on document above. When applicable, a letter written by the administrator or owner deputizing another employee to create the account may be included. The deputized person would then need a photo ID.

APPENDIX 2 — BILLING SCHEDULE

Patrons will receive notifications from Fountaindale Public Library District as follows:

3 days prior to due date	Almost Due Notice (Email only)
3 days past due date	1st Overdue Notice
14 days past due date	2nd Overdue Notice
14 days past due date	Account blocked
21 days past due date	3rd Overdue Notice
28 days past due date	Billing Notice
42 days past due date	Final Billing Notice

July 2026 Board Report

Executive Director (Paul Mills)

State of Illinois Job Fair

The State of Illinois Job Fair was a great success, with a total of 241 participants! Meeting Rooms A, B, C, and the Board Room were all in use to support the Fair, and we heard from many attendees that they were just now discovering what services are available at our library (and others too).

Deputy Director (Nancy Korczak)

Highlights

Summer Adventure wrapped up at the end of July and we had great engagement this year. A total of 1,899 patrons registered in Summer Adventure, a 5.6% increase from last year. Participants had great feedback on enjoying the program and liking the prizes, including being able to pick out books as prizes to take home.

This summer, we have experienced some extreme weather and a couple of power outages. Tasos Priovolos, Paul Mills and I met with a fire inspector from the Bolingbrook Fire Department to review our Tornado procedures and to ask for any suggestions for improvements. It was reassuring to see we had good procedures in place. I was able to review the updated procedures for power outage and Tornado with our Person In Charge group and asked Managers to share them with their staff. Our staff now feels better prepared for the fall.

Adult & Teen Services Report (Debra Dudek)

Department Summary

- Patrons continued to visit the service desks for Summer Adventure prize pickup, sign-up services, and prize drawing pickup
- Recruitment process to fill a vacant part-time programming specialist was completed
- Computer Commons computer use saw an increase in usership due to mass storm-related power outages in our community
- Study room usage began to recede due to summer break
- Staff created book displays featuring Summer Adventure Staff Picks, Analog Summer, Road Trips, and Summer Adventure themed wizard and fairy tale themed reads
- The traveling exhibit "America: The History of US" continued its loan period and special book display circulation

Adult Programming Highlights

- Summer Adventure decorations, book displays, prize books, and prize examples were distributed to the service desks
- The library hosted its first State of Illinois Job Fair on July 29. This event was designed to connect applicants with a variety of state agencies offering rewarding careers
- ATSD partnered with the Children's Services Department to host programs with Chief Starr Eagle and Storm Science
- Planning for December/January/February continued
- Drop-in craft programs have attracted new library patrons to our events
- Top Programs - State Employment Job Fair (241), Cooking with Chef Maddox: Provençale Style Cuisine (40), Senior Social: Beatrix Potter: Author, Illustrator, Conservationist - Senior Social (38), and Genealogy Club: Genealogy Club - A Tale of Two Brothers: Patriot & Outlaw (16).

Teen Programming Highlights

- Teen patrons picked up prize items and prize books
- Summer Adventure programs have been largely drop-in and well attended
 - Noodle Knights (July 6) provided teens with materials to build their own shields and test them against pool noodle swords
 - Wizard Workshop (July 13) provided patrons an opportunity to create potions, crystal balls, magic wands and enchanted fairy castles
- Randi booked JG's Reptile Road Show specifically for our teen patrons. Participants enjoyed meeting and interacting with the animals.
- Storm Science stopped by the library to discuss tornadoes, lightning, hail storms, and other inclement weather systems
 - Participants handled equipment and saw a storm chasing vehicle
- Top Programs - Teen Volunteering: Book Recommendations (70), Question of the Week (39), JG's Reptile Road Show (17), Wizard's Workshop (15), Noodle Knights (12), Chase the Storm, Hoop Dancing Workshop with Starr Chief Eagle (9), and Anime Afternoon (8).

Department Statistics

- The 37th student graduated from our Career Online High School Program
- Five students are currently enrolled in our program
- One student completed their 30 day probationary period
- Two students have completed over 85% of their coursework

Children's Services (Joyce Arellano)

Department Summary

- It has been a very busy month for Children's Services! We completed the Summer Adventure program and had 774 children participate. This is an 8% increase over last summer.
- We celebrated the halfway point of Summer Adventure on July 6 with a Ren Faire, Family Knight Out. Our team worked with staff across the library to offer a variety of activities including crafts, fairy wishes, Nerf archery, face painting, selfie stations and more! The Kona Ice Truck was also available for patrons, and Pocket Circus presented two exciting shows. Many thanks to the staff in Outreach, Vortex, Circulation, Studio 300, Facilities and to Paul and Nancy for their help with this event! Patrons were very happy with the activities and some patrons attended the event in Ren Faire-themed costumes! About 400 patrons attended.



Programming Highlights

- As part of our America 250 programming, we collaborated with Adult & Teen Services to offer three special events with Lakota hoop dancer Starr Chief Eagle. 84 patrons of all ages attended the hoop dance performance and were in awe of Starr Chief Eagle. It was lovely to see patrons asking questions, talking with each other after the show and sharing stories. Patrons also shared wonderful feedback including, "Incredible show!" "10 out of 10!"



Our library is the best!" and "So beautiful! I'm going to go somewhere and cry, it was so beautiful."

Department Statistics

- 2,075 patrons attended CSD's 91 active (synchronous) programs.
- 361 patrons participated in 6 passive (asynchronous) programs.
- 774 children participated in Summer Adventure.
- 352 babies, toddlers and preschoolers are participating in 1000 Books Before Kindergarten. 11 new children signed up this month.
- 630 children are participating in Reading Dragons & Friends. 14 new children signed up this month.
- 1,252 reference questions were answered.
- 1,120 directional questions were answered.
- 15 one-on-one instruction sessions were completed.

Circulation Services (Jacob Luce)

Department Summary

- Throughout July, Circulation staff continued to successfully manage the influx of requests and returns for Summer Adventure materials. Towards the end of the month, they also prepped for the anticipated large amount of returns once Summer Adventure ends.
- The Circulation Manager worked with a Lead Specialist and the Finance Department to send out notification letters to patrons with credits on their accounts for 3 years or more. These letters are sent to let patrons know that the credit on their account will be sent to the state if they don't respond to our letter in the amount of time allowed to them.
- The Aides continue to do a great job cleaning the shelves since this task was incorporated into their workflow; shelf cleaning has continued for the month of July. The Aides continued cleaning the shelves on the 2nd floor. They have finished cleaning the Adult Music CDs shelving. They continue to clean the Adult Audiobooks shelving.
- The Associate Manager and Department Manager reviewed candidates for the open Aide position. The Associate Manager and a Lead Specialist interviewed candidates for the open Aide position. An offer was extended to a candidate to fill the open Aide position.
- An Aide who was shelving in the Juvenile Graphic Novel area noticed a young patron was trying to fill his water bottle in the CSD water fountain. The young patron accidentally spilled the full water bottle on the ground. The Aide noticed the young patron was a little worried and embarrassed. The Aide went to the young patron, helped pick up his water bottle then took him to the CSD desk to speak with staff. The Aide explained to CSD staff what happened and CSD staff reassured the young patron that they would take care of the spill. The Aide then said to the young patron, "See, I told you it would be okay, it was just an accident. Follow me, I will show you where to fill up your water bottle in the lobby." The young patron was happy to follow the Aide and thanked her for helping him.

Department Statistics

- 189 new library cards were issued in person, 28 of those being reciprocal borrower cards, 58 patrons signed up for library cards online.
- 223 license plate stickers were renewed, a 30% increase from July 2025.
- 407 patrons utilized our Drive-Thru.
- 2,082 items were checked out through Drive-Thru.
- 702 items were checked out through the On-site Lockers.
- 157 items were checked out through the BRAC Lockers.

Collection Services (Christina Theobald)

Department Summary

- Another successful fiscal year rollover was implemented. Christina and Liz set up the new fiscal year and funds in Polaris. We hit the ground running and resumed ordering new materials the first full week of July.
- Liz and Chris attended a PinTech Meeting at the Lemont Public Library. The group discussed adding a Graphic Novel custom TOM (Type of Material) as well as narrowed down some other custom TOMs to replace “Three Dimensional Object” for some of the more unusual items in our collection.
- Lily assumed her new role as Chair of the PinDigital Committee and has begun weekly eBook ordering for the Pinnacle consortium, as well as updating the budget spreadsheet.
- Brett, Kelly and Lily collaborated on consolidating display practices into one documented procedure, which all of the Collection Services Librarians will now follow moving forward. The new procedures streamlines instructions and coordinates across age levels for the collaborative lobby displays.
- Starting in this new fiscal year, Brett is taking on collection development for the Music collections, including Music CDs and Vinyl Records across all ages. Lily is taking on collection development for the Adult and YA Graphic Novel collections.
- Chris, Brett, Liz and Christina finalized guidelines for the Juvenile folklore collection. Isabel has begun recataloging the remaining items.
- Chris created cataloging procedures for the Tech to Go! collection and expanded upon cataloging procedures for Vox/Wonderbooks, Local History and Genealogy materials.

Department Statistics

- 2,798 new items were added to the collection.
- 3,207 old and worn items were withdrawn from circulation.
- 190 incoming interlibrary loans were processed for our patrons.
- 263 outgoing interlibrary loans were shared with other libraries.
- 350 items were repaired, 213 invoices were paid and 146 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

- 2% increase in digital circulation compared to last year.
- Digital circulation was 22% of the library’s total circulation.
- Easy Readers experienced the highest positive circulation growth, with 581 more circs and a 24% increase compared to last year.
- Following in circulation growth was Young Adult Graphic Novels with 467 more circs and a 45% increase compared to last year.
- Studio 300 equipment, Picture Books and Adult World Languages also experienced positive circulation growth.
- The most popular collection in July was Picture Books, with over 9,000 circs.
- 2,658 circs were yielded from a total of 33 displays. The most popular Lobby displays were *On the Road*, *Sharks*, and the Summer Adventure’s *Once Upon a Read* theme. The most popular Children’s displays were *Summer Fun* and *Popular Characters*.
- The most popular Adult Fiction books were *The Divorce* by Freida McFadden, *Ironwood* by Michael Connelly and *Whistler: A novel* by Ann Patchett.
- The most popular Adult Nonfiction books were *View from the East Wing* by Jill Biden and *Atomic Habits: tiny changes, remarkable results: an easy & proven way to build good habits & break bad ones* by James Clear.

- The most popular Juvenile books were *Cat Kid Comic Club* and *Cat Kid Comic Club: On Purpose* by Dav Pilkey. The most popular picture books were *The Pigeon has to go to school!* and *I love my new toy!* By Mo Willems.
- The most popular teen books were *The Ballad of Songbirds and Snakes* and *Sunrise on the Reaping* by Suzanne Collins, as well as *The Summer I Turned Pretty* by Jenny Han.
- The most popular movies were *Scream 7*, *Avatar: Fire and Ash*, *Hoppers* and *Michael*.

Circulation by Branch

Branch	Jul 2025	Jul 2026	Change	% Changed
Building	49373	48599	-774	-1.57%
Outreach	2613	2216	-397	-15.19%
Studio	1739	1997	258	14.84%
Digital	14450	14772	322	2.23%
Totals	68175	67584	-591	-0.87%

Digital Collection Usage

Digital Platform	Jul 2025	Jul 2026	Change	% Changed
Freegal Music	927	1217	290	31.28%
Hoopla	4035	3673	-362	-8.97%
Kanopy	480	582	102	21.25%
Libby	8453	8964	511	6.05%
Palace Project	294	108	-186	-63.27%
PressReader	261	228	-33	-12.64%
Totals	14450	14772	322	2.23%

Displays





Communications (Melissa Bradley)

Department Highlights

- Our Google Ads had 17,279 impressions and 1,833 clicks.
 - Campaigns with the most impressions:
 - Kanopy: 6,543 impressions; 610 clicks
 - Digital Media: 3,205 impressions; 366 clicks
 - Website: 2,793 impressions; 232 clicks
- We auto-renewed 476 library cards with Patron Point.
- We scheduled, wrote/edited and published seven blog posts.
- Steven continued working with IT and Communico to implement Stripe integration for the forthcoming self-checks.
- Steven celebrated 15 years of service at our library!
- Melissa created a presentation for the PinCon staff in-service day.
- Melissa and Steven hosted two Staff Picks filming sessions.
- Sabrina completed work on the fall issue of *The Fountain*. She also created marketing pieces for the Starr Chief Eagle performance, several display cart signs for Collection Services, TV slides for Outreach and a permanent sign for the new readers advisory cart going up soon.



**HOOP DANCE
PERFORMANCE BY
STARR CHIEF EAGLE**

**SUNDAY, JULY 19
2-3 P.M.**



Media

- [The Naperville Sun](#) mentioned us as one of the locations for Representative Bill Foster's mobile office hours.

Social Media Metrics

Facebook

- 30 new followers
- 61,911 content views
- 2,155 page visits
- 241 engagements (likes, comments, clicks, saves & shares)

Instagram

- 19 new followers
- 6,780 content views
- 6,034 reel views
- 279 post engagements (likes, comments, saves & shares)

TikTok

- 18 new followers
- 5,857 content views
- 121 page visits
- 710 post engagements (likes, comments, favorites & shares)

YouTube

- 4 videos & 5 shorts published
- 24 new subscribers (2,202 total)
- 7,981 content views
- 242.2 hours of watch time
- 35,876 impressions (video thumbnails shown to viewers)

Email Marketing Metrics

MailChimp Blogs:

- 2,956 subscribers
- Average open rate: 21.7% (industry average is 29.5%)
- Average click rate: 0.89% (industry average is 2%)

Patron Point:

- Average open rate: 60.56% (industry average is 29.5%)
- Average click rate: 13.91% (industry average is 2%)

Facilities Operations (Tasos Priovolos)

Department Summary

- The entire department assisted with the Family Knight Out 2026 event which included setting up for the event, assisting during the event, and having this area opened for patrons the following morning.
- Met with a representative from the Bolingbrook Fire Department to review our weather and fire evacuation plans. This was a great opportunity to discuss how weather alarms are triggered and to assure that the first-responders were aware of our procedures.
- The Monument Sign project was completed along with punch-list items. We are working on final pay-app and documentation in order to close-out this project.
- The Parking lot project was also fully completed along with punch-list items. We are also working on final pay-app and documentation in order to close-out this project.
- There were issues with the toe-kicks installed in the Children's shelving project coming loose with regular use. We worked on obtaining a different type of clip along with identifying that the toe-kicks installed were the incorrect types for our shelving units. We are working with the manufacturer to have them replaced when they arrive in September.
- Continued working with the architects and general contractors to review the lights and controls that will be used for the 2026 Lighting project which is scheduled to begin later this year.
- Installed new shelving in the IT Department which will allow them to organize their items and assist with their workflow.

Zendesk

In July, 34 new maintenance tickets were created, and 36 new or existing tickets were completed.

Finance (Jennie Nguyen)

Highlights

- **Illinois Unclaimed Properties:** On an annual basis, as required by the Unclaimed property laws, the Finance Department is responsible for submitting a report and sending all properties that have been unclaimed for three years or more to the Illinois State Treasurer. Prior to sending the funds and reporting to the State, Finance works with the Circulation Department to send out a letter notification to the patrons notifying them of the credit and how to claim the funds from the Library. They are given approximately 3-4 months to respond. After this time period has passed, the report will then be filed and funds sent. The patron will only be able to claim the funds from the State.
- **Audit Fieldwork Preparations** - Finance has been very busy preparing for the upcoming audit for the fiscal year 2026 while preparing the reports for the July 16, 2026 board meeting. This time of year is usually very busy for the Finance Department. Finance has also been reaching out to other departments for items that have been requested by our auditors prior to their arrival at the end of August. Thank you everyone for your assistance.
- **Appraisal Report:** Finance has submitted our data to our Library's appraisal company for all of the additions and disposal of assets at the end of the fiscal year 2026. The appraisal company will process and create our appraisal report. This report is used for the annual insurance renewals.
- **Record Retention:** Finance has been working with Jennifer Flores of Lauterbach & Amen's Record Retention Department to schedule meetings for department managers to review their records in preparation for disposal. Training will be provided to two of the Administrative staff that is new to the record retention requirements.

Human Resources (Elena Flores)

Staffing

Open Positions

- Adult Services Programming Librarian - Accepting Applications
- Adult and Teen Services Programming Specialist - Candidate Selected
- Circulation Services Aide - Candidate Selected
- Facilities Custodian - Accepting Applications

Departures

- Annie Walsh - Adult and Teen Services Specialist - 7/15

Information Technology (John Matysek)

Highlights

- During the month of July, 82 new help desk tickets were created by FPLD staff, and 84 new or existing tickets were solved by IT staff.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, attended a knowledge transfer session with vendor TDI vertical covering the recently completed VMware and Windows Server 2025 upgrade projects
- Along with Jose Robles and several other staff, met with vendor Communico to discuss issues with integrating Stripe credit card hardware terminals with Communico's Interact self check software.
- Worked with vendor TDI vertical to troubleshoot and resolve an issue preventing successful backups of the library phone system servers after completion of the Windows Server 2025 upgrade project.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, configured and deployed a new FEIG RFID pad that vendor Communico recommended for use with their Interact self check software. Many thanks to Facilities for their assistance in physically mounting the RFID pad under the counter.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, began configuration of new replacement Apple iPads for the Children's and Outreach Services departments.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, began researching and testing the available Apple mobile device management (MDM) software solutions for use with the new replacement department iPads to provide centralized management, and ease of system updates and app deployment.
- Worked with Facilities to have new deeper shelving installed throughout the IT workroom to provide more efficient storage capabilities.
- Along with Jose Robles, Ben Jansen, and Aidan Bennett, began reorganization of the IT workroom to take advantage of the newly installed deeper shelving.

Outreach Services (Tana Petrov)

Department Summary

- The Outreach team participated in the following library and community events, and provided the following programs:
 - July 1: Game Zone (35 attendees)
 - July 6: Family Knight Out Event (345 between the Bookmobile and the Outreach table)
 - July 8: Waterworks (67 attendees)
 - July 9: Primrose School of Bolingbrook Grand Opening Event (44 attendees)
 - July 10: Community Block Party (176 attendees)
 - July 11: 5th Annual iFest Bolingbrook Event (294 attendees)
 - July 15: Miss Jamie's Farm Music Show (48 attendees)
 - July 22: Find the Dragon 4D Experience (60 attendees)
 - July 24: Community Block Party (280 attendees)
 - July 25: New Hope Baptist Church Family Picnic (12 attendees)
 - July 29: Art in the Park (77 attendees)
- The Outreach team reviewed and practiced the Bookmobile wheelchair lift procedures to ensure staff are comfortable operating the lift.
- The Ashbury's stop with the Bookmobile continues to have a good patron turnout with several regular patrons. The July theme, "Freezer Pop Day," featured flavor ice popsicles.



Programming Highlights

- **Programs at senior facilities:** topics were *Independence Day* and *America's 250th Anniversary*. Our patrons had a lot of fun decorating wind chimes, as well.



- **Quarterly special carts for senior facilities:** topics for the summer are *Sweet Reads to Keep You Cool This Summer* and *Treat Yourself to a Good Book*. The carts include large print materials and items from our Dead on Arrival (DOA) list to give them another opportunity to circulate.
- **Story Stroll:** Patrons enjoyed reading the book *This Is a Story* by John Schu while walking the path at Bulldog Park by the library.
- **Tinker Tuesdays:** Throughout the summer, our team participated in Tinker Tuesdays at John R. Tibbott Elementary School with the Bookmobile and providing interactive puppet shows and STEM activities for students. We engaged with 172 children throughout the program. John R. Tibbott Elementary School also gave us numerous shout-outs on their social media, highlighting the partnership and community impact between the library and the school.



Department Statistics

- 844 items retrieved from the off-site book drops
- 793 visitors to the outreach vehicles
- 417 reference questions answered
- 410 listeners attended storytimes
- 13 home-delivery patrons were served
- 11.5 volunteer hours completed

Studio 300 (Jacinto Gonzalez)

Department Summary

In July we continued growth in equipment accessibility, new technology training, creative programming, and support for the library's writing and filmmaking communities. Staff continued preparing the xTool P3 laser cutter for patron use, while equipment cards moved from development into active rollout. These cards will make it easier for both patrons and staff to identify the contents of equipment kits.

Staff also continued expanding their technical skills through training on the xTool P3, PRS100 embroidery machine, Adobe After Effects, DaVinci Resolve, Photoshop, and other Studio equipment and software. The department also saw continued momentum in its writing community. The Fountain Pen anthology received submissions from 9 authors totaling 14 poems and stories, while Studio launched SWAG (Summer Writers Accountability Group) to provide writers with a space to write and reach a goal by the end of summer.

Key department highlights and trends:

- xTool P3 software installation continued with IT; staff successfully tested tumbler engraving settings.
- Monica completed xTool training and tested cutting on draftboard, hardwood, and acrylic.
- Ryan completed digital/off-machine xTool training.
- Staff continued to train on the PRS100 embroidery machine.
- Equipment card rollout began.

Programming Highlights

Film Club — Strangers on a Train

Adriana hosted Film Club with 10 patrons attending. With a discussion about the 1951 film, with participants actively sharing their thoughts.

Fiery Stop Motion

Ruth led a teen program where participants created paper puppet dragons and learned how to use Stop Motion Studio to produce their own stop motion films.

Cut to the Beat

Patrons learned the basics of Premiere Pro and video editing while exploring how music can be used creatively in film.

Storyboarding for Film

Monica introduced patrons to storyboarding as part of the filmmaking process.

Foam Art Mythical Creatures

Connor hosted his first teen program, with 4 teens participating. All participants engaged in creating their own mythical creatures, with two designing and printing custom pieces.

Photo Retouching and Editing

Mark hosted a program introducing patrons to photo retouching and editing techniques on Photoshop.

Department Statistics

- **11 programs** with **39 total attendees**
- **204** patrons used the audio booths
- **116** used the general conference rooms
- **233** used podcast studios
- **92** used video suites
- **304** Computer sessions

Fountaindale Public Library July 2026 Statistics

Membership

- Active cardholders: 35,819
- New cardholders: 212
- Total visits: 30,901

Circulation

Building	Outreach	Lockers	Digital	Total
49,894 (70.7%)	2,059 (2.9%)	859 (1.2%)	17,772 (25.2%)	67,584

Interlibrary Loan

- Items received for patrons: 190
- Items sent to other libraries: 263

Collection

- Total physical items owned: 205,814
- New physical items added: 2,798

Programming

Programs Offered

Children	Teens	Adults	Cross-Departmental	Online	Total
126	37	48	2	4	217

Programming Attendance

Children	Teens	Adults	Cross- Departmental	Online	Total
3,602	269	669	484	7,981	13,005

Reference

Directional Questions	Reference Questions	One-on-One Sessions
3,230	3,104	203

Notarized documents	Spanish notarized documents
158	5

Spaces

Meeting Room Usage	Study Room Usage	Studio Room Usage
67	505	304

Technology

Wireless sessions	Computer usage	Website visits
18,913	3,457	34,834

Social Media

Facebook Likes	Instagram Followers	TikTok Followers
6,551	2,275	1,792

Comparisons

Comparison	This Year	Last Year	% Change
Circulation	67,584	68,175	-0.87%
Visitors	30,901	26,319	17.41%
Cardholders	35,819	38,130	-6.06%
Room Bookings	876	831	5.42%
Reference Questions	3,104	3,546	-12.46%
Computer Usage	3,457	3,461	-0.12%
Wi-Fi	18,913	17,465	8.29%
Programs	13,005	14,931	-12.90%