

FOUNTAINDALE PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES

November 17, 2022 | 7 p.m.

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

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

1. Call to Order and Roll Call of Trustees
2. Pledge of Allegiance
3. Approval of Agenda
4. Minutes for Approval
 - a. Board Meeting – October 20, 2022
5. Employee Recognition
 - a. Mary Sincic – 5 Years
 - b. Jose Robles – 15 Years
6. Comments from the Public
7. Friends of the Library
8. New Business – Action Items
 - a. Approval of Ordinance 2022-5 – Tax Levy Ordinance
 - b. Approval of New Library Logo
 - c. Approval of Resolution 2022-6 – Resolution Regarding the Issuance of Non-Resident Library Cards
 - d. Approval of Resolution 2022-7 – Resolution Adopting the Fountaindale Public Library District Revised Travel, Event and Membership Policy
 - e. Approval of Statement of Receipts and Disbursements Fiscal Year 2021/2022
 - f. Approval of Certified List of Trustees and Staff for Filing with Will and DuPage Counties for Statements of Economic Interest
 - g. Approval of 2023 Per Capita Grant Application
 - h. Approval of Subrecipient Award Agreement Between Will County and Fountaindale Public Library District
9. Library Projects
10. Correspondence
11. Treasurer's Report
12. Bills for Approval
 - a. Bills Paid Report – November, 2022
 - b. Bills Payable Report – November, 2022
13. Director's Report – October, 2022
14. Unfinished Business
15. Reports
 - a. Building
 - b. Finance
 - c. Strategic
 - d. Internal Board Operations
16. Agenda Building for the Next Meeting
17. Announcements
18. Adjournment

November 2022 Agenda Background
Paul Mills

8. New Business – Action Items

a. Approval of Ordinance 2022-5 – Tax Levy Ordinance

This ordinance represents the total request of corporate and special purpose property taxes to be levied. The building bond levy is not included in this ordinance as it is covered by other ordinances.

Suggested Motion: Motion to approve Ordinance 2022-5 – Tax Levy Ordinance.

b. Approval of New Library Logo

Please see the memo included in the Board Packet regarding the logo design process and the three finalists presented for consideration.

Suggested Motion: Motion to approve new library logo.

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

Every year we are required to choose whether to participate or not participate in the non-resident reciprocal borrowing program. It is my recommendation that we continue to participate.

Suggested Motion: Motion to approve Resolution 2022-6 – Resolution regarding the Issuance of non-resident library cards.

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

The Internal Board Operation Liaisons reviewed the Travel, Event and Membership Policy, and are recommending the draft revised policy which features the following changes –

- Changes in language to reflect our policy style guide
- Changes in library events to reflect their current titles
- Changes in the titles of the forms to be completed
- Adjusting the timeline to complete paperwork from 30 days to 60 days
- Adding an option for Economy Plus seating to reflect different needs of trustees and staff
- Adding an option for additional trustee memberships with Board approval

The draft policy has been reviewed by our attorney.

The original policy was approved via Resolution, and this revised draft one would need to be approved via Resolution as well.

Suggested Motion: Motion to approve Resolution 2022-7 – Resolution Adopting the Fountaindale Public Library District Travel, Event And Membership Policy.

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

This document is a summary of income and expenditures from the last fiscal year. It is prepared by our Finance Office with information from our auditors and other sources.

Suggested Motion: Motion to approve the Statement of Receipts and Disbursements for Fiscal Year 2021/2022.

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

This list contains the name and addresses of trustees and staff who will receive an economic interest statement that must be completed.

Suggested Motion: Motion to approve certified list of trustees and staff for filing with Will and DuPage Counties for Statements of Economic Interest.

- g. Approval of 2023 Per Capita Grant Application

The 2023 Illinois Per Capita Grant Application is complete. This year the application is once again focused exclusively on Serving Our Public 4.0. As noted in the review earlier this year, the District meets all of the checklist items.

If approved, grant funding would be used to expand access to electronic resources.

Suggested Motion: Motion to approve the 2023 Illinois Per Capita Grant application.

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

This agreement between Will County and our library would provide \$120,000 in ARPA (American Rescue Plan Act) funds for us to use for the purchase and installation of external book drops at our library and at a remote location. It would also provide funds to purchase additional electronic books.

Our attorney reviewed the agreement as well.

Suggested Motion: Motion to approve Subrecipient Award Agreement Between Will County And Fountaindale Public Library District.

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD OCTOBER 20, 2022
BOLINGBROOK, ILLINOIS

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held in the Margaret J. "Peggy" Danhof Board Room, 300 West Briarcliff Road, Bolingbrook, Illinois on Thursday, October 20, 2022 at 7 p.m.

CALL TO ORDER

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

ROLL CALL

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

PRESENT

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

ABSENT

President Robert Kalnicky was ill and was unable to attend.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Christina Theobald and Jennie Nguyen.

Nancy Korczak was present online.

PUBLIC PRESENT

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

AGENDA APPROVAL

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

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

MINUTES OF THE PUBLIC HEARING – September 15, 2022

The minutes of the Public Hearing held September 15, 2022 were presented. A motion to approve the minutes was made by Spindel, seconded by Armstrong. Minutes were approved as read.

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

MINUTES OF THE BOARD MEETING – September 15, 2022

The minutes of the board meeting held September 15, 2022 were presented. A motion to approve the minutes was made by Spindel, seconded by Valencia. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

Vice President Bermejo recognized Christina Theobald for her five years of service and presented her with a certificate and keychain.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett reported that the Fall Booksale was very successful. The grand total was \$2,145.33, which was significantly more than the Spring Booksale. The Friends have scheduled the book sale dates for 2023.

At the Friends annual dinner and meeting, new officers were elected.

President: Jean Walsh
Vice President: Terri O'Toole
Secretary: Joan Ruth
Treasurer: Bill Reiser
Store Manager: Jody Hargett

NEW BUSINESS

Acceptance of Financial Report for Fiscal Year 2021/2022

Joe Martin from Brian Zabel & Associates was unable to attend the meeting. He sent a memo to the Board highlighting the Financial Report and Audit for Fiscal Year 2021/2022.

A motion to accept the Financial Report for Fiscal Year 2021/2022 prepared by our auditing firm, Brian Zabel & Associates, PC was made by Valencia, seconded by Siska.

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

Approval of Resolution 2022-5 – Truth in Taxation Law Resolution

A motion to approve Resolution 2022-5 – Truth in Taxation Law Resolution was made by Spindel, seconded by Siska.

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

Approval of Ordinance 2022-4 – Ordinance to Levy an Additional Tax of .02% for Fiscal Year 2023/2024

A motion to approve Ordinance 2022-4 – Ordinance to levy an additional tax of .02% for Fiscal Year 2023/2024 was made by Valencia, seconded by Siska.

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

Approval of 2023 Fountaindale Public Library District Closing Schedule

A motion to approve the 2023 Fountaindale Public Library District Closing Schedule was made by Spindel, seconded by Valencia.

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

Approval of 2023 Staff Supplemental Floating Holidays

Mills reported that three regular holidays will fall on the weekend in calendar year 2023.

A motion to approve three 7.5 hour supplemental floating holidays for full-time staff and three 4 hour supplemental floating holidays for part-time staff which must be used by December 31, 2023 with the implementation rules to be created by the Executive Director the 2023 Staff Supplemental Floating Holidays was made by Spindel, seconded by Valencia.

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

Approval of 2023 Staff In-Service Day Closings

A motion to approve closing the library on Friday, February 24, 2023 and Friday, August 4, 2023 for Staff In-Service days was made by Valencia, seconded by Armstrong.

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

Approval of 2023 Fountaindale Public Library District Board Meeting Schedule

A motion to approve the 2023 Fountaindale Public Library District Board Meeting Schedule was made by Siska, seconded by Valencia.

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

Approval of Revised Studio 300 Policy

Mills discussed the proposed revisions to the Studio 300 Policy.

A motion to repeal the existing Studio 300 Policy and approve the revised Studio 300 Policy was made by Spindel, seconded by Armstrong.

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

Review of Serving Our Public 4.0

The 2023 Illinois Per Capita Grant requires that every public library board review Serving Our Public 4.0. Mills reported that the management team has reviewed the checklists at the end of each chapter and has found Fountaindale Public Library to be meeting each of the items.

LIBRARY PROJECTS

Mills reported that Jasco, the exterior lighting project vendor, has received the poles. Mills also reported that a vendor for exterior holiday lights has been found as well.

CORRESPONDENCE

None.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – October, 2022

Bills paid for the month of October in the amount of \$55,740.45 was presented for approval. Motion to approve was made by Spindel, seconded by Valencia.

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

Bills Payable Report – October, 2022

Bills payable for the month of October in the amount of \$257,619.21 was presented for approval. Motion to approve was made by Spindel, seconded by Valencia.

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

DIRECTOR'S REPORT – September, 2022

Mills reported that Early Voting at the library begins on Monday, October 24. Mills also noted that the Pinnacle Library Cooperative is beginning its strategic plan. Work on the library's strategic plan continues as well.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – The liaisons met earlier this evening, conducted spot checks and reviewed financial and investment information.

Strategic Plan – Bermejo reported that a rebrand meeting with the consultant is scheduled for Friday.

Internal Board Operations – Spindel reported that a meeting is scheduled for Tuesday, October 25.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

Mills reported that the Rotary Club will be hosting a Halloween party for Seniors at DuPage Township on Tuesday, October 25.

The Lion's Club is sponsoring a food pantry distribution on Saturday, December 3.

The Bolingbrook Halloween Walk continues this weekend until October 31.

ADJOURNMENT

A motion to adjourn the meeting at 7:33 p.m. was made by Valencia, seconded by Siska.

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

Approved: _____
Marcelo Valencia, Secretary

Celeste Bermejo, Vice President

Robert A. Kalnicky, President

Ordinance 2022-5
 Tax Levy Ordinance
 Fountaindale Public Library District
 Will and Du Page Counties, Illinois

AN ORDINANCE for the levy of taxes for the general corporate purposes of the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, for the fiscal year commencing July 1, 2022 and ending June 30, 2023 for a special audit expense tax levy, for a special liability insurance expense tax levy, for a special social security retirement expense tax levy, for a special Illinois Municipal Retirement Fund expense tax levy and for a special equipping and maintenance expense tax levy for said fiscal year. BE IT ORDAINED by the Board of Trustees of the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS:

SECTION 1. By Ordinance 2022-3 entitled “Budget and Appropriation Ordinance of the Fountaindale Public Library District, Will and Du Page Counties, Illinois for Fiscal Year July 1, 2022 to June 30, 2023,” passed on September 15, 2022 the Board of Library Trustees did appropriate THIRTEEN MILLION TWO HUNDRED TWENTY-ONE THOUSAND SIX HUNDRED NINETY-SEVEN DOLLARS (\$13,221,697.00) for the corporate purposes of said District and that said Budget and Appropriation Ordinance is incorporated herein by reference.

SECTION 2. Of the total amount of THIRTEEN MILLION TWO HUNDRED TWENTY-ONE THOUSAND SIX HUNDRED NINETY-SEVEN DOLLARS (\$13,221,697.00) appropriated, the FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, requires to be raised by taxation the sum of NINE MILLION EIGHT HUNDRED TWENTY THOUSAND TWO HUNDRED SEVENTY-NINE DOLLARS (\$9,820,279.00) for the following purpose:

Estimated Expenditures

Salaries	5,988,000
Total Salaries	\$5,988,000
Prof. Dev. & Training	56,400
Employee Recognition	5,400
Membership Dues	10,800
Dues - Institutional	1,800
Mileage & Transportation	33,000
Room/Board/Meals	21,000
Hiring and Placement	2,400
Insurance Benefit Plan	524,400
EAP	2,400
Total Personnel	\$657,600
Building Security	4,200
Equipment Rental	7,200

Equipment Maintenance	138,000
Leased Equipment	60,000
Bookmobile Maintenance	25,200
Legal Expense - Attorney	50,400
Legal Expense - Publication	3,000
Bank Service Fees	8,520
Payroll Service	25,200
Professional Services	241,200
Communication Contractual Services	93,000
Collection Services	6,000
Internet Services	42,000
Cable TV Services	1,800
Catalog Management	36,000
Computer Circulation Expense	139,200
Total Contractual Services	\$880,920

Telephone Service	13,200
Telephone Data	15,600
Electricity	240,000
Gas	38,400
Water & Sewer	30,000
Minor Library Equipment	12,600
Minor Office Equipment	6,000
Minor Library Furniture	3,000
Minor Office Furniture	3,000
Office Supplies	48,000
Program Supplies	75,600
Computer Supplies	8,400
Board Supplies	2,400
Fuel Expense Bookmobile	9,000
Library Supplies	78,120
Postage	14,400
Shipping	12,000
Buildings	30,000
Grounds	60,000
Total Supplies & Utilities	\$699,720

Books and AV	1,123,200
Programs - Adult	51,600
Programs - Children	13,200
Programs - Young Adult	24,000
Special Services/Events	8,400
Donations Expended	4,800
Computer Software	435,000
Total Library Materials	\$1,660,200

Library Equipment - Capital	6,000
Office Equipment - Capital	6,000
Library Furniture - Capital	6,000
Office Furniture - Capital	6,000
Special Projects	143,850
Automated Systems	108,000
PC Computer Equipment	78,000
Buildings - Capital	1,178,000
Grounds - Capital	30,000
Total Capital Expenditures	\$1,561,850
Miscellaneous	24,000
Public Relation Advertisements	57,600
Total Miscellaneous	\$81,600
Per Capita Grant	98,897
Total Per Capita Grant	\$98,897
Total General Fund	\$11,628,787
Audit Expense	14,520
Total Audit Fund	\$14,520
Unemployment Insurance	42,000
Workmen's Compensation	36,000
Liability Insurance	42,000
Umbrella Policy	60,000
Treasurer's Bond	9,000
Total Liability Insurance Fund	\$189,000
FICA	478,560
IMRF	388,830
Total Social Security Fund	\$867,390
Building Maintenance	468,000
Building Supplies	54,000
Total Maintenance Fund	\$522,000
Total Operating Fund Expenditures	\$13,221,697

SECTION 3. NOW, THEREFORE, there be and hereby is levied upon all the taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, for the fiscal year 2022/2023 for general corporate purposes the sum EIGHT MILLION SIX HUNDRED EIGHTY-EIGHT THOUSAND TWO HUNDRED SEVENTY-NINE DOLLARS (\$8,688,279).

SECTION 4. In addition to the foregoing general corporate levy, there is herein specially levied a sum of SEVEN THOUSAND DOLLARS (\$7,000.00) for the audit expense upon all taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, as provided in 50 ILCS 310/9.

SECTION 5. In addition to the foregoing, there is hereby specially levied a sum of FIFTY THOUSAND DOLLARS (\$50,000.00) for liability insurance expense upon all taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, as provided in 745 ILCS 10/9-107.

SECTION 6. In addition to the foregoing, there is hereby specially levied a sum of FOUR HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$425,000.00) for social security retirement expenses upon all taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, as provided in 40 ILCS 5/7-171.

SECTION 7. In addition to the foregoing, there is hereby specially levied a sum of THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000.00) for Illinois Municipal Retirement Fund expenses upon all taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, as provided in 40 ILCS 5/7-171.

SECTION 8. In addition to the foregoing, there is hereby specially levied a sum of THREE HUNDRED THOUSAND DOLLARS (\$300,000.00) for special equipping and maintenance expenses upon all taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, as provided in 75 ILCS 16/35-5.

SECTION 9. All unexpended balances of any item or items of the general corporate levy made by this ordinance may be expended in making up an insufficiency or deficit in any item or items in the same general corporate levy made by this ordinance.

SECTION 10. All unexpended balances not applied in the manner set forth in Section 8 of this Ordinance may be transferred to the special reserve fund created by Ordinance 1981-2 of this District, said fund to accumulate as provided in said Ordinance.

SECTION 11. The Secretary of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, is directed to file with the County Clerk of Will County, Illinois and the county Clerk of Du Page County, Illinois a certified copy of this Ordinance, and said County Clerks are hereby directed to cause the sum of EIGHT MILLION

SIX HUNDRED EIGHTY-EIGHT THOUSAND TWO HUNDRED SEVENTY-NINE DOLLARS (\$8,688,279.00) for general corporate levy of this District; the sum of SEVEN THOUSAND DOLLARS (\$7,000.00) as a special audit expense tax levy of this District; the sum of FIFTY THOUSAND DOLLARS (\$50,000.00) as a special liability insurance tax levy of this District; the sum of FOUR HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$425,000.00) as a special social security expense tax levy of this District; the sum of THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000.00) as a special Illinois Municipal Retirement Fund expense tax levy of this District and the sum of THREE HUNDRED THOUSAND DOLLARS (\$300,000.00) as a special equipping and maintenance tax levy of this District to be extended up and against the taxable property within the territorial limits of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, in accordance with the laws and statutes of the State of Illinois.

SECTION 12. This Ordinance is effective immediately upon passage and approval.

Passed by the Board of Library Trustees of THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT, WILL AND DU PAGE COUNTIES, ILLINOIS, this 17th day of November, 2022.

Approved this 17th day of November, 2022.

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

ATTEST:

Marcelo Valencia
Secretary

RESOLUTION 2022-6
RESOLUTION REGARDING THE ISSUANCE OF NON-RESIDENT LIBRARY CARDS

WHEREAS, the Illinois General Assembly has passed Public Act 92-166, effective January 1, 2003, regarding the issuance of non-resident library cards; and

WHEREAS, Fountaindale Public Library District is a tax-supported public library; and

WHEREAS, people residing within the jurisdictional boundaries of the Fountaindale Public Library District pay taxes to support the library, and so need pay no additional fee to be eligible to receive a library card; and

WHEREAS, the Board of Trustees of the Fountaindale Public Library District has determined for the 2023 calendar year, commencing January 1, 2023 and ending December 31, 2023, to participate in the non-resident reciprocal borrowing program of its regional library system and to issue non-resident library cards.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT as follows:

SECTION 1: That the Fountaindale Public Library District shall participate in the reciprocal borrowing program of its region's library system and the non-resident library card program for the 2022 calendar year.

SECTION 2: From and after January 1, 2023, the non-resident fee card price will be \$622.44 calculated according to the General Mathematical Formula.

SECTION 3: The Fountaindale Public Library District shall continue to honor all non-resident library cards heretofore issued by the Library, for the full term of purchase.

SECTION 4: A valid non-resident library card issued by the Fountaindale Public Library District shall accord a non-resident library cardholder all the services which this Library provides to its residents.

PASSED THIS 17th day of November, 2022.

AYES:

NAYS:

ABSENT:

APPROVED THIS 17th day of November, 2022

ATTEST:

Robert A. Kalnicky
President, Board of Library Trustees

Marcelo Valencia
Secretary, Board of Library Trustees

RESOLUTION 2022-7

A RESOLUTION ADOPTING THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT REVISED TRAVEL, EVENT AND MEMBERSHIP POLICY

WHEREAS, the Fountaindale Public Library District (the "Library District") is a public body created and existing under the laws of the State of Illinois;

WHEREAS, the State of Illinois enacted the Public Act 99-0604, known as the Local Government Travel Expense Control Act (the "Act"); which took effect on January 1, 2017; and

WHEREAS, the Act requires all non-home rule units of local government to adopt regulations governing the reimbursement of all travel, meal, and lodging expenses of officers and employees;

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of the Fountaindale Public Library District, as follows:

Section 1: The recitals set forth hereinabove shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth within Section 1.

Section 2: The words "travel" and "entertainment" as used herein shall have the same meanings as in the Local Government Travel Expense Control Act as it may be amended from time to time.

Section 3: As of January 1, 2017, the Fountaindale Public Library District (the "Library District") shall only reimburse expenses for travel, meals, and lodging directly incident to the Library District's business as outlined in the attached revised Fountaindale Public Library District Travel, Event and Membership Policy. A copy of same is attached hereto as Exhibit "A". Said policy is hereby approved and adopted. The previous policy is hereby repealed.

Section 4: The Library District shall not reimburse any employee, board member or officer for any entertainment expense as defined in the Act.

Section 5: All policies and resolutions of the District that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

Section 6: This resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED THIS 17th day of November, 2022

AYES:

NAYS:

ABSENT:

APPROVED THIS 17th day of November, 2022

Robert A. Kalnicky
President, Board of Library Trustees

ATTEST:

Marcelo Valencia
Secretary, Board of Library Trustees

FOUNTAINDALE PUBLIC LIBRARY DISTRICT TRAVEL, EVENT AND MEMBERSHIP POLICY

The Board of Trustees may modify, amend or supplement this policy as it deems necessary and appropriate.

TRUSTEE AND STAFF TRAVEL AND EVENT ATTENDANCE

All trustees and staff are encouraged to attend District-related events (conferences, meetings, workshops, etc.) subject to budget constraints. Trustee attendance is subject to Board of Trustees approval, and staff attendance is subject to approval by the Executive Director.

Trustees may have the opportunity to attend regional, statewide and national events for library purposes upon approval by the Board at a regularly scheduled board meeting and are subject to the provisions outlined below. Staff may have the opportunity to attend regional, statewide and national events for library purposes upon approval by the Executive Director and are subject to the provisions outlined below.

All event attendance must follow appropriate District procedures. Financial and informational accounting is expected of each trustee and staff member for each event. This includes completion of all required forms for the event and turning in all available receipts. No reimbursement will be made without appropriate documentation. No entertainment expenses, as defined by the Local Government Travel Expense Control Act, shall be paid. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

The Library will not pay additional expenses for persons accompanying trustees or staff members.

COMMITTEE AND OTHER APPOINTMENTS FOR TRUSTEES AND STAFF

All trustees who are asked to serve on a library association's committee or other similar group must be approved to do so by the Board prior to accepting appointment.

All staff who are asked to serve on an association's committee or other similar group must be approved to do so by the Executive Director prior to accepting appointment. This applies to service that will require staff time and/or travel expenses.

TYPES OF TRAVEL AND EVENTS FOR TRUSTEES

There are four types of authorized travel/event expense:

- Attendance at national library conferences, such as the ALA (American Library Association) and PLA (Public Library Association) annual meetings
- Attendance at library conferences in Illinois, such as the ILA (Illinois Library Association) Annual Conference and the Library Trustee Forum Workshop.
- Attendance at committee or leadership sessions of the ALA, ILA, or United for Libraries for officers and committee members
- Attendance at regional/local training and other events sponsored by local libraries, regional library systems or the Illinois State Library, or at other educational events

Travel or event expense for other situations may be approved by the Board when appropriate.

While attendance at events is not mandatory for any trustee or for any specific event unless required by law, all trustees are encouraged to take advantage of appropriate opportunities to further their education as trustees.

FREQUENCY OF TRAVEL FOR TRUSTEES

Trustees are limited to the following events, unless authorization is granted by a majority vote of the Board:

- Attendance at one national conference per year (ALA, PLA, or equivalent)
- Attendance at the ILA annual meeting and the ILA's Library Trustee Forum Workshop
- Attendance at up to five regional/local training events for which a fee is charged, but that require no overnight stays. Attendance at free regional/local events is unlimited.
- Attendance at ALA LibLearnX, ALA leadership, United for Libraries leadership, other national library-related committee meetings, ILA state leadership, or state library-related committee meetings is limited to trustees who serve as elected officers, committee chairs or committee members as listed in the official rosters. The Board of Trustees must authorize those trustees to serve in those elected or appointed positions for travel expense to be approved.

TYPES OF TRAVEL, EVENTS, AND FREQUENCY OF TRAVEL FOR STAFF

Staff attendance at events and travel is subject to approval of the Executive Director.

REPORTING REQUIREMENTS

Financial and informational accounting through the use of the appropriate forms listed below is expected of each trustee and staff member for each event. Only relevant forms need to be completed.

The parts are:

- Request for Development and Training. This form must be completed for approval by the Board of Trustees for trustee travel; staff will use tools designated by the Executive Director.
- Request for Per Diem/Cash Advance. This form must be completed per Finance Department schedules if a per diem/cash advance will be requested.
- Overnight Travel Expense Form or Local Travel Mileage Reimbursement Form. The appropriate form must be turned in within 60 days of the completion of the event.
- Education Report. Trustees will use this form to report on what was learned at the event. Trustees are provided up to 60 days after the event to prepare their report. Trustee reports will be included in the board packet. Staff will follow departmental procedures for reporting. Include any supplemental documents that would be helpful.

RESERVATIONS

Trustees and staff are responsible for their travel/event planning and expense planning and accounting.

- Reservations must be made through the District Administration office for registration, airfare and hotel, unless prior arrangements are made with the District Administration office.
- Trustees and staff may use their personal frequent flyer or hotel preference account numbers when reservations are made. These should be given to the District Administration office at the time the reservation request is made.
- Payment for approved registration, hotel and airfare for trustees and staff will be made by library credit card.
- Every effort should be made to take advantage of early registration specials.

REIMBURSEMENT

Reimbursement for reasonable expenses will be paid by the District upon the completion of the appropriate pages of the form with appropriate receipts. This form is due no later than 60 calendar days after returning from a travel or education event, except that local mileage expense can be accumulated quarterly if properly documented.

The Library will cover the following expenses:

- Economy or Economy Plus equivalent airfare to and from the out-of-state conference location with the round trip amount not to exceed \$1,000.
- Ground transportation expense (to and from airport; car for hire, cab or shuttle fare, etc.) with the amount not to exceed \$400
- Per diem rate for meals at the United States General Services Administration (GSA) approved rate for the city. The amount will be adjusted for meals covered in special events. Meals that qualify for reimbursement are only those that are necessary for attendance at the program. Breakfast would normally only be reimbursable when an overnight stay is involved. If an overnight stay is not involved, the per diem shall be applied proportionately at the rate of GSA daily meal breakdown for lunch and dinner applicable to the location of the event. The cost of any meal paid for with the conference or program registration shall be deducted from the total per diem payable, based on the GSA breakdown for that meal type (e.g. breakfast, lunch and dinner). Alcohol will not be paid for under any circumstances.
- Up to \$75 per day to cover miscellaneous expenses such as gratuity, internet access, onsite transportation, etc. All expenses must be documented on the appropriate page of the form.
- Luggage fees for up to two checked bags per trustee or staff at the rate charged by the airline carrier used. Receipt of payment must be provided for record purposes.
- Conference/event registration fees (including special program and/or meal events)
- Automobile mileage to and from local, regional or state events at the IRS standard mileage reimbursement rate. National events held in-state are also eligible.
- Parking, including hotel parking when appropriate, and toll expenses
- Hotel room at conference rate for up to five nights per national or state conference. Longer stays by trustees must be approved in advance by the Board. The actual cost of lodging per night is not to exceed the cost of a single room at a rate of one of the conference hotels. If additional requirements are needed for a special room, the extra cost will be paid by the traveler. The District does not cover the costs of other charges, such as additional guests, telephone calls, movies, etc. However, one five-minute phone call home is permissible. Charges beyond this five-minute limit are the responsibility of the traveler. Room service charges will be paid for up to the daily per diem allowance when a cash advance for per diem was not paid. If a cash per diem was paid in advance, the trustee and/or staff member must reimburse the library for all room service charges. The total reimbursement amount must be noted on the Overnight Travel Expense Form with an attached check payable to Fountaindale Public Library.

OTHER

- Newly elected or appointed trustees are not eligible to attend a national conference during the first year of their term, but are encouraged to attend ILA and local/regional training events to gain a greater understanding of their role as trustee.

- For trustees, attendance at national conferences shall be limited to no more than four trustees at any given conference, except that ALA, United for Libraries, or ILA elected officers, appointed committee chairs, or committee members with program responsibilities may attend in addition to the normal limit of four. When ALA or ILA is held in the Chicago metro area, the limit of four trustees will be suspended due to lower expenses.
- When more than four trustees wish to attend a specific conference, the Board will consider rotating attendance among trustees and may allow a preference for board officers when conflicting requests are considered.
- All forms will be reexamined as needed to provide for full accountability of trustee travel expenses.
- Out-of-state travel by the Executive Director must be approved by the Board of Trustees.

MEMBERSHIPS

The District shall pay in full trustee memberships to appropriate library organizations at the following levels, subject to the availability of funds.

- American Library Association (ALA) basic membership
- United for Libraries (Association of Library Trustees, Advocates, Friends and Foundations) basic membership
- One ALA Roundtable
- Illinois Library Association basic membership

Payment for additional memberships for trustees must be approved in advance by the Board of Trustees.

Individual memberships for staff members in these and other library-related organizations, professional organizations, and/or community organizations may be paid at the discretion of the Executive Director. All professional membership dues are paid dependent on budgetary considerations and may not be renewed as financial constraints of the District warrant.

COMMUNITY EVENTS

To promote public relations and goodwill in the community, the District encourages participation by trustees and staff in community events. Tickets will be purchased for trustees and staff to attend selected functions. Payment for guests to such functions is the responsibility of the attendees. The District may pay in advance for tickets for guests of trustees and staff. Reimbursement to the District for such tickets must be made within 60 days.

If ticket holders cannot attend an event, it is their responsibility to locate substitute attendees. If substitutes are found, no reimbursement is necessary. In the event of an emergency, the requirement to reimburse the District will be waived.

APPEAL AND REVIEW

The Board of Trustees of Fountaindale Public Library District will review the Travel and Event and Membership Policy and regulations periodically and reserves the right to amend them at any time. The Board authorizes the Executive Director to waive regulations for staff under appropriate circumstances.

Any appeals for changes or exceptions to any portion of the Travel and Event and Membership 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.

DRAFT OCTOBER 27, 2022

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

GENERAL FUND

Fund Balance - July 1, 2021 \$ 6,738,829

REVENUES & OTHER FINANCIAL SOURCES

Taxes	9,579,563
Interest	18,432
Fines	40,715
Others	82,847
State Grant	99,832

TOTAL REVENUES 9,821,389

PERSONNEL SERVICES

Salaries	4,049,565
Employee Hospitalization and Medical Insurance	345,166
Hiring and Placement Expenditures	1,238
Dues	9,098
Professional Development and Training	29,772
Mileage and Travel	8,476
Employee Recognition	4,795
EAP	1,766

4,449,876

CONTRACTUAL SERVICES

Equipment Rental and Maintenance	125,360
Legal Fees and Expenditures	14,889
Bookmobile Maintenance	14,323
Circulation Control	75,431
Payroll Services	20,049
Collection Expense	3,697
Professional Services	52,011
Communication Services	76,845
Catalog Management	34,221
Computer Systems Maintenance	36,955
Cable TV	1,341
Internet Services	35,240
Bank Service Fees	5,876
Security	2,576

498,814

SUPPLIES & UTILITIES

Telephone	24,177
Electricity	173,018
Gas	28,957
Water and Sewerage	20,284
Buildings and Grounds	68,447
Office Supplies	21,671
Library Supplies	48,175
Postage and Shipping	24,536
Computer Supplies	5,223
Program Supplies	44,748
Board Supplies	2,209
Fuel Expenditures - Bookmobile	1,219
Minor Furniture and Equipment	9,413

472,077

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

LIBRARY MATERIALS	
Library Materials	<u>1,219,298</u>
STATE GRANT	
Office & Library Equipment	<u>99,832</u>
MISCELLANEOUS	
Public Relations	47,789
Other	<u>15,688</u>
	<u>63,477</u>
CAPITAL OUTLAY	<u>596,721</u>
TOTAL EXPENDITURES	<u>7,400,095</u>
TRANSFER IN	-
TRANSFER OUT	(1,215,000)
Fund Balance - June 30, 2022	<u>\$ 7,945,123</u>
<u>AUDIT FUND</u>	
Fund Balance - July 1, 2021	\$ 5,736
REVENUES	
Taxes	<u>8,615</u>
EXPENDITURES	
CONTRACTUAL SERVICES	
Audit Expenses	<u>7,400</u>
Fund Balance - June 30, 2022	<u>\$ 6,951</u>

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

LIABILITY INSURANCE FUND

Fund Balance - July 1, 2021	12,873
REVENUES	
Taxes	<u>86,052</u>
EXPENDITURES	
Insurance	<u>97,617</u>
TOTAL EXPENDITURES	<u>97,617</u>
TRANSFER IN	100,000
Fund Balance - June 30, 2022	<u>\$ 101,308</u>

ILLINOIS MUNICIPAL RETIREMENT FUND

Fund Balance - July 1, 2021	\$ 354,533
REVENUES	
Taxes	<u>134,343</u>
EXPENDITURES	
Personnel Services	
IMRF	<u>351,123</u>
TRANSFER IN	115,000
Fund Balance - June 30, 2022	<u>\$ 252,753</u>

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

SOCIAL SECURITY FUND

Fund Balance - July 1, 2021	\$	49,207
REVENUES		
Taxes		<u>261,517</u>
EXPENDITURES		
Personnel Services		
FICA Tax		<u>299,285</u>
Fund Balance - June 30, 2022	\$	<u>11,439</u>

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

SPECIAL RESERVE FUND

Fund Balance - July 1, 2021	\$ 18,724,309
REVENUES	
Interest	<u>111,678</u>
EXPENDITURES	<u>-</u>
TRANSFER IN	1,000,000
Fund Balance - June 30, 2022	<u>\$ 19,835,987</u>

EQUIPPING & MAINTENANCE FUND

Fund Balance - July 1, 2021	\$ 158,789
REVENUES	
Taxes	<u>319,236</u>
EXPENDITURES	
Building Maintenance	<u>349,733</u>
Fund Balance - June 30, 2022	<u>\$ 128,292</u>

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

WORKING CASH FUND

Fund Balance - July 1, 2021	\$ 1,072,521
REVENUES	
Investment Interest	<u>2,700</u>
EXPENDITURES	<u>-</u>
TRANSFER IN	-
TRANSFER OUT	-
Fund Balance - June 30, 2022	<u>\$ 1,075,221</u>

DEBT SERVICE FUND

Fund Balance - July 1, 2021	\$ 1,508,339
REVENUES	
Taxes	3,306,864
Interest	1,201
Other	-
OTHER FINANCING SOURCES	
Debt Issuance	-
Premium on Debt Issuance	-
Transfer In	<u>-</u>
TOTAL REVENUES	<u>3,308,065</u>
EXPENDITURES	
Bond Payments	2,988,350
OTHER FINANCING USES	
Loss on Refunding	<u>-</u>
TOTAL EXPENDITURES	<u>2,988,350</u>
Fund Balance - June 30, 2022	<u>\$ 1,828,054</u>

FOUNTAINDALE PUBLIC LIBRARY DISTRICT, ILLINOIS

Schedule of Revenues and Expenditures

Fiscal Year Commencing July 1, 2020 through June 30, 2021 (by Funds)

FOUNTAINDALE PUBLIC LIBRARY DISTRICT
DISBURSEMENTS BY VENDOR AS OF 06/30/22 \$1,000 MIN.

1000Bulbs.com 1,247.35; 4imprint, Inc. 13,195.76; ABCO Electrical Construction & Design, LLC 15,892.00; AFLAC 1,886.04; Agnieszka Babinski 2,500.00; Amanda E. Standerfer 23,100.00; Amazon 75,461.80; American Building Services, LLC 2,937.34; American Floor Mats 4,815.68; American Library Association 2,512.00; AmeriFlex Business Solutions 1,146.65; Amina Ali 5,453.89; Anagnos Door Company, Inc. 2,233.96; Apple, Inc. 3,296.00; ArchiveSocial, Inc. 3,591.00; Arthur J. Gallagher Risk Management Services, Inc. 20,251.00; AT&T 14,541.54; Atlas RFID Solutions Store, LLC 4,240.00; B&H Photo-Video 31,790.43; Backupify, Inc. 1,920.00; Baig of Tricks Entertainment, Inc. 1,050.00; Baker & Taylor 279,009.70; Bee Liner Lean Services, Inc. 58,896.04; Belynda Head 1,520.00; Best Quality Cleaning, Inc. 96,962.00; Better Containers Mfg. Co., Inc. 2,198.00; BiblioLabs, LLC 4,330.00; Bibliotheca, LLC 102,240.80; Blackbaud 25,056.96; Blackstone Publishing 3,511.56; Blue Cross Blue Shield of Illinois 466,675.82; Boilersource 1,500.26; Bolingbrook Park District 1,500.00; BookPage 1,980.00; Bradford Systems Corporation 45,968.36; Brainfuse, Inc. 15,000.00; Brian Zabel & Associates, PC 6,500.00; Bridgeall Libraries Limited 15,500.00; BRT Outdoor, LLC 3,000.00; Buckeye Power Sales Co., Inc. 15,634.40; C. Acitelli Heating & Piping Contractors, Inc. 7,653.53; Call One 15,234.19; Calumet Decorating Services, Inc. 14,385.00; Carahsoft Technology Corporation 13,125.00; Cathryn Stanek-Whisler 4,000.00; Center Point Large Print 3,335.78; Chicago Sun Times 1,008.80; Chicago Tribune 2,388.45; Children's Plus, Inc. 20,482.76; Christine Thornton 3,425.00; Cintas Corporation 8,834.31; Comcast Cable 1,237.62; Computype, Inc. 3,466.15; Constellation NewEnergy, Inc. 151,969.16; Corporate Artworks, Ltd. 1,050.00; Covers Unlimited Corp. 7,691.20; Culligan Bolingbrook, IL 1,142.73; CyberOptik 2,590.00; Daily Southtown 1,048.22; Daugherty Sales, Inc. 5,130.00; Dearborn National Life Insurance Company 6,810.97; Demco, Inc. 23,252.96; Dennis Raleigh 1,179.75; Diesel Service Center 2,841.00; Discount School Supply 3,278.59; EBSCO Subscription Services 17,666.76; Ehlers & Associates, Inc. 1,045,200.00; Elite Detailing Services, Inc. 1,045.00; Fidelity Security Life Insurance/EYEMED 8,124.70; Filter Services, Inc. 5,245.74; Findaway World, LLC 33,768.14; First Bankcard 89,057.13; Flying Fox Conservation Fund 1,400.00; Forward Space 3,033.89; Fun Express, LLC 8,651.16; Gale/Cengage Learning 11,122.65; Glowforge, Inc. 6,990.00; Grasso Graphics, Inc. 9,376.31; Graybar 10,370.66; Groot Industries, Inc. 4,453.63; Hansen Services, Inc. 1,195.00; Home Depot Credit Services 1,789.58; Homeless Training Institute, LLC 1,399.00; HR Source 1,765.00; Huff Company 3,450.00; IHLS-OCLC 9,307.46; Illinois American Water 21,881.06; Illinois Library Association 3,755.00; Illinois Municipal Retirement Fund 577,477.92; Imprint Enterprises, Inc. 12,875.00; Industrial Appraisal Company 3,585.00; Ingram Library Services 110,756.82; Intrinsic Landscaping, Inc. 5,127.26; ITsavvy LLC 53,043.11; J.A.C.K. Contractor Services, Inc. 1,750.00; Jacob M. Luce 4,650.00; Jo-Ann Stores, LLC 1,900.00; Johnson Controls 24,245.32; Kanopy 10,000.00; kd Repair 1,376.45; Kellie Chase 4,200.00; Koios, LLC 6,580.00; Konica Minolta 31,938.67; Language Lizard, LLC 1,339.42; Leah D Moon 2,235.00; Libraries of Illinois Risk Agency (LIRA) 73,447.00; Library Furniture International, Inc. 4,056.00; Library Ideas, LLC 25,045.65; Library Market 9,100.00; LIMRiCC Unemployment Compensation Group Account 7,441.95; Literacy DuPage 2,400.00;

Lorena Y Carreno 2,042.50; Lutron Services Co., Inc. 5,588.00; Mango Languages 5,466.30; McKula, Inc. 1,200.00; Midwest Tape 215,192.66; Morningstar, Inc. 4,161.00; Mosio, Inc. 1,199.00; National Lift Truck, Inc. 1,700.00; NCPERS Group Life Ins. 1,904.00; Netrix, LLC 174,947.50; Niche Academy 2,040.00; Nova Driving School 1,200.00; OPTO International, Inc. 6,760.77; Otis Elevator Company 8,730.00; OverDrive, Inc. 178,368.10; Pace Systems, Inc. 16,737.23; Parkside Insulation, Inc. 1,170.00; Patron Point, Inc. 9,554.20; Peerless Network, Inc. 21,661.47; Penworthy Company 5,255.76; PeopleFacts 1,670.44; Pinnacle Library Cooperative 150,099.31; Pit Stop 1,425.00; Pitney Bowes 4,002.63; PMA Securities, LLC 2,000.00; Poblacki Sign Company, LLC 7,200.00; ProQuest, LLC 22,368.34; Quench USA, Inc. 2,016.00; R. J. Kuhn Inc. Plumbing & Heating 12,996.38; Rainmakers Irrigation 1,931.75; Reaching Across Illinois Library System (RAILS) 27,671.50; Renzi & Associates, Inc. 1,312.89; Robert Pennor 2,475.00; S & S Worldwide, Inc. 2,067.70; Scholastic, Inc. 32,583.45; Sebert Landscaping, Inc. 31,493.40; Shaw Media 2,044.60; Showcases 11,372.16; Specialty Vehicle Services, LLC 4,100.00; Superior Service Solutions, Inc. 8,200.00; Susan K Maddox 2,700.00; Team One Repair, Inc. 2,535.00; Tee Jay Service Company, Inc. 7,773.45; Terryberry 4,795.43; The Bugle Newspapers 3,901.13; The New York Times 1,105.00; The Shop Bolingbrook 1,418.20; Theatre-on-the-Hill 1,800.00; Tidal Construction Services, Inc. 1,320.00; Titan Image Group, Inc. 43,746.00; Today's Business Solutions, Inc. 11,149.18; Top Secret Studios 6,354.55; Trane U.S., Inc. 57,013.97; Tressler LLP 11,362.50; Tria Architecture, Inc. 23,429.51; TruSeal 15,997.44; Tumbleweed Press, Inc. 2,500.00; Ulster Historical Foundation 1,500.00; Unique Management Services, Inc. 6,084.80; UPS 14,280.00; US - Yellow Pages 1,036.00; VALIC 10,580.00; Value Line Publishing, LLC 6,150.00; Vanguard Energy Services, LLC 27,397.83; Verizon Wireless 7,374.07; Vertiv Services, Inc. 10,531.31; Village of Bolingbrook 2,476.05; Warehouse Direct 27,945.92; Watson Label Products 5,437.82; Windy City Ice Cream, LLC 5,424.00; World Book, Inc. 7,139.00; Zions Bank 1,944,150.00; Zoobean, Inc. 2,525.00; zZounds Music, LLC 1,499.00; **All Other Vendors 61,457.10** TOTAL \$7,297,024.25

FOUNTAINDALE PUBLIC LIBRARY DISTRICT

PAYROLL 2021-2022

PAYROLL: UNDER \$15,000

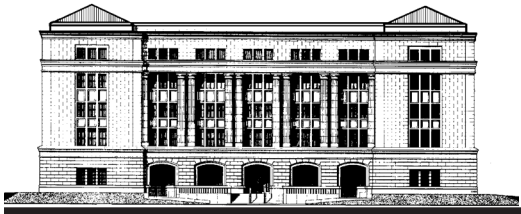
Ahmed, Anam; Ambriz, Nelly B; Anderson, Mary P; Appiah, Adwoa M; Ashner, Laura C; Banda, Rolando; Bell, Tyrese M; Brozan, Claudia C; Castillo, Mythe; Cilella, Gianna; Crones, Peter J; Cummins, Matthew; Custer, Lennon R; Donile, Isabelle; Elliott, Olivia G; Falasz, Rebecca L; Fatima, Syeda Rooshna; Flores, Sarahit ; Garcia Silva, Anabel; Garcia, Ramon; Gogliotti, Anna K; Gordon, Jack; Hawkins, Chandler A; Herman, Roy A; Hildebrandt, Randall E; Holmes, Ruth J; Karum, Jorie L; Kennedy, Hope M; Levy, Quentin L; Ling, Linda; Lynch, Kailyn A; Marshall, Andrea L; McClendon, Jeremiah A; McKeever, Emily; Miranda, Gabriel W; Montalvo, Hayley A; Mudroch, Audrey; Mulford, Heidi M; Myers, Hannah; Netzer, Trevor; Nicolas, Reina M; Oestreich, Christine N; O'Neal, Taliya R; Ortwein, Orton R; Pfaff, Alison; Plank, Kenneth W; Ramirez, Aryanny I; Rubio, Amber J; Sea-Macac, Madison N; Slone, Amanda; Stephens, Biondina L; Strickland, Kate A; Tucker, Maria C; Walker, Julie A; Weinreis, Alex T; Zagal , Rodolfo

PAYROLL: \$15,000 TO \$40,000

Andes, Sandra; Arce, Patricia; Bauer, Rosemary A; Bennett, Kathy E; Birt, Eyan T; Borchert, Arianne; Carlson, Alec M; Ciucci, Linda S; Clash, Justin A; Clemens, Patrick W; Crookham, Joseph H; Duran, Nicole; Edwards, Erica; Fitzer, Kendra C; Ford, Susan M; Fredrick, Jennifer; Gentry, Roxanne L; Haq, Aysha; Henderson, Carol R; Hodur, John J; Issac, Bini; Jagiel, Susan E; Jansen, Ben G; Keefe, Andrew; Khan, Harris M; Long, Aria; Makowski, Marta A; McCaig, Cheryl; Mekeel, Daniel J; Peters, Jason M; Raleigh, Dennis M; Rodriguez, Andrea Y; Saltzman, Sarah A; Schaefflein, Kelsey J; Schroeder, Debra S; Sincic, Mary C; Soto, Marlen; Stamper, Monica; Taylor, Agnieszka B; Taylor, Charles V; Voss, Leigh A; Webb, Ryan

PAYROLL: \$40,000 and OVER

Ali, Amina; Alvarez, Adriana; Andrus, Karina M; Arellano, Joyce M; Bedoya, Daniel; Boyer, Carolyn S; Bradley, Melissa I; Burkiewicz, Ann M; Carreno, Randi; Castle, Christopher W; Consalvo, Cindy J; Didier, Laura L; Dobrescu, Andreea; Dolley, Sarah E; Dudek, Debra M; Ford, Steven M; Gillespie, Anna M; Gonzalez, Jacinto; Halvorsen, Christopher R; Hopkins, John B; Hopwood, Katherine L; Jason, Christine A; Korczak, Nancy; Lennon, Juanita; Luce, Jacob M; Luce, Melissa; Luminais, Brett M; Martinez, Melisa; Matysek, John M; Mills, Paul D; Mitchel, Nicholas; Nguyen, Jennie; Peddicord, Nathan J; Petrov, Tzvetana; Pottle, Leandra E; Priovolos, Tasos C; Purrazzo, Jay; Robles, Jose R; Schiller, Allyse S; Smallwood, Brian M; Smallwood, Sabrina C; Theobald, Christina L; Waters-Thurston, Katherine L; Zahorcik, Christine M



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 South Second Street, Springfield, IL 62701-1796
WWW.CYBERDRIVEILLINOIS.COM

Illinois State Library

**ILLINOIS PUBLIC LIBRARY PER CAPITA AND
EQUALIZATION AID GRANT APPLICATION**

As required by The Illinois Library System Act (23 Ill. Adm. Code 3030.200 (a)(2)(I) and (J)), to be eligible for funding, the applying public library shall have completed the Illinois Public Library Annual Report (IPLAR) and the annual certification process to confirm eligibility for grants administered by the Illinois State Library.

The Library Board of Trustees agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library, and as stipulated by the Illinois Library Systems Act (75 ILCS 10/8 and 10/8.1) and Illinois State Library Grant Programs (23 Ill. Adm. Code 3035.115 and 3035.135).

The Library Board of Trustees affirms that all grant funds received as a result of this application shall be used to provide public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the public library's levy in the current or next fiscal year.

The Library Board of Trustees agrees that the Illinois State Library or its designee shall have the right to examine any of the records directly related to this grant.

Legal Name of Library: _____

Library's Control Number: _____ **Branch Number:** _____ **Today's Date:** _____

Contact information of the person completing this grant application:

Preparer's Name: _____
(First Name) *(Last Name)*

Preparer's Title: _____

Preparer's Phone Number: _____

Preparer's Email Address: _____

By checking this box, I certify: 1) that I have the authority to submit this application on behalf of the Library Board of Trustees, and 2) that the statements herein are true, complete and accurate to the best of my knowledge. The Library Board of Trustees is aware that any false, fictitious or fraudulent statements or claims may be subject to civil, criminal or administrative penalties.

Changes in the population count for the eligible service area must be documented and supporting information that details the increase or decrease shall be submitted electronically with this application. Documentation must include one of the following:

- A U.S. Census certification (e.g., correction or special census) that has been filed with the Office of the Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must submit appropriate and substantial supporting information, including a certified population count. Examples include, but are not limited to: legal documentation from an appropriate municipal corporate authority or a library district's referenda questions and certified results.

If the population has not changed, no additional documentation is necessary.

Service Area Population _____

Part I. Review of *Serving Our Public 4.0: Standards for Illinois Public Libraries* (© Illinois Library Association, 2019)

To be eligible for a per capita grant, a public library shall show that it will either meet or show progress toward meeting the Illinois library standards as most recently adopted by the Illinois Library Association (75 ILCS 10/8.1).

A grant applicant with below standard performance levels must raise or improve its performance levels in relation to the standards according to the objectives, time frames and priorities the library shall state in the application and which are consistent with the terms of the plan of service of the system of which it is a member. (23 ILAC 3035.115)

The Library Director and the Board of Trustees shall review the entirety of *Serving Our Public 4.0: Standards for Illinois Public Libraries*. To complete this application, refer to the checklist at the conclusion of each chapter.

Chapter 1: Core Standards

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all Core Standards, please indicate. (150 word limit)

Chapter 2: Governance and Administration

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Governance and Administration checklist, please indicate. (150 word limit)

Chapter 3: Personnel

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Personnel checklist, please indicate. (150 word limit)

Chapter 4: Access

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Access checklist, please indicate. (150 word limit)

Chapter 5: Building Infrastructure and Maintenance

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Building Infrastructure and Maintenance checklists, please indicate. (150 word limit)

Chapter 6: Safety

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Safety checklist, please indicate. (150 word limit)

Chapter 7: Collection Management

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Collection Management checklist, please indicate. (150 word limit)

Chapter 8: System Member Responsibilities and Resource Sharing

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the System Membership Responsibilities and Resource Sharing checklist, please indicate. (150 word limit)

Chapter 9: Public Services: Reference and Reader's Advisory Services

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Reference Service checklist and the Reader's Advisory Service checklist, please indicate. (150 word limit)

Chapter 10: Programming

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Programming checklist, please indicate. (150 word limit)

Chapter 11: Youth/Young Adult Services

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Youth/Young Adult Services checklist, please indicate. (150 word limit)

Chapter 12: Technology

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Technology checklist, please indicate. (150 word limit)

Chapter 13: Marketing, Promotion and Collaboration

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Marketing, Promotion and Collaboration checklist, please indicate. (150 word limit)

Part II: Planned Use of Grant Funds

Describe objectives and priorities for use of grant monies to meet or improve performance levels in relation to the standards in *Serving Our Public 4.0: Standards for Illinois Public Libraries* (23 ILAC 3035.115). Use general categories in identifying actual planned expenditures. Do NOT include monetary figures or specific brands.



P. (815) 740-4601
F. (815) 740-4600
E. countyexec@willcountyillinois.com

Will County Office Building
302 N. Chicago Street
Joliet, IL 60432

November 2, 2022

Grant ID: 053

SAM ID: Z9UNR2TYBMU3

Dear Paul Mills

On behalf of Will County, I am pleased to confirm that your American Rescue Plan Act submission for the formula allocation totaling \$120,000 has been accepted.

The evaluation has concluded, and the following eligible activities may be reimbursed.

Scope:

1. Book Lockers and Drop Boxes (1.4 Prevention in Congregate Settings)
2. Digital Collection Purchases (3.4 Public Sector Capacity: Effective Service Delivery)

The SAM registration is active and expires August 5, 2023.

The identified allowable costs are based on the premise that Fountaindale Public Library District is responsible for the effective administration of Federal awards, application of sound management practices, and administration of Federal funds in a manner consistent with the program objectives and terms and conditions of the award.

Fountaindale Public Library District is administering a program on behalf of Will County and must maintain procedures for obtaining information evidencing a given beneficiary or contractor's eligibility, including a valid SAM.gov registration (except with respect to individuals or households for which a SAM.gov registration is not required).

Fountaindale Public Library District is responsible for ensuring that any procurement using SLFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327.

As a subrecipient please be aware that:

- 1) The award is a subaward of Will County's SLFRF funds.
- 2) All compliance requirements for use of SLFRF funds are outlined in the Subrecipient Agreement.
- 3) All reporting requirements for expenditures of SLFRF funds are outlined in the Subrecipient Agreement.



WILL COUNTY, ILLINOIS

JENNIFER BERTINO-TARRANT
WILL COUNTY EXECUTIVE

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F. (815) 740-4600
E. countyexec@willcountyillinois.com

Will County Office Building
302 N. Chicago Street
Joliet, IL 60432

Will County and Fountaindale Public Library District will execute a Subrecipient Grant Agreement. This is a legal agreement which outlines the minimum terms and conditions according to the Final Rule issued by the U.S. Treasury Department for Coronavirus State and Local Fiscal Recovery Funds.

Prior to entering, please have the Subrecipient Grant Agreement reviewed by a legal representative. Once reviewed, please have the delegate authorized to execute contracts sign and return with an original signature. The Subrecipient Grant Agreement will be countersigned, and a copy will be sent to Fountaindale Public Library District to retain for your records.

Anser Advisory, the consulting firm, will remain available to provide technical assistance. If you have questions about the award minimum terms and conditions, please direct questions to Anna Sitton, anna.sitton@anseradvisory.com.

We look forward to supporting your project execution.

Best,

Jennifer Bertino-Tarrant, Will County Executive



SUBRECIPIENT GRANT AGREEMENT

Summary of Key Subrecipient Grant Terms

1. Subrecipient Entity Name: Fountaindale Public Library District
2. Supervisor Name: Paul Mills
3. Subrecipient Unique Entity Identifier: Z9UNR2TYBMU3
4. Subrecipient Taxpayer ID: 36-2710611
5. Point of Contact Email Address: pmills@fountaindale.org
6. Address Line 1: 300 West Briarcliff Road
7. City, State, Zip: Bolingbrook, 60440
8. Subrecipient SAM.gov Registration: Z9UNR2TYBMU3
9. Type of Grant (select all that apply):
 - 1. Funds to cover direct expenses related to Covid-19 (e.g., purchase of PPE, staff cost related to increased demand of services)
 - 2. Funding for new programs/services for people disparately impacted by the pandemic and its economic impacts
 - 3. Funds to cover household assistance
 - 4. Funds to cover costs associated with the implementation of preventing or mitigation measures to contain the spread of the virus
 - Other: _____
10. Detailed description of what the grant funds will be used for: To install book lockers outside of the library and at a remote location. The book lockers will provide access to needed resources for patrons who need to continue to practice social distancing by making pickup of materials outside the library building with 24/7 availability. The remote site will make it easier for patrons to access needed resources by providing a pickup location on the other side of our community. A book drop will also be installed next to the book lockers at the remote location so that patrons may return books. The district is also requesting funds to enhance our digital collections of eBooks and audiobooks, which provide 24/7 access and social distancing
11. Amount granted: \$120,000
12. Expenditure Category (From Attachment A): 1.4 Prevention in Congregate Settings and 3.4 Public Sector Capacity: Effective Service Delivery

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SUBRECIPIENT AWARD AGREEMENT BETWEEN WILL COUNTY AND FOUNTAINDALE PUBLIC LIBRARY DISTRICT

This Subrecipient Award Agreement (the "Agreement") dated as of November 2, 2022 is made and entered into by and between Will County (the "County"), and the Fountaindale Public Library District (the "Subrecipient"), a Library District, (collectively the "Parties" and individually the "Party"); and

RECITALS

WHEREAS, the County has received grant funds from the United States Department of the Treasury (the "Treasury") under the State and Local Fiscal Recovery Funds program ("SLFRF") which is outlined in the ARPA Award Background attached hereto as Attachment D; and

WHEREAS, the County is committed to utilizing the grant funds provided to it under the State and Local Fiscal Recovery Fund program (the "Grant Funds") to support target populations, industries, sectors, and specific businesses or agencies affected by the COVID-19 pandemic, and

WHEREAS, the County desires to use the Grant Funds to reimburse the Subrecipient for certain expenses ("Expenses") incurred due to the effects of the Covid-19 pandemic; and

WHEREAS, failure to adhere to these terms and conditions can result in a denial of reimbursements, recoupment of funds, and immediate termination of this Agreement; and

WHEREAS, the County desires to reimburse the Subrecipient in an amount not to exceed \$120,000 in Grant Funds for the period of March 3, 2021 to December 31, 2026; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

TERMS AND CONDITIONS

I. INCORPORATION OF RECITALS

The recitals set forth above are incorporated herein by reference and made a part hereof.

II. INCORPORATED DOCUMENTS

This Agreement incorporates the following documents, which are attached hereto and are made a part of this Agreement:

- a) Summary of Key Subrecipient Grant Terms
- b) Attachment A: Expenditure Allowability Plan
- c) Attachment B: Reimbursement Request Process
- d) Attachment C: Reimbursement Request Form
- e) Attachment D: ARPA Award Background [For informational purposes only]

III. TERM OF AGREEMENT

The term of this Agreement shall begin on November 2, 2022 and end on December 31, 2026 (“Termination Date”) subject to any extensions later agreed upon.

IV. CONFLICT OR INCONSISTENCY

In the event of any conflict or inconsistency between the terms and conditions of this Agreement and applicable Federal law, Federal law will prevail.

V. TERMINATION FOR CONVENIENCE

Notwithstanding anything in this Agreement to the contrary, the County, or its designee(s) may terminate this Agreement for convenience and without cause upon not less than thirty (30) days prior written notice to the Subrecipient. If the County, or its designee(s) exercises this right to terminate this Agreement for convenience and without cause, the Subrecipient shall not be entitled to any reimbursement or financial recovery/remedy as a result of the Termination for Convenience.

VI. TERMINATION FOR CAUSE

Notwithstanding anything in this Agreement to the contrary, the County, or its designee(s) may terminate all or part of this Agreement for cause. If the Subrecipient shall willfully or negligently fail to fulfill in a timely and proper manner, or otherwise violate, any of the covenants, agreements or stipulations of this Agreement, the Federal Rules governing this agreement, or any other provision therewith, the County shall thereupon have the right to terminate this Agreement by giving written notice to the Subrecipient of its intent to terminate this Agreement specifying the grounds for termination. The Subrecipient shall have thirty (30) days after receipt of the notice to cure the default. If the default is not cured, then this Agreement shall terminate without further notice.

VII. SUBRECIPIENT APPLICATION DEADLINE

Notwithstanding anything in this Agreement to the contrary, if the Expense has not been identified, established or begun on or before January 1, 2024, then this Agreement shall be null and void and of no further force or effect and no Party shall have any further liability under this Agreement.

VIII. SCOPE OF WORK

The SLFRF is intended to directly support costs related to health, economic development, unmet needs, infrastructure, and revenue replacement. The Expenditure Allowability Plan, as provided on Attachment A, describes the costs approved by the County. Grant Funds are to be used only for those expenditures that are specifically listed therein.

IX. COMPENSATION

Subject to the terms and conditions of this Agreement, the County shall pay the Subrecipient, on a cost reimbursement basis, up to a maximum of \$120,000.00 under this Agreement. It is understood and agreed that any additional funds necessary in connection with the projects and/or activities described in the EAP above and beyond this amount are the sole responsibility of the Subrecipient. Advance payment of funds to the Subrecipient under this Agreement shall not be permitted unless expressly described in the EAP.

1. The Subrecipient shall be reimbursed on a cost reimbursement basis for eligible and allowable costs incurred by Subrecipient in the implementation of the projects and/or activities described in the EAP as such costs are incurred. Eligible and allowable costs are defined as costs that:
 - i. Are necessary expenditures incurred due to the public health emergency with respect to the COVID-19.
 - ii. Were not accounted for in the Subrecipient's budget most recently approved as of March 3, 2021.
 - iii. Were incurred during the Covered Period, March 3, 2021, through December 31, 2026
 - iv. Are described in the EAP; and
 - v. Are otherwise in accordance with the terms and conditions of this Agreement and all other applicable laws, rules, regulations, and guidance.

Costs that do not satisfy all the above-required conditions shall be ineligible for reimbursement under this agreement.

2. All reimbursement requests shall be submitted to Anser Advisory: Anna Sitton, anna.sitton@anseradvisory.com as further described in Section X. Terms of Payment hereof. To be eligible for reimbursement under this Agreement, Subrecipient shall submit sufficient documentation to the satisfaction of the County, in its sole discretion, demonstrating that Subrecipient is legally obligated to pay the costs for which reimbursement is sought. All reimbursement requests must include a certification,

signed by an official who is authorized to legally bind the Subrecipient, that reads as follows:

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (18 U.S.C. § 1001 and 31 U.S.C. §§ 3729-3730 and §§ 3801-3812).

3. All requests for reimbursement under this Agreement shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof. All costs must be obligated on or before December 31, 2024, and expended on or before December 31, 2026, and a final payment request should be submitted to the County no later than such date to ensure the County has adequate time to process the request. The Treasury defines “obligated” as an order or purchase made for goods or services. For the expenditure of funds, performance or delivery must occur during the Covered Period, with payment of funds made during that time. In the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been obligated for the period of the lease that is within the Covered Period, but not otherwise. Furthermore, in all cases it must be necessary that performance or delivery take place during the Covered Period.
4. The County requires detailed documentation of all costs for which reimbursement is sought under this Agreement ("Supporting Documentation"). The minimum requirements regarding such Supporting Documentation are set forth in Attachment B, Reimbursement Request Process. Each Reimbursement Request submitted by the Subrecipient shall be accompanied by sufficient Supporting Documentation substantiating all costs incurred and for which reimbursement is sought, to the satisfaction of the County, in its sole discretion. In the event the County determines the Supporting Documentation submitted by the Subrecipient is insufficient to enable it to evaluate the allowability and eligibility of costs, the Subrecipient shall furnish additional Supporting Documentation to the satisfaction of the County, in its sole discretion.
5. Notwithstanding anything to the contrary, Subrecipient is only entitled to reimbursements for which they have provided adequate Supporting Documentation. If the County determines the Subrecipient has only provided Supporting Documentation for a portion of the reimbursement request, the County will issue reimbursement for that portion and ask Subrecipient to issue another reimbursement request with Supporting Documentation for the remainder.

X. TERMS OF PAYMENT

1. By November 2, 2022, the Subrecipient may request reimbursement from the County for costs incurred by Subrecipient under this Agreement for which actual payment has been made. All payment requests shall be submitted using the Reimbursement Request Form in accordance with the process noted in Attachment B. Included as Attachment C is a copy of the Reimbursement Request Form that can be submitted to Anser Advisory: Anna Sitton, anna.sitton@anseradvisory.com and shall be accompanied by sufficient Supporting Documentation (collectively the Reimbursement Request Form and any Supporting Documentation shall hereinafter be referred to as the "Payment Request").
2. Within thirty (30) business days after receipt of the complete Payment Request, the County shall, in its sole discretion, determine if the Payment Request, or any portion thereof, is acceptable and in strict compliance with the terms of this Agreement. If it is determined there are any errors in the Payment Request or if additional Supporting Documentation is required, the County shall notify the Subrecipient of such Payment Request. The Subrecipient shall submit a revised Payment Request within ten (10) business days of receipt of notice from the County. The County reserves the right to delay or deny any Payment Request containing errors or lacking sufficient Supporting Documentation until such deficiencies are corrected to the satisfaction of the County, in its sole discretion.
3. Upon determination by the County that the Payment Request is sufficient, the County shall, at its sole discretion, transmit the funds by predetermined methodology subject to the Payment Request to the Subrecipient within thirty (30) business days.

XI. REPORTING AND MONITORING REQUIREMENTS

1. **Financial and Performance Reports.** Subrecipients shall submit financial and performance reports as required by Part 2 of Treasury's Compliance and Reporting Guidelines, and supporting documentation related to this Agreement and Subrecipient's implementation of the projects and/or activities described in the Expenditure Allowability Plan ("EAP") (Attachment A). Subrecipients shall submit reports once by the 15th of every month during the Covered Period (March 3, 2021, through December 31, 2026) if funds are expended.
2. **Final Project Report.** The Subrecipient shall describe the status of the implementation of the projects and/or activities described in the EAP. The Final Project Report shall further include an accounting of all costs and expenses incurred by Subrecipient and such other information as the County deems necessary to facilitate closeout of this Agreement and permit the County to meet all of its obligations and requirements under same.
3. **Non-consumable and/or nonexpendable personal property** or equipment that costs \$5,000 or more purchased by Subrecipient is subject to the requirements set forth in 30

ILCS 708 and 2 C.F.R. Part 200, as applicable. The Subrecipient shall be responsible for maintaining appropriate property records for any subcontracts that include the purchase of equipment as part of the delivery of services. The Subrecipient shall comply with this requirement and ensure its subcontracts issued under this Agreement, if any, impose this requirement, in writing, on its subcontractors.

- 4. Accounting.** Subrecipient's accounting and financial management system shall be sufficient to permit the preparation of reports required in connection with this Agreement and the tracing of funds to a level of expenditures adequate to establish that such funds have been used pursuant to the terms of this Agreement. All Payments to Subrecipient contemplated under this Agreement may be contingent upon certification of the Subrecipient's financial management system in accordance with this requirement. Subrecipient must ensure that all sub-subrecipients (as defined in 2 C.F.R. §§ 200.92-93) comply with the provisions of this paragraph.
- 5. Duplication of Benefit.** Subrecipient hereby certifies and affirms that the projects and/or activities to be funded under this Agreement shall not result in a prohibited duplication of the benefits obtained by Subrecipient, any sub-subrecipient (as defined in 2 C.F.R. § 200.1), or any individual or entity that is a beneficiary of such projects and/or activities from other Non-State and Local Fiscal Recover Fund programs, other local, state, or federal funding sources (e.g. the Stafford Disaster Relief and Emergency Assistance Act, etc.), private insurance, or other private organizations. It is Subrecipient's responsibility and obligation to implement processes and procedures to select and subsequently monitor all sub-subrecipients, individuals, and entities receiving funds under this Agreement to ensure compliance with this paragraph. All agreements entered into between Subrecipient and any sub-subrecipient, individual, or entity providing for the subaward or payment of funds under this Agreement shall contain provisions permitting the Subrecipient to recapture funds provided under this Agreement in the event an impermissible duplication of benefit is discovered. Subrecipient acknowledges and agrees that it has an affirmative obligation to promptly identify and report any duplication of benefits to the County. If the Subrecipient recovers from another source any costs incurred under this Agreement and reimbursed by the County, the Subrecipient shall reimburse the County for all recovered funds originally provided under this Agreement. Interest on any refund shall be calculated based on the prevailing rate used by the County. Interest shall be calculated from the date(s) the payment(s) are recovered by the Subrecipient to the date repayment is made to the County by the Subrecipient.
- 6. Audits.** If the Subrecipient expends Seven Hundred Fifty Thousand Dollars (\$750,000.00) or more in Federal awards in its fiscal year, the Subrecipient must have a single or program-specific audit conducted within nine (9) months of the end of the Subrecipient's audit period, in accordance with the provisions of 2 C.F.R. Part 200. In determining the Federal awards expended in its fiscal year, the Subrecipient shall consider all sources of Federal awards, including Federal financial assistance received from the County under this Agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 C.F.R.

Part 200. An audit of the Subrecipient conducted by an external auditor in accordance with the provision of 2 C.F.R. Part 200 will meet the requirements of this part.

7. If the Subrecipient expends less than Seven Hundred Fifty Thousand Dollars (\$750,000.00) in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of 2 C.F.R. Part 200, as revised, is not required for that year, except as noted in 2 C.F.R. § 200.503. If the Subrecipient expends less than Seven Hundred Fifty Thousand Dollars (\$750,000.00) in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 C.F.R. Part 200, as revised, the cost of the audit must be paid from non-Federal resources. In accordance with 2 C.F.R. § 200.501(d), records must be available for review or audit by appropriate officials of the County, the Department of the Treasury, and the U.S. Government Accountability Office (GAO).
8. Upon completion of the audit required in this Section, Subrecipient shall promptly transmit a copy of the Subrecipient's audit report to the County. Subrecipient's failure to have an audit conducted in accordance with this Section or failure to implement corrective action in response to any audit findings may result in the County's termination of this Agreement.
9. In addition to reviews of audits conducted in accordance with 2 C.F.R. Part 200, monitoring procedures under this Agreement may include, but not be limited to, on-site visits by the County; limited-scope audits as defined by 2 C.F.R. Part 200; submittal and review of financial management statements; and/or other procedures. By entering into this Agreement, the Subrecipient agrees to comply and cooperate with any reasonable monitoring procedures/processes deemed appropriate by the County. In the event the County determines that a limited-scope audit of the Subrecipient is appropriate, the Subrecipient agrees to comply with any additional instructions provided by the County to the Subrecipient regarding such audit. The Subrecipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the County and/or Treasury.

XII. SUBCONTRACTS; PROCUREMENT; SUBAWARDS

1. In procuring goods and services under this Agreement, the Subrecipient shall use its own documented procurement procedures, provided that such procurements conform to applicable state (30 ILCS 500) and federal (2 C.F.R. Part 200) law.
2. The Subrecipient may subcontract work under this Agreement as necessary without the prior written consent of the County, subject to any conditions or limitations imposed by applicable state and federal law and Section XIX. hereof concerning debarred/suspended contractors. Regardless of any subcontract, the Subrecipient is ultimately responsible for all projects, programs, activities, and services undertaken by subcontractors under this Agreement. The Subrecipient agrees to be responsible for the

fulfillment of all work elements included in any subcontract and agrees to be responsible for the payment of all monies due under any subcontract.

- 3. Subcontractor Determinations and Monitoring.** In selecting and monitoring subcontractors, the Subrecipient shall comply with 2 C.F.R. §§ 200.330-332. The Subrecipient shall monitor all subcontracted services on a regular basis to ensure contract compliance. Results of monitoring efforts shall be summarized in written reports maintained by the Subrecipient and supported with documented evidence of follow-up actions taken to correct areas of noncompliance, where applicable. Such summaries and documents shall be submitted, at no cost, to the County upon request.
- 4. Affirmative Action.** The County supports diversity in its procurement program and requires that all subcontracting opportunities afforded by this Agreement embrace and encourage diversity. The Subrecipient's award of subcontracts should reflect the diversity of the citizens of the State of Illinois. In accordance with 2 C.F.R. § 200.321, the Subrecipient and its subcontractors must take all necessary affirmative steps to ensure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. The Subrecipient agrees to use affirmative steps, and to require its subcontractors and sub-subrecipients to utilize affirmative steps, to ensure that minority businesses and women's business enterprises are used when possible. Such affirmative steps shall at a minimum include:

 - i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists.
 - ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.
 - iii. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises.
 - iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, or women's business enterprises.
 - v. Utilizing services and assistance, as appropriate, of such organizations as the Small Business Administration, the Minority Business Development Agency of the U.S. Department of the Commerce, the Illinois Department of Central Management Services (Office of Supplier Diversity), the Illinois Department of Transportation, Minority Business Development Center, and Local Government M/DBE programs.
 - vi. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above in subparagraphs (i) through (v).

- vii. As used herein, the term "minority and women business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. Prior to award of any subcontract under this Agreement, Subrecipient shall document its efforts made to comply with the requirements of this paragraph. The Subrecipient shall state that it is an Equal Opportunity or Affirmative-Action employer in all solicitations or advertisements for subcontractors or employees who shall perform work under this Agreement.
- viii. The requirements outlined in subparagraphs (i) through (vi) above do not impose an obligation to set aside either the solicitation or award of a contract to these types of firms. Rather, the requirements only impose an obligation to carry out and document the six affirmative steps identified above in subparagraphs (i) through (vi).
- ix. The requirements described in subparagraphs (i) through (vi) above outline the affirmative steps that the Subrecipient must take; the requirements do not preclude the Subrecipient from undertaking additional steps to involve small and minority businesses and women's business enterprises.
- x. The requirement to divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises, does not authorize the Subrecipient to break a single project down into smaller components in order to circumvent the micro-purchase or small purchase thresholds so as to utilize streamlined acquisition procedures (e.g. "project splitting").

5. Equal Opportunity. During the performance of this Agreement, the Subrecipient agrees as follows:

- a. The Subrecipient will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Subrecipient will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- b. The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

- c. The Subrecipient will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Subrecipient's legal duty to furnish information. This provision shall not apply to conduct that violates the Illinois Equal Pay Act, 820 ILCS 112.
- d. The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the Subrecipient's commitments under section 202 of U.S. Order 11246 of September 24, 1965. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- e. The Subrecipient will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the U.S. Secretary of Labor.
- f. The Subrecipient will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the U.S. Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- g. In the event of the Subrecipient's non-compliance with the nondiscrimination clauses of this Agreement or with any of such rules, regulations, or orders, this Agreement may be canceled, terminated or suspended in whole or in part and the Subrecipient may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- h. The Subrecipient shall include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or

orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-subrecipient or vendor. The Subrecipient will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the Subrecipient becomes involved in, or is threatened with, litigation with a sub-subrecipient or vendor as a result of such direction, the Subrecipient may request the United States to enter into such litigation to protect the interests of the United States.

- i. No person, on the grounds of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in, be denied the proceeds or benefits of, or be otherwise subjected to discrimination in performance of this Agreement. Subrecipient and its subcontractors shall comply with all federal and state laws, rules, regulations, policies and executive orders relating to non-discrimination, including but not limited to those contained in 28 C.F.R. Part 42, Nondiscrimination; Equal Employment Opportunity.

- 6. Sub-Awards.** The Subrecipient may enter into subaward agreements to provide for the distribution of funds under this Agreement to eligible sub-subrecipients (as defined in 2 C.F.R. §§ 200.92-93) without the prior written consent of the County. Regardless of any subaward, the Subrecipient is ultimately responsible for all projects, programs, services, and activities undertaken by sub-subrecipients under this Agreement. All such sub-subrecipients shall be subject to the same performance, financial, and reporting requirements as the Subrecipient. In selecting, monitoring, and contracting with sub-subrecipients, the Subrecipient shall comply with 2 C.F.R. §§ 200.330-200.332. The Subrecipient shall monitor all sub-subrecipients on a regular basis to ensure compliance with this Agreement and all applicable laws, rules, and regulations. Results of monitoring efforts shall be summarized in written reports maintained by the Subrecipient and supported with documented evidence of follow-up actions taken to correct areas of noncompliance, where applicable. Such summaries and documents shall be submitted, at no cost, to the County upon request.

XIII. INDEMNIFICATION HOLD-HARMLESS AGREEMENT

The Subrecipient agrees to indemnify and hold the County, or its designee(s), its officers and employees, harmless from and against any losses, costs, damages, liabilities, claims, suits, actions, causes of action and expenses, including, without limitation, reasonable attorney's fees and court costs suffered or incurred by the Subrecipient arising from or in connection with (i) the Subrecipient's failure to comply with any of the terms, covenants and conditions contained in this Agreement; or (ii) the Subrecipient's failure to pay any contractors or subcontractors, vendors, laborers, employees or any potential sub-subrecipient or subordinate relation, or any party in privity of contract or agreement therewith in connection with the ARPA or SLFRF grant(s) or any other Federal funding or reimbursable expenses associated with this program.

1. **Cooperation.** Both Parties agree to cooperate in good faith and provide any and all information necessary for the defense of any claim or action.

XIV. FORCE MAJEURE

Neither party shall be liable in damages for any delay or default in performing its respective obligations under this agreement if the delay or default is caused by conditions beyond its control. Such conditions include, but are not limited to, acts of God, government restrictions, strikes, fires, floods, work stoppages, pandemics, or acts or failures to act of third parties. So long as any such delay or default continues, the party affected by the conditions shall fully inform the other party at all times concerning the matters causing the delay or default and the purposes of their ending. If a delay occurs under this section, the affected party shall immediately notify the other of such delay and keep the party fully informed until the issue that caused the delay has been resolved. If a delay requires that the term of this Agreement be extended, such extension shall only occur upon the approval of the U.S. Department of the Treasury and the County and written modification of this Agreement.

XV. CLOSEOUT

The County will close out this Agreement when it determines that all projects and/or activities and all applicable administrative actions have been completed. Unless an extension is approved by the County, within twenty (20) business days after the Termination Date pursuant to Section III, the Subrecipient must submit any outstanding reports, including the Final Project Report, as well as any required reporting on sub-awards, and must refund to the County any balances of unobligated cash that the County paid in advance or paid and that is not authorized to be retained by the Subrecipient entity for use in other projects. Within thirty (30) business days after receipt of all outstanding reports, the County will make upward or downward adjustments to the allowable costs, and then make prompt payments to Subrecipient for remaining allowable reimbursable costs. The closeout of this Agreement does not affect any of the following:

- a. The right of the County to disallow costs and recover funds on the basis of a later audit or other review;
- b. The obligation of the Subrecipient to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments; or
- c. The Subrecipient's obligations regarding audits, property management and disposition (if applicable), and records retention.

Unless an extension is approved by the County, the Subrecipient must liquidate all obligations incurred under this Agreement within ninety (90) business days after the Termination Date.

XVI. LOBBYING PROHIBITION; CONFLICTS OF INTEREST

The Subrecipient agrees to comply with, and include in subcontracts and subawards, the following provisions:

- a. The Subrecipient certifies that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. The Subrecipient certifies that no funds provided under this Agreement have been used or will be used to engage in the lobbying of the Federal Government or in litigation against the United States unless authorized under existing law.
- c. Pursuant to 2 C.F.R. § 200.450 and 2 C.F.R. § 200.454(e), the Subrecipient is hereby prohibited from using funds provided by this Agreement for membership dues to any entity or organization engaged in lobbying activities.
- d. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities."
- e. In accordance with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and §§ 7324-7328), no funds provided, nor personnel employed under this Agreement, shall be in any way or any extent engaged in the conduct of political activities.

XVII. REAL PROPERTY; EQUIPMENT

If Subrecipient acquires an interest in real property utilizing funds under this Agreement, Subrecipient acknowledges and shall comply with 2 C.F.R. § 200.311 and other applicable laws, rules, and regulations, including, but not limited to ARPA guidance issued by the County and its designees and/or the Department of the Treasury. Pursuant to same, except as otherwise expressly authorized by the County, real property acquired under this Agreement must be used for the originally authorized purpose as long as needed for that purpose, during which time the Subrecipient entity must not dispose of or encumber its title or any other interest therein.

Subrecipient's acquisition, use, management, and disposition of equipment under this Agreement shall be in compliance with 2 C.F.R. §§ 200.313 and 200.439 and other applicable laws, rules, and regulations, including, but not limited to ARPA guidance issued by the County and its designees and/or the Department of the Treasury.

XVIII. UNAUTHORIZED EMPLOYMENT

The employment of unauthorized aliens by any Subrecipient/sub-subrecipient/subcontractor is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the Subrecipient/sub-subrecipient/subcontractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The Subrecipient shall be responsible for including this provision in all subcontracts with private organizations issued as a result of this Agreement.

XIX. DEBARMENT/SUSPENSION

In accordance with Presidential Executive Order 12549, Debarment and Suspension (2 C.F.R. Part 180), the Subrecipient agrees and certifies that neither it, nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency; and, that the Subrecipient shall not enter into any lower tier contract, or other covered transaction, with a person who is similarly debarred or suspended from participating in this covered transaction. The Subrecipient is responsible for reviewing the status of all proposed subcontractors and subawardees in the System for Award Management (SAM) at <https://sam.gov/SAM/> before entering into any subcontract or sub-award under this Agreement. The Subrecipient shall include language incorporating the requirements of this section in all subcontracts or lower tier agreements executed under this Agreement.

XX. PHYSICAL ACCESS AND INSPECTION

As applicable, County and Treasury agents and personnel shall be given access to and may observe and inspect projects, activities, and work being performed with funds provided under this Agreement.

XXI. PERMITS

The Subrecipient expressly acknowledges that receipt of the financial assistance provided for under this Agreement does not imply nor guarantee that a federal, state or local permit will be issued for a particular project or activity. Further, the Subrecipient agrees to ensure that all necessary permits are obtained prior to implementation of any activity funded under this Agreement that may fall under applicable federal, state or local laws.

XXII. ACCESS TO RECORDS AND PERSONNEL

1. Subrecipient shall retain all records generated under this Agreement in accordance with 2 C.F.R. § 200.333.
2. Subrecipient shall comply with the Illinois Freedom of Information Act, codified at 5 ILCS 140. Records made or received in conjunction with this Agreement are public records under Illinois law. Subrecipient shall keep and maintain public records generated by the Subrecipient in association with its performance of this Agreement.
3. This Agreement may be unilaterally canceled by the County for refusal by the Subrecipient to either provide to the County upon request, or to allow inspection and copying of, all public records made or received by the Subrecipient in conjunction with this Agreement and subject to disclosure under 5 ILCS 140.
4. The Subrecipient acknowledges and agrees that the County, the U.S. Department of the Treasury, the Treasury Office of Inspector General, the Comptroller General of the United States (Government Accountability Office (GAO)), or their authorized representatives, shall have timely and unrestricted access to any pertinent books, documents, papers, and records, whether written, printed, recorded, produced, or reproduced by any electronic, mechanical, magnetic, or other process or medium, in order to make audits, inspections, investigations, excerpts, transcripts, or other examinations as authorized by law. This also includes timely and reasonable access to the Subrecipient's personnel for the purpose of interview and discussion related to such documents. In the event any work is sub awarded or subcontracted, the Subrecipient shall similarly require each sub-subrecipient and subcontractor to maintain and allow access to such records for audit purposes.
5. The County, the U.S. Department of the Treasury, the Treasury Office of Inspector General, the Comptroller General of the United States (GAO), or their authorized representatives shall have the right during normal business hours to conduct announced and unannounced onsite and offsite physical visits of the Subrecipient and their subcontractors corresponding to the duration of their records retention obligation for this Agreement.
6. The rights of access in this Section are not limited to the required retention period for the applicable records but last as long as the records are retained.
7. The Subrecipient agrees that if any litigation, claim, or audit is started before the expiration of the record retention period established above, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved and final action taken.

XXIII. MISCELLANEOUS

1. **HEADINGS.** The headings of the articles, paragraphs and sections contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.
2. **SEVERABILITY.** If any provision of this Agreement is held to be unenforceable, the provision shall be severed and the remainder of this Agreement will continue in full force and effect.
3. **AMENDMENT.** This Agreement may not be altered, modified or amended except by written instrument signed by all of the parties hereto.
4. **COMPLIANCE WITH LAWS.** The Subrecipient shall comply with all applicable federal, state, and local laws, rules, and regulations, and County policies and regulations in performing under this Agreement, including but not limited to the federal laws, regulations, rules, policies, and executive orders described herein. The failure of this Agreement to specifically reference a particular federal or state law or regulation, or policy or regulation shall not excuse Subrecipient from compliance with same to the extent such law, regulation, or policy is applicable to Subrecipient's performance under this Agreement. The Subrecipient further agrees to include this provision in all subcontracts entered into under this Agreement.
5. **GOVERNING LAW AND FORUM.** This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflict of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Will County and each party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.
6. **COUNTERPARTS.** This Agreement may be executed in counterparts, each of which shall be deemed an original.
7. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement of the County and the Subrecipient with respect to the subject matter hereof and supersedes all other prior and contemporary agreements, understandings, representations, negotiations, and commitments between the County and the Subrecipient with respect to the subject matter hereof.
8. **ASSIGNMENT.** This Agreement, or any portion thereof, shall not be assigned by either party without the prior written consent of the other.
9. **DISCLAIMER OF RELATIONSHIP.** Nothing contained in this Agreement, nor any act of either the County or the Subrecipient, shall be deemed or construed by any of the parties hereto

or by third persons, to create any relationship of third-party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving the County and the Subrecipient.

- 10. CONSTRUCTION OF WORDS.** The use of the singular form of any word herein shall also include the plural, and vice versa. The use of the neuter form of any word herein shall also include the masculine and feminine forms, the masculine form shall include feminine and neuter, and the feminine form shall include masculine and neuter. The invalidity of any one or more phrases, sentences, clauses, or sections contained in this Agreement shall not affect the remaining portions of this Agreement or any part hereof. A reference to the Subrecipient includes the Subrecipient's officers, commissioners, employees, attorneys, agents and assigns; a reference to the County includes its officers, members, employees, attorneys, agents and assigns.
- 11. NO PERSONAL LIABILITY.** No member, official, employee or agent of either the County or the Subrecipient shall be individually or personally liable in connection with this Agreement.
- 12. GOVERNMENTAL IMMUNITY.** Notwithstanding anything to the contrary set forth elsewhere in this Agreement, neither the Subrecipient nor the County has, and in no event shall either of them be construed to have, waived any rights or defenses of governmental immunity that it may have with respect to any matters arising out of this Agreement or performance hereunder.
- 13. WAIVER.** No term or provision of this Agreement shall be deemed waived, and no breach or default shall be deemed excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. No consent by any party to, or waiver of, a breach or default by the other, whether express or implied, shall constitute a consent to, waiver of, or excuse for any different or subsequent breach or default by or on the part of any party.
- 14. NO THIRD-PARTY BENEFICIARIES.** This Agreement shall inure to the benefit of and shall be binding upon the County, the Subrecipient and their respective successors and permitted assigns. This Agreement is intended to be and is for the sole and exclusive benefit of the parties hereto and such successors and permitted assigns.
- 15. NOTICES.** All notices and written communication between the Parties shall be sent by electronic mail, U.S. Mail, a courier delivery service, or delivered in person. Notices shall be considered delivered when reflected by an electronic mail read receipt (or when receipt is otherwise acknowledged), a courier service delivery receipt, other mail service delivery receipt, or when receipt is acknowledged by recipient. Any and all notices required by this Agreement shall be delivered to the Parties' respective contact persons at the addresses identified below. This Section shall not preclude routine communication by the Parties by other means.

Notice to the County's designee shall be addressed to:

Will County Office Building
302 N Chicago Street
Joliet, IL 60432

Attention: Ms. Jennifer Bertino-Tarrant

Notice to the Subrecipient shall be addressed to:

Fountaindale Public Library District
300 West Briarcliff Road
Bolingbrook, IL, 60440

Attention: Mr. Paul Mills

Either Party may change the above-described contact information by giving notice of such change to the other party pursuant to the notice section hereof.

16. REPRESENTATIVES. Immediately upon execution of this Agreement, the following individuals will represent the parties as a primary contact in all matters under this Agreement.

For the County: Name: Jennifer Bertino- Tarrant
 Address: 302 N Chicago St, Joliet, IL, 60417
 Phone: 815-740-4601
 Fax:815-740-4600
 Email: jbertinotarrant@willcountyillinois.com

For the Subrecipient: Name: Paul Mills
 Address: 300 West Briarcliff Road, Bolingbrook, IL 60440
 Phone: 630-685-4157
 Email: pmills@fountaindale.org

Each party agrees to promptly notify the other party of any change in its designated representative, which notice shall include the name, address, telephone number and fax number of the representative for such party for the purpose hereof.

17. AUTHORITY. The County has authority to enter into this Agreement pursuant to the American Rescue Plan Act, P.L. 117-2 (2021) ("ARPA") and the Coronavirus State and Local Fiscal

Recovery Funds (“SLFRF”) passed by the U.S. Department of Treasury on March 11, 2021 and May 17, 2021 respectively.

The Subrecipient represents that it has full power and authority to enter into and perform its obligations under this Agreement and the execution and delivery of this Agreement and the performance of its obligations hereunder have been duly authorized by all requisite corporate action.

[Signature page to follow]

IN WITNESS WHEREOF, this Agreement is hereby executed on behalf of the parties through their authorized representatives as set forth below.

County of Will, ILLINOIS
Jennifer Bertino-Tarrant, Will County Executive
302 N. Chicago Street, Joliet, IL 60432

By: _____

Fountaindale Public Library District
Paul Mills
300 West Briarcliff Road, Bolingbrook, IL 60440

By: _____

Attachment A: Expenditure Allowability Plan

The Expenditure Categories (EC) listed below must be used to categorize each project. The term “Expenditure Category” refers to the detailed level (e.g., 1.1 COVID-10 Vaccination). When referred to as a category (e.g., EC 1) it includes all Expenditure Categories within that level.

Expenditure Category	EC ²⁸
1: Public Health	
COVID-19 Vaccination [^]	1.1
COVID-19 Testing [^]	1.2
COVID-19 Contact Tracing [^]	1.3
Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, Child care facilities, etc.) ^{*^}	1.4
Personal Protective Equipment [^]	1.5
Medical Expenses (including Alternative Care Facilities) [^]	1.6
Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine) [^]	1.7
COVID-19 Assistance to Small Businesses [^]	1.8
COVID 19 Assistance to Non-Profits [^]	1.9
COVID-19 Aid to Impacted Industries [^]	1.10
Community Violence Interventions	
Community Violence Interventions ^{*^}	1.11
Behavioral Health	
Mental Health Services ^{*^}	1.12
Substance Use Services ^{*^}	1.13
Other	
Other Public Health Services [^]	1.14
Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency	-
2: Negative Economic Impacts	
Assistance to Households	
Household Assistance: Food Programs ^{*^}	2.1
Household Assistance: Rent, Mortgage, and Utility Aid ^{*^}	2.2
Household Assistance: Cash Transfers ^{*^}	2.3
Household Assistance: Internet Access Programs ^{*^}	2.4
Household Assistance: Paid Sick and Medical Leave [^]	2.5
Household Assistance: Health Insurance ^{*^}	2.6
Household Assistance: Services for Un/Unbanked ^{*^}	2.7
Household Assistance: Survivor's Benefits [^]	2.8
Unemployment Benefits or Cash Assistance to Unemployed Workers ^{*^}	2.9
Assistance to Unemployed or Underemployed Workers (e.g. job training, subsidized employment, employment supports or incentives) ^{*^}	2.10
Healthy Childhood Environments: Child Care ^{*^}	2.11
Healthy Childhood Environments: Home Visiting ^{*^}	2.12
Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System ^{*^}	2.13
Healthy Childhood Environments: Early Learning ^{*^}	2.14

Long-term Housing Security: Affordable Housing*^	2.15
Long-term Housing Security: Services for Unhoused Persons*^	2.16
Housing Support: Housing Vouchers and Relocation Assistance for Disproportionately Impacted Communities*^	2.17
Housing Support: Other Housing Assistance*^	2.18
Social Determinants of Health: Community Health Workers or Benefits Navigators*^	2.19
Social Determinants of Health: Lead Remediation*^	2.20
Medical Facilities for Disproportionately Impacted Communities^	2.21
Strong Healthy Communities: Neighborhood Features that Promote Health and Safety^	2.22
Strong Healthy Communities: Demolition and Rehabilitation of Properties^	2.23
Addressing Educational Disparities: Aid to High-Poverty Districts^	2.24
Addressing Educational Disparities: Academic, Social, and Emotional Services*^	2.25
Addressing Educational Disparities: Mental Health Services*^	2.26
Addressing Impacts of Lost Instructional Time^	2.27
Contributions to UI Trust Funds^	2.28
Assistance to Small Businesses	
Loans or Grants to Mitigate Financial Hardship^	2.29
Technical Assistance, Counseling, or Business Planning*^	2.30
Rehabilitation of Commercial Properties or Other Improvements^	2.31
Business Incubators and Start-Up or Expansion Assistance*^	2.32
Enhanced Support to Microbusinesses*^	2.33
Assistance to Non-Profits	
Assistance to Impacted Nonprofit Organizations (Impacted or Disproportionately Impacted)^	2.34
Aid to Impacted Industries	
Aid to Tourism, Travel, or Hospitality^	2.35
Aid to Other Impacted Industries^	2.36
Other	
Economic Impact Assistance: Other*^	2.37
Household Assistance: Eviction Prevention*^	-
Education Assistance: Other*^	-
Healthy Childhood Environments: Other*^	-
Social Determinants of Health: Other*^	-
3: Public Health-Negative Economic Impact: Public Sector Capacity	
General Provisions	
Public Sector Workforce: Payroll and Benefits for Public Health, Public Safety, or Human Services Workers	3.1
Public Sector Workforce: Rehiring Public Sector Staff	3.2
Public Sector Workforce: Other	3.3
Public Sector Capacity: Effective Service Delivery	3.4
Public Sector Capacity: Administrative Needs	3.5
4: Premium Pay	
Public Sector Employees	4.1
Private Sector: Grants to Other Employers	4.2

5: Infrastructure	
Water and Sewer	
Clean Water: Centralized Wastewater Treatment	5.1
Clean Water: Centralized Wastewater Collection and Conveyance	5.2
Clean Water: Decentralized Wastewater	5.3
Clean Water: Combined Sewer Overflows	5.4
Clean Water: Other Sewer Infrastructure	5.5
Clean Water: Stormwater	5.6
Clean Water: Energy Conservation	5.7
Clean Water: Water Conservation	5.8
Clean Water: Nonpoint Source	5.9
Drinking water: Treatment	5.10
Drinking water: Transmission & Distribution	5.11
Drinking water: Lead Remediation, including in Schools and Daycares	5.12
Drinking water: Source	5.13
Drinking water: Storage	5.14
Drinking water: Other water infrastructure	5.15
Water and Sewer: Private Wells	5.16
Water and Sewer: IIJA Bureau of Reclamation Match	5.17
Water and Sewer: Other	5.18
Broadband	
Broadband: "Last Mile" projects	5.19
Broadband: IIJA Match	5.20
Broadband: Other projects	5.21
6: Revenue Replacement	
Provision of Government Services	6.1
Non-federal Match for Other Federal Programs	6.2
7: Administrative	
Administrative Expenses	7.1
Transfers to Other Units of Government	7.2
Transfers to Non-entitlement Units (States and territories only)	-

Attachment B: Reimbursement Request Process

Pursuant to this agreement, subrecipients must submit a Request for Reimbursement in order to receive funding for eligible activities. This document offers guidelines in preparing a submittal for County reimbursement of eligible ARPA expenditures. While changes may still follow as the process evolves, for now the following guidelines may be helpful in completing each of the fields on the form. Please complete all requested fields and print, sign and date prior to submission. Attach documentation for expenditure and submit with the Reimbursement Form.

Section 1: Reimbursement Request Information

Agency: Name of Organization

Date of Request: Enter the date of your submission to the County

Agency Address: Organization's mailing address (use main location if multiple offices)

Contact Name and Title: Name and title of individual who can answer questions, if needed.

Contact Phone Number and E-Mail: Phone number and email address of individual above.

Amount of Reimbursement Requested: Amount requested for goods or services.

Date of Purchase: Date purchase order was made.

Date Cost Paid: If the costs were paid upon purchase, use same date as above. In the event the payment was made at a different time, enter that date here. This is needed to confirm payments fall within the ARPA eligible costs period of March 3, 2021, to December 31, 2026

Date Received: For the expenditure to be considered eligible, the funds must have been expended and the agency must be in possession of the item, good or service being submitted for reimbursement.

Expenditure Category: Subrecipients should indicate which expenditure category in the EAP is being claimed for this project.

Project Description: Use this area and additional sheets to describe the cost being submitted for reimbursement from County ARPA funding. This should include a brief description of the project in its entirety, and if applicable, the specific portion of the project that is being funded. In this narrative, subrecipients should also describe how the project responds to COVID-19, and specifically, how the project aligns with the expenditure category listed in the previous section. This section may be used to also provide general breakdown of costs, referring to the supporting documents included in the request. The following are some suggested description examples:

“Public Health costs of \$XXX for a capital project to expand customer service counters and add Plexiglas shields and dividers, all procured by an RFP for construction services pursuant to agency and federal procurement requirements. This project is directly related to addressing COVID impacts and there was no such construction included in the original budget. These safeguards have a ten-year useful life. This project will help mitigate COVID in dense work sites such as the County Courthouse, and County Administrative Offices.

Public Health Compliance costs of \$XXX for telework facilitation specifically to acquire 15 laptops, 2 servers, and a router. All of this equipment was purchased from State of Illinois bids

available to all state agencies. This will allow 15 additional staff to telework, and upgrade response times for another 20 staff already teleworking. The original budget had the typical 10 laptop annual replacement which has already occurred, while these additional 15 laptops were not contemplated in the budget. There was no budget to acquire servers or routers. These technology assets usually have a three-year useful life. This will satisfy the administrative needs of all telework employees, assisting to mitigate the spread of COVID by allowing employees to work from home”

Has this project previously received funding from other Federal sources, or does your entity anticipate receiving funding from other Federal sources?: Yes or no confirmation. **Is yes,** please describe.

Section 2: Reimbursement Request Term and Conditions

Information regarding reimbursement criteria and deadline for submittal of reimbursement – December 31, 2026. No action required.

Section 3: Supporting Documentation

This is the area to describe the supporting documents submitted to substantiate the cost reimbursement. Use this area and additional sheets to describe the supporting information being submitted for reimbursement from County ARPA funding. At a minimum - where appropriate - the documentation should include:

- Vendor Procurement and Executed Contracts
- Purchase Orders
- Invoices
- Proof of Payment

Proof of payment, vendor contracts or state bid info, invoices, payroll and attendance data (take precautions related to shielding or redacting non-public information and HIPPA requirements), pictures of projects (before and after), sign-in sheets or daily counts of COVID responses like meals and tests administered, are also examples of supporting documents.

Section 4: Certification Regarding Use of Funds

Agency affirmation regarding reimbursement criteria. Official representative of the requestor signs the certification.

Attachment C: Reimbursement Request Form

[Form on the following page]

SLFRF Reimbursement Request Form

Section 1: Reimbursement Request Information								
Agency:					Date of Request:			
Agency Address:								
City:			State:	IL	ZIP Code:			
Contact Name and Title:					Contact Email Address:			
Contact Phone Number:								
Amount of Reimbursement Requested:								
Date of Purchase:					Date Cost Paid:			
Date Received:					Expenditure Category:			
Project Description:								
Has this project previously received funding from other Federal sources, or you're your entity anticipate receiving funding from other Federal sources?			Yes or No:			If Yes, explain:		
Section 2: Reimbursement Request Term and Conditions								
Deadline for Submittal of Reimbursement:				December 31, 2026				
Section 3: Supporting Documentation (Use additional sheets of this form if needed)								
Document type:				Description:				
Document type:				Description:				
Document type:				Description:				
Document type:				Description:				
Document type:				Description:				
<p>Section 4: Certification Regarding Use of Funds. By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise.</p>								
Authorized Representative Signature:						Date:		

Attachment D: ARPA Award Background

[For informational purposes only]

Background

From Treasury's Compliance and Reporting Guidance, June 17, 2022

Treasury adopted an interim final rule in May 2021 and the final rule on January 6, 2022, to implement these eligible use categories and other restrictions on the use of funds under the State and Local Fiscal Recovery Funds program. The final rule took effect on April 1, 2022, and the interim final rule remained in effect until that time, although recipients could choose to take advantage of the final rule's flexibilities and simplifications prior to April 1, 2022. Recipients may consult the Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule for more information on compliance with the interim final rule and the final rule.

It is the recipient's responsibility to ensure all SLFRF award funds are used in compliance with the program's requirements. In addition, recipients should be mindful of any additional compliance obligations that may apply – for example, additional restrictions imposed upon other sources of funds used in conjunction with SLFRF award funds, or statutes and regulations that may independently apply to water, broadband, and sewer infrastructure projects. Recipients should ensure they maintain proper documentation supporting determinations of costs and applicable compliance requirements, and how the requirements have been satisfied since they suggest the recipients have been satisfied as part of their award management, internal controls, and subrecipient oversight and management

Treasury's Final Rule

From Treasury's Compliance and Reporting Guidance, June 17, 2022

Treasury's Final Rule details recipients' compliance responsibilities and provides additional information on eligible and restricted uses of SLFRF award funds and reporting requirements. Your organization should review and comply with the information contained in Treasury's Interim Final Rule, and any subsequent final rule when building appropriate controls for SLFRF award funds.

- 1. Eligible and Restricted Uses of SLFRF Funds.** As described in the SLFRF statute and summarized above, there are four enumerated eligible uses of SLFRF award funds. As a recipient of an award under the SLFRF program, your organization is responsible for complying with requirements for the use of funds. In addition to determining a given project's eligibility, recipients are also responsible for determining subrecipient's or beneficiaries' eligibility and must monitor use of SLFRF award funds.

To help recipients build a greater understanding of eligible uses, Treasury's Interim Final Rule establishes a framework for determining whether a specific project would be eligible under the SLFRF program, including some helpful definitions. For example, Treasury's Interim Final Rule establishes:

- A framework for determining whether a project “responds to” a “negative economic impact” caused by the COVID-19 public health emergency.
- Definitions of “eligible employers”, “essential work,” “eligible workers”, and “premium pay” for cases where premium pay is an eligible use.
- A definition of “general revenue” and a formula for calculating revenue lost due to the COVID-19 public health emergency.
- A framework for eligible water and sewer infrastructure projects that aligns eligible uses with projects that are eligible under the Environmental Protection Agency’s Drinking Water and Clean Water State Revolving Funds.
- A framework for eligible broadband projects designed to provide service to unserved or underserved households, or businesses at speeds sufficient to enable users to generally meet household needs, including the ability to support the simultaneous use of work, education, and health applications, and sufficiently robust to meet increasing household demands for bandwidth.

Treasury’s Final Rule also provides more information on four restrictions on use of SLFRF award funds: recipients may not deposit SLFRF funds into a pension fund; recipients that are States or territories may not use SLFRF funds to offset a reduction in net tax revenue caused by the recipient’s change in law, regulation, or administrative interpretation; and recipients may not use SLFRF funds as non-Federal match where prohibited. In addition, the Final Rule clarifies certain uses of SLFRF funds outside the scope of eligible uses, including that recipients generally may not use SLFRF funds directly to service debt, satisfy a judgment or settlement, or contribute to a “rainy day” fund. Recipients should refer to Treasury’s Interim Final Rule for more information on these restrictions.

Treasury’s final rule outlines that funds available under the “revenue loss” eligible use category (sections 602(c)(1)(C) and 603(c)(1)(C) of the Social Security Act) generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. However, the final rule notes that SLFRF funds may not be used as the non-federal share for purposes of a state’s Medicaid and CHIP programs because the Office of Management and Budget (“OMB”) has approved a waiver as requested by the Centers for Medicare & Medicaid Services pursuant to 2 C.F.R. § 200.102 of the Uniform Guidance and related regulations. If a recipient seeks to use SLFRF funds to satisfy match or cost-share requirements for a federal grant program, it should first confirm with the relevant awarding agency that no waiver has been granted for that program, that no other circumstances enumerated under 2 C.F.R. § 200.306(b) would limit the use of SLFRF funds to meet the match or cost-share requirement, and that there is no other statutory or regulatory impediment to using the SLFRF funds for the match or cost-share requirement. SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. For example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects.

2. **Eligible Costs Timeframe.** Your organization, as a recipient of an SLFRF award, may use SLFRF funds to cover eligible costs that your organization incurred during the period that begins on March 3, 2021, and ends on December 31, 2024, as long as the award funds for

the obligations incurred by December 31, 2024 are expended by December 31, 2026. Costs for projects incurred by the recipient State, territorial, local, or Tribal government prior to March 3, 2021, are not eligible, as provided for in Treasury’s Interim Final Rule.

Recipients may use SLFRF award funds to aid households, businesses, nonprofits, and individuals within the eligible use categories (subrecipients) described in Treasury’s Interim Final Rule for costs that those households, businesses, nonprofits, and individuals incurred prior to March 3, 2021. For example,

- a) Public Health/Negative Economic Impacts: Recipients may use SLFRF award funds to assist households, small businesses, and nonprofits – such as rent, mortgage, or utility assistance – for costs incurred by the household prior to March 3, 2021, provided that the recipient state, territorial, local or Tribal government did not incur the cost of providing such assistance prior to March 3, 2021.
- b) Premium Pay: Recipients may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency. Such premium pay must be “in addition to” wages and remuneration already received and the obligation to provide such premium pay must not have been incurred by the recipient prior to March 3, 2021.
- c) Revenue Loss: Treasury’s Interim Final Rule gives recipients broad discretion to use funds for the provision of government services to the extent of reduction in revenue. While calculation of lost revenue begins with the recipient’s revenue in the last full fiscal year prior to the COVID-19 public health emergency and includes the 12-month period ending December 31, 2020, use of funds for government services must be forward looking for costs incurred by the recipient after March 3, 2021.
- d) Investments in Water, Sewer, and Broadband: Recipients may use SLFRF award funds to make necessary investments in water, sewer, and broadband. Recipients may use SLFRF award funds to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs covered by the SLFRF award funds were incurred by the recipient after March 3, 2021.

Any funds not obligated or expended for eligible uses by the timelines above must be returned to Treasury, including any unobligated or unexpended funds that have been provided to subrecipients and contractors as part of the award closeout process pursuant to 2 C.F.R. § 200.344(d). For the purposes of determining expenditure eligibility, Treasury’s Interim Final Rule provides that “incurred” has the same meaning given to “financial obligation” in 2 C.F.R. § 200.1.

3. Expenditure Categories. Treasury’s final rule provides greater flexibility and simplicity for recipients to fight the pandemic and support families and businesses struggling with its impacts, maintain vital services amid revenue shortfalls, and build a strong, resilient, and equitable recovery. As such, recipients report on a broader set of eligible uses and associated Expenditure Categories (“EC”), which began with the April 2022 Project and Expenditure Report.

Uniform Administrative Requirements

The SLFRF awards are subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200 (the “Uniform Guidance”). In all instances, Will County should review the Uniform Guidance requirements applicable to your organization’s use of SLFRF funds, and SLFRF-funded projects. Recipients should consider how and whether certain aspects of the Uniform Guidance apply.

The following sections provide a general summary of your organization’s compliance responsibilities under applicable statutes and regulations, including the Uniform Guidance, as described in the 2020 OMB Compliance Supplement Part 3. Compliance Requirements (issued August 18, 2020). Note that the descriptions below are only general summaries and all recipients and subrecipients are advised to carefully review the Uniform Guidance requirements and any additional regulatory and statutory requirements applicable to the program.

- 1. Allowable Activities.** Each recipient should review program requirements, including Treasury’s Interim Final Rule and the Eligible Activities Plan to determine and record eligible uses of SLFRF funds. Per 2 C.F.R. § 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.
- 2. Allowable Costs/Cost Principles.** As outlined in the Uniform Guidance at 2 C.F.R. Part 200, Subpart E regarding Cost Principles, allowable costs are based on the premise that a recipient is responsible for the effective administration of Federal awards, application of sound management practices, and administration of Federal funds in a manner consistent with the program objectives and terms and conditions of the award. Recipients must implement robust internal controls and effective monitoring to ensure compliance with the Cost Principles, which are important for building trust and accountability.

SLFRF Funds may be, but are not required to be, used along with other funding sources for a given project. Note that SLFRF Funds may not be used for a non-Federal cost share or match where prohibited by other Federal programs, e.g., funds may not be used for the State share for Medicaid.

Treasury’s Interim Final Rule and guidance and the Uniform Guidance outline the types of costs that are allowable, including certain audit costs. For example, per 2 C.F.R. § 200.425, a reasonable proportionate share of the costs of audits required by the Single Audit Act Amendments of 1996 are allowable; however, costs for audits that were not performed in accordance with 2 C.F.R. Part 200, Subpart F are not allowable. Please see 2 C.F.R. Part 200, Subpart E regarding the Cost Principles for more information.

- a. Administrative Costs:** Recipients may use funds for administering the SLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements. Further, costs must be reasonable and allocable as outlined in 2 C.F.R. § 200.404 and 2 C.F.R. § 200.405. Pursuant to the SLFRF Award Terms and Conditions, recipients are permitted to charge both direct and indirect costs to their SLFRF award as administrative costs. Direct costs are those that are identified specifically as costs of

implementing the SLFRF program objectives, such as contract support, materials, and supplies for a project. Indirect costs are general overhead costs of an organization where a portion of such costs are allocable to the SLFRF award such as the cost of facilities or administrative functions like a director's office. Each category of cost should be treated consistently in like circumstances as direct or indirect, and recipients may not charge the same administrative costs to both direct and indirect cost categories, or to other programs. If a recipient has a current Negotiated Indirect Costs Rate Agreement (NICRA) established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then the recipient may use its current NICRA. Alternatively, if the recipient does not have a NICRA, the recipient may elect to use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).

b. **Salaries and Expenses:** In general, certain employees' wages, salaries, and covered benefits are an eligible use of SLFRF award funds. Please see Treasury's Final Rule for details.

3. **Eligibility.** Under this program, recipients are responsible for ensuring funds are used for eligible purposes. Generally, recipients must develop and implement policies and procedures, and record retention, to determine and monitor implementation of criteria for determining the eligibility of beneficiaries and/or subrecipients. Your organization will need to maintain procedures for obtaining information evidencing a given beneficiary, subrecipient, or contractor's eligibility including a valid SAM.gov registration. Implementing risk-based due diligence for eligibility determinations is a best practice to augment your organization's existing controls.
4. **Equipment and Real Property Management.** Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 C.F.R. Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 C.F.R. § 200.311 and 2 C.F.R. § 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also comply with relevant laws and regulations.
5. **Matching, Level of Effort, Earmarking.** There are no matching, level of effort, or earmarking compliance responsibilities associated with the SLFRF award. See Section C.1 (Eligible and Restricted Uses of SLFRF Funds) for a discussion of restrictions on use of SLFRF funds. SLFRF funds may only be used for non-Federal match in other programs where costs are eligible under both SLFRF and the other program and use of such funds is not prohibited by the other program.
6. **Period of Performance.** Your organization should also develop and implement internal controls related to activities occurring outside the period of performance. For example, each recipient should articulate each project's policy on allowability of costs incurred prior to award or start of the period of performance. All funds remain subject to statutory requirements that they must be used for costs incurred by the recipient during the period

that begins on March 3, 2021, and ends on December 31, 2024, and that award funds for the financial obligations incurred by December 31, 2024, must be expended by December 31, 2026. Any funds not used must be returned to Treasury as part of the award closeout process pursuant to 2 C.F.R. § 200.344(d).

- 7. Procurement, Suspension & Debarment.** Recipients are responsible for ensuring that any procurement using SLFRF funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 C.F.R. § 200.317 through 2 C.F.R. § 200.327, as applicable. The Uniform Guidance establishes in 2 C.F.R. § 200.319 that all procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320, which allows for non-competitive procurements only in circumstances where at least one of the conditions below is true: the item is below the micro-purchase threshold; the item is only available from a single source; the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or after solicitation of a number of sources, competition is determined inadequate. Recipients must have and use documented procurement procedures that are consistent with the standards outlined in 2 C.F.R. §§ 200.317-200.320. The Uniform Guidance requires an infrastructure for competitive bidding and contractor oversight, including maintaining written standards of conduct and prohibitions on dealing with suspended or debarred parties. Your organization must ensure adherence to all applicable local, State, and federal procurement laws and regulations.
- 8. Program Income.** Generally, program income includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards and principal and interest on loans made with Federal award funds. Program income does not include interest earned on advances of Federal funds, rebates, credits, discounts, or interest on rebates, credits, or discounts. Recipients of SLFRF funds should calculate, document, and record the organization's program income. Additional controls that your organization should implement include written policies that explicitly identify appropriate allocation methods, accounting standards and principles, compliance monitoring checks for program income calculations, and records.

The Uniform Guidance outlines the requirements that pertain to program income at 2 C.F.R. § 200.307. Treasury intends to provide additional guidance regarding program income and the application of 2 C.F.R. § 200.307(e)(1), including with respect to lending programs.

- 9. Reporting.** All recipients of federal funds must complete financial, performance, and compliance reporting as required and outlined in Part 2 of Treasury's Compliance and Reporting Guidelines. Expenditures may be reported on a cash or accrual basis, as long as the methodology is disclosed and consistently applied. Reporting must be consistent with the definition of expenditures pursuant to 2 C.F.R. § 200.1. Your organization should appropriately maintain accounting records for compiling and reporting accurate, compliant financial data, in accordance with appropriate accounting standards and principles.

In addition, where appropriate, your organization needs to establish controls to ensure completion and timely submission of all mandatory performance and/or compliance reporting. See Part 2 of this guidance for a full overview of recipient reporting responsibilities.

10. Subrecipient Monitoring. SLFRF recipients that are pass-through entities as described under 2 C.F.R. § 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 C.F.R. § 200.332 regarding requirements for pass-through entities.

First, your organization must clearly identify to the subrecipient: (1) that the award is a subaward of SLFRF funds; (2) any and all compliance requirements for use of SLFRF funds; and (3) any and all reporting requirements for expenditures of SLFRF funds.

Next, your organization will need to evaluate each subrecipient’s risk of noncompliance based on a set of common factors. These risk assessments may include factors such as prior experience in managing Federal funds, previous audits, personnel, and policies or procedures for award execution and oversight. Ongoing monitoring of any given subrecipient should reflect its assessed risk and include monitoring, identification of deficiencies, and follow-up to ensure appropriate remediation.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients’ compliance obligations.

Recipients should note that non-entitlement units of local government (NEUs) are not subrecipients under the SLFRF program. They are SLFRF recipients that will report directly to Treasury.

Table 1: Internal Controls Best Practices

Best Practice	Description	Example
Written policies and procedures	Formal documentation of recipient policies and procedures	Documented procedure for determining worker eligibility for premium pay
Written standards of conduct	Formal statement of mission, values, principles, and professional standards	Documented code of conduct / ethics for subcontractors
Risk-based due diligence	Pre-payment validations conducted according to an assessed level of risk	Enhanced eligibility review of subrecipient with imperfect performance history
Risk-based compliance monitoring	Ongoing validations conducted according to an assessed level of risk	Higher degree of monitoring for projects that have a higher risk of fraud, given program characteristics
Record maintenance and retention	Creation and storage of financial and non-financial records.	Storage of all subrecipient payment information.

ARPA Award Terms and Conditions

From Treasury's Compliance and Reporting Guidance, June 17, 2022

The Award Terms and Conditions of the SLFRF financial assistance agreement sets forth the compliance obligations for recipients pursuant to the SLFRF statute, the Uniform Guidance, and Treasury's Interim Final Rule. Recipients should ensure they remain in compliance with all Award Terms and Conditions. These obligations include the following items in addition to those described above:

- 1. SAM.gov Requirements.** All eligible recipients are also required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>). To ensure timely receipt of funding, Treasury has stated that Non-entitlement Units of Government (NEUs) who have not previously registered with SAM.gov may do so after receipt of the award, but before the submission of mandatory reporting.
- 2. Recordkeeping Requirements.** Generally, your organization must maintain records and financial documents for five years after all funds have been expended or returned to Treasury, as outlined in paragraph 4.c. of the Award Terms and Conditions. Treasury may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Your organization must agree to provide or make available such records to Treasury upon request, and to the Government Accountability Office ("GAO"), Treasury's Office of Inspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.

- 3. Single Audit Requirements.** Recipients and subrecipients that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 C.F.R. Part 200, Subpart F regarding audit requirements. Recipients and subrecipients may also refer to the Office of Management and Budget (OMB) Compliance Supplements for audits of federal funds and related guidance and the Federal Audit Clearinghouse to see examples and single audit submissions.
- 4. Civil Rights Compliance.** Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. §§ 2000d-1 et seq., and the Department's implementing regulations, 31 C.F.R. § 22.504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. § 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. §§ 1681 et seq., and the Department's

implementing regulations, 31 C.F.R. Part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. §§ 6101 et seq., and the Department implementing regulations at 31 C.F.R. Part 23.

To carry out its enforcement responsibilities under Title VI of the Civil Rights Act, Treasury will collect and review information from non-Tribal recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury's implementing regulations, 31 C.F.R. Part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 C.F.R. Part 42, provide for the collection of data and information from recipients (see 28 C.F.R. 42.406). Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status. This collection does not apply to Tribal Governments.

Fountaindale Public Library District

Cash and Investment

October 31, 2022

	<u>Beginning Balance</u>	<u>Net Change-YTD</u>	<u>Ending Balance</u>
Cash and Investments			
Cash			
Cash Checking/Wintrust Operating	\$886,050.73	\$168,512.45	\$1,054,563.18
Cash Checking/Payroll	\$160,870.85	\$50,467.18	\$211,338.03
Petty Cash	\$3,232.09	\$0.00	\$3,232.09
Total Cash	<u>\$1,050,153.67</u>	<u>\$218,979.63</u>	<u>\$1,269,133.30</u>
Investments			
Investment - General Fund/Wintrust MM	\$7,514,793.56	\$1,310,576.82	\$8,825,370.38
Investment - IL Funds/General	\$71,415.42	\$564.69	\$71,980.11
Investment - IL Funds/INB/E-Pay	\$70,251.02	\$1,285.67	\$71,536.69
Investment - Special Reserve/Wintrust MM	\$3,084,744.36	\$24,910.09	\$3,109,654.45
Investment - Working Cash/Wintrust MM	\$1,075,221.49	\$8,500.43	\$1,083,721.92
Investment - Special Reserve/PMA	\$16,718,917.63	\$74,336.49	\$16,793,254.12
Total Investments	<u>\$28,535,343.48</u>	<u>\$1,420,174.19</u>	<u>\$29,955,517.67</u>
Bond Fund			
4-1211-40 Invest/Wintrust MM Account	\$1,795,056.72	\$1,100,678.72	\$2,895,735.44
Total Bond Fund	<u>\$1,795,056.72</u>	<u>\$1,100,678.72</u>	<u>\$2,895,735.44</u>
Total Cash and Investments	<u>\$31,380,553.87</u>	<u>\$2,739,832.54</u>	<u>\$34,120,386.41</u>

Special Res. PMA - 1.260%
General - IL Fund - 3.060%
Money Market Wintrust - 3.264%

Fountaindale Public Library District

Revenue Report

October 31, 2022

	Current Month	Year to Date	Percent Collected	Budgeted Receipts	Uncollected Receipts
Revenue					
Revenue Funds 1-8					
Property Tax - Will - 2022 - Est.	\$0.00	\$0.00	0.00%	\$4,619,459.35	\$4,619,459.35
Property Tax Dupage 2022 - Est.	\$0.00	\$0.00	0.00%	\$94,274.68	\$94,274.68
Property Tax Will - 2021	\$83,124.93	\$4,299,925.98	97.00%	\$4,432,915.40	\$132,989.42
Property Tax Dupage - 2021	\$2,225.84	\$85,461.93	94.47%	\$90,467.66	\$5,005.73
Other Tax	\$94,472.93	\$177,324.05	101.10%	\$175,403.00	(\$1,921.05)
Interest	\$44,434.16	\$173,302.99	180.32%	\$96,110.00	(\$77,192.99)
Circulation Fees	\$1,280.12	\$5,264.87	43.87%	\$12,000.00	\$6,735.13
Copy Machines	\$389.71	\$2,222.20	55.56%	\$4,000.00	\$1,777.80
Fax Machine	\$500.18	\$1,844.15	61.47%	\$3,000.00	\$1,155.85
Printing	\$1,335.07	\$5,681.61	47.35%	\$12,000.00	\$6,318.39
Miscellaneous	\$1,451.39	\$11,232.49	74.88%	\$15,000.00	\$3,767.51
Reimbursements	\$134.76	\$1,646.91	82.35%	\$2,000.00	\$353.09
Board Reimbursements	\$0.00	\$190.00	95.00%	\$200.00	\$10.00
Leases	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
Grant Income	\$0.00	\$98,897.28	100.00%	\$98,897.00	(\$0.28)
Total Operating Funds	\$229,349.09	\$4,862,994.46	50.36%	\$9,655,727.09	\$4,792,732.63
Bond Fund					
Property Tax - Will 2022 - Est.	\$0.00	\$0.00	0.00%	\$1,526,612.64	\$1,526,612.64
Property Tax - Dupage 2022 - Est.	\$0.00	\$0.00	0.00%	\$31,155.36	\$31,155.36
Property Tax - Will 2021	\$27,831.64	\$1,439,688.17	96.98%	\$1,484,493.32	\$44,805.15
Property Tax - Dupage 2021	\$752.41	\$28,888.93	95.36%	\$30,295.78	\$1,406.85
Interest Bond Fund	\$7,563.11	\$16,026.62	320.53%	\$5,000.00	(\$11,026.62)
Total Bond Fund	\$36,147.16	\$1,484,603.72	48.24%	\$3,077,557.10	\$1,592,953.38
Total Revenue	\$265,496.25	\$6,347,598.18	49.85%	\$12,733,284.19	\$6,385,686.01

Fountaindale Public Library District

Expenditure Report

October 31, 2022

	<u>Current Month</u>	<u>Year to Date</u>	<u>% Expended</u>	<u>Working Budget</u>	<u>Unexpended Budget</u>
Expenditures					
Total Expenditures - Operating Funds					
General Fund Expenditures					
Personnel Expense	\$372,722.23	\$1,471,385.19	26.57%	\$5,538,000.00	\$4,066,614.81
Contractual Services	\$32,847.42	\$155,705.65	22.76%	\$684,000.00	\$528,294.35
Supplies & Utilities	\$37,586.77	\$109,999.81	17.75%	\$619,600.00	\$509,600.19
Library Materials	\$98,803.41	\$227,633.77	17.85%	\$1,275,500.00	\$1,047,866.23
Capital Expenditures	\$52,771.32	\$70,993.42	7.11%	\$998,375.00	\$927,381.58
Miscellaneous	\$7,090.83	\$15,187.00	19.98%	\$76,000.00	\$60,813.00
Per Capita Grant	\$0.00	\$0.00	0.00%	\$98,897.00	\$98,897.00
Total General Fund Expenditures	\$601,821.98	\$2,050,904.84	22.08%	\$9,290,372.00	\$7,239,467.16
Other Fund Expenditures					
Audit Fund Expenditures	\$0.00	\$0.00	0.00%	\$12,100.00	\$12,100.00
Liability Insurance Fund Expendit	\$6,375.69	\$14,236.58	9.04%	\$157,500.00	\$143,263.42
Soc Sec/IMRF Fund Expenditures	\$50,407.56	\$220,434.36	30.50%	\$722,825.00	\$502,390.64
Special Reserve Fund Expenditur	\$0.00	\$0.00	0.00%	\$100.00	\$100.00
Maintenance Fund Expenditures	\$21,018.81	\$67,482.52	15.51%	\$435,000.00	\$367,517.48
Total Other Fund Expenditures	\$77,802.06	\$302,153.46	22.76%	\$1,327,525.00	\$1,025,371.54
Total Expenditures - Operating Funds	\$679,624.04	\$2,353,058.30	22.16%	\$10,617,897.00	\$8,264,838.70
Bond Fund Expenditures					
Principal Payment - 2016A	\$0.00	\$0.00	0.00%	\$855,000.00	\$855,000.00
Interest Payment - 2016A	\$0.00	\$76,150.00	50.00%	\$152,300.00	\$76,150.00
Principal Payment - 2018	\$0.00	\$0.00	0.00%	\$1,335,000.00	\$1,335,000.00
Interest Payment - 2018	\$0.00	\$162,875.00	50.00%	\$325,750.00	\$162,875.00
Principal Payment - 2019	\$0.00	\$0.00	0.00%	\$175,000.00	\$175,000.00
Interest Payment - 2019	\$0.00	\$144,900.00	50.00%	\$289,800.00	\$144,900.00
Total Bond Fund Expenditures	\$0.00	\$383,925.00	12.25%	\$3,132,850.00	\$2,748,925.00
Total	\$0.00	\$383,925.00	12.25%	\$3,132,850.00	\$2,748,925.00
Total Expenditures - All Funds	\$679,624.04	\$2,736,983.30	19.90%	\$13,750,747.00	\$11,013,763.70

Fountaindale Pubic Library District
 Bills Paid - Operating Account
 November 2022

PAYEE NAME	DESCRIPTION	PAYMENT DATE	CHECK/DRAFT NUMBER	PAYMENT AMOUNT
AFLAC	Employer Contribution - October 2022	11/01/2022	958	\$51.44
Blue Cross Blue Shield of Illinois	Employer Contribution - November 2022	11/01/2022	58116	\$30,112.48
Dearborn National Life Insurance Company	Employer Contribution - November 2022	11/01/2022	58117	\$574.86
Fidelity Security Life Insurance/EYEMED	Employer Contribution - November 2022	11/01/2022	58118	\$157.12
Illinois Municipal Retirement Fund	Employer Contribution - October 2022	11/01/2022	960	\$25,169.61
LIMRiCC Unemployment Compensation Group Account	Unemployment Insurance - 3rd Quarter ending 09/30/2022	11/01/2022	58119	\$1,059.69
				\$57,125.20



 Jennie Nguyen, Finance Manager

Gross Payroll & FICA - October 2022	
Gross Payroll	\$339,682.39
FICA	\$25,295.02
Total Gross Payroll & FICA	\$364,977.41

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Alonti Cafe & Catering				
	Staff Thanksgiving Lunch - 11/17/22	1871753	1-4353-10	\$1,791.58
	Staff Thanksgiving Dinner - 11/17/22	1871757	1-4353-10	\$1,368.69
		<i>Subtotal for Vendor</i>		<u>\$3,160.27</u>
Amazon				
	Paper Pad Supplies	A48-2223	1-4351-10	\$25.94
	District Restock - Sept. 2022	A58-2223	1-4351-10	\$101.60
	Various Program Supplies	A54-2223	1-4353-20	\$93.53
	Various Program Supplies	A62-2223	1-4353-20	\$98.92
	Orange Aluminum Flashing & High Carbon Steel Tin Snip Tool	A46-2223	1-4353-24	\$32.27
	Take-It Make-It Kit Items - 10/17/22	A52-2223	1-4353-24	\$13.95
	Cork Tiles, Wood Panels & Black Floss	A53-2223	1-4353-24	\$57.86
	Various Winter Program Supplies	A55-2223	1-4353-24	\$122.84
	Various Fall/Winter Program & Craft Kit Supplies	A56-2223	1-4353-24	\$282.23
	One Book, One 'Brook Prizes	A57-2223	1-4353-24	\$415.74
	Star Wars Day Program Supplies	A61-2223	1-4353-24	\$59.95
	Various Program Supplies	A51-2223	1-4353-28	\$140.12
	Various Program Supplies	A59-2223	1-4353-28	\$233.19
	Hard Drives & Flash Drives	A49-2223	1-4354-14	\$82.97
	District Restock - Ajaxx Detergent	A48-2223	1-4371-10	\$47.00
	District Restock - Sept. 2022	A58-2223	1-4371-10	\$65.96
	Process & Repair Library Materials Supplies	0660346-NOV22	1-4371-12	\$175.40
	Replacement Trimmer Blades & Cutting Mat	A54-2223	1-4371-20	\$17.19
	Vinyl Transfer Tape, Labeling Tape & Foldable Rulers	A62-2223	1-4371-20	\$45.67
	Library Materials - Processing/Shipping	0660346-NOV22	1-4518-26	\$101.82
	Books - Adult World Languages	0660346-NOV22	1-4525-26	\$74.95
	Electronic Devices & Equipment	0660346-NOV22	1-4527-26	\$724.55
	Books - Adult Fiction	0660346-NOV22	1-4540-26	\$137.46
	Books - Adult Non-Fiction	0660346-NOV22	1-4541-26	\$278.49
	Books - Young Adult Fiction	0660346-NOV22	1-4548-26	\$37.98
	DVD - Adult	0660346-NOV22	1-4557-26	\$13.78
	DVD - Juvenile	0660346-NOV22	1-4558-26	\$573.63

Fountaindale Public Library District
Bills Payables Report
November 17, 2022

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Video Games - YA	0660346-NOV22	1-4563-26	\$79.98
	Video Games - Juvenile	0660346-NOV22	1-4564-26	\$39.99
	Video Games - Juvenile	0660346-NOV22	1-4564-29	\$39.99
	Video Games - Adult	0660346-NOV22	1-4565-26	\$99.98
	LED Light Box	A50-2223	1-4568-27	\$36.08
	Wireless Bluetooth Barcode Scanner	A60-2223	1-4641-14	\$520.00
	Staff Summer Adventure Prizes 2022	0660346-NOV22	1-4711-10	\$21.00
	Friends of The Library Dinner Pans & Fuel Gas Cans - Sept 22	A47-2223	1-4711-10	\$63.98
		<i>Subtotal for Vendor</i>		<u>\$4,955.99</u>
American Library Association				
	Korczak Membership - 12/1/22-11/30/23	1214724	1-4161-10	\$155.00
	Nguyen Membership - 1/1/23-12/31/23	2218495	1-4161-10	\$155.00
		<i>Subtotal for Vendor</i>		<u>\$310.00</u>
Amina Ali				
	Mileage & Parking - ILA Conference - 10/20/22	AA102522-01	1-4171-10	\$43.88
	Mileage - PIRC - 10/26/22	AA102522-02	1-4171-10	\$11.63
	Reimburse - License Book & Cardstock, AMH Cleaning Supplies	AA102522-03	1-4351-10	\$46.92
	Reimburse - License Book & Cardstock, AMH Cleaning Supplies	AA102522-03	1-4371-10	\$40.79
		<i>Subtotal for Vendor</i>		<u>\$143.22</u>
Apple Inc.				
	Magic Keyboards & Magic Computer Mouse	AK11560276	1-4641-14	\$894.00
	1/3 Studio Mac Desktop & Apple Care	AK12409641	1-4641-14	\$2,853.99
	2/3 Studio Mac Desktops & Apple Care	AK12597366	1-4641-14	\$5,707.98
		<i>Subtotal for Vendor</i>		<u>\$9,455.97</u>
AT & T				
	Internet - October 2022	4740144706	1-4314-14	\$940.98
		<i>Subtotal for Vendor</i>		<u>\$940.98</u>
AT & T Mobility - National Business Services				
	Telephone Service - 9/22/22-10/21/22	20317826	1-4311-14	\$245.87
		<i>Subtotal for Vendor</i>		<u>\$245.87</u>
B&H Photo-Video				
	Various Audio Visual & Library Supplies	206808154	1-4371-27	\$84.92

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	AA/AAA Charger & Professional Battery Charger	206949790	1-4371-27	\$120.96
	Hook & Loop Cable Wrap 100-Pack	207089760	1-4371-27	\$19.62
	Various Audio Visual & Library Supplies	206808154	1-4568-27	\$291.32
	Canon Power Adapters	206977240	1-4568-27	\$378.00
		<i>Subtotal for Vendor</i>		\$894.82
Baker & Taylor - 75000139				
	Music - Adult	H62702410	1-4550-26	\$23.26
		<i>Subtotal for Vendor</i>		\$23.26
Baker & Taylor - C009233				
	Books - Adult Non-Fiction & Processing/Shipping	2037043696	1-4518-26	\$4.85
	Books - Adult Non-Fiction & Processing/Shipping	2037078073	1-4518-26	\$15.54
	Books - Adult Non-Fiction & Processing/Shipping	2037043696	1-4541-26	\$50.18
	Books - Adult Non-Fiction & Processing/Shipping	2037078073	1-4541-26	\$347.58
		<i>Subtotal for Vendor</i>		\$418.15
Baker & Taylor - L420685				
	Library Materials - Processing/Shipping	2037028908	1-4518-26	\$9.18
	Library Materials - Processing/Shipping	2037085949	1-4518-26	\$7.52
	Library Materials - Processing/Shipping	2037052515	1-4518-29	\$5.37
	Library Materials - Processing/Shipping	2037069308	1-4518-29	\$15.94
	Library Materials - Processing/Shipping	2037097413	1-4518-29	\$5.92
	Library Materials - Processing/Shipping	2037102196	1-4518-29	\$3.48
	Books - Adult Fiction	2037028908	1-4540-29	\$81.66
	Books - Adult Fiction	2037052515	1-4540-29	\$30.46
	Books - Adult Fiction	2037069308	1-4540-29	\$76.46
	Books - Adult Fiction	2037085949	1-4540-29	\$49.44
	Books - Adult Fiction	2037097413	1-4540-29	\$61.53
	Books - Adult Fiction	2037102196	1-4540-29	\$26.88
	Books - Adult Non-Fiction	2037028908	1-4541-29	\$16.10
	Books - Adult Non-Fiction	2037052515	1-4541-29	\$52.90
	Books - Adult Non-Fiction	2037069308	1-4541-29	\$152.48
	Books - Adult Non-Fiction	2037085949	1-4541-29	\$79.08
	Books - Adult Non-Fiction	2037097413	1-4541-29	\$17.24

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Non-Fiction	2037102196	1-4541-29	\$14.38
	Books - Adult Large Print	2037028908	1-4543-29	\$34.03
	Books - Adult Large Print	2037069308	1-4543-29	\$18.60
	Books - Adult Large Print	2037085949	1-4543-29	\$67.59
	Books - Adult Large Print	2037097413	1-4543-29	\$114.97
	Books - Juvenile Easy	2037069308	1-4546-29	\$5.74
		<i>Subtotal for Vendor</i>		\$946.95

Baker & Taylor - L420686

	Library Materials - Processing/Shipping	2037048866	1-4518-26	\$68.43
	Library Materials - Processing/Shipping	2037055908	1-4518-26	\$35.80
	Library Materials - Processing/Shipping	2037059015	1-4518-26	\$32.23
	Library Materials - Processing/Shipping	2037062078	1-4518-26	\$46.45
	Library Materials - Processing/Shipping	2037065579	1-4518-26	\$45.68
	Library Materials - Processing/Shipping	2037068211	1-4518-26	\$52.08
	Library Materials - Processing/Shipping	2037072913	1-4518-26	\$39.94
	Library Materials - Processing/Shipping	2037075961	1-4518-26	\$34.88
	Library Materials - Processing/Shipping	2037080296	1-4518-26	\$44.43
	Library Materials - Processing/Shipping	2037082783	1-4518-26	\$42.78
	Library Materials - Processing/Shipping	2037085787	1-4518-26	\$31.23
	Library Materials - Processing/Shipping	2037091551	1-4518-26	\$37.98
	Library Materials - Processing/Shipping	2037094254	1-4518-26	\$34.47
	Library Materials - Processing/Shipping	2037095241	1-4518-26	\$18.65
	Library Materials - Processing/Shipping	2037103375	1-4518-26	\$51.41
	Library Materials - Processing/Shipping	2037111414	1-4518-26	\$58.53
	Books - Adult World Languages	2037065579	1-4525-26	\$8.97
	Books - Adult Fiction	2037048866	1-4540-26	\$373.99
	Books - Adult Fiction	2037055908	1-4540-26	\$211.33
	Books - Adult Fiction	2037059015	1-4540-26	\$228.44
	Books - Adult Fiction	2037062078	1-4540-26	\$89.38
	Books - Adult Fiction	2037065579	1-4540-26	\$257.71
	Books - Adult Fiction	2037068211	1-4540-26	\$266.27
	Books - Adult Fiction	2037072913	1-4540-26	\$256.00

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Fiction	2037075961	1-4540-26	\$116.26
	Books - Adult Fiction	2037080296	1-4540-26	\$277.18
	Books - Adult Fiction	2037082783	1-4540-26	\$216.86
	Books - Adult Fiction	2037085787	1-4540-26	\$211.26
	Books - Adult Fiction	2037091551	1-4540-26	\$404.03
	Books - Adult Fiction	2037094254	1-4540-26	\$227.39
	Books - Adult Fiction	2037095241	1-4540-26	\$10.19
	Books - Adult Fiction	2037103375	1-4540-26	\$424.65
	Books - Adult Fiction	2037111414	1-4540-26	\$584.54
	Books - Adult Non-Fiction	2037048866	1-4541-26	\$351.34
	Books - Adult Non-Fiction	2037055908	1-4541-26	\$163.38
	Books - Adult Non-Fiction	2037059015	1-4541-26	\$229.58
	Books - Adult Non-Fiction	2037062078	1-4541-26	\$624.23
	Books - Adult Non-Fiction	2037065579	1-4541-26	\$290.57
	Books - Adult Non-Fiction	2037068211	1-4541-26	\$402.23
	Books - Adult Non-Fiction	2037072913	1-4541-26	\$220.46
	Books - Adult Non-Fiction	2037075961	1-4541-26	\$432.99
	Books - Adult Non-Fiction	2037080296	1-4541-26	\$280.70
	Books - Adult Non-Fiction	2037082783	1-4541-26	\$289.45
	Books - Adult Non-Fiction	2037085787	1-4541-26	\$201.97
	Books - Adult Non-Fiction	2037091551	1-4541-26	\$180.57
	Books - Adult Non-Fiction	2037094254	1-4541-26	\$302.94
	Books - Adult Non-Fiction	2037095241	1-4541-26	\$222.69
	Books - Adult Non-Fiction	2037103375	1-4541-26	\$243.15
	Books - Adult Non-Fiction	2037111414	1-4541-26	\$220.58
	Books - Adult Large Print	2037048866	1-4543-26	\$85.09
	Books - Adult Large Print	2037055908	1-4543-26	\$18.00
	Books - Adult Large Print	2037062078	1-4543-26	\$92.39
	Books - Adult Large Print	2037065579	1-4543-26	\$82.98
	Books - Adult Large Print	2037068211	1-4543-26	\$17.40
	Books - Adult Large Print	2037072913	1-4543-26	\$49.76
	Books - Adult Large Print	2037080296	1-4543-26	\$36.43

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Large Print	2037082783	1-4543-26	\$33.59
	Books - Adult Large Print	2037085787	1-4543-26	\$18.60
	Books - Adult Large Print	2037091551	1-4543-26	\$68.98
	Books - Adult Large Print	2037094254	1-4543-26	\$39.60
	Books - Adult Large Print	2037103375	1-4543-26	\$14.40
	Books - Juvenile Fiction	2037068211	1-4544-26	\$9.75
	Books - Juvenile Fiction	2037072913	1-4544-26	\$21.58
	Books - Juvenile Fiction	2037111414	1-4544-26	\$5.99
	Books - Juvenile Easy	2037062078	1-4546-26	\$17.22
	Books - Young Adult Fiction	2037111414	1-4548-26	\$11.49
		<i>Subtotal for Vendor</i>		\$10,119.50
Belynda Head				
	Program - R&B Line Dancing - 12/4/22	BH120422	1-4571-24	\$145.00
		<i>Subtotal for Vendor</i>		\$145.00
Bibliotheca, LLC				
	Annual Support & Maintenance - 1/1/23-12/31/23	INV-US59134	1-4233-14	\$32,894.68
	Annual Support & Maintenance - 1/1/23-12/31/23	INV-US59134	1-4276-14	\$38,063.49
		<i>Subtotal for Vendor</i>		\$70,958.17
Blackstone Publishing				
	Audiobooks - Adult	2068423	1-4551-26	\$164.98
	Audiobooks - Adult	2069325	1-4551-26	\$135.00
		<i>Subtotal for Vendor</i>		\$299.98
Brenda Vega				
	Refund - "We Are In A Book"	BV7864-01	1-3310-10	\$9.99
	Refund - "Watch Me Throw The Ball"	BV7864-02	1-3310-10	\$8.99
	Refund - "Are You Ready To Play Outside"	BV7864-03	1-3310-10	\$9.99
	Refund - "My New Friend Is So Fun"	BV7864-04	1-3310-10	\$9.99
		<i>Subtotal for Vendor</i>		\$38.96
BRT Outdoor LLC				
	Star Wars Day & License Plate Renewal Ads - 11/7/22-12/4/22	10869	1-4731-10	\$1,000.00
		<i>Subtotal for Vendor</i>		\$1,000.00
Calumet Decorating Services, Inc.				

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Patch & Paint Various Library Walls - 9/21/22	24230	1-4651-30	\$3,500.00
		<i>Subtotal for Vendor</i>		<u>\$3,500.00</u>
Cathryn Stanek-Whisler				
	Program - Stick Reindeer - 12/1/22	CSW120122	1-4571-24	\$250.00
	Program - DIY Squishies - 12/6/22	CSW120622	1-4573-24	\$231.25
		<i>Subtotal for Vendor</i>		<u>\$481.25</u>
Center Point Large Print				
	Books - Adult Large Print	1961278	1-4543-26	\$147.42
		<i>Subtotal for Vendor</i>		<u>\$147.42</u>
Cheryl Brown				
	Program - Kiddieland Remembered - 12/8/22	CB120822	1-4571-24	\$275.00
		<i>Subtotal for Vendor</i>		<u>\$275.00</u>
Children's Plus Inc.				
	Books - Juvenile Non-Fiction	219565	1-4545-26	\$14.95
	Books - Juvenile Non-Fiction	219604	1-4545-26	\$352.65
	Books - Juvenile Non-Fiction	219621	1-4545-26	\$151.83
	Books - Juvenile Non-Fiction	219711	1-4545-26	\$12.99
	Books - Juvenile Non-Fiction	220167	1-4545-26	\$68.97
	Books - Juvenile Non-Fiction	220268	1-4545-26	\$8.99
	Books - Juvenile Non-Fiction	219810	1-4545-29	\$110.86
	Books - Juvenile Non-Fiction	219876	1-4545-29	\$178.86
	Books - Juvenile Non-Fiction	219938	1-4545-29	\$22.00
	Books - Juvenile Non-Fiction	220164	1-4545-29	\$18.99
	Books - Young Adult Non-Fiction	220171	1-4549-26	\$71.93
	Books - Young Adult Non-Fiction	220477	1-4549-26	\$328.74
	Books - Young Adult Non-Fiction	220564	1-4549-26	\$16.95
		<i>Subtotal for Vendor</i>		<u>\$1,358.71</u>
Comcast Cable				
	Cable - 11/3/22-12/2/22	0367494-NOV22	1-4316-14	\$103.25
		<i>Subtotal for Vendor</i>		<u>\$103.25</u>
Constellation NewEnergy, Inc.				
	Electricity - 9/28/22-10/27/22	63763453001	1-4321-30	\$7,808.73

**Fountaindale Public Library District
Bills Payables Report
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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		<u>\$7,808.73</u>
Dave Rudolf				
	Program - Completely Cracked Christmas - 12/15/22	DR121522	1-4571-24	\$500.00
		<i>Subtotal for Vendor</i>		<u>\$500.00</u>
David Concepcion				
	Refund - "Oceanic Whitetip Sharks and Pilot Fish"	DC6315	1-3310-10	\$17.49
		<i>Subtotal for Vendor</i>		<u>\$17.49</u>
Discount School Supply				
	Various Program Supplies	P41715070101	1-4353-20	\$166.92
		<i>Subtotal for Vendor</i>		<u>\$166.92</u>
Elite Detailing Services, Inc.				
	Van Interior & Exterior Cleaning - 10/26/22	14293	1-4235-29	\$70.00
		<i>Subtotal for Vendor</i>		<u>\$70.00</u>
Elk Grove Village Public Library				
	Lost/Damaged Item - "Five Tales From the Road"	214021421	1-3310-30	\$21.99
		<i>Subtotal for Vendor</i>		<u>\$21.99</u>
Findaway World, LLC				
	Audiobooks - Adult	408792	1-4551-26	\$509.89
	Audiobooks - Juvenile	409371	1-4553-26	\$96.86
	Audiobooks - Juvenile	410226	1-4553-26	\$404.58
	Audiobooks - Juvenile	410227	1-4553-26	\$873.42
	Audiobooks - Juvenile	410228	1-4553-26	\$45.77
	Audiobooks - Young Adults	408815	1-4555-26	\$59.38
	Audiobooks - Young Adults	409378	1-4555-26	\$75.98
	Playaway - Juvenile	410229	1-4562-29	\$343.65
	Launchpads - Juvenile	407909	1-4566-26	\$25.00
	Launchpads - Juvenile	408621	1-4566-26	\$10.00
	Launchpads - Juvenile	408823	1-4566-26	\$322.98
	Launchpads - Juvenile	408889	1-4566-26	\$755.20
	Launchpads - Juvenile	409505	1-4566-26	\$189.60
		<i>Subtotal for Vendor</i>		<u>\$3,712.31</u>
First Bankcard				

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

Vendor name	Invoice description	Invoice number	Account number	Amount
ILA - Andrus - ILA Conference - 10/18/22	ILA - Andrus - ILA Conference - 10/18/22	N5218-NOV22	1-4151-10	\$250.00
ALA - Spindel - 2023 ILA LibLearnX	ALA - Spindel - 2023 ILA LibLearnX	N5218-NOV22	1-4151-16	\$230.00
ALA - Alam Membership - 10/3/22-10/2/23	ALA - Alam Membership - 10/3/22-10/2/23	N5218-NOV22	1-4161-16	\$70.00
ILA - Alam Membership - 10/3/22-10/2/23	ILA - Alam Membership - 10/3/22-10/2/23	N5218-NOV22	1-4161-16	\$75.00
Scott Resort - Petrov - ABOS Hotel Service Charge	Scott Resort - Petrov - ABOS Hotel Service Charge	P9444-NOV22	1-4173-10	\$21.61
Scott Resort - Petrov - ABOS Hotel - 10/3/22-10/6/22	Scott Resort - Petrov - ABOS Hotel - 10/3/22-10/6/22	P9444-NOV22	1-4173-10	\$564.39
Scott Resort - Boyer - ABOS Hotel - 10/3/22-10/6/22	Scott Resort - Boyer - ABOS Hotel - 10/3/22-10/6/22	P9444-NOV22	1-4173-10	\$564.39
Jim's Truck - Van Annual State Inspection - 10/10/22	Jim's Truck - Van Annual State Inspection - 10/10/22	P9444-NOV22	1-4235-29	\$38.85
Discount Tire - Van Replacement Tire	Discount Tire - Van Replacement Tire	P9444-NOV22	1-4235-29	\$141.46
Thermo King - Bkm Preventative Heater Maintenance	Thermo King - Bkm Preventative Heater Maintenance	P9444-NOV22	1-4235-29	\$382.80
GoDaddy - SSL Certificate Renewal	GoDaddy - SSL Certificate Renewal	M4566-NOV22	1-4253-14	\$199.98
AT&T - Cell Phone Upgrade - Line Ending 9040	AT&T - Cell Phone Upgrade - Line Ending 9040	N5218-NOV22	1-4311-14	\$308.11
Mobile Beacon - 7 Patron Hotspot LTE Service Renewals	Mobile Beacon - 7 Patron Hotspot LTE Service Renewals	N5218-NOV22	1-4348-14	\$840.00
Meijer - Lawyers in the Library Snacks	Meijer - Lawyers in the Library Snacks	N5218-NOV22	1-4353-10	\$22.28
Michaels - Various TIMI Program Supplies	Michaels - Various TIMI Program Supplies	N5218-NOV22	1-4353-20	\$30.47
Michaels - Various TIMI Program Supplies	Michaels - Various TIMI Program Supplies	N5218-NOV22	1-4353-20	\$23.04
Jewel - Great Reads Book Club Anniversary Cupcakes	Jewel - Great Reads Book Club Anniversary Cupcakes	N5218-NOV22	1-4353-24	\$12.00
Jimmy Johns - Senior Social Lunch	Jimmy Johns - Senior Social Lunch	N5218-NOV22	1-4353-24	\$137.85
Walmart - Stranger Things Retro Event Snacks	Walmart - Stranger Things Retro Event Snacks	N5218-NOV22	1-4353-24	\$59.14
Michaels - Dia de los Muertos Pots Program Supplies	Michaels - Dia de los Muertos Pots Program Supplies	N5218-NOV22	1-4353-24	\$75.92
Menards - Dia de los Muertos Pots Program Supplies	Menards - Dia de los Muertos Pots Program Supplies	N5218-NOV22	1-4353-24	\$9.36
Alonti - Board Dinners - 10/20/22	Alonti - Board Dinners - 10/20/22	N5218-NOV22	1-4355-16	\$167.00
Global Industrial - Maintenance Workroom Flammable Cabinet	Global Industrial - Maintenance Workroom Flammable Cabinet	P7810-NOV22	1-4391-30	\$625.81
Bloomberg - Business Week Print Edition Subscription	Bloomberg - Business Week Print Edition Subscription	T7780-NOV22	1-4511-26	\$399.00
Nettix - 4/11 Additional Roku Monthly Subscriptions	Nettix - 4/11 Additional Roku Monthly Subscriptions	M4566-NOV22	1-4523-26	\$19.99
Nettix - 4/11 Additional Roku Monthly Subscriptions	Nettix - 4/11 Additional Roku Monthly Subscriptions	N5218-NOV22	1-4523-26	\$19.99
Nettix - 4/11 Additional Roku Monthly Subscriptions	Nettix - 4/11 Additional Roku Monthly Subscriptions	N5218-NOV22	1-4523-26	\$19.99
Nettix - 4/6 Outreach Roku Monthly Subscriptions	Nettix - 4/6 Outreach Roku Monthly Subscriptions	P9444-NOV22	1-4523-26	\$19.99
Nettix - 4/6 Outreach Roku Monthly Subscriptions	Nettix - 4/6 Outreach Roku Monthly Subscriptions	P9444-NOV22	1-4523-26	\$19.99
Nettix - 4/12 Roku Monthly Subscriptions	Nettix - 4/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$19.99
Nettix - 4/12 Roku Monthly Subscriptions	Nettix - 4/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$19.99
Nettix - 4/12 Roku Monthly Subscriptions	Nettix - 4/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$19.99

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$9.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-NOV22	1-4523-26	\$14.99
	USCutter - Various Vinyl	N5218-NOV22	1-4568-27	\$60.96
	Story Blocks Video - Patron Use Stock Media	N5218-NOV22	1-4568-27	\$199.00
	Form Approvals - Staff Development Google Add-Ons	N5218-NOV22	1-4631-14	\$77.77
	Panera - Friends of the Library Book Sale Coffee	N5218-NOV22	1-4711-10	\$19.99
	Rosatis - After Hours AV Shifting Staff Dinner - 10/21/22	N5218-NOV22	1-4711-10	\$99.33
	Tribute Store Flowers - Trustee Sympathy Flowers	N5218-NOV22	1-4711-10	\$105.93
	Jewel - After Hours AV Shifting Staff Snacks - 10/21/22	T7780-NOV22	1-4711-10	\$45.54
	Donut Den - Donuts with Director Refreshments - 10/25/22	M4566-NOV22	1-4715-10	\$13.04
	Panera - Donuts & Pastries Coffee & Refreshments - 10/25/22	N5218-NOV22	1-4715-10	\$30.68
	Walmart - Auction Basket Donation	M4566-NOV22	1-4720-10	\$99.00
	Facebook - Monthly Ads	M4566-NOV22	1-4731-10	\$10.31
	MailChimp - Monthly Subscription	M4566-NOV22	1-4731-10	\$59.00
	Woobox - Monthly Subscription	M4566-NOV22	1-4731-10	\$29.00
	Crazy Egg - Website Heat Mapping	N5218-NOV22	1-4731-10	\$348.00
		<i>Subtotal for Vendor</i>		\$6,785.79
Fun Express LLC				
	Various Program Supplies	719748699-01	1-4353-20	\$197.60
	Star Wars Day Millennium Falcon Cockpit Cutout	720231552-01	1-4353-24	\$109.94

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	Money Smart Week Program Supplies	720449580-01	1-4353-24	\$73.72
	DIY Ceramic Angel Banks	720471896-01	1-4353-24	\$59.80
		<i>Subtotal for Vendor</i>		\$441.06
Gale/Cengage Learning				
	Books - Adult Large Print	79471836	1-4543-26	\$200.93
	Books - Adult Large Print	79504921	1-4543-26	\$98.96
	Books - Adult Large Print	79536741	1-4543-26	\$85.47
		<i>Subtotal for Vendor</i>		\$385.36
Gary Wenstrup				
	Program - When Music Died...The Beatles Break-Up - 12/12/22	GW121222	1-4571-24	\$225.00
		<i>Subtotal for Vendor</i>		\$225.00
Harris Khan				
	Parking - ILA Conference - 10/18/22-10/20/22	HK110722	1-4171-10	\$45.00
		<i>Subtotal for Vendor</i>		\$45.00
Illinois American Water				
	Fire Protection - 10/20/22-11/17/22	1025-210003089465	1-4331-30	\$46.97
	Irrigation - 9/21/22-10/19/22	1025-210003089915	1-4331-30	\$898.43
		<i>Subtotal for Vendor</i>		\$945.40
Illinois American Water/Bolingbrook				
	Water & Sewer - 9/21/22-10/19/22	1025-210003088318	1-4331-30	\$727.48
		<i>Subtotal for Vendor</i>		\$727.48
Illinois State Treasurer				
	Unclaimed Property - Patron Refunds	7558-2223	1-2114-10	\$23.09
		<i>Subtotal for Vendor</i>		\$23.09
Industrial Appraisal Company				
	Updated Insurable Value Reports - FY 21-22	4-IL-01	1-4253-10	\$290.00
	Updated Property Record Report - FY 21-22	4-IL-02	1-4253-10	\$200.00
		<i>Subtotal for Vendor</i>		\$490.00
Ingram Library Services				
	Books - Juvenile Fiction & Processing/Shipping	71928310	1-4518-26	\$1.97
	Books - Young Adult Fiction & Processing/Shipping	71928311	1-4518-26	\$5.89
	Books - Juvenile Fiction & Processing/Shipping	71928314	1-4518-26	\$3.89

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	71928316	1-4518-26	\$2.87
	Books - Juvenile Fiction & Processing/Shipping	71928317	1-4518-26	\$2.06
	Books - Young Adult Fiction & Processing/Shipping	71928318	1-4518-26	\$0.13
	Books - Young Adult Fiction & Processing/Shipping	71928319	1-4518-26	\$0.12
	Books - Young Adult Fiction & Processing/Shipping	71928320	1-4518-26	\$0.10
	Books - Young Adult Fiction & Processing/Shipping	71951963	1-4518-26	\$1.70
	Books - Juvenile Easy & Processing/Shipping	71951965	1-4518-26	\$2.60
	Books - Young Adult Fiction & Processing/Shipping	71972633	1-4518-26	\$1.05
	Books - Juvenile Fiction & Processing/Shipping	71972634	1-4518-26	\$1.93
	Books - Juvenile Fiction & Processing/Shipping	71972636	1-4518-26	\$1.00
	Books - Juvenile Easy & Processing/Shipping	71972637	1-4518-26	\$6.64
	Books - Juvenile Fiction & Processing/Shipping	71972638	1-4518-26	\$5.18
	Books - Juvenile Easy & Processing/Shipping	71972639	1-4518-26	\$0.51
	Books - Juvenile Fiction & Processing/Shipping	71972640	1-4518-26	\$0.27
	Books - Young Adult Fiction & Processing/Shipping	71972641	1-4518-26	\$2.10
	Books - Juvenile Fiction & Processing/Shipping	71976559	1-4518-26	\$2.34
	Books - Juvenile Easy & Processing/Shipping	71976560	1-4518-26	\$3.45
	Books - Juvenile Fiction & Processing/Shipping	71976561	1-4518-26	\$4.84
	Books - Juvenile Easy & Processing/Shipping	71976562	1-4518-26	\$8.72
	Books - Juvenile Non-Fiction & Processing/Shipping	71976563	1-4518-26	\$0.45
	Video Games - YA & Processing/Shipping	71976564	1-4518-26	\$0.07
	Video Games - Juvenile & Processing/Shipping	71976565	1-4518-26	\$0.07
	Books - Adult Non-Fiction & Processing/Shipping	72001211	1-4518-26	\$2.77
	Books - Juvenile Fiction & Processing/Shipping	72001212	1-4518-26	\$21.72
	Books - Young Adult Non-Fiction & Processing/Shipping	72001213	1-4518-26	\$12.17
	Books - Juvenile Fiction & Processing/Shipping	72001214	1-4518-26	\$8.36
	Books - Juvenile Fiction & Processing/Shipping	72001215	1-4518-26	\$7.19
	Books - Juvenile Easy & Processing/Shipping	72001216	1-4518-26	\$15.21
	Books - Young Adult Fiction & Processing/Shipping	72001217	1-4518-26	\$2.18
	Books - Juvenile Fiction & Processing/Shipping	72001218	1-4518-26	\$0.07
	Books - Juvenile Fiction & Processing/Shipping	72001219	1-4518-26	\$0.03
	Books - Juvenile Fiction & Processing/Shipping	72001221	1-4518-26	\$0.04

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	72001222	1-4518-26	\$0.35
	Books - Young Adult Fiction & Processing/Shipping	72001223	1-4518-26	\$2.09
	Books - Young Adult Fiction & Processing/Shipping	72001224	1-4518-26	\$2.08
	Books - Juvenile Easy & Processing/Shipping	72001225	1-4518-26	\$0.05
	Books - Juvenile Fiction & Processing/Shipping	72001226	1-4518-26	\$0.06
	Books - Young Adult Fiction & Processing/Shipping	72001227	1-4518-26	\$2.08
	Books - Young Adult Fiction & Processing/Shipping	72001228	1-4518-26	\$0.06
	Books - Juvenile World Languages & Processing/Shipping	72018578	1-4518-26	\$2.09
	Books - Young Adult Fiction & Processing/Shipping	72018579	1-4518-26	\$2.79
	Books - Juvenile Fiction & Processing/Shipping	72018581	1-4518-26	\$0.93
	Books - Juvenile Fiction & Processing/Shipping	72018583	1-4518-26	\$3.72
	Books - Juvenile Easy & Processing/Shipping	72018584	1-4518-26	\$14.74
	Books - Adult Non-Fiction & Processing/Shipping	72018585	1-4518-26	\$0.07
	Books - Young Adult Fiction & Processing/Shipping	72018586	1-4518-26	\$0.09
	Books - Juvenile Easy & Processing/Shipping	72064479	1-4518-26	\$1.83
	Books - Adult Fiction & Processing/Shipping	72064480	1-4518-26	\$10.46
	Books - Juvenile Easy & Processing/Shipping	72064481	1-4518-26	\$2.69
	Books - Young Adult Fiction & Processing/Shipping	72064482	1-4518-26	\$3.63
	Books - Juvenile Fiction & Processing/Shipping	72064483	1-4518-26	\$4.19
	Books - Juvenile Fiction & Processing/Shipping	72064484	1-4518-26	\$2.66
	Books - Juvenile Fiction & Processing/Shipping	72064486	1-4518-26	\$3.65
	Books - Juvenile Easy & Processing/Shipping	72064487	1-4518-26	\$18.24
	Books - Young Adult Fiction & Processing/Shipping	72064488	1-4518-26	\$0.91
	Books - Juvenile Easy & Processing/Shipping	72064489	1-4518-26	\$5.98
	Books - Juvenile Easy & Processing/Shipping	72064490	1-4518-26	\$0.10
	Books - Juvenile Fiction & Processing/Shipping	72064492	1-4518-26	\$0.21
	Books - Juvenile Easy & Processing/Shipping	72064493	1-4518-26	\$0.17
	Books - Young Adult Fiction & Processing/Shipping	72064494	1-4518-26	\$0.06
	Books - Adult Non-Fiction & Processing/Shipping	72086286	1-4518-26	\$1.15
	Books - Juvenile Easy & Processing/Shipping	72086287	1-4518-26	\$2.35
	Books - Young Adult Fiction & Processing/Shipping	72086288	1-4518-26	\$2.10
	Books - Juvenile Fiction & Processing/Shipping	72086289	1-4518-26	\$1.97

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction & Processing/Shipping	72086291	1-4518-26	\$0.30
	Books - Juvenile Easy & Processing/Shipping	72086292	1-4518-26	\$0.36
	Books - Young Adult Fiction & Processing/Shipping	72086293	1-4518-26	\$0.30
	Books - Juvenile Easy & Processing/Shipping	72086294	1-4518-26	\$0.12
	Books - Juvenile Fiction & Processing/Shipping	72086295	1-4518-26	\$0.25
	Books - Adult World Languages & Processing/Shipping	72090073	1-4518-26	\$11.82
	Books - Juvenile Fiction & Processing/Shipping	72090074	1-4518-26	\$16.26
	Books - Young Adult Non-Fiction & Processing/Shipping	72090075	1-4518-26	\$2.31
	Books - Juvenile Fiction & Processing/Shipping	72090076	1-4518-26	\$4.36
	Books - Juvenile Fiction & Processing/Shipping	72090077	1-4518-26	\$2.18
	Books - Juvenile Easy & Processing/Shipping	72090078	1-4518-26	\$4.69
	Books - Juvenile Easy & Processing/Shipping	72090079	1-4518-26	\$0.06
	Books - Young Adult Fiction & Processing/Shipping	72090080	1-4518-26	\$2.13
	Video Games - Adult & Processing/Shipping	72090081	1-4518-26	\$0.05
	Books - Juvenile Easy & Processing/Shipping	72105928	1-4518-26	\$10.33
	Video Games - YA & Processing/Shipping	72105929	1-4518-26	\$0.03
	Video Games - Juvenile & Processing/Shipping	72105931	1-4518-26	\$0.03
	Books - Young Adult Fiction & Processing/Shipping	72105932	1-4518-26	\$1.04
	Books - Juvenile Easy & Processing/Shipping	72105934	1-4518-26	\$1.02
	Books - Young Adult Fiction & Processing/Shipping	72105935	1-4518-26	\$2.17
	Books - Juvenile Easy & Processing/Shipping	72105936	1-4518-26	\$4.17
	Books - Juvenile Easy & Processing/Shipping	72105937	1-4518-26	\$4.24
	Books - Juvenile Easy & Processing/Shipping	72105938	1-4518-26	\$0.25
	Books - Juvenile Fiction & Processing/Shipping	72105939	1-4518-26	\$0.30
	Books - Young Adult Fiction & Processing/Shipping	72105940	1-4518-26	\$2.13
	Books - Juvenile Fiction & Processing/Shipping	72105941	1-4518-26	\$0.24
	Video Games - Adult & Processing/Shipping	72105942	1-4518-26	\$0.09
	Video Games - YA & Processing/Shipping	72105943	1-4518-26	\$0.04
	Video Games - Juvenile & Processing/Shipping	72105944	1-4518-26	\$0.04
	Books - Young Adult Fiction & Processing/Shipping	72105945	1-4518-26	\$6.43
	Books - Young Adult Fiction & Processing/Shipping	72105946	1-4518-26	\$2.33
	Books - Juvenile Fiction & Processing/Shipping	72116974	1-4518-26	\$4.29

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	72116975	1-4518-26	\$2.02
	Books - Young Adult Fiction & Processing/Shipping	72116976	1-4518-26	\$1.96
	Books - Juvenile Fiction & Processing/Shipping	72116977	1-4518-26	\$2.80
	Books - Juvenile Fiction & Processing/Shipping	72116979	1-4518-26	\$4.25
	Books - Juvenile Easy & Processing/Shipping	72116980	1-4518-26	\$6.65
	Books - Young Adult Fiction & Processing/Shipping	72116981	1-4518-26	\$2.10
	Books - Young Adult Fiction & Processing/Shipping	72116982	1-4518-26	\$1.90
	Books - Juvenile Easy & Processing/Shipping	72116983	1-4518-26	\$1.95
	Books - Juvenile Easy & Processing/Shipping	72116984	1-4518-26	\$0.98
	Books - Juvenile World Languages & Processing/Shipping	72116987	1-4518-26	\$4.26
	Books - Young Adult Fiction & Processing/Shipping	72116988	1-4518-26	\$2.27
	Books - Juvenile Fiction & Processing/Shipping	72116989	1-4518-26	\$2.31
	Books - Juvenile Easy & Processing/Shipping	72141503	1-4518-26	\$1.65
	Books - Young Adult Fiction & Processing/Shipping	72141504	1-4518-26	\$1.19
	Books - Juvenile Fiction & Processing/Shipping	72141505	1-4518-26	\$4.45
	Books - Juvenile Easy & Processing/Shipping	72141506	1-4518-26	\$2.31
	Books - Juvenile Fiction & Processing/Shipping	72141507	1-4518-26	\$1.21
	Books - Juvenile Easy & Processing/Shipping	72141508	1-4518-26	\$0.61
	Books - Adult Fiction & Processing/Shipping	72145412	1-4518-26	\$37.69
	Video Games - Adult & Processing/Shipping	72145413	1-4518-26	\$0.03
	Video Games - YA & Processing/Shipping	72145414	1-4518-26	\$0.03
	Video Games - Juvenile & Processing/Shipping	72145415	1-4518-26	\$0.03
	Books - Juvenile Fiction & Processing/Shipping	72145418	1-4518-26	\$2.12
	Books - Juvenile Fiction & Processing/Shipping	72191710	1-4518-26	\$1.80
	Books - Juvenile Easy & Processing/Shipping	72191711	1-4518-26	\$8.29
	Books - Juvenile Easy & Processing/Shipping	72191712	1-4518-26	\$1.84
	Books - Young Adult Non-Fiction & Processing/Shipping	72191713	1-4518-26	\$1.85
	Books - Juvenile Fiction & Processing/Shipping	72191714	1-4518-26	\$1.92
	Books - Juvenile Fiction & Processing/Shipping	72191715	1-4518-26	\$3.63
	Books - Juvenile Fiction & Processing/Shipping	72191716	1-4518-26	\$0.95
	Books - Juvenile Easy & Processing/Shipping	72191717	1-4518-26	\$12.78
	Books - Young Adult Fiction & Processing/Shipping	72191718	1-4518-26	\$2.08

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Young Adult Fiction & Processing/Shipping	72191719	1-4518-26	\$0.92
	Books - Juvenile Easy & Processing/Shipping	72191720	1-4518-26	\$1.85
	Books - Juvenile Easy & Processing/Shipping	72191721	1-4518-26	\$0.21
	Books - Young Adult Fiction & Processing/Shipping	72191722	1-4518-26	\$2.08
	Books - Young Adult Fiction & Processing/Shipping	72191723	1-4518-26	\$0.27
	Books - Young Adult Fiction & Processing/Shipping	72191724	1-4518-26	\$0.10
	Books - Juvenile Easy & Processing/Shipping	72212491	1-4518-26	\$4.24
	Books - Young Adult Non-Fiction & Processing/Shipping	72212492	1-4518-26	\$2.25
	Books - Juvenile Easy & Processing/Shipping	72212494	1-4518-26	\$2.02
	Books - Young Adult Fiction & Processing/Shipping	72212495	1-4518-26	\$1.18
	Books - Young Adult Fiction & Processing/Shipping	72212496	1-4518-26	\$2.23
	Books - Young Adult Fiction & Processing/Shipping	72212497	1-4518-26	\$1.52
	Books - Juvenile Fiction & Processing/Shipping	72212498	1-4518-26	\$0.42
	Books - Young Adult Fiction & Processing/Shipping	72212499	1-4518-26	\$0.45
	Books - Juvenile Fiction & Processing/Shipping	72240506	1-4518-26	\$2.03
	Books - Adult Fiction & Processing/Shipping	72240507	1-4518-26	\$4.31
	Books - Juvenile Fiction & Processing/Shipping	72240508	1-4518-26	\$1.92
	Books - Juvenile Easy & Processing/Shipping	72240509	1-4518-26	\$1.91
	Books - Juvenile Easy & Processing/Shipping	72240511	1-4518-26	\$2.03
	Books - Juvenile Fiction & Processing/Shipping	72240513	1-4518-26	\$5.06
	Books - Young Adult Fiction & Processing/Shipping	72240514	1-4518-26	\$0.96
	Books - Juvenile Fiction & Processing/Shipping	72240515	1-4518-26	\$4.23
	Books - Young Adult Fiction & Processing/Shipping	72240516	1-4518-26	\$0.44
	Books - Juvenile Easy & Processing/Shipping	72262579	1-4518-26	\$0.93
	Books - Juvenile Fiction & Processing/Shipping	72262581	1-4518-26	\$6.29
	Books - Juvenile Fiction & Processing/Shipping	72262582	1-4518-26	\$1.00
	Books - Young Adult Fiction & Processing/Shipping	72262583	1-4518-26	\$0.97
	Books - Juvenile Easy & Processing/Shipping	72262584	1-4518-26	\$1.80
	Books - Juvenile Easy & Processing/Shipping	72262585	1-4518-26	\$3.80
	Books - Juvenile Easy & Processing/Shipping	72262586	1-4518-26	\$1.91
	Books - Juvenile Fiction & Processing/Shipping	72262587	1-4518-26	\$0.93
	Books - Young Adult Fiction & Processing/Shipping	72262589	1-4518-26	\$5.13

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	Books - Young Adult Fiction & Processing/Shipping	72262590	1-4518-26	\$0.09
	Books - Young Adult Fiction & Processing/Shipping	72262591	1-4518-26	\$0.38
	Books - Adult Fiction & Processing/Shipping	72270672	1-4518-26	\$8.66
	Books - Juvenile Easy & Processing/Shipping	72270673	1-4518-26	\$0.97
	Books - Young Adult Fiction & Processing/Shipping	72270674	1-4518-26	\$1.07
	Books - Juvenile Fiction & Processing/Shipping	72270676	1-4518-26	\$2.07
	Books - Juvenile Easy & Processing/Shipping	72270677	1-4518-26	\$0.55
	Books - Juvenile Fiction & Processing/Shipping	72270678	1-4518-26	\$8.92
	Books - Young Adult Fiction & Processing/Shipping	72270679	1-4518-26	\$0.18
	Books - Juvenile Fiction & Processing/Shipping	72270680	1-4518-26	\$0.18
	Books - Juvenile Fiction & Processing/Shipping	72270681	1-4518-26	\$0.06
	Books - Adult Non-Fiction & Processing/Shipping	72290111	1-4518-26	\$1.13
	Books - Juvenile Easy & Processing/Shipping	72290112	1-4518-26	\$0.69
	Books - Juvenile Fiction & Processing/Shipping	72290113	1-4518-26	\$0.38
	Video Games - YA & Processing/Shipping	72290114	1-4518-26	\$0.10
	Video Games - Juvenile & Processing/Shipping	72290116	1-4518-26	\$0.19
	Books - Juvenile Easy & Processing/Shipping	72290117	1-4518-26	\$0.25
	Video Games - Adult & Processing/Shipping	72290118	1-4518-26	\$0.13
	Books - Juvenile Fiction & Processing/Shipping	72290120	1-4518-26	\$4.28
	Video Games - Adult & Processing/Shipping	72290121	1-4518-26	\$0.04
	Video Games - YA & Processing/Shipping	72290122	1-4518-26	\$0.11
	Video Games - Juvenile & Processing/Shipping	72290123	1-4518-26	\$0.19
	Books - Juvenile World Languages & Processing/Shipping	72290125	1-4518-26	\$2.18
	Books - Young Adult Non-Fiction & Processing/Shipping	72310098	1-4518-26	\$6.27
	Books - Juvenile Easy & Processing/Shipping	72310099	1-4518-26	\$7.20
	Books - Juvenile Fiction & Processing/Shipping	72310100	1-4518-26	\$1.78
	Books - Juvenile Easy & Processing/Shipping	72310101	1-4518-26	\$0.89
	Books - Young Adult Non-Fiction & Processing/Shipping	72310104	1-4518-26	\$0.90
	Books - Juvenile Fiction & Processing/Shipping	72310105	1-4518-26	\$6.24
	Books - Juvenile Fiction & Processing/Shipping	72310106	1-4518-26	\$1.85
	Books - Juvenile Easy & Processing/Shipping	72310107	1-4518-26	\$3.57
	Books - Young Adult Fiction & Processing/Shipping	72310108	1-4518-26	\$1.82

**Fountaindale Public Library District
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile World Languages & Processing/Shipping	72310109	1-4518-26	\$0.91
	Books - Juvenile Easy & Processing/Shipping	72310110	1-4518-26	\$6.24
	Books - Juvenile Easy & Processing/Shipping	72310111	1-4518-26	\$1.79
	Books - Juvenile Fiction & Processing/Shipping	72310114	1-4518-26	\$10.62
	Books - Juvenile Easy & Processing/Shipping	72310115	1-4518-26	\$0.03
	Books - Young Adult Fiction & Processing/Shipping	72310116	1-4518-26	\$0.10
	Books - Juvenile Non-Fiction & Processing/Shipping	72310117	1-4518-26	\$0.05
	Books - Young Adult Fiction & Processing/Shipping	72310118	1-4518-26	\$2.07
	Books - Young Adult Fiction & Processing/Shipping	72310120	1-4518-26	\$4.36
	Books - Juvenile Fiction & Processing/Shipping	72310121	1-4518-26	\$0.04
	Books - Young Adult Fiction & Processing/Shipping	72310122	1-4518-26	\$2.09
	Books - Juvenile Easy & Processing/Shipping	72310123	1-4518-26	\$0.10
	Books - Young Adult Fiction & Processing/Shipping	72310125	1-4518-26	\$0.04
	Books - Young Adult Fiction & Processing/Shipping	72310126	1-4518-26	\$0.07
	Books - Juvenile Fiction & Processing/Shipping	72314500	1-4518-26	\$2.30
	Books - Young Adult Fiction & Processing/Shipping	72314501	1-4518-26	\$1.25
	Books - Juvenile Fiction & Processing/Shipping	72314502	1-4518-26	\$1.50
	Books - Juvenile Easy & Processing/Shipping	72314503	1-4518-26	\$0.54
	Books - Adult Non-Fiction & Processing/Shipping	72314504	1-4518-26	\$0.34
	Books - Juvenile Fiction & Processing/Shipping	72314505	1-4518-26	\$0.51
	Books - Juvenile Easy & Processing/Shipping	72333533	1-4518-26	\$0.87
	Books - Juvenile Fiction & Processing/Shipping	72333534	1-4518-26	\$3.51
	Books - Juvenile Easy & Processing/Shipping	72333536	1-4518-26	\$3.49
	Books - Juvenile Easy & Processing/Shipping	72333537	1-4518-26	\$13.21
	Books - Juvenile Easy & Processing/Shipping	72333538	1-4518-26	\$15.74
	Books - Juvenile Easy & Processing/Shipping	72333539	1-4518-26	\$18.38
	Books - Juvenile Easy & Processing/Shipping	72333540	1-4518-26	\$2.64
	Books - Young Adult Fiction & Processing/Shipping	72333541	1-4518-26	\$8.76
	Books - Young Adult Fiction & Processing/Shipping	72333543	1-4518-26	\$50.53
	Books - Juvenile Fiction & Processing/Shipping	72333545	1-4518-26	\$17.57
	Books - Juvenile Fiction & Processing/Shipping	72333546	1-4518-26	\$12.60
	Books - Juvenile Fiction & Processing/Shipping	72333547	1-4518-26	\$4.24

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	72333550	1-4518-26	\$0.03
	Books - Juvenile Easy & Processing/Shipping	72333551	1-4518-26	\$0.07
	Books - Juvenile Easy & Processing/Shipping	72363225	1-4518-26	\$2.21
	Books - Young Adult Fiction & Processing/Shipping	72363226	1-4518-26	\$1.10
	Books - Juvenile Fiction & Processing/Shipping	72363228	1-4518-26	\$2.10
	Books - Juvenile Non-Fiction & Processing/Shipping	72363229	1-4518-26	\$1.23
	Books - Juvenile Fiction & Processing/Shipping	72363230	1-4518-26	\$5.20
	Books - Young Adult Fiction & Processing/Shipping	72363231	1-4518-26	\$0.20
	Books - Young Adult Fiction & Processing/Shipping	71928312	1-4518-29	\$1.98
	Books - Juvenile Fiction & Processing/Shipping	71928313	1-4518-29	\$0.99
	Books - Juvenile Easy & Processing/Shipping	71928315	1-4518-29	\$1.92
	Books - Young Adult Fiction & Processing/Shipping	71951964	1-4518-29	\$1.70
	Books - Juvenile Easy & Processing/Shipping	71951966	1-4518-29	\$1.30
	Books - Juvenile Easy & Processing/Shipping	71972635	1-4518-29	\$1.86
	Video Games - Juvenile & Processing/Shipping	71976566	1-4518-29	\$0.06
	Books - Juvenile Easy & Processing/Shipping	72001220	1-4518-29	\$0.03
	Books - Young Adult Fiction & Processing/Shipping	72018580	1-4518-29	\$0.93
	Books - Juvenile Easy & Processing/Shipping	72018582	1-4518-29	\$10.48
	Books - Juvenile Fiction & Processing/Shipping	72064478	1-4518-29	\$2.10
	Books - Juvenile Easy & Processing/Shipping	72064485	1-4518-29	\$3.64
	Books - Juvenile Fiction & Processing/Shipping	72064491	1-4518-29	\$0.06
	Books - Juvenile Easy & Processing/Shipping	72086290	1-4518-29	\$0.98
	Video Games - Juvenile & Processing/Shipping	72105930	1-4518-29	\$0.03
	Books - Juvenile Easy & Processing/Shipping	72105933	1-4518-29	\$2.09
	Books - Juvenile Easy & Processing/Shipping	72116978	1-4518-29	\$0.99
	Books - Juvenile Easy & Processing/Shipping	72116985	1-4518-29	\$0.98
	Books - Juvenile World Languages & Processing/Shipping	72116986	1-4518-29	\$4.26
	Books - Juvenile Fiction & Processing/Shipping	72116990	1-4518-29	\$0.69
	Books - Juvenile Fiction & Processing/Shipping	72145416	1-4518-29	\$0.15
	Video Games - Juvenile & Processing/Shipping	72145417	1-4518-29	\$0.03
	Books - Young Adult Fiction & Processing/Shipping	72191725	1-4518-29	\$0.09
	Books - Juvenile Easy & Processing/Shipping	72212493	1-4518-29	\$1.01

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Young Adult Fiction & Processing/Shipping	72212500	1-4518-29	\$0.22
	Books - Young Adult Fiction & Processing/Shipping	72240510	1-4518-29	\$0.96
	Books - Juvenile Fiction & Processing/Shipping	72240512	1-4518-29	\$2.01
	Books - Juvenile Fiction & Processing/Shipping	72262580	1-4518-29	\$1.03
	Books - Juvenile Fiction & Processing/Shipping	72262588	1-4518-29	\$2.12
	Books - Juvenile Fiction & Processing/Shipping	72270671	1-4518-29	\$4.29
	Books - Juvenile Easy & Processing/Shipping	72270675	1-4518-29	\$0.95
	Video Games - Juvenile & Processing/Shipping	72290115	1-4518-29	\$0.19
	Books - Juvenile Fiction & Processing/Shipping	72290119	1-4518-29	\$2.14
	Video Games - Juvenile & Processing/Shipping	72290124	1-4518-29	\$0.10
	Books - Young Adult Fiction & Processing/Shipping	72310102	1-4518-29	\$0.89
	Books - Juvenile Fiction & Processing/Shipping	72310103	1-4518-29	\$1.79
	Books - Juvenile Easy & Processing/Shipping	72310112	1-4518-29	\$1.77
	Books - Juvenile Fiction & Processing/Shipping	72310113	1-4518-29	\$3.87
	Books - Juvenile Fiction & Processing/Shipping	72310119	1-4518-29	\$0.06
	Books - Juvenile Easy & Processing/Shipping	72310124	1-4518-29	\$0.05
	Books - Juvenile Easy & Processing/Shipping	72333535	1-4518-29	\$1.75
	Books - Young Adult Fiction & Processing/Shipping	72333542	1-4518-29	\$3.50
	Books - Juvenile Easy & Processing/Shipping	72333544	1-4518-29	\$15.77
	Books - Juvenile Fiction & Processing/Shipping	72333548	1-4518-29	\$20.74
	Books - Juvenile Fiction & Processing/Shipping	72333549	1-4518-29	\$4.28
	Books - Young Adult Fiction & Processing/Shipping	72363227	1-4518-29	\$1.10
	Books - Adult World Languages & Processing/Shipping	72090073	1-4525-26	\$105.25
	Books - Juvenile World Languages & Processing/Shipping	72018578	1-4526-26	\$8.97
	Books - Juvenile World Languages & Processing/Shipping	72116987	1-4526-26	\$14.94
	Books - Juvenile World Languages & Processing/Shipping	72290125	1-4526-26	\$7.77
	Books - Juvenile World Languages & Processing/Shipping	72310109	1-4526-26	\$11.27
	Books - Juvenile World Languages & Processing/Shipping	72116986	1-4526-29	\$14.94
	Books - Adult Fiction & Processing/Shipping	72064480	1-4540-26	\$47.36
	Books - Adult Fiction & Processing/Shipping	72145412	1-4540-26	\$218.83
	Books - Adult Fiction & Processing/Shipping	72240507	1-4540-26	\$20.38
	Books - Adult Fiction & Processing/Shipping	72270672	1-4540-26	\$29.96

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Non-Fiction & Processing/Shipping	72001211	1-4541-26	\$55.37
	Books - Adult Non-Fiction & Processing/Shipping	72018585	1-4541-26	\$15.81
	Books - Adult Non-Fiction & Processing/Shipping	72086286	1-4541-26	\$16.92
	Books - Adult Non-Fiction & Processing/Shipping	72290111	1-4541-26	\$14.10
	Books - Adult Non-Fiction & Processing/Shipping	72314504	1-4541-26	\$14.12
	Books - Juvenile Fiction & Processing/Shipping	71928310	1-4544-26	\$20.32
	Books - Juvenile Fiction & Processing/Shipping	71928314	1-4544-26	\$40.09
	Books - Juvenile Fiction & Processing/Shipping	71928317	1-4544-26	\$19.20
	Books - Juvenile Fiction & Processing/Shipping	71972634	1-4544-26	\$16.94
	Books - Juvenile Fiction & Processing/Shipping	71972636	1-4544-26	\$10.71
	Books - Juvenile Fiction & Processing/Shipping	71972638	1-4544-26	\$85.82
	Books - Juvenile Fiction & Processing/Shipping	71972640	1-4544-26	\$45.16
	Books - Juvenile Fiction & Processing/Shipping	71976559	1-4544-26	\$5.39
	Books - Juvenile Fiction & Processing/Shipping	71976561	1-4544-26	\$23.38
	Books - Juvenile Fiction & Processing/Shipping	72001212	1-4544-26	\$170.18
	Books - Juvenile Fiction & Processing/Shipping	72001214	1-4544-26	\$31.26
	Books - Juvenile Fiction & Processing/Shipping	72001215	1-4544-26	\$92.60
	Books - Juvenile Fiction & Processing/Shipping	72001218	1-4544-26	\$24.84
	Books - Juvenile Fiction & Processing/Shipping	72001219	1-4544-26	\$10.16
	Books - Juvenile Fiction & Processing/Shipping	72001221	1-4544-26	\$12.34
	Books - Juvenile Fiction & Processing/Shipping	72001226	1-4544-26	\$19.20
	Books - Juvenile Fiction & Processing/Shipping	72018581	1-4544-26	\$10.73
	Books - Juvenile Fiction & Processing/Shipping	72018583	1-4544-26	\$50.51
	Books - Juvenile Fiction & Processing/Shipping	72064483	1-4544-26	\$14.28
	Books - Juvenile Fiction & Processing/Shipping	72064484	1-4544-26	\$28.80
	Books - Juvenile Fiction & Processing/Shipping	72064486	1-4544-26	\$39.52
	Books - Juvenile Fiction & Processing/Shipping	72064492	1-4544-26	\$39.52
	Books - Juvenile Fiction & Processing/Shipping	72086289	1-4544-26	\$35.68
	Books - Juvenile Fiction & Processing/Shipping	72086291	1-4544-26	\$16.36
	Books - Juvenile Fiction & Processing/Shipping	72086295	1-4544-26	\$20.32
	Books - Juvenile Fiction & Processing/Shipping	72090074	1-4544-26	\$115.30
	Books - Juvenile Fiction & Processing/Shipping	72090076	1-4544-26	\$23.36

**Fountaindale Public Library District
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction & Processing/Shipping	72090077	1-4544-26	\$15.55
	Books - Juvenile Fiction & Processing/Shipping	72105939	1-4544-26	\$20.32
	Books - Juvenile Fiction & Processing/Shipping	72105941	1-4544-26	\$16.88
	Books - Juvenile Fiction & Processing/Shipping	72116974	1-4544-26	\$15.58
	Books - Juvenile Fiction & Processing/Shipping	72116977	1-4544-26	\$30.48
	Books - Juvenile Fiction & Processing/Shipping	72116979	1-4544-26	\$12.98
	Books - Juvenile Fiction & Processing/Shipping	72116989	1-4544-26	\$84.70
	Books - Juvenile Fiction & Processing/Shipping	72141505	1-4544-26	\$16.88
	Books - Juvenile Fiction & Processing/Shipping	72141507	1-4544-26	\$16.94
	Books - Juvenile Fiction & Processing/Shipping	72145418	1-4544-26	\$5.84
	Books - Juvenile Fiction & Processing/Shipping	72191710	1-4544-26	\$20.32
	Books - Juvenile Fiction & Processing/Shipping	72191714	1-4544-26	\$27.28
	Books - Juvenile Fiction & Processing/Shipping	72191715	1-4544-26	\$41.21
	Books - Juvenile Fiction & Processing/Shipping	72191716	1-4544-26	\$12.99
	Books - Juvenile Fiction & Processing/Shipping	72212498	1-4544-26	\$14.68
	Books - Juvenile Fiction & Processing/Shipping	72240506	1-4544-26	\$36.38
	Books - Juvenile Fiction & Processing/Shipping	72240508	1-4544-26	\$19.20
	Books - Juvenile Fiction & Processing/Shipping	72240513	1-4544-26	\$50.80
	Books - Juvenile Fiction & Processing/Shipping	72240515	1-4544-26	\$14.34
	Books - Juvenile Fiction & Processing/Shipping	72262581	1-4544-26	\$45.12
	Books - Juvenile Fiction & Processing/Shipping	72262582	1-4544-26	\$16.24
	Books - Juvenile Fiction & Processing/Shipping	72262587	1-4544-26	\$24.29
	Books - Juvenile Fiction & Processing/Shipping	72270676	1-4544-26	\$21.46
	Books - Juvenile Fiction & Processing/Shipping	72270678	1-4544-26	\$41.27
	Books - Juvenile Fiction & Processing/Shipping	72270680	1-4544-26	\$22.08
	Books - Juvenile Fiction & Processing/Shipping	72270681	1-4544-26	\$5.84
	Books - Juvenile Fiction & Processing/Shipping	72290113	1-4544-26	\$10.14
	Books - Juvenile Fiction & Processing/Shipping	72290120	1-4544-26	\$9.58
	Books - Juvenile Fiction & Processing/Shipping	72310100	1-4544-26	\$21.46
	Books - Juvenile Fiction & Processing/Shipping	72310105	1-4544-26	\$80.62
	Books - Juvenile Fiction & Processing/Shipping	72310106	1-4544-26	\$33.88
	Books - Juvenile Fiction & Processing/Shipping	72310114	1-4544-26	\$126.04

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction & Processing/Shipping	72310121	1-4544-26	\$22.08
	Books - Juvenile Fiction & Processing/Shipping	72314500	1-4544-26	\$19.48
	Books - Juvenile Fiction & Processing/Shipping	72314502	1-4544-26	\$19.48
	Books - Juvenile Fiction & Processing/Shipping	72314505	1-4544-26	\$45.30
	Books - Juvenile Fiction & Processing/Shipping	72333534	1-4544-26	\$59.76
	Books - Juvenile Fiction & Processing/Shipping	72333545	1-4544-26	\$322.90
	Books - Juvenile Fiction & Processing/Shipping	72333546	1-4544-26	\$148.69
	Books - Juvenile Fiction & Processing/Shipping	72333547	1-4544-26	\$95.46
	Books - Juvenile Fiction & Processing/Shipping	72363228	1-4544-26	\$21.46
	Books - Juvenile Fiction & Processing/Shipping	72363230	1-4544-26	\$25.98
	Books - Juvenile Fiction & Processing/Shipping	71928313	1-4544-29	\$10.16
	Books - Juvenile Fiction & Processing/Shipping	72064478	1-4544-29	\$7.14
	Books - Juvenile Fiction & Processing/Shipping	72064491	1-4544-29	\$19.20
	Books - Juvenile Fiction & Processing/Shipping	72116990	1-4544-29	\$25.41
	Books - Juvenile Fiction & Processing/Shipping	72145416	1-4544-29	\$8.44
	Books - Juvenile Fiction & Processing/Shipping	72240512	1-4544-29	\$28.35
	Books - Juvenile Fiction & Processing/Shipping	72262580	1-4544-29	\$14.12
	Books - Juvenile Fiction & Processing/Shipping	72262588	1-4544-29	\$8.44
	Books - Juvenile Fiction & Processing/Shipping	72270671	1-4544-29	\$8.38
	Books - Juvenile Fiction & Processing/Shipping	72290119	1-4544-29	\$4.79
	Books - Juvenile Fiction & Processing/Shipping	72310103	1-4544-29	\$26.15
	Books - Juvenile Fiction & Processing/Shipping	72310113	1-4544-29	\$21.80
	Books - Juvenile Fiction & Processing/Shipping	72310119	1-4544-29	\$16.94
	Books - Juvenile Fiction & Processing/Shipping	72333548	1-4544-29	\$111.21
	Books - Juvenile Fiction & Processing/Shipping	72333549	1-4544-29	\$130.97
	Books - Juvenile Non-Fiction & Processing/Shipping	71976563	1-4545-26	\$11.27
	Books - Juvenile Non-Fiction & Processing/Shipping	72310117	1-4545-26	\$25.32
	Books - Juvenile Non-Fiction & Processing/Shipping	72363229	1-4545-26	\$10.71
	Books - Juvenile Easy & Processing/Shipping	71928316	1-4546-26	\$32.75
	Books - Juvenile Easy & Processing/Shipping	71951965	1-4546-26	\$19.20
	Books - Juvenile Easy & Processing/Shipping	71972637	1-4546-26	\$53.05
	Books - Juvenile Easy & Processing/Shipping	71972639	1-4546-26	\$49.58

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	71976560	1-4546-26	\$27.08
	Books - Juvenile Easy & Processing/Shipping	71976562	1-4546-26	\$33.48
	Books - Juvenile Easy & Processing/Shipping	72001216	1-4546-26	\$187.59
	Books - Juvenile Easy & Processing/Shipping	72001222	1-4546-26	\$127.54
	Books - Juvenile Easy & Processing/Shipping	72001225	1-4546-26	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72018584	1-4546-26	\$305.09
	Books - Juvenile Easy & Processing/Shipping	72064479	1-4546-26	\$20.32
	Books - Juvenile Easy & Processing/Shipping	72064481	1-4546-26	\$24.27
	Books - Juvenile Easy & Processing/Shipping	72064487	1-4546-26	\$198.25
	Books - Juvenile Easy & Processing/Shipping	72064489	1-4546-26	\$28.64
	Books - Juvenile Easy & Processing/Shipping	72064490	1-4546-26	\$20.32
	Books - Juvenile Easy & Processing/Shipping	72064493	1-4546-26	\$30.48
	Books - Juvenile Easy & Processing/Shipping	72086287	1-4546-26	\$19.20
	Books - Juvenile Easy & Processing/Shipping	72086292	1-4546-26	\$33.87
	Books - Juvenile Easy & Processing/Shipping	72086294	1-4546-26	\$9.02
	Books - Juvenile Easy & Processing/Shipping	72090078	1-4546-26	\$93.98
	Books - Juvenile Easy & Processing/Shipping	72090079	1-4546-26	\$5.62
	Books - Juvenile Easy & Processing/Shipping	72105928	1-4546-26	\$49.17
	Books - Juvenile Easy & Processing/Shipping	72105934	1-4546-26	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72105936	1-4546-26	\$5.98
	Books - Juvenile Easy & Processing/Shipping	72105937	1-4546-26	\$13.18
	Books - Juvenile Easy & Processing/Shipping	72105938	1-4546-26	\$19.20
	Books - Juvenile Easy & Processing/Shipping	72116975	1-4546-26	\$24.80
	Books - Juvenile Easy & Processing/Shipping	72116980	1-4546-26	\$73.98
	Books - Juvenile Easy & Processing/Shipping	72116983	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72116984	1-4546-26	\$10.71
	Books - Juvenile Easy & Processing/Shipping	72141503	1-4546-26	\$9.60
	Books - Juvenile Easy & Processing/Shipping	72141506	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72141508	1-4546-26	\$19.16
	Books - Juvenile Easy & Processing/Shipping	72191711	1-4546-26	\$95.95
	Books - Juvenile Easy & Processing/Shipping	72191712	1-4546-26	\$19.74
	Books - Juvenile Easy & Processing/Shipping	72191717	1-4546-26	\$145.62

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November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	72191720	1-4546-26	\$20.34
	Books - Juvenile Easy & Processing/Shipping	72191721	1-4546-26	\$43.47
	Books - Juvenile Easy & Processing/Shipping	72212491	1-4546-26	\$14.38
	Books - Juvenile Easy & Processing/Shipping	72212494	1-4546-26	\$11.28
	Books - Juvenile Easy & Processing/Shipping	72240509	1-4546-26	\$18.06
	Books - Juvenile Easy & Processing/Shipping	72240511	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72262579	1-4546-26	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72262584	1-4546-26	\$7.90
	Books - Juvenile Easy & Processing/Shipping	72262585	1-4546-26	\$38.40
	Books - Juvenile Easy & Processing/Shipping	72262586	1-4546-26	\$20.32
	Books - Juvenile Easy & Processing/Shipping	72270673	1-4546-26	\$24.92
	Books - Juvenile Easy & Processing/Shipping	72270677	1-4546-26	\$41.79
	Books - Juvenile Easy & Processing/Shipping	72290112	1-4546-26	\$33.25
	Books - Juvenile Easy & Processing/Shipping	72290117	1-4546-26	\$10.16
	Books - Juvenile Easy & Processing/Shipping	72310099	1-4546-26	\$84.70
	Books - Juvenile Easy & Processing/Shipping	72310101	1-4546-26	\$10.71
	Books - Juvenile Easy & Processing/Shipping	72310107	1-4546-26	\$42.92
	Books - Juvenile Easy & Processing/Shipping	72310110	1-4546-26	\$72.26
	Books - Juvenile Easy & Processing/Shipping	72310111	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72310115	1-4546-26	\$10.16
	Books - Juvenile Easy & Processing/Shipping	72310123	1-4546-26	\$19.20
	Books - Juvenile Easy & Processing/Shipping	72314503	1-4546-26	\$22.58
	Books - Juvenile Easy & Processing/Shipping	72333533	1-4546-26	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72333536	1-4546-26	\$27.65
	Books - Juvenile Easy & Processing/Shipping	72333537	1-4546-26	\$141.63
	Books - Juvenile Easy & Processing/Shipping	72333538	1-4546-26	\$176.10
	Books - Juvenile Easy & Processing/Shipping	72333539	1-4546-26	\$222.44
	Books - Juvenile Easy & Processing/Shipping	72333540	1-4546-26	\$28.80
	Books - Juvenile Easy & Processing/Shipping	72333550	1-4546-26	\$21.46
	Books - Juvenile Easy & Processing/Shipping	72333551	1-4546-26	\$42.92
	Books - Juvenile Easy	72333552	1-4546-26	\$5.64
	Books - Juvenile Easy & Processing/Shipping	72363225	1-4546-26	\$20.32

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy & Processing/Shipping	71928315	1-4546-29	\$22.02
	Books - Juvenile Easy & Processing/Shipping	71951966	1-4546-29	\$9.60
	Books - Juvenile Easy & Processing/Shipping	71972635	1-4546-29	\$13.54
	Books - Juvenile Easy & Processing/Shipping	72001220	1-4546-29	\$11.27
	Books - Juvenile Easy & Processing/Shipping	72018582	1-4546-29	\$84.67
	Books - Juvenile Easy & Processing/Shipping	72064485	1-4546-29	\$40.40
	Books - Juvenile Easy & Processing/Shipping	72086290	1-4546-29	\$11.29
	Books - Juvenile Easy & Processing/Shipping	72105933	1-4546-29	\$2.99
	Books - Juvenile Easy & Processing/Shipping	72116978	1-4546-29	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72116985	1-4546-29	\$10.73
	Books - Juvenile Easy & Processing/Shipping	72212493	1-4546-29	\$5.64
	Books - Juvenile Easy & Processing/Shipping	72270675	1-4546-29	\$5.08
	Books - Juvenile Easy & Processing/Shipping	72310112	1-4546-29	\$20.32
	Books - Juvenile Easy & Processing/Shipping	72310124	1-4546-29	\$9.60
	Books - Juvenile Easy & Processing/Shipping	72333535	1-4546-29	\$16.37
	Books - Juvenile Easy & Processing/Shipping	72333544	1-4546-29	\$154.09
	Books - Young Adult Fiction & Processing/Shipping	71928311	1-4548-26	\$63.23
	Books - Young Adult Fiction & Processing/Shipping	71928318	1-4548-26	\$10.16
	Books - Young Adult Fiction & Processing/Shipping	71928319	1-4548-26	\$10.16
	Books - Young Adult Fiction & Processing/Shipping	71928320	1-4548-26	\$10.16
	Books - Young Adult Fiction & Processing/Shipping	71951963	1-4548-26	\$9.60
	Books - Young Adult Fiction & Processing/Shipping	71972633	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	71972641	1-4548-26	\$6.49
	Books - Young Adult Fiction & Processing/Shipping	72001217	1-4548-26	\$41.36
	Books - Young Adult Fiction & Processing/Shipping	72001223	1-4548-26	\$9.59
	Books - Young Adult Fiction & Processing/Shipping	72001224	1-4548-26	\$9.74
	Books - Young Adult Fiction & Processing/Shipping	72001227	1-4548-26	\$11.69
	Books - Young Adult Fiction & Processing/Shipping	72001228	1-4548-26	\$20.89
	Books - Young Adult Fiction & Processing/Shipping	72018579	1-4548-26	\$32.18
	Books - Young Adult Fiction & Processing/Shipping	72018586	1-4548-26	\$11.29
	Books - Young Adult Fiction & Processing/Shipping	72064482	1-4548-26	\$42.91
	Books - Young Adult Fiction & Processing/Shipping	72064488	1-4548-26	\$10.16

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Young Adult Fiction & Processing/Shipping	72064494	1-4548-26	\$11.29
	Books - Young Adult Fiction & Processing/Shipping	72086288	1-4548-26	\$22.02
	Books - Young Adult Fiction & Processing/Shipping	72086293	1-4548-26	\$16.36
	Books - Young Adult Fiction & Processing/Shipping	72090080	1-4548-26	\$8.44
	Books - Young Adult Fiction & Processing/Shipping	72105932	1-4548-26	\$11.29
	Books - Young Adult Fiction & Processing/Shipping	72105935	1-4548-26	\$9.09
	Books - Young Adult Fiction & Processing/Shipping	72105940	1-4548-26	\$8.44
	Books - Young Adult Fiction & Processing/Shipping	72105945	1-4548-26	\$14.97
	Books - Young Adult Fiction & Processing/Shipping	72105946	1-4548-26	\$11.69
	Books - Young Adult Fiction & Processing/Shipping	72116976	1-4548-26	\$22.58
	Books - Young Adult Fiction & Processing/Shipping	72116981	1-4548-26	\$6.49
	Books - Young Adult Fiction & Processing/Shipping	72116982	1-4548-26	\$20.32
	Books - Young Adult Fiction & Processing/Shipping	72116988	1-4548-26	\$17.32
	Books - Young Adult Fiction & Processing/Shipping	72141504	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72191718	1-4548-26	\$6.49
	Books - Young Adult Fiction & Processing/Shipping	72191719	1-4548-26	\$9.60
	Books - Young Adult Fiction & Processing/Shipping	72191722	1-4548-26	\$6.49
	Books - Young Adult Fiction & Processing/Shipping	72191723	1-4548-26	\$37.24
	Books - Young Adult Fiction & Processing/Shipping	72191724	1-4548-26	\$12.42
	Books - Young Adult Fiction & Processing/Shipping	72212495	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72212496	1-4548-26	\$9.74
	Books - Young Adult Fiction & Processing/Shipping	72212497	1-4548-26	\$29.36
	Books - Young Adult Fiction & Processing/Shipping	72212499	1-4548-26	\$22.02
	Books - Young Adult Fiction & Processing/Shipping	72240514	1-4548-26	\$9.60
	Books - Young Adult Fiction & Processing/Shipping	72240516	1-4548-26	\$40.35
	Books - Young Adult Fiction & Processing/Shipping	72262583	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72262589	1-4548-26	\$89.21
	Books - Young Adult Fiction & Processing/Shipping	72262590	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72262591	1-4548-26	\$36.14
	Books - Young Adult Fiction & Processing/Shipping	72270674	1-4548-26	\$12.97
	Books - Young Adult Fiction & Processing/Shipping	72270679	1-4548-26	\$18.07
	Books - Young Adult Fiction & Processing/Shipping	72310108	1-4548-26	\$22.58

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Young Adult Fiction & Processing/Shipping	72310116	1-4548-26	\$32.73
	Books - Young Adult Fiction & Processing/Shipping	72310118	1-4548-26	\$8.45
	Books - Young Adult Fiction & Processing/Shipping	72310120	1-4548-26	\$63.20
	Books - Young Adult Fiction & Processing/Shipping	72310122	1-4548-26	\$7.19
	Books - Young Adult Fiction & Processing/Shipping	72310125	1-4548-26	\$10.71
	Books - Young Adult Fiction & Processing/Shipping	72310126	1-4548-26	\$10.71
	Books - Young Adult Fiction & Processing/Shipping	72314501	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72333541	1-4548-26	\$103.88
	Books - Young Adult Fiction & Processing/Shipping	72333543	1-4548-26	\$235.13
	Books - Young Adult Fiction	72333553	1-4548-26	\$10.16
	Books - Young Adult Fiction & Processing/Shipping	72363226	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72363231	1-4548-26	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	71928312	1-4548-29	\$20.89
	Books - Young Adult Fiction & Processing/Shipping	71951964	1-4548-29	\$9.60
	Books - Young Adult Fiction	72001229	1-4548-29	\$9.60
	Books - Young Adult Fiction & Processing/Shipping	72018580	1-4548-29	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72191725	1-4548-29	\$12.40
	Books - Young Adult Fiction & Processing/Shipping	72212500	1-4548-29	\$7.34
	Books - Young Adult Fiction & Processing/Shipping	72240510	1-4548-29	\$9.60
	Books - Young Adult Fiction & Processing/Shipping	72310102	1-4548-29	\$10.73
	Books - Young Adult Fiction & Processing/Shipping	72333542	1-4548-29	\$35.57
	Books - Young Adult Fiction & Processing/Shipping	72363227	1-4548-29	\$10.73
	Books - Young Adult Non-Fiction & Processing/Shipping	72001213	1-4549-26	\$61.98
	Books - Young Adult Non-Fiction & Processing/Shipping	72090075	1-4549-26	\$57.60
	Books - Young Adult Non-Fiction & Processing/Shipping	72191713	1-4549-26	\$27.28
	Books - Young Adult Non-Fiction & Processing/Shipping	72212492	1-4549-26	\$12.99
	Books - Young Adult Non-Fiction & Processing/Shipping	72310098	1-4549-26	\$29.22
	Books - Young Adult Non-Fiction & Processing/Shipping	72310104	1-4549-26	\$11.86
	Video Games - YA & Processing/Shipping	71976564	1-4563-26	\$123.48
	Video Games - YA & Processing/Shipping	72105929	1-4563-26	\$47.49
	Video Games - YA & Processing/Shipping	72105943	1-4563-26	\$113.98
	Video Games - YA & Processing/Shipping	72145414	1-4563-26	\$66.49

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Video Games - YA & Processing/Shipping	72290114	1-4563-26	\$170.97
	Video Games - YA & Processing/Shipping	72290122	1-4563-26	\$161.47
	Video Games - Juvenile & Processing/Shipping	71976565	1-4564-26	\$123.48
	Video Games - Juvenile & Processing/Shipping	72105931	1-4564-26	\$37.99
	Video Games - Juvenile & Processing/Shipping	72105944	1-4564-26	\$113.98
	Video Games - Juvenile & Processing/Shipping	72145415	1-4564-26	\$66.49
	Video Games - Juvenile & Processing/Shipping	72290116	1-4564-26	\$237.45
	Video Games - Juvenile & Processing/Shipping	72290123	1-4564-26	\$284.95
	Video Games - Juvenile & Processing/Shipping	71976566	1-4564-29	\$123.48
	Video Games - Juvenile & Processing/Shipping	72105930	1-4564-29	\$37.99
	Video Games - Juvenile & Processing/Shipping	72145417	1-4564-29	\$66.49
	Video Games - Juvenile & Processing/Shipping	72290115	1-4564-29	\$237.45
	Video Games - Juvenile & Processing/Shipping	72290124	1-4564-29	\$170.97
	Video Games - Adult & Processing/Shipping	72090081	1-4565-26	\$113.97
	Video Games - Adult & Processing/Shipping	72105942	1-4565-26	\$151.97
	Video Games - Adult & Processing/Shipping	72145413	1-4565-26	\$47.49
	Video Games - Adult & Processing/Shipping	72290118	1-4565-26	\$180.45
	Video Games - Adult & Processing/Shipping	72290121	1-4565-26	\$47.49
		<i>Subtotal for Vendor</i>		\$12,753.06
ITsavvy LLC				
	Malwarebytes EDR & Server 1 Year Renewals	01383748	1-4631-14	\$7,393.80
	Roxio Toast Titanium 1 Year Maintenance	01384619	1-4631-14	\$481.80
		<i>Subtotal for Vendor</i>		\$7,875.60
Jana Howson				
	Refund - "A Life in Light"	JH5352	1-3310-10	\$16.10
		<i>Subtotal for Vendor</i>		\$16.10
Jay Purrazzo				
	Reimbursement - Bolingbrook Chamber Pop-up Lunch	JP103122	1-4173-10	\$16.00
		<i>Subtotal for Vendor</i>		\$16.00
Jo-Ann Stores, LLC				
	Creative Enterprise Subscription - 12/1/22-11/30/23	DMARVA23-1039	1-4521-26	\$1,650.00
		<i>Subtotal for Vendor</i>		\$1,650.00

**Fountaindale Public Library District
Bills Payables Report
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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Joe Crookham				
	Mileage - Outreach Services - 8/25/22	JC102022	1-4171-10	\$63.63
	Mileage & Parking - ILA Conference - 10/18/22-10/20/22	JC102522	1-4171-10	\$141.38
		<i>Subtotal for Vendor</i>		<u>\$205.01</u>
Johnson Controls Fire Protection				
	12 Dry Exterior Sprinkler Head Replacements	89215131	1-4651-30	\$4,786.00
		<i>Subtotal for Vendor</i>		<u>\$4,786.00</u>
Joyce Arellano				
	Mileage & Parking - ILA Conference - 10/18/22-10/20/22	JA110222	1-4171-10	\$154.95
		<i>Subtotal for Vendor</i>		<u>\$154.95</u>
Karina Andrus				
	Mileage & Parking - ILA Conference - 10/18/22	KA102622	1-4171-10	\$33.75
		<i>Subtotal for Vendor</i>		<u>\$33.75</u>
Kate Thurston				
	Mileage - ILA Conference - 10/18/22-10/20/22	KT102522	1-4171-10	\$133.69
	Mileage - LACONI 9/22/22 & PIRC 10/26/22	KT102722	1-4171-10	\$19.06
		<i>Subtotal for Vendor</i>		<u>\$152.75</u>
Kellie Chase				
	Program - Sewing with Kellie Chase - 12/2/22	KC120222	1-4571-24	\$210.00
		<i>Subtotal for Vendor</i>		<u>\$210.00</u>
Koios, LLC				
	Google Paid Search Ads Grant Tier 7 - 12/29/22-12/28/23	1220	1-4256-10	\$6,777.00
		<i>Subtotal for Vendor</i>		<u>\$6,777.00</u>
Konica Minolta Business Solutions U.S.A., Inc.				
	July 2020-Oct. 2024 Contract: Maintenance - 9/1/22-9/30/22	9008890384	1-4234-14	\$39.83
	July 2020-June 2024 Contract: Overage - 9/1/22-9/30/22	9008890854	1-4234-14	\$761.40
	March Contract: Maintenance - 9/15/22-10/14/22	9008917128	1-4234-14	\$1.49
		<i>Subtotal for Vendor</i>		<u>\$802.72</u>
Konica Minolta Premier Finance				
	License Plate Sticker Printer Lease - November 2022	484778477	1-4234-14	\$15.66
	Leased Equipment - November 2022	485212971	1-4234-14	\$1,550.18
		<i>Subtotal for Vendor</i>		<u>\$1,565.84</u>

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General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Laura Didier	Mileage - Outreach Services - 10/3/22-10/28/22	LD110122	1-4171-10	\$128.79
		<i>Subtotal for Vendor</i>		\$128.79
Laura Lewis	Refund - "Let It Snow: A Novel"	LL0189	1-3310-10	\$20.00
		<i>Subtotal for Vendor</i>		\$20.00
Leah D Moon	Program - Chill Ink Drawings - 12/5/22	LDM120522	1-4573-24	\$175.00
		<i>Subtotal for Vendor</i>		\$175.00
Legend Tripping	Program - Creepy Christmas - 12/8/22	LT120822	1-4571-24	\$300.00
		<i>Subtotal for Vendor</i>		\$300.00
Literacy DuPage	Program - Conversation ESL - 11/23/22	LD112322	1-4571-24	\$100.00
	Program - Conversation ESL - 11/30/22	LD113022	1-4571-24	\$100.00
	Program - Conversation ESL - 12/7/22	LD120722	1-4571-24	\$100.00
	Program - Conversation ESL - 12/14/22	LD121422	1-4571-24	\$100.00
		<i>Subtotal for Vendor</i>		\$400.00
Lorena Y Carreno	Program - Artesanias en Espanol - 11/22/22	LYC112222	1-4571-24	\$200.00
		<i>Subtotal for Vendor</i>		\$200.00
Love on a Leash Inc.	Program - Love on a Leash Dog Therapy - 12/15/22	LL121522	1-4573-24	\$100.00
		<i>Subtotal for Vendor</i>		\$100.00
Lyngsoe Systems, Inc.	AMH Maintenance - 11/3/22	005443	1-4276-14	\$10,000.00
		<i>Subtotal for Vendor</i>		\$10,000.00
Midwest Tape	Music - Adult	502772288	1-4550-26	\$15.23
	Music - Adult	502772290	1-4550-26	\$14.48
	Music - Adult	502772297	1-4550-26	\$63.02
	Music - Adult	502772310	1-4550-26	\$97.98

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Music - Adult	502811297	1-4550-26	\$140.22
	Music - Adult	502811304	1-4550-26	\$33.98
	Music - Adult	502811308	1-4550-26	\$68.42
	Music - Adult	502844826	1-4550-26	\$172.18
	Music - Adult	502844835	1-4550-26	\$31.66
	Music - Adult	502844847	1-4550-26	\$63.92
	Music - Adult	502863592	1-4550-26	\$23.24
	Music - Adult	502882246	1-4550-26	\$59.27
	Music - Adult	502882249	1-4550-26	\$174.51
	Music - Adult	502882282	1-4550-26	\$97.98
	Music - Adult	502882286	1-4550-26	\$29.71
	Music - Adult	502904528	1-4550-26	\$35.99
	Audiobooks - Adult	502772298	1-4551-26	\$55.29
	Audiobooks - Adult	502772312	1-4551-26	\$45.29
	Audiobooks - Adult	502811283	1-4551-26	\$52.29
	Audiobooks - Adult	502811285	1-4551-26	\$45.29
	Audiobooks - Adult	502811294	1-4551-26	\$35.29
	Audiobooks - Adult	502811299	1-4551-26	\$130.87
	Audiobooks - Adult	502844822	1-4551-26	\$135.87
	Audiobooks - Adult	502844823	1-4551-26	\$55.29
	Audiobooks - Adult	502844824	1-4551-26	\$95.58
	Audiobooks - Adult	502844840	1-4551-26	\$45.29
	Audiobooks - Adult	502882244	1-4551-26	\$53.29
	Audiobooks - Adult	502882247	1-4551-26	\$90.58
	Audiobooks - Adult	502882248	1-4551-26	\$45.29
	Audiobooks - Adult	502882287	1-4551-26	\$80.58
	Audiobooks - Adult	502844856	1-4551-29	\$55.29
	Audiobooks - Adult	502844858	1-4551-29	\$80.58
	Audiobooks - Adult	502882311	1-4551-29	\$40.29
	Music - Juvenile	502772285	1-4554-26	\$48.09
	Music - Juvenile	502882291	1-4554-26	\$45.92
	DVD - Adult	502772286	1-4557-26	\$77.94

**Fountaindale Public Library District
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	502772287	1-4557-26	\$55.96
	DVD - Adult	502772289	1-4557-26	\$51.46
	DVD - Adult	502772294	1-4557-26	\$70.44
	DVD - Adult	502772295	1-4557-26	\$83.69
	DVD - Adult	502772296	1-4557-26	\$83.42
	DVD - Adult	502772299	1-4557-26	\$92.42
	DVD - Adult	502772300	1-4557-26	\$46.96
	DVD - Adult	502772302	1-4557-26	\$25.73
	DVD - Adult	502772303	1-4557-26	\$77.19
	DVD - Adult	502772304	1-4557-26	\$51.46
	DVD - Adult	502772306	1-4557-26	\$59.19
	DVD - Adult	502772307	1-4557-26	\$40.96
	DVD - Adult	502772308	1-4557-26	\$78.69
	DVD - Adult	502772313	1-4557-26	\$43.14
	DVD - Adult	502772314	1-4557-26	\$40.96
	DVD - Adult	502772317	1-4557-26	\$42.08
	DVD - Adult	502772318	1-4557-26	\$91.38
	DVD - Adult	502772319	1-4557-26	\$144.64
	DVD - Adult	502772320	1-4557-26	\$98.32
	DVD - Adult	502809575	1-4557-26	\$78.17
	DVD - Adult	502809576	1-4557-26	\$274.95
	DVD - Adult	502809577	1-4557-26	\$177.86
	DVD - Adult	502809579	1-4557-26	\$345.59
	DVD - Adult	502811280	1-4557-26	\$30.23
	DVD - Adult	502811281	1-4557-26	\$99.90
	DVD - Adult	502811282	1-4557-26	\$81.17
	DVD - Adult	502811284	1-4557-26	\$36.46
	DVD - Adult	502811286	1-4557-26	\$221.15
	DVD - Adult	502811287	1-4557-26	\$77.44
	DVD - Adult	502811288	1-4557-26	\$101.94
	DVD - Adult	502811289	1-4557-26	\$98.65
	DVD - Adult	502811290	1-4557-26	\$98.65

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	502811291	1-4557-26	\$282.75
	DVD - Adult	502811292	1-4557-26	\$493.83
	DVD - Adult	502811293	1-4557-26	\$81.69
	DVD - Adult	502811295	1-4557-26	\$47.94
	DVD - Adult	502811296	1-4557-26	\$86.19
	DVD - Adult	502811300	1-4557-26	\$43.22
	DVD - Adult	502811301	1-4557-26	\$139.90
	DVD - Adult	502811302	1-4557-26	\$42.47
	DVD - Adult	502811303	1-4557-26	\$98.65
	DVD - Adult	502811305	1-4557-26	\$25.73
	DVD - Adult	502811306	1-4557-26	\$77.19
	DVD - Adult	502811307	1-4557-26	\$127.38
	DVD - Adult	502811310	1-4557-26	\$19.73
	DVD - Adult	502811319	1-4557-26	\$35.33
	DVD - Adult	502811320	1-4557-26	\$62.66
	DVD - Adult	502811321	1-4557-26	\$29.33
	DVD - Adult	502838319	1-4557-26	\$165.86
	DVD - Adult	502844820	1-4557-26	\$52.21
	DVD - Adult	502844821	1-4557-26	\$137.13
	DVD - Adult	502844828	1-4557-26	\$37.96
	DVD - Adult	502844830	1-4557-26	\$174.85
	DVD - Adult	502844831	1-4557-26	\$174.85
	DVD - Adult	502844833	1-4557-26	\$42.46
	DVD - Adult	502844834	1-4557-26	\$124.88
	DVD - Adult	502844836	1-4557-26	\$196.84
	DVD - Adult	502844837	1-4557-26	\$151.15
	DVD - Adult	502844838	1-4557-26	\$139.90
	DVD - Adult	502844839	1-4557-26	\$151.15
	DVD - Adult	502844841	1-4557-26	\$25.73
	DVD - Adult	502844850	1-4557-26	\$174.85
	DVD - Adult	502844851	1-4557-26	\$174.85
	DVD - Adult	502844852	1-4557-26	\$41.72

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	502844853	1-4557-26	\$18.98
	DVD - Adult	502844866	1-4557-26	\$169.15
	DVD - Adult	502844867	1-4557-26	\$62.91
	DVD - Adult	502844868	1-4557-26	\$31.08
	DVD - Adult	502844869	1-4557-26	\$82.91
	DVD - Adult	502844870	1-4557-26	\$72.99
	DVD - Adult	502882283	1-4557-26	\$273.32
	DVD - Adult	502882284	1-4557-26	\$23.48
	DVD - Adult	502882285	1-4557-26	\$70.44
	DVD - Adult	502882289	1-4557-26	\$37.97
	DVD - Adult	502882290	1-4557-26	\$189.80
	DVD - Adult	502882292	1-4557-26	\$169.90
	DVD - Adult	502882293	1-4557-26	\$36.98
	DVD - Adult	502882294	1-4557-26	\$169.90
	DVD - Adult	502882295	1-4557-26	\$36.98
	DVD - Adult	502882296	1-4557-26	\$139.90
	DVD - Adult	502882297	1-4557-26	\$139.90
	DVD - Adult	502882298	1-4557-26	\$417.68
	DVD - Adult	502882299	1-4557-26	\$422.99
	DVD - Adult	502882302	1-4557-26	\$249.80
	DVD - Adult	502882303	1-4557-26	\$321.05
	DVD - Adult	502882304	1-4557-26	\$53.29
	DVD - Adult	502882305	1-4557-26	\$25.73
	DVD - Adult	502882306	1-4557-26	\$111.92
	DVD - Adult	502882307	1-4557-26	\$237.86
	DVD - Adult	502882315	1-4557-26	\$117.37
	DVD - Adult	502882316	1-4557-26	\$26.33
	DVD - Adult	502882317	1-4557-26	\$84.16
	DVD - Adult	502882318	1-4557-26	\$62.16
	DVD - Adult	502882319	1-4557-26	\$35.81
	DVD - Adult	502882320	1-4557-26	\$34.73
	DVD - Adult	502811316	1-4557-29	\$46.96

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	502811317	1-4557-29	\$27.98
	DVD - Adult	502844854	1-4557-29	\$27.23
	DVD - Adult	502844857	1-4557-29	\$43.96
	DVD - Adult	502844860	1-4557-29	\$27.23
	DVD - Adult	502844861	1-4557-29	\$19.83
	DVD - Adult	502844862	1-4557-29	\$27.98
	DVD - Adult	502844865	1-4557-29	\$27.23
	DVD - Adult	502882308	1-4557-29	\$43.21
	DVD - Adult	502882312	1-4557-29	\$27.98
	DVD - Adult	502882313	1-4557-29	\$77.94
	DVD - Juvenile	502772291	1-4558-26	\$63.92
	DVD - Juvenile	502772293	1-4558-26	\$15.98
	DVD - Juvenile	502772301	1-4558-26	\$164.36
	DVD - Juvenile	502772305	1-4558-26	\$19.73
	DVD - Juvenile	502772309	1-4558-26	\$39.46
	DVD - Juvenile	502809578	1-4558-26	\$56.42
	DVD - Juvenile	502811309	1-4558-26	\$210.24
	DVD - Juvenile	502811311	1-4558-26	\$55.96
	DVD - Juvenile	502811312	1-4558-26	\$33.98
	DVD - Juvenile	502811313	1-4558-26	\$83.94
	DVD - Juvenile	502811314	1-4558-26	\$67.96
	DVD - Juvenile	502844825	1-4558-26	\$378.09
	DVD - Juvenile	502844829	1-4558-26	\$39.46
	DVD - Juvenile	502844832	1-4558-26	\$82.67
	DVD - Juvenile	502844842	1-4558-26	\$51.94
	DVD - Juvenile	502844843	1-4558-26	\$118.38
	DVD - Juvenile	502844844	1-4558-26	\$51.94
	DVD - Juvenile	502844845	1-4558-26	\$47.94
	DVD - Juvenile	502844846	1-4558-26	\$68.19
	DVD - Juvenile	502844848	1-4558-26	\$59.19
	DVD - Juvenile	502844849	1-4558-26	\$125.16
	DVD - Juvenile	502882245	1-4558-26	\$70.44

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Juvenile	502882280	1-4558-26	\$46.96
	DVD - Juvenile	502882281	1-4558-26	\$177.65
	DVD - Juvenile	502882288	1-4558-26	\$80.65
	DVD - Juvenile	502772315	1-4558-29	\$31.96
	DVD - Juvenile	502772316	1-4558-29	\$19.73
	DVD - Juvenile	502811315	1-4558-29	\$12.23
	DVD - Juvenile	502811318	1-4558-29	\$27.98
	DVD - Juvenile	502844855	1-4558-29	\$53.19
	DVD - Juvenile	502844859	1-4558-29	\$19.73
	DVD - Juvenile	502844863	1-4558-29	\$98.63
	DVD - Juvenile	502844864	1-4558-29	\$19.73
	DVD - Juvenile	502882309	1-4558-29	\$18.98
	DVD - Juvenile	502882310	1-4558-29	\$19.73
	DVD - Juvenile	502882314	1-4558-29	\$15.98
		<i>Subtotal for Vendor</i>		\$15,970.10
Morningstar Inc.				
	Investment Center Renewal - 1/1/23-1/1/24	1-2023	1-4521-26	\$4,286.00
		<i>Subtotal for Vendor</i>		\$4,286.00
Nancy Korczak				
	Mileage & Parking - ILA Conference - 10/19/22-10/20/22	NK102522	1-4171-10	\$155.73
		<i>Subtotal for Vendor</i>		\$155.73
Natasha Lehrer Lewis Art				
	Program - Felted Mushrooms - 12/14/22	NLLA121422	1-4573-24	\$275.00
		<i>Subtotal for Vendor</i>		\$275.00
Pace Systems, Inc.				
	CCTV Platinum Warranty Renewal 2023	212911	1-4392-30	\$5,865.00
		<i>Subtotal for Vendor</i>		\$5,865.00
Patron Point, Inc.				
	Verify Transaction Fees - 7/1/22-9/31/22	1735	1-4256-10	\$353.40
		<i>Subtotal for Vendor</i>		\$353.40
Peerless Network, Inc.				
	Telephone & Internet - 10/15/22-11/14/22	567086	1-4312-14	\$1,179.21

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Telephone & Internet - 10/15/22-11/14/22	567086	1-4314-14	\$1,968.00
		<i>Subtotal for Vendor</i>		<u>\$3,147.21</u>
Penworthy Company				
	Realia - Juvenile STEAMboxes	0585336-IN	1-4569-26	\$1,117.94
		<i>Subtotal for Vendor</i>		<u>\$1,117.94</u>
PeopleFacts				
	New Hire Background Checks - October 2022	33754-102022	1-4253-10	\$33.44
		<i>Subtotal for Vendor</i>		<u>\$33.44</u>
Rainmakers Irrigation				
	2022 Fall Irrigation Turn-off	100622-140	1-4392-30	\$775.00
		<i>Subtotal for Vendor</i>		<u>\$775.00</u>
Record Information Services, Inc.				
	Public Record Display Subscription - 1/1/23-12/31/23	52441	1-4521-26	\$698.00
		<i>Subtotal for Vendor</i>		<u>\$698.00</u>
Ronald Goldie				
	Program - Dungeons & Dragons - 12/8/22	RG120822	1-4573-24	\$100.00
		<i>Subtotal for Vendor</i>		<u>\$100.00</u>
Sebert Landscaping Inc.				
	Lawn Maintenance - November 2022	248107	1-4392-30	\$1,643.20
		<i>Subtotal for Vendor</i>		<u>\$1,643.20</u>
Susan K Maddox				
	Program - Cooking Demo with Chef Maddox - 12/13/22	SKM121322	1-4571-24	\$350.00
		<i>Subtotal for Vendor</i>		<u>\$350.00</u>
Tana Petrov				
	Mileage - ILA Conference - 10/18/22	TP102522	1-4171-10	\$45.75
		<i>Subtotal for Vendor</i>		<u>\$45.75</u>
Todd Bremner				
	Program - Working with Models - 10/12/22	TB101222	1-4571-27	\$150.00
		<i>Subtotal for Vendor</i>		<u>\$150.00</u>
Trane U.S. Inc.				
	Circuit 2 Chiller 1 Compressor Replacement	313026788	1-4651-30	\$17,879.00
		<i>Subtotal for Vendor</i>		<u>\$17,879.00</u>

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Tressler LLP				
	Legal Expense - Attorney: Promenade Tax Appeal	454948	1-4241-10	\$2,079.00
	Legal Expense - Attorney: October 2022	454951	1-4241-10	\$483.00
	Legal Expense - Attorney: Board of Review Hearings	454955	1-4241-10	\$1,617.00
	Legal Expense - Attorney: 2022 Tax Appeals	454958	1-4241-10	\$2,100.00
		<i>Subtotal for Vendor</i>		\$6,279.00
ULINE				
	Corrugated Pads	154851222	1-4353-24	\$115.70
	Long Corrugated Boxes	155132544	1-4353-24	\$89.69
		<i>Subtotal for Vendor</i>		\$205.39
Unique Management Services, Inc.				
	Collection Expense - October 2022	6106335	1-4245-10	\$325.05
		<i>Subtotal for Vendor</i>		\$325.05
Vanguard Energy Services, LLC				
	Gas Service - 10/1/22-10/31/22	G404408110822	1-4322-30	\$1,796.79
		<i>Subtotal for Vendor</i>		\$1,796.79
Verizon Wireless				
	Telephone - 9/17/22-10/16/22	9918401702	1-4311-14	\$539.81
		<i>Subtotal for Vendor</i>		\$539.81
Warehouse Direct				
	Vendors Report 5 Inch 3-Ring Binder	5364264-0	1-4351-10	\$18.27
	District Restock - October 2022	5364270-0	1-4351-10	\$559.15
	Plates, Napkins, Forks & Bottled Water Program Supplies	5353221-0	1-4353-24	\$443.32
	New Hire Staff Apparel	5351110-0	1-4711-10	\$216.55
		<i>Subtotal for Vendor</i>		\$1,237.29
WhoFi				
	Library License - 11/1/22-10/31/23	2630	1-4631-14	\$995.00
		<i>Subtotal for Vendor</i>		\$995.00
Yara Olascoaga				
	Refund - "La Hermosa Senora Nuestra Senora de Guadalupe"	YO7167	1-3310-10	\$15.95
		<i>Subtotal for Vendor</i>		\$15.95
Yesenia Arteaga				

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

General Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Refund - "Josh's Halloween Pumpkin"	YA2519-01	1-3310-10	\$7.00
	Refund - "Kidz Bop Party Playlist!"	YA2519-02	1-3310-10	\$9.89
	Refund - "Space Jam: A New Legacy"	YA2519-03	1-3310-10	\$26.24
		<i>Subtotal for Vendor</i>		<u>\$43.13</u>
Zoobean, Inc.				
	Beanstack Premium Service - 11/22/22-11/21/23	27214	1-4631-14	\$2,525.00
		<i>Subtotal for Vendor</i>		<u>\$2,525.00</u>
			Totals for Fund 1	<u>\$247,418.09</u>

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

Audit Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Lauterbach & Amen, LLP	Audit - FY 2022 - Actuarial Report	70383	2-4251-10	\$2,760.00
		<i>Subtotal for Vendor</i>		<u>\$2,760.00</u>
			Totals for Fund 2	<u>\$2,760.00</u>

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

Maintenance Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
ABCO Electrical Construction & Design LLC				
	Studio Workroom Quad Electrical & Conduit Removal - 9/19/22	14993	8-4211-30	\$700.00
		<i>Subtotal for Vendor</i>		<u>\$700.00</u>
Amazon				
	District Restock - Sept. 2022	A58-2223	8-4357-30	\$80.48
		<i>Subtotal for Vendor</i>		<u>\$80.48</u>
Best Quality Cleaning, Inc.				
	Special Cleaning - Meeting Room A - 10/7/22	43323	8-4211-30	\$75.00
	Special Cleaning - Children's Department - 10/12/22	43324	8-4211-30	\$75.00
	Special Cleaning - 1st FI Mens Washroom - 10/19/22	43650	8-4211-30	\$75.00
	Special Cleaning - Meeting Room C - 10/23/22	43651	8-4211-30	\$75.00
	Cleaning Service - November 2022	43496	8-4215-30	\$8,980.00
	Saturday Day Porter - November 2022	43576	8-4215-30	\$475.00
	Treated Dust Cloths	73675	8-4357-30	\$156.00
		<i>Subtotal for Vendor</i>		<u>\$9,911.00</u>
Boilersource				
	Boiler #2 Aerco Ignition/Stepper Board	83115	8-4211-30	\$1,906.92
		<i>Subtotal for Vendor</i>		<u>\$1,906.92</u>
Calumet Decorating Services, Inc.				
	Patch & Paint Various Library Walls - 9/21/22	24230	8-4211-30	\$4,773.00
		<i>Subtotal for Vendor</i>		<u>\$4,773.00</u>
Cintas Corporation				
	First Aid Restock - 10/26/22	8405940185	8-4215-30	\$457.27
		<i>Subtotal for Vendor</i>		<u>\$457.27</u>
Cintas Corporation #344				
	Weekly Mat Service - 9/8/22	4130827778	8-4215-30	\$31.94
	Weekly Mat Service - 10/13/22	4134277640	8-4215-30	\$31.94
	Weekly Mat Service - 10/20/22	4134971031	8-4215-30	\$31.94
	Weekly Mat Service - 10/27/22	4135652279	8-4215-30	\$31.94
	Weekly Mat Service - 11/3/22	4136386142	8-4215-30	\$31.94
		<i>Subtotal for Vendor</i>		<u>\$159.70</u>
Corporate Artworks, Ltd.				

**Fountaindale Public Library District
Bills Payables Report
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Maintenance Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Board Member Picture & Name Plate	1135	8-4211-30	\$255.00
		<i>Subtotal for Vendor</i>		\$255.00
Filter Services Inc.				
	Various Size Building Filters	INV315744	8-4357-30	\$716.00
		<i>Subtotal for Vendor</i>		\$716.00
First Bankcard				
	Acoustimac - Studio Acoustic Fabric Paneling Samples	P7810-NOV22	8-4211-30	\$8.53
	Costco - Staff Lounge Toaster Oven Air Fryer	N5218-NOV22	8-4357-30	\$165.71
		<i>Subtotal for Vendor</i>		\$174.24
Flood Bros Disposal Co				
	Garbage & Recycling - October 2022	6407492	8-4215-30	\$326.00
		<i>Subtotal for Vendor</i>		\$326.00
Grainger				
	Dimmable Fluorescent Ballasts	9493479670	8-4357-30	\$640.67
	Dimmable Fluorescent Ballasts	9493939145	8-4357-30	\$919.38
		<i>Subtotal for Vendor</i>		\$1,560.05
Intrinsic Landscaping, Inc.				
	Green Roof Maintenance - October 2022	22-0594	8-4215-30	\$672.94
		<i>Subtotal for Vendor</i>		\$672.94
Kawamoto Inc				
	Quiet Reading Room Lift Chain Shades Replacement	9410	8-4211-30	\$250.00
		<i>Subtotal for Vendor</i>		\$250.00
Pace Systems, Inc.				
	Storytime Room AV System Repair	212888	8-4211-30	\$1,624.00
		<i>Subtotal for Vendor</i>		\$1,624.00
Plunkett's				
	Monthly Pest Control - October 2022	7776322	8-4215-30	\$112.00
		<i>Subtotal for Vendor</i>		\$112.00
Quench USA, Inc.				
	3rd Floor Cooler Rental - 11/1/22-10/31/22	INV04472818	8-4215-30	\$528.00
	3 Cooler Rentals - 11/1/22-10/31/23	INV04481952	8-4215-30	\$1,584.00
		<i>Subtotal for Vendor</i>		\$2,112.00

**Fountaindale Public Library District
Bills Payables Report
November 17, 2022**

Maintenance Fund

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Superior Service Solutions, Inc.	Power Wash Entrance & Dumpster Areas	5329	8-4215-30	\$1,288.00
		<i>Subtotal for Vendor</i>		<u>\$1,288.00</u>
ULINE	Carpet Protection Tape	155152981	8-4357-30	\$321.12
		<i>Subtotal for Vendor</i>		<u>\$321.12</u>
Warehouse Direct	Building Restock - October 2022	5359013-0	8-4357-30	\$2,668.86
	District Restock - October 2022	5364270-0	8-4357-30	\$290.76
		<i>Subtotal for Vendor</i>		<u>\$2,959.62</u>
			Totals for Fund 8	<u>\$30,359.34</u>
			Grand Total	<u>\$280,537.43</u>



 Jennie Nguyen/Finance Manager

October 2022 Monthly Board Report
Paul Mills

Director

Early Voting and Vote By Mail Drop Box

Early Voting in our library concluded on Monday, November 7th at 7 PM. The last person in line at 7 PM reached the polls around 8:15 PM. Debra Dudek once again served as the last person in line for us – a tradition for us!

5,424 early voters came to our library. This makes us the second most popular early voting site in Will County (Naperville Public Library's 95th Street Branch was the most popular). Will County had 43,819 early voters in total.

On Tuesday, November 8th we helped many patrons (well over 400) find their polling places. At one point we had four staff members (including Nancy and myself) in the lobby looking up polling place information.

ILA (Illinois Library Association) Conference

ILA's annual conference returned in person this year, and it was good to see everyone. As a member of the Board, I spent time in the exhibit hall to thank our conference sponsors for their attendance and see that the exhibit hall was meeting their expectations. It was also a great opportunity to catch up with vendors and partners in person.

The sessions were good. In particular, I enjoyed the session about patron privacy and the session about the 1st Amendment and Libraries. The former is working on a tool that libraries may use to assess their privacy practices, and the latter was informative on the latest court cases and interpretations regarding the 1st Amendment.

ALA (American Library Association) Update

I serve as ILA's Chapter Councilor to the American Library Association, and I have been participating in multiple meetings about re-organizing ALA's governance since I was elected.

As a quick recap, back in June ALA Council (the governing body for ALA) voted to rescind ALA's Constitution and tasked Committee on Constitution and Bylaws to create a new set of Bylaws that would replace both the constitution and the current set of Bylaws. The 2nd draft was just released for public comment. It is anticipated that there will be two more draft versions of the Bylaws. There will be a Bylaws Convention at LLX in January 2023 to put the finishing touches on the Bylaws for Council consideration. Assuming the Council votes yes, the entire ALA membership will be invited to vote on the rescission (I just learned that word!) of the ALA Constitution and the new Bylaws on the Spring 2023 ballot.

PLC (Pinnacle Library Cooperative) Commercial

Thanks to a grant from RAILS (Reaching Across Illinois Library System), PLC has produced a commercial that will be shown across multiple cable channels and websites starting November 3rd through January 3rd. As PLC shares an eBook platform, we decided to highlight this service for our inaugural commercial. Here is a link to it –

<https://www.youtube.com/watch?v=dskqtlMT4Y>

Deputy Director (Nancy Korczak)

During the month of October I had the opportunity to attend the annual ILA conference in person. This was a great opportunity to attend some great programs, catch up with colleagues, and network. I was happy to speak with some of our vendors to finalize some database renewals and explore some new options for our library.

At the end of October, the library once again hosted Early Voting and it was great to see how many community members stop by to vote and discover services at the library that they didn't know about. Our staff gave information and answer many questions about license plate sticker renewals, Museum passes, and many of our other services. We also had some patrons getting library cards or updating their expired cards, overall we had great engagement with the community.

From Tana Petrov's report

Outreach Services

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

- Attended the following community events: Camp Fire Fall Into Nature and Special Recreation Event at Annerino Community Center
- Provided programming with the outreach vehicles, such as Halloween Storytime at Champions Park and Smiles on the Bookmobile
- Visited the community with the Bookmobile and Library Express Van bringing holds and giveaway, and promoting library events and resources
- Provided storytimes at Bolingbrook Historical Museum, IKEA, Wholey Granolly, as well as at local day-care centers
- Worked on Student Success library cards, along with ILS Manager, Matt, and Circulation Services staff

Services for Seniors

- **Atria at River Trail**
 - Book club for residents
 - Melissa met with the Life Enrichment Director at Atria to discuss programming for residents. Melissa will be visiting and providing programs once a month starting in November.

- **Encore Memory Care Program**

From Melissa's report: *On 10/26, I did programming for the Encore residents. We talked about Halloween and some of our favorite costumes we dressed up as. I read Edgar Allen Poe's The Raven. I asked them a few trivia questions related to the month of October. We then made some Halloween crafts.*

- **Meadowbrook Manor**

From Joe's report: *Melissa and I made the 2nd visit to MeadowBrook Manor since the pandemic. This is still a relatively new stop for our department and we were quite busy taking requests and creating cards. Most of them are really happy to see us and are super appreciative that we've resumed our visits to their facility. Not only did we create multiple library cards for the residents, but we also had numerous check-outs as well. Many of the residents got really excited to receive library cards and immediately put them to good use! I'm glad to see that the new stop has been well-attended and productive for the residents. It gives me great job fulfillment to bring a smile to the residents and to let them know that we are there for them. It's nice to know that the residents want us to be there and to see them browse our materials for the full time that we are there. Many of the residents do make requests and check materials out, but some of them just enjoy having a good conversation with Outreach staff.*

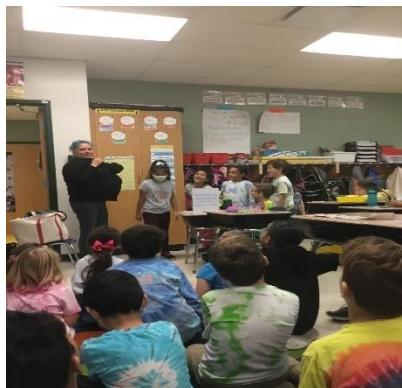
Programs/Storytimes Presented/ Activities(From Laura's report:)

- Presented 26 monthly storytimes to my regular 13 preschools & schools (including first time visits to Furqaan 3rd-5th grades) as well as at the Museum, IKEA and Wholey Granoly
- Provided drop-in storytime for Campfire Octoberfest
- Confirmed new visits to upper elementary classes at Furqaan Academy (3rd – 5th grades, 2nd Tue, 12:30pm: Oct 11, *Nov 7 (Mon), *Dec 14 (Wed), *Jan 10 (start at 1pm), Feb 14, Mar 14, Apr 11, May 9); passed along new principal contact info
- Proposed a School Literacy Project for MCMA and Furqaan's elementary classes: create a puppet show script (by class or individual) and then perform the puppet shows at my following visit using puppet pairs checked out to the schools/classes. Reviewed and submitted small incentive prizes to purchase; placed order with Tana. So far, Heather from MCMA and all 3 teachers at Furqaan have signed on...
- Proposed a presentation of "Spicing Up Storytime" with Melissa at The Illinois Youth Services Institute (IYSI) March 2023 conference (program proposals are due Nov 4); filled out program proposal with Melissa to submit for review by Tana before submitting application by Nov 4 deadline; will begin to work on program outline.

Services for Schools

- **Booktalks with Mrs. C**

From Cindy's report: *Had a great month at the schools presenting booktalks. Featured "scary" books and a few of the Bluestem and Monarchs. Also did Fat Cat as a puppet show.*



Outreach Events

Oct 8 Special Recreation Event (265 attendees)



From Joe's report: *Tana and I brought the Bookmobile to the Celebration of Special Recreation held at the Annerino Center. It was a gorgeous Fall day and the event was well-attended. In addition to the Bookmobile, we also set-up a table with a display and all kinds of cool Fountaindale giveaways. Besides the sports activities, the Bookmobile and therapy horse turned-out to be the most popular stops! Not only did we make a lot of families happy with our giveaways, but we also had multiple check-outs on the Bookmobile. Many of the attendees who visited the Bookmobile expressed how impressed they were with the vehicle and how grateful they were for us to be at the event. One parent commented to me, "I think it's a great thing that the Park District is holding this event for people with special needs. It's an event where they can get together and be themselves without worrying about what other people think. I'm so happy to see that the Bookmobile is here too!"*

Oct 22 Camp Fire Fall Fest (115 attendees)

From Melissa's report: *On 10/22, Laura, Sarah and I attended an event called Camp Fire Fall Into Nature. Laura provided the families with a storytime. Sarah and I brought a variety of giveaways that were a hit. We received lots of nice compliments about our library.*



Oct 28 Halloween Storytime at Central Park (62 attendees)

From Melissa's report: *On 10/28, I did a Halloween storytime at Champions Park. We had a great turnout! I read a variety of Halloween books, shared some fun Halloween jokes and we danced to some Halloween tunes. Afterwards, we handed out some crafts and treat bags. Several families approached me and said that I did a great job with the storytime and that they enjoyed themselves.*

Volunteer Hours

In October, five (5) adult volunteers assisted CSD with various projects and programs for a total of ten(10) hours. In addition, Tana received applications from six (6) potential adult volunteers.

Vehicles Maintenance

From Joe's report: *During the month of October, I performed routine maintenance inspections of the vehicles, topped-off fluid levels, and lubricated movable parts where required. I also updated the department's fluid inventory list to reflect an accurate count after an inspection of the department's stock of fluids and other vehicle materials.*

From Jack Gonzalez's report

Studio 300

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

- 561 patrons actively **used** our lab.
 - **4** were Non-District Users.
- 2320 items were **checked out**
 - **111** of that total circulated out of the lab.
- 45 patrons **attended** our programs.
 - Total programming hours came to **10**
- 45 patrons **completed** our online classes:
 - **20** Orientation
 - **25** Maker Training



The Studio prepared for the Halloween season in October by creating maker space projects that celebrated the season. 3D printing was the most used maker space machine, while our Audio equipment was the most used for our Digital Media Lab. The Studio got the new policy changes approved and are now finishing up the procedure updates to reflect the changes. Lastly, Gabriel left in October, and we have been searching for a new team member.

Justin

For October, with the help of Melissa Bradley, Justin created a Facebook group for the monthly "Open Mic Night" in order to better market and update Patrons about the event. Patrick and Justin also hosted the Open Mic for October, where they were able to take photos and record videos to upload to the new Facebook group page. Justin viewed a webinar by Ryan Dowd titled Mental Illness (Part 2): Basic Introduction to Mental Illness which gave a basic overview of the major mental health condition and a special focus on schizophrenia, bipolar disorder, and personality disorders. Finally, he did his first STEAMworks program where he showed patrons how to create a Halloween tombstone decoration by using illustrator plus the Glowforge laser cutter and software.

Patrick

In October, Patrick continued his monthly meetup programs, the Fountaindale Open Mic and the Photography Club. The Open Mic had another good turnout with several performers, including a couple of first-timers. The Photography Club continues to grow in popularity, with new photographers and photo enthusiasts attending to share and critique one another's photos from the past couple of months. He also taught a class on Spookifying Photos for the Halloween season. Patrick provided several impromptu one-on-ones, including an in-person orientation, due to some issues with the Niche Academy login. He troubleshooted several maker machines, including the 3D printers and the embroidery machine. He printed several Halloween-themed 3D prints, including a Jack-o-Lantern and Frankenstein's Monster. He has been busy preparing for his upcoming Steamworks Class in November, as well as brainstorming classes and programming for Spring 2023.

Monica

Monica helped prepare and give the Teen STEAM Lab program, Monster Socks, with Randi Carreno. They learned how to make basic edits to models in Blender for 3D printing. They also researched future STEAM program ideas and prepared their 2-Hour Zine program. They also monitored and maintained the 3D printers, taking time to troubleshoot when necessary. Monica also created a passive display for the die cutter and sublimation printer on the Studio display board.

Adriana

In October, Adriana worked on a variety of programs, including working with Models taught by T. Bremner, Editing photos where Adriana taught patrons to edit the photos they took in the previous class. Film Club, where Adriana and patrons discussed the movie *Murder by Numbers*. Adriana also teamed up with Randi C. from ATSD to record and produce this month's K-Talk in which we discussed Korean folktale monsters and how they are represented in K-dramas.

Adriana took a couple days for professional development in which she attended the virtual Adobe Max conference. During this event Adriana was able to take a variety of courses that covered new techniques and tools that were recently launched with the latest October update. Adriana looks forward to developing programming around these new tools.

Adriana also attended and participated on several committees including the programming, PIC and strategic plan committees. Adriana also assisted in working on the new procedures for Studio with Jack.

Jack

In October, Jack finished his Hispanic Heritage month events with the "Cabinet of Curiosities" Patrons did a paper project of a Pan's Labyrinth scene while learning about the films and life of Guillermo Del Toro. Jack then spent the month developing and writing Studio Procedures to go along with the updated Studio Policies. The October nameless writers will be the last club meeting for 2022, and it was a great meeting where they discussed and shared resources on how to self-publish and/or submit work to a publisher. He spent some time learning DSLR cameras and photo editing with photoshop and lightroom. Finally, he downloaded some stock footage and music and refreshed himself on After Effects and Premiere Pro.

From Debra Dudek's report

Adult and Teen Services

I assisted with the set-up and implementation of our two drop-in events for the month: Stranger Things-themed Retro Night and the Day of the Dead Planter Painting Party. Our programmers asked for a second set of eyes to look over the logistics of the room, and to help meet and greet with guests. Both programs were well attended and the feedback from our patrons was very positive. The time with our patrons at the painting night was particularly helpful, as we had an opportunity to discuss our craft sessions, Aysha's book and craft nights, and the need for additional non-registration drop in craft programs. Nic took copious notes during the evening, so we will work to add new programs to our calendar in the future.

The Boardman Cemetery Halloween Open House returned to its original hours of 5-9 p.m. We had around 400 people attend this year's event to tour the site and trick-or-treat. This year we added a Día de los Muertos Ofrenda on site which included banners, lights, and flowers. It was a wonderful display, and we will have it again next year.



Randi, Teen Services Librarian TEEN PROGRAMMING OCTOBER 2022

Spooky-Themed Programming



We typically hold several spooky programs during October and this month did not disappoint! My team has been trying new things to encourage participation in our events and activities. We have coloring sheets out all year round in the Vortex maker cart and it has been very popular this school year. To capitalize on this, I printed out several **fall and Halloween-themed coloring sheets** from one of my new favorite resources, iheartcraftythings.com. This was really popular. Hayley commented that we had a table full of teens coloring at various times throughout the month. I refilled our display at least three times.

Leah Moon was back again for another art/painting class. This month, she helped our teens create **Spooky Mixed Media Paintings** using printed images, small, decorative cameo frames, paint and hot glue. As always, the teens enjoyed the class and created some truly wonderful artwork.

Studio 300's Monica and I had a great time introducing the sublimation printer in our **STEAM Lab: Monster Sock** program. Teens were able to design and create custom socks using the sublimation printer. Monica prepped for the class by finding a few themed images and creating some examples to show to the group. For those who wanted to find their own



images, Monica provided instruction while I worked with the heat press. The results were amazing and most teens walked away with at least two pairs of custom socks.

And last but not least, we brought back our ever popular **Pumpkin Decorating Contest**. For the contest, teens are able to pick up a craft pumpkin to decorate here or at home. Andrea held a special program where teens could decorate their pumpkin using library supplies. We gave out 35 pumpkins and got 20 creatively decorated pumpkins back. The pumpkins went on display in the Vortex. Staff and patrons were tasked to vote for their favorite entry. Alyssa H., Grade 10, won the contest and a \$15 Target gift card for her delicious pumpkin burger. Check out a picture of the winner and some of our other favorite entries!



Reader's Advisory

In last month's report, I mentioned that my team started working on a couple of reader's advisory projects, specifically book bundles and an RA flip menu. Hayley spoke with Children's staff to talk about how they present and promote their book bundles. She has a lot of great ideas so we are moving forward with these for December. We will be purchasing bags and using other supplies we have on hand to complete the project. We received the flip menu so Hayley and Andrea will be working on creating lists using LibraryAware. We already have a template so we just need to narrow down our topics. We will be creating middle grade and teen book lists for this project.

The Great Reading Race

I have completed several tasks this month associated with the Great Reading Race.

- As mentioned above, I awarded Great Reading Race level prizes when we visited Jane Addams this month. I also scheduled a special visit to Humphrey on October 13 to do the same. I helped 195 students at Humphrey collect their vouchers from Portillo's and Andy's Frozen Custard and Fountaindale water bottles. Several teens were really impressed with the water bottles and filled them up right away. I helped at least 60 students at Jane Addams collect the same prizes. I will be doing the same at all three middle schools in November. This time I will also be awarding the weekly book prizes and the grand prizes for the students, teachers and the schools.

- Throughout the program, I work closely with the middle school librarians to promote the program. I also try to send weekly updates to let them know the number of students reading and the minutes read. Alan Holtz from Brooks Middle School asked for help increasing registration and participation from his students. I offered to go to their school to assist with registration, resetting pins and answer questions. I ended up visiting their school on Monday, October 17 and Thursday, October 20. I visited 11 different classrooms on October 17 and assisted with five more classes on October 20—roughly about 250 students throughout two days. I always offer to do this so I am happy that I could get into one of the schools before the Great Reading Race ended. Alan and I tentatively made plans to do the same next year at the start of the program.
- The Great Reading Race ended on October 24. In total, 1803 students registered. Of those 1803 students, 1389 students read and logged 580,375 minutes. Hubert H. Humphrey Middle School has won the 2022 Great Reading Race.

First Place: Book Collection (35 books)

Hubert H. Humphrey Middle School
 Registered Students: 538
 Participating Students: 470
 Minutes: 288,873

Career Online High School:

Currently Enrolled: 3
 Currently Enrolled 30 Day Probation: 0
 Currently Enrolled Completed 30 Day Probation: 0
 Students 75% Through Program: 2
 Graduate: 29

Programming:

From Nic's Report

Chicagoland's Most Haunted (10-5)

Attendees:30

We had Tony Szabelski, who is both a tour guide for Chicago hauntings as well as a paranormal investigator, present 5 specific cases of hauntings that were both very famous (Resurrection Mary) and ones that him and his team had investigated on their own (The Congress Hotel).

The patrons who had attended were very excited to hear about some of the different stories, folklore, and history of these locations and spirits. Tony also brought with him some of his paranormal investigation equipment such as an e-meter, which measures electromagnetic fields and dowsing rods. The head count for the attendees, which also included other paranormal investigators that were outside the district, was a really good showing for one of our in person events. But while I can present that particular statistic as a good showing, it does come with a caveat.

Librarian Highlight Aysha

Display Meeting: I met with Collection Services to map out display ideas for January through April. We're going to coordinate displays with programs and other events.

Book Clubs:

Chills and Thrills: *The Cellist* by Daniel Silva. 5 attended.

Coffee & Conversation: *All Her Little Secrets* by Wanda Morris. 9 attended.

Mysteries, Thriller and Crafts, Oh My! Jack-O-Lantern String Art: 9 attended. Patrons checked out 2 books. One patron commented that she was really interested in the books! My selections were thrillers this month. I want to expand the registrations from 12 to 20 in the spring. I'm planning out the crafts for winter and spring.



Librarian Highlight Jay

Programs

- **20s/30s Board Game Night (10/10):** This was a test session to see if there was any demand. I know a previous staff member had run a similar program, Young & Geeky, which had a good attendance for a while. We had 4 people attend and were able to get a good game of *Betrayal at House on the Hill, 2nd Edition*. My character was killed shortly after the “haunting” began, but everyone else had a wonderful time. I have scheduled this again as a monthly event for our upcoming Spring 2023 Quarter (March, April, May). Eventually I would like to work with a local bar to host an external board game night, but if I can cultivate a current group in the library this will be much easier to start.



- **Toastmasters (10/31):** We had a **wicked** meeting this day (it was the word of the day). We were down a lot of people and only had 5 in attendance, with our speaker for the day over Zoom. The chamber event's coordinator suggested the officers meet eventually to discuss recruitment options, most likely during the December break. The OWL camera has been a big help in making that possible, though I do wish more people used the option.

Specialist Highlight Audrey Mudroch

October was a fun and busy month! The Fall Fandom Fest, the great reading race, and the teen pumpkin decorating contest offered a wide variety of activities for patrons to participate in. Plus, early voting began on October 24, which I had many patrons asking for information about.

I registered for Leap for Circulation and SimplyReports workshops, but I haven't had time to take the classes yet. I believe it doesn't hurt to gain more knowledge in different areas that may help me in my position. Also, It's official, I finally received my notary supplies. Can't wait to start doing notaries to familiarize myself with the documents, steps and procedures.

Book Art (10/13)

20 Attendees

Maryanne and her daughter Zoey led an amazing Book Art class! Prior to the class, she asked if I had any discarded books that we could donate from the library that would help the class. With the help of Nancy, we were able to get a lot of books, which allowed for more seats in the class. After I added the waitlist, there were a few cancellations and no shows, but it ended up being a full house of 20 attendees.



Specialist Highlight Jason

This month, I noticed an influx of newer patrons, probably brought over from early voting. While I didn't have as much time to show them around the 3rd floor offerings as I'd like in most cases, one patron happened to come by just as I was getting ready for an off-desk half hour. I gave her a tour of the floor- she was particularly fascinated with the local history room, so we spent a few minutes in there going over the offerings, as well as a brief introduction to

our Genealogy databases. Following this, I gave her a catalog and some of the database cards for ones that sounded like they'd be of interest to her and her family. This was a real stand out pleasant encounter, and I bet this patron and her family will be making great use of our services.

From Joyce Arellano's report

Children's Services

Monthly Overview of Children's Services:

Children's Services continued our series of programs celebrating Hispanic Heritage Month, with a special guest performer and loads of amazing crafts. We also welcomed the



Bolingbrook Fire Department and hosted a car seat check in the parking lot. Our Storytimes are seeing a much higher attendance this month, and some grownups commented how much they appreciate the number of storytime options our library offers. On Halloween, our littlest patrons dressed up for Storytime and showed us their creative costumes! We are very proud to have our first Show and Tell exhibit in a very long time, from our young friend, Conner's "Museum" of Take-it Make-it Crafts.

PROGRAMMING

CHILD CAR SEAT SAFETY CHECK WITH BOLINGBROOK FIRE DEPARTMENT (15 seats)

"The fire department arrived promptly at 8:45 a.m. and set themselves up in the blocked off area of the parking lot. [The event was planned quickly and] very little promotion was done on this program, but they still checked 15 seats. [Matt] Trnka mentioned coming back for another seat check event next year. We plan to get in contact with each other again in the new calendar year." *Christina M.*

ESTUDIO DE MANUALIDADES (25 attendees)

"I prepared 13 individual kits that were ready to assemble during the program. Because of the complexity of the project I also provided bilingual written instructions. Before the program I demonstrated how to make the box to the two volunteers. The volunteers also helped me set up the table, clean up and assisted the participants. The children and the caregivers enjoyed making the craft and used their imagination to decorate. One mom said that she likes these programs at the library because it's her special time when she can give one of her four children undivided attention and spend time together. Our programs do have a positive impact on our patrons' lives in ways we can't imagine. They heal people, they bond families, they help children grow emotionally stronger." *Andreea D.*





MINI MAKER CART

Inspired by the Vortex Maker Cart, we decided to try a mini version in CSD. A big thank you to Randi for her insight and advice! "We launched the Mini Maker Cart in Secret Garden! The purpose of the cart was to provide craft materials for kids to do undirected creation. One little girl said she was having a lot of fun. Even the grownups love it, too. It's so great to see undirected creation at work!" *Melisa M.*

PRESCHOOL ART: Leaf Art (34 attendees)

"I just love this little group of artists. They are so creative. I showed them how to paint the tissue paper with water and told them they could cut their own shapes or use some that I cut out for them. They went beyond my expectations! They tried so many different color combinations it was so much fun to watch!" *Chris Z.*



TAKE-IT MAKE-IT (508 kits)

- *Santiago of the Seas*
- Beaded Pumpkin
- Felt Pizza
- Nicho Box
- Paper Acorns
- Egg Carton Spider
- Teapot
- Halloween Craft
- Leftover crafts from other programs



CACTUS PIÑATA WORKSHOP (27 attendees)

A huge thank you to the entire library staff for their help collecting cereal and other cardboard boxes for this program! "I've been planning and preparing for this program since May! I am so happy it finally came. Christina helped me a lot with this program, and I thank her for what she has done to make this a good one! I found a simple drawing of a cactus on Cricut and made a prototype with a recycled cereal box. Christina then finished up decorating it, and we added a plastic egg wrapped in pink tissue paper to resemble a prickly pear. Collectively we made 50 piñatas donated by the CSD team and colleagues around the library. I mentioned to our participants that creating piñatas was something that my mom



showed me, and I am happy to share this with them. We also had a good portion of the attendees that are Mexican, and they appreciated the effort I made to show their children the importance of being proud of who you are.” *Melisa M.*

RAINBOW PARROTFISH (17 attendees)

“We shared some important facts about the Dominican Republic and looked at some books from our collection. Everyone completed the project in their unique way. Some families chose the program because they were interested in painting and learning more about the Dominican Republic. One mom commented, ‘We are back to Bolingbrook after a couple of years living in the Los Angeles area. We missed this library sooo much! We wished we would have had a similar library like this in Los Angeles but we couldn’t find one!’” *Andreea D.*



PUBLIC SERVICE

We answered **598** reference questions and **712** directional questions. We also assisted with 33 one-on-one appointments and 3 teacher requests.

“During a discussion I had with a patron she shared that her son is very interested in geography. She asked for materials that might support him to participate in a geography competition. Joyce and I prepared a bag with geography books, informational pages about various countries and flags from our databases. We also added a bunch of popsicle sticks for him to create individual flags.” *Andreea D.*

“[Two young patrons] came in to tell me about their facts about the Silk Road. They used the databases I suggested but were grateful for the information about how to look up our eResources.” *Kathy B.*

READERS’ ADVISORY

“A young elementary school student asked for books about mermaids. The catch was that she had already read just about all the mermaid books in the picture book section. I pulled up my record set with the display I created when Princess Ariel visited the library, thinking that she might want to try some beginning chapter books. She was intrigued by the [Glam Prix Racers](#) graphic novels, but what really captured her attention was a book from the folklore

section with information about mermaids. It was a case of being exactly what she wanted, although she hadn't known that books like that existed!" *Sarah D.*

"I was at the desk when I heard a child say, 'Look! It's me!' Confused about the phrase I glanced up to see what was going on. Two grade school children had rushed up to the Filipino American History Month display in the wooden cart, with their mother following them. The whole family was excited to see the display and browsed the whole cart for at least 15 minutes. I thought this was a wonderful example of the positive impact our display choices can have." *Christina M.*

"One of my friends came in with her son today to tell me how much he loved the Try This! bag he checked out last month. He's been working his way through each book and he couldn't wait to tell me how much he loved [Fart Quest!](#) When I told him it was the first book in a series, his eyes got really wide, and he was so excited that he gave me 'air hugs' from the other side of the desk!" *Jen F.*

From Amina Ali's report

Circulation Services

October was a busy month for Circulation. Circulation answered a lot of phone calls and questions about early voting. Our Assistant Manager and Lead Specialist from Circulation went to ILA in Rosemont. I attended ILA on behalf of the library and LACONI to do a poster presentation on the last day. It was very well received and we ended up going over our allotted time for the poster and wrapped up an hour later. It was an amazing experience and opportunity. Circulation also assisted with Collections after hours event this month. We had volunteers from Circulation help on October 21st. There was still work left after the project, our amazing Aides having been cleaning and replacing the AV mats on the first and second floors to finish up. We also had PIRC this month and wished Diane of White Oak-Lockport a happy retirement! I also joined the book van this month and helped Outreach on a couple of their stops!

Kate, Assistant Manager

In October I attended all 3 days of the ILA Conference. It was so nice to be back in person again and hear great presenters.

The Vega Committee has moved its meetings to only once a month and we met at the beginning of the month. We also had our PIRC meeting at the Lockport location where we discussed the text notifications bouncing back and talked more in-depth about non-resident cards along with the Plainfield Library.

Lyngsoe came out at the beginning of the month to do routine maintenance.

All Specialists prepped for upcoming early voting and we have been fielding many questions and phone calls from the public.

Jorie, Associate Manager

I coordinated with Collection Services on several projects this month. The biggest one was the after hours AV shifting/cleaning project. Three of the aides volunteered to help out with this project. We have also continued to work on cleaning the shelves and replacing the rubber mats under the 2nd floor DVDs. I also coordinated with Brett regarding some shifting and weeding projects in the J fiction, read alongs, and E picture books and worked with Lynette to have the aides shift the Afam collection to one side of the shelves and then shift the Romance collection over giving us some much needed space in that area. Once all the shifting was finished, I met with Lynette who showed me how to use Basecamp to update the end cap signs. I then updated all the end cap signs for the Fiction, Romance, and Afam collections. At our monthly aide meeting, we discussed the newly assigned areas that each of the aides would be responsible for shelf reading as well as having each of them take a shelving test to identify areas where we may need to do some retraining. In addition to the aide meeting, I also attended an Intro to Simply Reports training and a strategic plan committee meeting where we discussed ways to track how patrons use the library.

Circulation Statistics

New Patrons Registered	851
Holds Pulled From Shelves	5,409

Drive Up Statistics Summary

	CURRENT MONTH	SAME MONTH LY	INCREASE/ DECREASE %
TOTAL VISITS	663	722	-8.17%
	CURRENT YEAR	YTD LY	
VISITS YTD	2,730	2,934	-6.95%
	CURRENT MONTH	LY	
BUSIEST DAY/S	39	32	21.88%
BUSIEST TIME PERIOD	3 PM-6 PM	3 PM-6 PM	0%
TOTAL VISITS	CURRENT YEAR	LY	
9AM-12PM	149	138	7.97%
12PM-3PM	218	214	1.87%
3PM-6PM	227	304	-25.33%
6PM-9PM	69	66	4.55%

Building Operations (Tasos Priovolos)

Nick Shostok has joined our team as the new Facilities Assistant Manager!! We are excited to have him on our team.

We had our annual LIRA (Libraries of Illinois Risk Agency) safety walk-thru completed this month. This walk-thru identifies items that may be a hazard and reviews any suggestions of new safety protocols that we can implement.

We had a great start in hosting Will County as an early voting site. This event is a great opportunity to have residents of our community see our beautiful building while voting.

We are currently in the process of interviewing for the Security Guard – Customer Service position.

Painting was completed in various locations throughout the building. This is part of our ongoing maintenance scheduled throughout the year.

The dry-erase walltalkers material was removed from all three studio group collaboration rooms. The walls were repaired and painted.

Our lawn irrigation system was winterized and closed for the season. Winterizing these systems prevents damage to our pipes during the winter months.

Assisted ATSD in setting up the exhibit on the 3rd floor.

Four exterior fire sprinkler heads were removed and replaced in order to have the heads sent out for testing required by fire codes. This work required removal of several interior heating panels in order to access the sprinkler heads from the inside of the building.



ZENDESK -

In October, 45 new maintenance tickets were created, and 37 new or existing tickets were completed.

Collection Management & Technical Services (Christina Theobald)

October 2022 Statistics Snapshot

- 4%+ increase in total circulation
- 18%+ increase in digital circulation
- 3,733 new items added to collection; 46 original catalog records created
- 4,199 old & worn items were withdrawn
- 321 interlibrary loans received for our patrons

Staff Updates

- I celebrated my 5th anniversary at Fountaindale this month. I am fortunate to work here with a wonderful Board, Administration and staff. I manage an exceptionally talented and hard working staff of people that I am grateful for every day.
- The Acquisitions Supervisor interviews concluded this month. Beginning in November, Circulation Specialist Bini Issac will be joining the Collection Services department as our new Acquisitions Supervisor! We're very excited to have Bini join our team.



New Audio and Tech Equipment for Checkout

This month we debuted new audio and technology devices to our collection that will help patrons continue to enjoy our Music CD and Audiobook collections. These new devices include:

- 10 Portable Bluetooth CD Players
- 15 Bluetooth Transmitter/Receivers
- 2 Mini CD Boomboxes

The CD players have proven to be the most popular so far, with several players already checked out!

Shifting and Shelf Maintenance

In addition to adding new devices to our collection, staff from Collections and Circulation departments collaborated in an after-hours event to shift the AV collections on the first and second floors, as well as complete shelf maintenance. We accomplished several tasks, including cleaning the AV shelves and replacing the old rubber shelf liners with new ones.

Staff also worked to shift the DVDs and Blu-rays to make room for our new 4K movies on the regular AV shelves. We also shifted the Music CDs and installed additional vinyl record bins and added 400 new Vinyl Records to our collection!

I would like to **recognize and thank the following staff that worked on these projects**, which has resulted in a cleaner, better organized and more accessible AV collection for our patrons!

Brett Luminias, Carol Henderson, Chris Castle, Jacob Luce, Juanita Lennon, Julie Walker, Katie Strickland, Lennon Custer, Linda Ciucci, Lynnette Hopwood, Mary Anderson, Rodolfo Zagal, Ruby Plank and Tasos Priovolos.

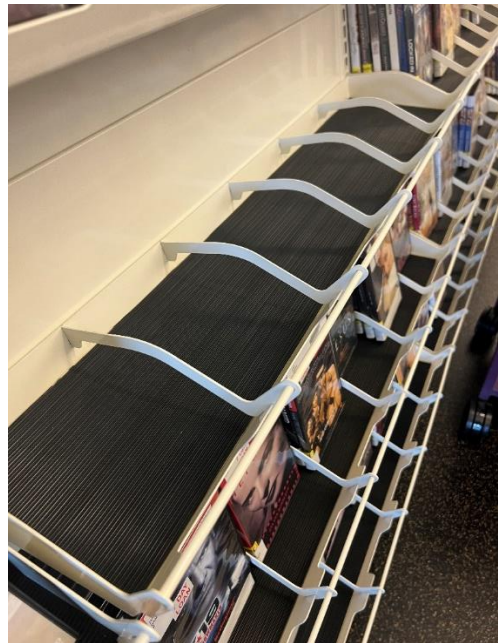




Before



After



Collection Services Staff Updates

From Jacob Luce, *Collection Services Assistant Manager*

For the month of October, we hired a new Acquisition's Supervisor, Bini Issac. I look forward to working with her. In anticipation of the Vinyl Record Collection and A/V mat replacement after hours event, I worked to ensure that we had all the shelving and supplies needed for the event. In addition to that, I also worked to process and repackage the CD Player's, Boomboxes and Bluetooth Transmitter/Receivers for the collection. During the after-hours event, I helped remove, replace and clean additional shelving that was being installed for the vinyl records as well as the shelving that was being installed for the CD Player and Bluetooth Collection. I trained the Processing Specialist on how to process and repackage the American Girl Dolls. The American Girl Dolls were processed and cataloged. I attended ILA on the 18th and 19th. I also worked with the catalogers to get their shelves labeled. Last but not least, I participated in an Instagram post promoting our libraries Halloween materials.

From Lynnette Hopwood, *Adult Collection Librarian*

October saw two big celebrations. It had the last two weeks of Hispanic Heritage Month and also Halloween. For the lobby area, we made sure that the lobby displays had something for everyone. On the Lucky Day display we had quite a good selection of family friendly movies as well as some scary movies. For those who do not like Halloween, we had our lobby displays of staff picks, a display to coincide with our Fandom program, and cozy mysteries. My team and several other of my coworkers stayed after hours on Friday, October 21 to clean our audiovisual shelves as well as shift our DVD and Blu-ray collection to make room for our growing 4K collection. I was happy to note that the 4K movies went out 89 times in the month of October, and 644 times since we started the collection in March!

From Brett Luminais, *Children's Collection Librarian*

Early this month I completed work on the World Languages Project, successfully integrating the new materials from the display into the newly reconfigured World Languages Juvenile Section, utilizing shelf talkers and magnetic signs to clearly demarcate each language from the others. I worked with the Cataloging Supervisor on the J/PC collection. At this time, there are no items on shelf, all items have been either reassigned or withdrawn from the collection. With this project completed, I was able to focus more on my work selecting new items to refresh and update the Home Learning Collection for our collection. I completed work on two carts and submitted them to the Collection Services Manager for feedback and additional guidance and have begun work on additional carts based on her notes. I anticipate placing orders for this collection in the first two weeks of November. This month I also assisted with preparations for the AV Mat Replacement after hours event. I created magnetic genre signs for the expanded Vinyl Shelving. I worked closely with Collection Services Assistant Manager to prep the AV mats and cleaning supplies needed for the event. I assisted in bringing up mats and shelving and staging them to ensure a clean workflow as the project began. I also trained and coordinated Circulation Staff working on the Children's AV sections at and after the event. Replacement of AV mats in Children's AV sections is complete. While juggling these projects and continuing work on procedures writing, I also met my spending goals for this month, bringing the total encumbered and expended for my funds to 40%.

From Chris Castle, *Cataloging Supervisor*

I trained Gregory on the check in of popular and staff routing magazines and cataloging Young Adult Fiction and Adult Fiction. I continued training Amy on general cataloging and then trained her on Young Adult Fiction, Juvenile Fiction, and Juvenile Series. Amy and I collaborated on a small cleanup

project in the adult magazine area to make sure the magazines had the correct labels, enumeration info, and number of copies available on the shelf and in Polaris. Our holdings and shelves are much more consistent now. Interviews for the Acquisitions Supervisor position concluded this month. Christina, Jake, and I selected a candidate, and she accepted. Several special cataloging projects took place this month. I cataloged new AV equipment for their debut in the reorganized Adult Music area. Karina and I each cataloged two new American Girl dolls for the doll collection. Karina and I also collaboratively sorted through a cart of Local History and Genealogy materials and selected the items that would be more appropriate in the Adult Nonfiction collection. I then recataloged these items for that collection. This will free up some space in the Local History Room. Brett and I completed the recataloging of the Parent-Child collection this month, two months ahead of schedule. The Home Learning collection was introduced. The HS prefix will be changed to HOME LEARNING, and will become a Children’s collection. The stat code has also been changed from “Adult Nonfiction: Home School” to “Juvenile Nonfiction: Home Learning” to accommodate the change. Another new stat code that was added is “World Language Juvenile: Filipino” to add to items in our new Filipino Juvenile collection. I trained Jake on bulk withdrawing for times that Christina and I are out of the library. I also created alternating times for the monthly catalogers meetings so both of our Cataloging Specialists can attend according to their schedules.

From Karina Andrus, *Cataloger*

I finished taking a 4-week course in SQL, which has been useful in identifying ways to improve the catalog. I assisted Chris and Jake in coverage for new materials being taken down to circulation. I attended ILA and received some interesting and useful information on ways to improve the catalog, and tools for EDI and advocacy work with the IDEA committee.

From Christine Jason, *Interlibrary Loan Specialist*

I published the Christian Fiction newsletter this month. The theme was “Lift Your Eyes to the Skies” and featured books with words in the title such as sky, twilight and dawn. Find More Illinois has been running smoothly. We have started requesting multiple copies for book clubs. We seem to be at almost 100% at our lending, the only exception was a Juvenile E book that was not found. I had three article requests this month in addition to the 3 I had last month. Article requests are rare so this was interesting.

Circulation by Branch

Branch	2021	2022	Change	% Change
Building	50158	47070	-3088	-6.16%
Outreach	3138	6426	3288	104.78%
Studio	1330	2320	990	74.44%
Digital	8385	9913	1528	18.22%
Totals	63011	65729	2718	4.31%

Battle of the AV Formats

Format	Circs		Format	Circs
Blu-ray	1925	vs.	DVD	7831
CD Audiobook	358	vs.	Playaway Audiobook	685
Vinyl Record	147	vs.	Music CD	857

Special Collections

Collection	Circs
Backpacks	166
Bluetooth Transmitters	4
Dolls	47
Hotspots	65
Laptops	293
Lucky Day	1090
Portable CD Players	7
Portable Record Players	25
Rokus	50
STEAMboxes	66
Tween Book Boxes	14
Vinyl Records & Cases	171

Physical Collection Circulation

**Sorted alphabetically by collection*

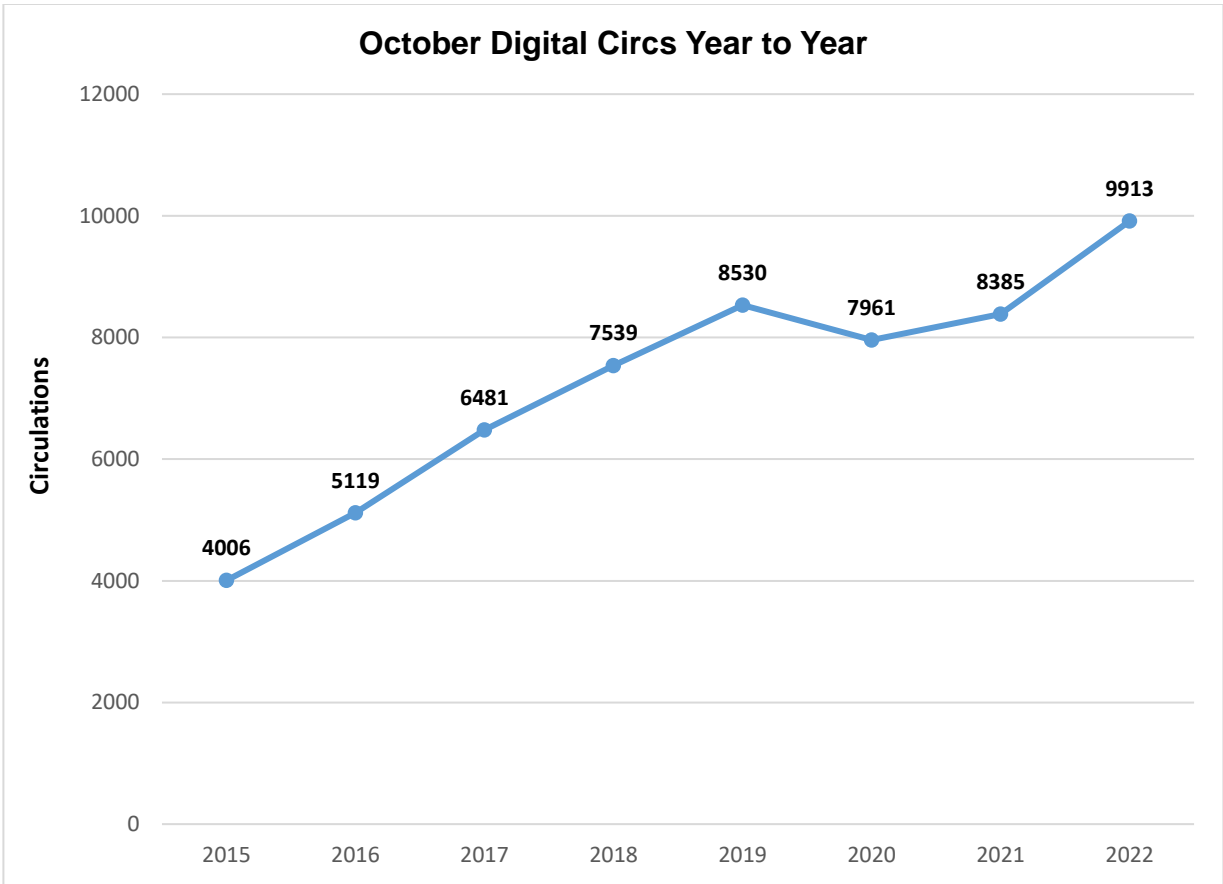
Collection	Oct 2021 Circs	Oct 2022 Circs	Change	% Change
Adult Audiobooks	532	423	-109	-20%
Adult Fiction	4764	4877	113	2%
Adult Graphic Novels	687	489	-198	-29%
Adult Nonfiction	4244	4440	196	5%
Adult Video Games	422	467	45	11%
Beginning Readers	2628	2192	-436	-17%
Interlibrary Loan	253	335	82	32%
Juvenile Audiobooks	805	1278	473	59%
Juvenile Fiction	4761	4330	-431	-9%
Juvenile Graphic Novels	2250	3085	835	37%
Juvenile Kits	101	214	113	112%
Juvenile Movies & TV	3237	2873	-364	-11%
Juvenile Nonfiction	3100	3289	189	6%
Juvenile Technology & Equipment	332	319	-13	-4%
Juvenile Video Games	969	1207	238	25%
Large Print	668	1030	362	54%
Local Authors	19	7	-12	-63%
Local History & Genealogy	0	0	0	
Magazines	523	645	122	23%
Movies & TV	8196	6829	-1367	-17%
Music	1139	1004	-135	-12%
On-the-Fly	19	9	-10	-53%

Picture Books	9288	10111	823	9%
Studio 300	1330	2315	985	74%
Technology & Equipment	565	493	-72	-13%
World Languages Adult	166	183	17	10%
World Languages Juvenile	573	666	93	16%
World Languages Young Adult	2	6	4	200%
Young Adult Audiobooks	28	26	-2	-7%
Young Adult Fiction	1112	881	-231	-21%
Young Adult Graphic Novels	1099	923	-176	-16%
Young Adult Kits	20	8	-12	-60%
Young Adult Nonfiction	167	199	32	19%
Young Adult Technology & Equipment	1	3	2	200%
Young Adult Video Games	626	660	34	5%
Totals	54626	55816	1190	2%

Digital Collection Usage

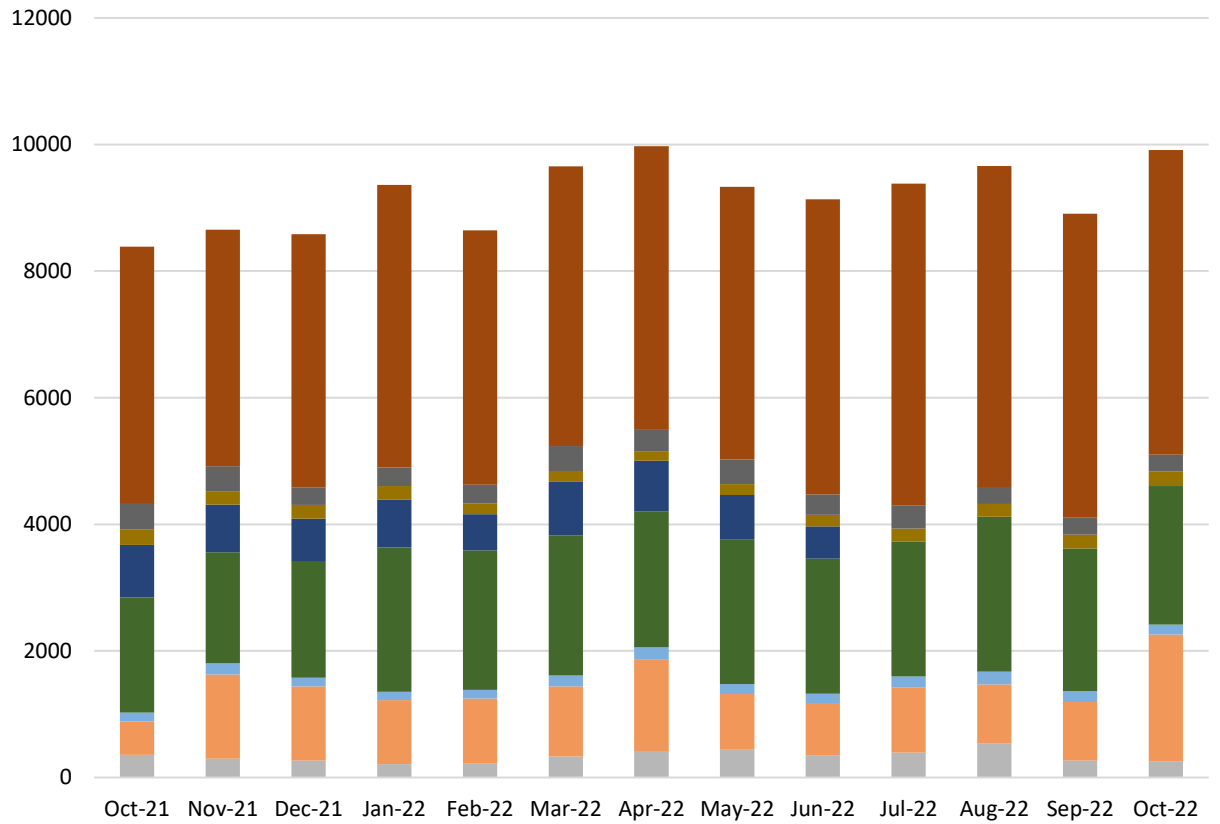
**Sorted by positive circulation change*

Digital Platform	Oct 2021	Oct 2022	Change	% Changed
Freegal	528	2004	1476	279.55%
Libby by OverDrive	4465	5079	614	13.75%
Hoopla	1823	2186	363	19.91%
Kanopy	138	159	21	15.22%
eRead Illinois/Axis 360	246	230	-16	-6.50%
PressReader	357	255	-102	-28.57%
cloudLibrary <i>*discontinued effective July 2022</i>	384	0	-384	-100.00%
cloudLibrary Shared <i>*discontinued effective July 2022</i>	444	0	-444	-100.00%
Totals	8385	9913	1528	18.22%



For **October**, digital circulation was 15% of the library's total circulation.

Digital Collection Circulation Over the Year



	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22
OverDrive	4064	3738	4004	4464	4019	4418	4472	4303	4660	5081	5067	4806	4814
OverDrive eMags	401	395	272	290	295	394	345	392	325	369	270	267	265
eRead Illinois	246	212	218	213	170	172	152	171	181	201	203	216	230
Cloud Library	828	753	684	757	570	843	804	700	512	0	0	0	0
Hoopla	1823	1754	1831	2280	2205	2214	2142	2289	2131	2132	2445	2255	2186
Kanopy	138	175	132	135	136	173	191	154	148	179	205	175	159
Freegal Music	528	1329	1173	1011	1019	1108	1448	870	826	1025	932	924	2004
PressReader	357	299	269	210	228	331	420	450	351	394	536	266	255

Digital Content Fast Facts

Libby by OverDrive

- There were **5,864 active Pinnacle patrons in the month**. Of those, **Fountaindale had 1,058 active patrons, 71 of which are new users**.
- During the month, PLC yielded **30,176 total checkouts**; of those, **5,079 circs** were from Fountaindale patrons.
- Checkouts by Format: eBooks: 50.2 %, Audio: 42.4%, eMagazines: 7.4%
- Checkouts by Audience: Adults: 89.5%; Young Adults: 6.2%; Juvenile: 4.3%

eRead Illinois/Axis 360

- There were **103 active patrons** for the month, **23** of which are **new users**
- During the month, there were **129 eBook circs** and **101 eAudio circs**
- Checkouts by Format: eBooks: 56%; eAudio: 44%

Hoopla

- There were **2,186 circs** borrowed by **442 patrons**
- There were **442 active patrons, 47 of which are new users**
- **Audiobooks** were the most borrowed format, accounting for **51%** of all circs, followed by **eBooks with 31%, Movies/TV with 13% and Music with 4%**.
- The top trending titles were *Ugly Love* by Colleen Hoover (audiobook), *Apples Never Fall* by Liane Moriarty (audiobook) and *Ninjago Season 1*.

Kanopy

- Patrons played **159 distinct video titles** and **291 video plays**
- There were **49 active patrons**
- The **most popular videos** were *Manoeuvre*, *Murina*, *Young and Wild*, *Marty*

Freemal

- This month yielded **1,782 songs streamed** and **222 songs downloads**
- There were 16 active patrons streaming and 10 patrons downloading
- Top **streaming music genres**: Pop, Rock, R&B, Hip-hop/Rap
- Top **downloaded music genres**: Rock, Country, Electronic, Pop

Physical Items Added and Withdrawn

Physical Items	Oct 2022 Added	Oct 2022 Withdrawn
Adult Audiobooks	61	1
Adult Fiction	538	16
Adult Graphic Novels	11	497
Adult Nonfiction	491	31
Adult Video Games	23	0
Beginning Readers	58	2
Juvenile Audiobooks	68	4
Juvenile Fiction	188	757
Juvenile Graphic Novels	94	7
Juvenile Kits	6	0
Juvenile Movies & TV	214	20
Juvenile Nonfiction	157	15
Juvenile Technology & Equipment	23	1
Juvenile Video Games	21	2
Large Print	56	4
Local Authors	2	0
Local History & Genealogy	0	0
Magazines	265	8
Movies & TV	357	804
Music	506	1000
Picture Books	315	789
Studio 300	13	9
Technology & Equipment	27	3
World Languages Adult	18	0
World Languages Juvenile	6	194
World Languages Young Adult	0	0
Young Adult Audiobooks	24	0
Young Adult Fiction	121	31
Young Adult Nonfiction	19	2
Young Adult Technology & Equipment	0	0
Young Adult Video Games	25	0
Totals	3733	4199

Cataloging

- Items Cataloged and made available: 3733
- Original bibliographic records created: 46
- Magazines & Newspapers processed: 254

Acquisitions & Processing

- Purchase Orders created: 125
- Invoices Paid: 568
- Boxes Received and Opened: 72
- Items Repaired: 308

Interlibrary Loan through OCLC

321	Items Received for our patrons <ul style="list-style-type: none"> • 266 items from IL libraries • 55 items from out of state libraries
212	Items Sent out to other libraries <ul style="list-style-type: none"> • 102 to IL libraries • 108 to out of state libraries • 2 ALA Requests
397	Items requested by our patrons this month <ul style="list-style-type: none"> • 371 submitted in OCLC • 14 items were too new to request • 12 were available in Pinnacle • 9 were out of country only
343	Items requested by OCLC libraries this month <ul style="list-style-type: none"> • 160 from IL libraries • 180 from out of state libraries • 1 was out of country library • 2 were ALA Request Forms

Find More Illinois

13	FMI Items Received for Our Patrons
36	FMI Items Sent Out to Other Libraries
21	FMI Items Requested by Our Patrons
39	FMI Items Requested by Other Libraries

Weeding & Collection Maintenance

CHQ Status	Adult	Young Adult	Juvenile	Totals
Dead - Items that have not circulated in <u>2 years</u> CHQ Recommendation: less than 10%	9,926 8.65 %	1,213 9.5%	8,290 8.18%	20,608 8.34%
Collection Check - Anything that has not circulated in <u>4 years</u> CHQ Recommendation: less than 10%	114 1.33%	50 4.12%	465 5.61%	621 3.33%
Grubby - Items that have circulated <u>75</u> times or more CHQ Recommendation: less than 10%	8,257 7.55%	423 3.45%	7,340 7.87%	16,020 7.45%
DOA* Items that have been added to the collection in the last 6-18 months, and only circulated 1 or less times.	3,187 23.98%	524 32.11%	2,489 22.8%	6,830 23.99%
Turnover Oct 26, 2021 to Oct 24, 2022	2.45	2.68	3.08	2.75

Display Circs

1st Floor:

Lobby Cart: Hispanic Heritage – 46 (only up two weeks in October)

Lobby Tree: Staff Picks – 30

Lobby Cart: Curl Up with a Cozy – 31

Lobby Cart: Fandom – 173

Lobby Cart: Oh the Horror – 201

2nd Floor

2nd floor cart: Creepin' It Real – 74

2nd floor cart: Hispanic Heritage – 19 (only up 10 days)

2nd floor cart: 4K Movies – 89

3rd Floor

Self-Check: Health Literacy Month – 48

3rd Floor Desk Table: Leading Ladies of Horror – 4

3rd Floor Cart: Chilling Reads – 68

3rd Floor Cart: Dig These/Things that go bump – 2

3rd Floor Cart: Pumpkin to Talk About – 15

3rd Floor Cart: Story of Us – 3

3rd Floor Cart: Polish and Korean – 23

3rd Floor Nonfiction Dogs – 1

3rd Floor Nonfiction True Crime – 2

3rd Floor Nonfiction Fall – 3

3rd Floor Nonfiction Family History – 0

3rd Floor Nonfiction Chicago – 0

3rd Floor Nonfiction Music – 0

3rd Floor Nonfiction Inspiring Biographies – 0

3rd Floor Nonfiction Travel – 1

3rd Floor Nonfiction International Cooking – 3

Children's and Teens

- 1,000 Books Before Kindergarten – 112
- Books that Go Bump in the Night – 10
- Day of the Dead & Children's Author's Ofrenda – 31
- Diwali – 15
- Halloween DVDs & Books – 685
- Hispanic Heritage Month - 45
- LGBTQ Heritage – 1
- Picture Book Month - 10
- Spooky Movies DVD Endcap – 31
- Step Into Reading – 113
- Anime Movies – 81
- Teen Reads – 26
- Teen Pop – 74
- YA Create - 19

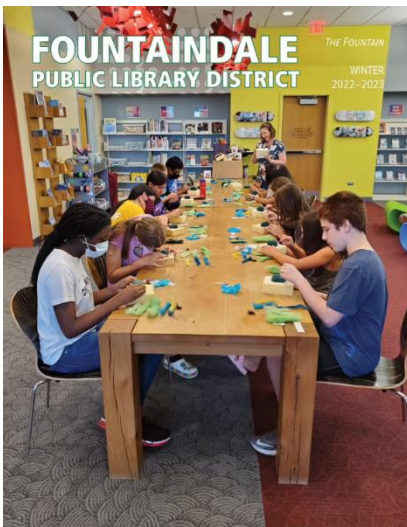




Communications (Melissa Bradley)

Communications Highlights

- Our Google Ads had 112,631 impressions and 7,749 clicks.
 - Campaigns with the most impressions:
 - Catalog Items: 74,592 impressions; 4,828 clicks
 - YouTube: 12,131 impressions; 1,202 clicks
 - Instagram: 10,096 impressions; 521 clicks
- We auto-renewed 241 library cards with Patron Point.
- We scheduled, wrote/edited and published 10 blog posts.
- We created 18 [Instagram reels](#) which have 11,825 views combined.
- Melissa, Steven, Sabrina, Paul, Nancy, Randi, Celeste and Marcelo had several rebranding meetings with Library Market.
 - The Communications team also spent a lot of time creating mockups with potential logos for the group to review.
- Sabrina attended her first meeting for strategic plan objective 3.2: identify and remove barriers to access and explore additional services to increase community engagement.
- Melissa hosted her first strategic plan meeting for objective 1.4: learn about how patrons flow through and engage with the building to inform updates to wayfinding signage.
- Melissa completed the ad buy for Pinnacle's Libby commercial. The commercial will run from Thursday, November 3 through Saturday, December 31 and is projected to run 2,908 times and to receive 14,706 cross-screen impressions.
- Melissa attended an ILA Marketing Forum board meeting.
- Sabrina finalized the winter issue of The Fountain. She also created digital and print ads for the upcoming Star Wars Day and worked on several display cart signs for Collection Services.



Media

- [The Patch](#) covered us as an early voting location.
- [The Patch](#) covered our Halloween Storytime in the Park.

Social Media Metrics

- Facebook Metrics
 - 27 new followers
 - 635 page views
 - 34,405 people viewed our content (reach)
 - 17,061 people saw our content because a friend shared, liked or engaged with it (viral reach)
 - 2,303 people engaged with our content (clicked, liked, commented or shared)
- Twitter Metrics
 - 0 new followers
 - 278 page views
 - 1,432 tweet impressions
- Instagram Metrics
 - 6 new followers
 - 473 post likes & comments
 - 11,834 people viewed our content (reach)
- YouTube
 - 13 videos published
 - 9 new subscribers (1,100 total)
 - 3,483 views
 - 158.8 hours of watch time
 - 45,720 impressions (How many times our video thumbnails were shown to viewers on YT.)

Email Marketing Metrics

- MailChimp Blogs:
 - Average open rate: 54.09% (industry average is 21.33%)
 - Average click rate: 4.93% (industry average is 2.62%)
- Patron Point
 - Average open rate: 63.13% (industry average is 21.33%)
 - Average click rate: 19.53% (industry average is 2.62%)

Finance (Jennie Nguyen)

Amazon Business Account - Allyse and I were able to schedule a second virtual meeting with Keisha Renne, our current account representative, on October 6, 2022. Both Collection Management Manager, Christina Theobald, and Assistant Manager, Jacob Luce, were invited to this meeting. Jacob was able to attend. We had discussed how the pay-by-invoice program works, especially in relation to payment terms, how and when the invoices were to be delivered as well as if late fee charges. The Library District has two separate business accounts in which one is for library material purchases and the other account is for supplies related purchases. With the bank restructuring process by Amazon, this gave the Library the opportunity to combine both accounts under one account umbrella while still functioning as two separate groups.

Record Retention Project - The disposal certificate has been approved by the State. The team from Lauterbach & Amen has been on site to begin the disposal process. The Archive Room and Finance file location has been reviewed and all records that have met the disposal requirements have been removed and placed in the secured locked storage bin set to be sent out to be shredded. The review of documents and disposal will continue for the remainder of 2022 as items are being finalized by the Finance Team.

Annual Financial Report - The annual financial report for fiscal year ending on June 30, 2022 was accepted by the Board Trustees at the October 20, 2022 board meeting.

"The fiscal year ended June 30, 2022, was a quality year for the Fountaindale Public Library from a financial reporting perspective. The library received an unqualified opinion, which means the financial statements are fairly stated and no material misstatements were noted. This is often referred to as a "clean" opinion. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements." - Joseph Martin, Brian Zabel & Associates.

BS&A Financial Software - Paul Mills and I had a virtual meeting on October 14, 2022 with Jaime Wilkey, of Lauterbach & Amen, and Kevin Schafer, of BSA Software, to discuss the agreement terms for the software implementation. The main concerns of the agreement were discussed and resolved. The agreement was signed which will place the Library in the implementation queue.

Notary Commission - Allyse Schiller assisted Nancy Korczak, Deputy Director, in obtaining notary commission information with the staff members' name and commission documentations. This ensures that all of the proper documentation is on file as well certification is still valid or needs to be renewed.

Certificate of Insurance Database - Allyse Schiller and Marlen Soto worked with the Facilities Manager, Tasos Priovolos, to obtain an updated certificate of insurance for his building-related vendors. The COI database list are for our programs and for major of any vendors that conduct business with the Library District. The lists are reviewed and maintained by the Finance Team to ensure the certificates are current for liability protection.

Order and Payment Status - Allyse Schiller and Marlen Soto assisted staff members with their programs payments and supply orders which includes assistance with product pricing, replacement for damaged order items, and product orders refunds. Allyse has assisted in researching, obtaining invoices and payment information requested by Joyce Arellano, Children Service Manager, for her budget/expenditure reconciliation. A request for program check payment status by Debra Dudek as one of her programmers had sent her a payment

inquiry. Check issuance and mailing was confirmed and notified that it is on our outstanding check list. Delay may be a result of the USPS.

Training: 10/31/2022 - Warehouse Direct Customer Appreciation Virtual Event - Allyse Schiller and Marlen Soto. This event gave both Allyse and Marlen the opportunity to view current product availability from Warehouse Direct. Warehouse Direct is one of the Library's main building and office supply providers.

Human Resources (Lea Pottle)

Staffing and Recruiting

Open Positions:

- Circulation Services Specialist
- Finance Aide
- Security Guard-Customer Service (FT or PT)
- Studio Services Specialist
- Teen Services Lead Specialist

New Hires:

- Nick Shostok, Facilities Assistant Manager, 10/10

Departures:

- Gabriel Miranda, Studio Services Specialist, 10/13

Meetings

- GWHRA Board Meeting; Planning for 2023, **Lea**
- LIMRiCC Meeting; Special Board meeting to discuss IGA, **Lea**

Training and Development

- Back to Basics with Compliance-COBRA, Gallagher webinar; **Lea**
- Navigating the State paid Family and Medical Leave Landscape, Alliant webinar; **Lea**
- Key Updates on HR and Employment Law and Trends to Look Out for, webinar; **Lea**
- 17th Annual Halloween Seminar: Lock Your Windows, Bolt Your Doors; Monster Season, Gallacher, Webinar; **Lea**
- Leave Rights and Accommodations in Hybrid/Remote Workplaces, webinar; **Lea**

ILSHRM Annual Conference; Andrea

Andrea attended the two day annual conference for the IL Society for Human Resource Management.

This past week I attended the 2022 SHRM Conference. There were a variety of presenters, many of which focused on how to create a work culture that is beneficial for all generations. Of the conferences, "Beyond Engagement: Synchronizing the Five Generations in the Workforce with Mark Altman" was the most impactful. Here the conversation revolved around merging the generational gaps, and learning how to empathize with others even when one does not understand the others point of view. The tools of "Generational Communication" are as follows: Conversational intelligence - does my employee understand what it is I am asking of them? Have I made my expectations clear? Emotional agility - Am I being empathetic? Am I considering why the employee is acting out of character? Physiological safety - Do our employees trust us? Are we acting within the statements we promote? (i.e. our vision & mission).

I also enjoyed the real life aspect of the SHRM conference. The speakers all had a variety of issues they overcame that led them towards the journeys they are on now. One news announcer, Nina Sossamon-Pogue, overcame accidentally backing over her friend's baby and losing her career as a gymnast due to injury. Another gentleman by the name of Joel Goldberg, discussed his setbacks as a sports broadcaster and how his honesty and empathy helped him foster relationships with baseball players such as Albert Pujols. All of the speakers, however, drove one point home, that being - if we are kind, honest and open with others we can develop our company's culture into something that is inclusive for all.

Paylocity Training; Andrea

Andrea has begun the process of developing training on Paylocity, our third party payroll provider, that can be shared with new managers and supervisors. This month she met with Christopher Halvorsen and Kate Thurston to see how they handle scheduling for their staff and other ways they use the system.

Information Technology (John Matysek)

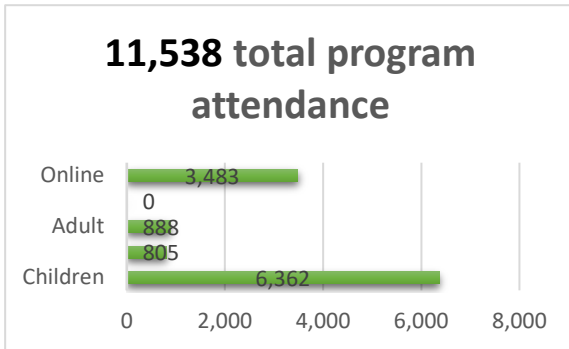
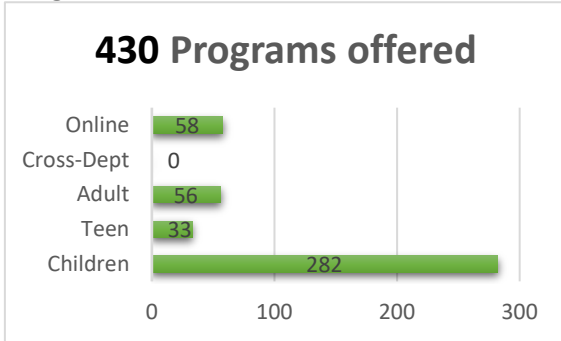
- During the month of October 54 new help desk tickets were created by FPLD staff, and 56 new or existing tickets were solved by IT staff.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, converted all of the Windows based patron PC's Deep Freeze security software from cloud based to local.
- Continued working with vendor ITsavvy on remediation of configuration issues from the recent migration to new HPE server and storage hardware.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, completed prep work and launched the public auction of replaced staff desktop PC's, monitors, and miscellaneous other computer hardware.
- Met again with an engineer from vendor Hewlett Packard Enterprise (HPE) to discuss missing configuration components from the new server and storage hardware configuration, and how best to correct.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, began coordinating with winning bidders from the public auction to schedule and pickup their items.
- Met with vendor ITsavvy to discuss configuration issues with the new Dell switches installed as part of the recent migration to new HPE server and storage hardware, and how best to correct.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, configured and deployed new computer hardware and components for the pending new Acquisitions Supervisor in the Collections Department Staff Workroom.
- Continued working with vendor Netrix regarding configuration of the Cisco DUO MFA (multi-factor authentication) solution for enhanced security for designated library staff accounts, which is a cyber insurance requirement, focusing on Google Workspace.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, began work on converting the DeepFreeze security software from cloud based to local on all of the MacBook Pro laptops used in Studio 300.

Fountaindale Public Library October 2022 Statistics

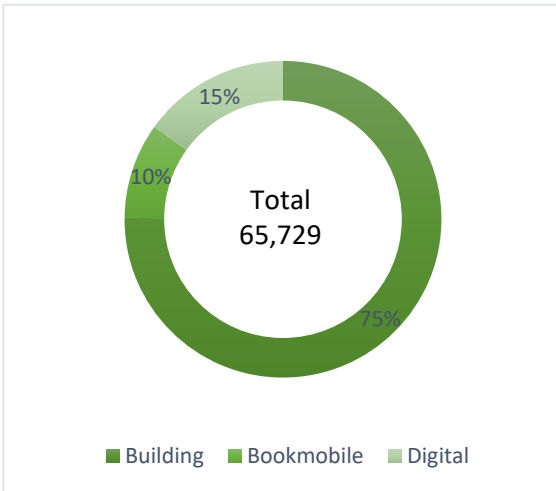
Membership

29,881 active cardholders 851 new cardholders

Programs



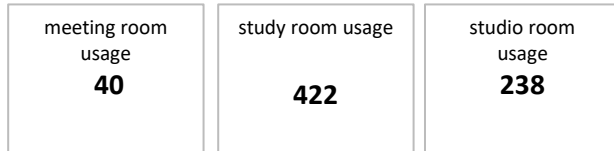
Circulation



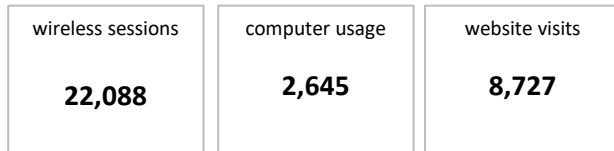
New Physical Items Added : 3,733
 Interlibrary loans Received : 321
 Interlibrary loans Sent: 212

Space

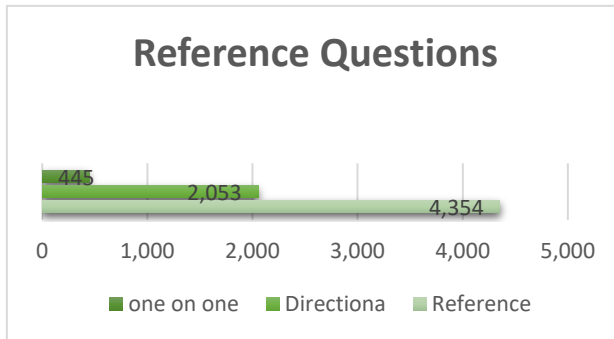
25,620 library visits



Technology



Social Media



Comparison	This year	last year	%change
Circulation	65,729	63,011	4.31%
Visitors	25,620	18,954	35.17%
Card holders	29,881	26,019	14.84%
Room bookings	660	521	26.68%
Reference questions	4,354	3,067	41.96%
computer usage	2,645	2,766	-4.37%
wi-fi	22,088	23,292	-5.17%
programs	11,538	8,351	38.16%