

FOUNTAINDALE PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES

January 19, 2023 | 7 p.m.

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

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

1. Call to Order and Roll Call of Trustees
2. Pledge of Allegiance
3. Approval of Agenda
4. Minutes for Approval
 - a. Board Meeting – December 15, 2022
5. Employee Recognition
 - a. Tasos Priovolos – 10 Years
6. Comments from the Public
7. Friends of the Library
8. New Business – Action Items
 - a. Approval of Ordinance 2023-1 – An Ordinance abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois
 - b. Approval to Seek Requests for Proposals for Audit Services
 - c. Approval of Bid from Haggerty Ford for Ford Transit Connect and in Alternative to Approve Emergency Expenditure by the Executive Director for Ford Transit Connect
 - d. Approval of Intergovernmental Agreement Between Fountaindale Public Library District and Will County Regarding Ballot Collection Box Drop-Off Site
 - e. Approval of Intergovernmental Agreement between Fountaindale Public Library District and Will County Clerk Regarding Early Voting Location
 - f. Approval of Request to Travel for Trustees to Attend 2023 American Library Association Annual Conference in Chicago, IL – June 22-27, 2023
 - g. Approval of Request to Travel for Executive Director to Attend 2023 American Library Association Annual Conference in Chicago, IL – June 22-27, 2023
9. Library Projects
10. Correspondence
11. Treasurer's Report
12. Bills for Approval
 - a. Bills Paid Report – January, 2023
 - b. Bills Payable Report – January, 2023
13. Director's Report – December, 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. Executive Session
 - a. 5 ILCS 120/2 (c) (21) "Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06."
19. Approval of Report on Review of Closed Meeting Minutes
20. Adjournment

January 2023 Agenda Background

Paul Mills

8. New Business – Action Items

- a. Approval of Ordinance 2023-1 – An Ordinance abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois

This ordinance will abate \$245,350 of the building levy for tax year 2022.

Suggested Motion: Motion to approve Ordinance 2023-1 – An Ordinance abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois

- b. Approval to Seek Requests for Proposals for Audit Services

Our current auditor has decided to exit the government audit market, and thus need to find a new auditor.

Suggested Motion: Motion to approve seeking Requests for Proposals for Audit Services

- c. Approval of Bid from Haggerty Ford for Ford Transit Connect and in the Alternative to Approve an Emergency Expenditure by the Executive Director for a Ford Transit Connect

Our bid was published in the paper, the newspaper's connected online portal, and on our website. 22 Ford dealers were individually contacted. We received 1 bid for the requested Ford Transit Connect. Our recommendation is to go with Haggerty Ford's bid in the amount of \$37,700 as it is the lowest responsible bidder.

Haggerty Ford included a caveat in their bid that the vehicle may be sold to another party prior to the bid acceptance date. If this were to occur, the Board may approve an emergency expenditure by me. This potential situation has been reviewed with our attorney, and the suggested motion language below reflects that option.

Suggested Motion: Motion to approve the award of a contract to purchase a Ford Transit Connect from Haggerty Ford as lowest responsible bidder in the amount of \$37,700 and in the alternative to approve an emergency expenditure by the Executive Director for a Ford Transit Connect in an amount not to exceed \$45,000.

- d. Approval of Intergovernmental Agreement Between Fountaindale Public Library District and Will County Regarding Ballot Collection Box Drop-Off Site

The Will County Clerk's Office has asked us to continue to host a ballot collection box at the library. This intergovernmental agreement would provide space for Will County to place a mail-in ballot collection box at the library. This agreement is the same one that the Board approved for the 2022 general election that featured a collection box.

Suggested Motion: Motion to approve the Intergovernmental Agreement between Fountaindale Public Library District and Will County regarding Ballot Collection Box drop-off site.

- e. Approval of Intergovernmental Agreement between Fountaindale Public Library District and Will County Clerk Regarding Early Voting Location

The Will County Clerk's Office has requested that the library continue to serve as an early voting site. This draft agreement covers the April 2023 Election.

The hours of operation for early voting this March and April would include hours outside our normal operating hours. Specifically, these hours that would require additional staffing are:

- 8:00 AM to 9:00 AM, Monday through Friday (20-24 March)
- 9:30 AM to Noon, Sunday (26 March)
- 8:00 AM to 9:00 AM, Monday through Friday (27 March – 31 March)
- 6:00 PM to 7:00 PM, Friday (31 March)
- 9:30 AM to Noon, Sunday (2 April)
- 8:00 AM to 9:00 AM, Monday (3 April)

The Will County Clerk's Office has agreed to provide compensation for the additional costs incurred.

Suggested Motion: Motion to approve the Intergovernmental Agreement between the Fountaindale Public Library District and Will County Clerk regarding early voting location.

- f. Approval of Request to Travel for Trustees to 2023 American Library Association Annual Conference in Chicago, IL – June 22-27, 2023

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

Suggested Motion: Motion to approve request for Trustees to attend 2023 American Library Association Annual Conference in Chicago, IL – June 22-27, 2023

- g. Approval of Request to Travel for Executive Director to 2023 American Library Association Annual Conference in Chicago, IL – June 22-27, 2023

I am requesting travel to the 2023 American Library Association Annual Conference in June. Per our policy out of state travel by the Executive Director requires Board approval. ILA should be paying my expenses this year as I serve as ILA's Councilor to ALA.

Suggested Motion: Motion to approve request to Travel for Executive Director to 2023 American Library Association Annual Conference in Chicago, IL – June 22-27, 2023

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD DECEMBER 15, 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, December 15, 2022 at 7 p.m.

CALL TO ORDER

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

ROLL CALL

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

PRESENT

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

ABSENT

Trustee Meraj Alam

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Tana Petrov, Melissa Bradley and Sabrina Smallwood.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett and Alice Murray.

AGENDA APPROVAL

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

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

MINUTES OF THE BOARD MEETING – November 17, 2022

The minutes of the board meeting held November 17, 2022 were presented. A motion to approve the minutes was made by Armstrong, seconded by Bermejo. Minutes were approved as read.

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

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett provided a Friends update for the Board. The DVD pop-up sale went well and earned \$52. Later on, the Friends received more DVDs donations. The Book Cellar has been doing very well. Last Sunday a new patron purchased \$63 in books.

NEW BUSINESS

Approval of Special Reserve Fund Plan

Mills noted that the draft updated is based on the last one previously passed by the Board. This draft plan update would also carry the District through the current Strategic Plan.

A motion to approve the Special Reserve Fund Plan was made by Spindel, seconded by Valencia.

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

Approval of New Library Logo

President Kalnicky thanked the strategic plan liaisons and the branding team for their work and the staff for their input on the new logos.

A motion to approve Option C as the new Fountainsdale Public Library District logo was made by Valencia, seconded by Armstrong.

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

LIBRARY PROJECTS

Mills reported that the next step in the exterior lighting project is the software setup to control the lights.

Mills reported that the library has received great feedback on the holiday lights outside the library.

Communications Manager Melissa Bradley shared the new audio art tour in the building for the library’s art pieces. Using the Otocast app on a mobile device, patrons can do a self-guided art tour and hear from many of the artists themselves about their work and how their piece was made.

CORRESPONDENCE

None.

TREASURER'S REPORT

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

BILLS FOR APPROVAL

Bills Paid Report – December, 2022

Bills paid for the month of December in the amount of \$58,018.21 was presented for approval. Motion to approve was made by Spindel, seconded by Siska.

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

Bills Payable Report – December, 2022

Bills payable for the month of December in the amount of \$182,720.60 was presented for approval. Motion to approve was made by Spindel, seconded by Siska.

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

DIRECTOR'S REPORT – November, 2022

Mills reported the prospect of adding a third Outreach vehicle and its uses. A bid will be published and the results will be brought to the Board for consideration in January.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – The new logo was approved.

Internal Board Operations – None.

AGENDA BUILDING FOR THE NEXT MEETING

Bid for vehicle

ANNOUNCEMENTS

The Bolingbrook Rotary Club will host its annual mac & cheese contest on Saturday, March 11 from 12-2 p.m.

The Lions Club will be hosting its annual St. Patrick's Dance on Saturday, March 11 at 6 p.m.

The library will once again be a stop on the Santa Sendoff on Thursday, December 22.

ADJOURNMENT

A motion to adjourn the meeting at 7:23 p.m. was made by Valencia, seconded by Armstrong.

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

Approved: _____
Marcelo Valencia, Secretary

Robert A. Kalnicky, President

ORDINANCE NUMBER 2023-1

AN ORDINANCE abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Refunding Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois.

* * *

WHEREAS, The Board of Library Trustees (the “*Board*”) of the Fountaindale Public Library District, Will and DuPage Counties, Illinois (the “*District*”), by Ordinance Number 2019-8 adopted on the 17th day of October, 2019 (the “*Bond Ordinance*”), did provide for the issue of \$7,290,000 General Obligation Refunding Library Building Bonds, Series 2019 (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, on the 21st day of November, 2019, a duly certified copy of the Bond Ordinance was filed in the office of the County Clerk of Will County, Illinois (the “*Will County Clerk*”), and on the 21st day of November, 2019, a duly certified copy of the Bond Ordinance was filed in the office of the County Clerk of DuPage County, Illinois (the “*DuPage County Clerk*”); and

WHEREAS, the District has surplus funds in the “Library Bond and Interest Fund of 2019” (the “*Bond Fund*”) established pursuant to Section 10 of the Bond Ordinance for the purpose of paying the principal of and interest on the Bonds; and

WHEREAS, it is necessary and in the best interests of the District that a part of the tax heretofore levied for the year 2022 to pay the principal of and interest on the Bonds be abated:

NOW, THEREFORE, Be It Ordained by The Board of Library Trustees of the Fountaindale Public Library District, Will and DuPage Counties, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

Section 2. Abatement of Tax. A portion of the tax heretofore levied for the year 2022 in the Bond Ordinance shall be abated by that amount representing surplus funds in the Bond Fund, and the amount of the tax levied in Section 9 of the Bond Ordinance for the year 2022 to pay the principal of and interest on the Bonds, the amount of the tax to be abated for said year, and the remainder of the tax levied which is to be extended for said year to pay the principal of and interest on the Bonds are as follows:

YEAR	AMOUNT LEVIED	AMOUNT OF TAX TO BE FURTHER ABATED	REMAINDER OF TAX TO BE EXTENDED
2022	\$487,800	\$245,350	\$242,450

Section 3. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the Secretary of the Board shall file a certified copy hereof with the Will County Clerk and with the DuPage County Clerk (collectively, the “County Clerks”), and it shall be the duty of the County Clerks to abate said tax levied for the year 2022 in accordance with the provisions hereof and as shown hereinabove in Section 2 hereof.

Section 4. Superseder and Effective Date. All ordinances, resolutions and orders, or parts thereof, in conflict herewith, are to the extent of such conflict hereby superseded; and this Ordinance shall be in full force and effect immediately upon its adoption.

Adopted January 19, 2023.

Recorded in the District records on January 19, 2023.

Robert A. Kalnicky
President, The Board of Library Trustees

Attest:

Marcelo Valencia
Secretary, The Board of Library Trustees

Library Trustee _____ moved and Library Trustee _____ seconded the motion that said ordinance as presented and read by title be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said ordinance.

Upon the roll being called, the following Library Trustees voted AYE:

_____.

NAY: _____.

Whereupon the President declared the motion carried and said ordinance adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of The Board of Library Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Marcelo Valencia
Secretary, The Board of Library Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF WILL)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of The Board of Library Trustees (the “Board”) of the Fountaindale Public Library District, Will and DuPage Counties, Illinois (the “District”), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 19th day of January, 2023, insofar as same relates to the adoption of Ordinance Number 2023-1 entitled:

AN ORDINANCE abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Refunding Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Library District Act of 1991 of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District, this 19th day of January, 2023.

Marcelo Valencia
Secretary, The Board of Library Trustees

(SEAL)

STATE OF ILLINOIS)
) SS
COUNTY OF WILL)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Will, Illinois, and as such official I do further certify that on the ____ day of _____, 2023, there was filed in my office a duly certified copy of Ordinance Number 2023-1 entitled:

AN ORDINANCE abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Refunding Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois.

duly adopted by The Board of Library Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois, on the 19th day of January, 2023, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this ____ day of _____, 2023.

County Clerk

(SEAL)

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of DuPage, Illinois, and as such official I do further certify that on the ____ day of _____, 2023, there was filed in my office a duly certified copy of Ordinance Number 2023-1 entitled:

AN ORDINANCE abating a portion of the tax heretofore levied for the year 2022 to pay the principal of and interest on \$7,290,000 General Obligation Refunding Library Building Bonds, Series 2019, of the Fountaindale Public Library District, Will and DuPage Counties, Illinois.

duly adopted by The Board of Library Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois, on the 19th day of January, 2023, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said County, this ____ day of _____, 2023.

County Clerk

(SEAL)

Fountaindale Public Library District

Fountaindale Public Library District | 300 West Briarcliff Road | Bolingbrook, IL 60440 | www.fountaindale.org

Audit Services Request for Proposals

The Fountaindale Public Library District (FPLD) will accept proposals from Certified Public Accounting firms to provide audit services for our District. Visit www.fountaindale.org to view this document online.

Description of the Fountaindale Public Library District

The Fountaindale Public Library District (“the District”) was established as a tax-supported public library district in 1970 and currently serves a population of approximately 68,000, serving most of the population of the Village of Bolingbrook. The District is governed by an elected board of seven trustees, all residents of the District, and administered by an Executive Director.

The District provides general library services, *viz.*, circulation, reference, reader’s advisory, programming, and outreach; as well as ancillary services, such as meeting rooms, computers, wireless hotspots, photocopiers, and voter registration. The District contracts out for janitorial services, building maintenance services, legal services, engineering services, accounting services, as well as supplemental planning services.

The primary source of funding for the District is a property tax in perpetuity. The District has a June 30 fiscal year end, with a requirement to file an Audit Report and Annual Financial Report with the Illinois State Comptroller and Will County Clerk within 180 days after fiscal year end (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/2). A copy of the District’s most recent audited annual financial statement is available on our website at www.fountaindale.org.

Service to Be Performed

Your proposal is expected to cover the completion of the audit of the District’s annual financial statement in compliance with generally accepted auditing standards as established by the American Institute of Certified Public Accountants as applicable to governmental units. The audit work includes electronic submission of the Audit Report and Annual Financial Report with the Comptroller and will include meetings with the District’s Administration team and/or Board of Trustees as necessary.

In addition to the above services, the proposal is expected to cover a management letter containing comments and recommendations with respect to accounting and administrative controls and efficiency. The auditor shall also be responsible for performing certain limited procedures involving required supplementary information required by the Governmental Accounting Standards Board as mandated by general accepted auditing standards. This includes, but is not limited to, actuarial services for the GASB Statement 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, and reporting requirements. Also, it should cover the firm’s availability throughout the year to provide advice and guidance on financial accounting and reporting issues.

Fountaindale Public Library District

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Term of Engagement

It is the intent of the District's Board of Trustees to continue its relationship with the auditor for multiple years and is open to proposals for multi-year terms.

Termination

This Agreement may be terminated or suspended by the District, in whole or in part, for convenience and without cause upon five (5) days written notice. In the event of such termination, the auditor will be paid for all approved Services rendered to the date of termination, and upon such payment, all obligations of the District to the Auditor under this Agreement shall cease. Furthermore, in the event of such termination, the auditor shall promptly deliver to the District all Instruments of Service generated in the performance of its Services under this Agreement up to and including the date of termination.

The District shall have the right to terminate this Agreement immediately and without notice upon the auditor's default of its obligations hereunder or its violation of any federal or state laws, or local regulations or ordinances. In the event of such termination, payment to the auditor of any sums earned to the date of such termination shall be in full satisfaction of any and all claims by the Auditor against the District under this Agreement, and acceptance of sums paid by the Auditor shall constitute a waiver of any and all claims that may be asserted by the Auditor against the District. Furthermore, in the event of such termination, the Auditor shall promptly deliver to the District all Instruments of Service generated in the performance of its Services under this Agreement up to and including the date of termination.

Relationship with Current Auditor

These services have been provided by Brian Zabel and Associates since 2020. Brian Zabel and Associates has discontinued their government audit services. In preparing your proposal, be advised that management will give permission to contact the current auditor and for the current auditor to communicate with the firm selected.

Other Information

No conflict of interest

The Auditor represents and certifies that, to the best of its knowledge, (1) no District employee or agent is interested in the business of the Auditor or this Agreement; (2) as of the date of this Agreement neither the Auditor nor any person employed or associated with the Auditor has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Auditor nor any person employed by or associated with the Auditor shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

Fountaindale Public Library District

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Non-discrimination

In all hiring or employment by the Auditor pursuant to this Agreement, there shall be no discrimination against any employee or applicant for employment because of age, race, gender, gender identity, creed, national origin, marital status, sexual orientation, religion or the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification. The Auditor agrees that no person shall be denied or subjected to discrimination in receipt of the benefit of any services or activities made possible by, or resulting from, this Agreement.

Sexual Harassment Policy

The Auditor certifies that it has a written Sexual Harassment Policy in full compliance with 775 ILCS 5/2-105(A)(4).

Working Papers

The working papers shall be retained for at least five years. The working papers will be available for examination by authorized representatives of the State of Illinois, and, if required, the cognizant federal audit agency and the General Accounting Office.

Government Accounting Standards Board

It is expected that your firm will have a sufficient number of experienced and adequate staff available to meet the pronouncements/statements that have been issued by GASB. The District expects the successful proposer to review all supplemental schedules and to advise, as necessary, on related accounting and reporting concerns.

Contract Specifications

Any claim arising out of services rendered pursuant to this agreement shall be resolved in accordance with the laws of Illinois and in the courts with jurisdiction over Will County.

The Library will not indemnify the firm for any liability directly or indirectly arising from the firm's performance of the professional services described in this agreement. The Library will not grant any limitation of liability to the firm for claims directly or indirectly arising from the firm's performance of the professional services described in this agreement.

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Your Response to This Request for Proposal

In responding to this request, we request the following information:

1. Detail your firm's ownership, size, structure, and experience in providing auditing services to public libraries, as well as other government agencies.
2. Provide information on whether you provide services to any related industry associations or groups.
3. Discuss the firm's independence with respect to the Fountaindale Public Library District.
4. Discuss commitments you will make to staff continuity, including your staff turnover experience in the last three years.
5. Identify the five largest clients your firm (or office) has lost in the past three years and the reasons. Also, discuss, in instances where loss of the client was due to an unresolved auditing or accounting matter, the process of attempting to resolve the issue(s).
6. Identify the coverage amount of your professional liability insurance and the name of the insurer. Indicate if your firm has been involved in any lawsuit for similar work in the last five years arising from your performance of audit services.
7. Identify the members of your firm by name and title who will be assigned to our job if you are successful in your bid, and provide biographies. Indicate any complaints against them that have been leveled by the state board of accountancy or other regulatory authority, if any. Indicate any corrective actions that have been taken by the firm with respect to these people.
8. Describe how your firm will approach the audit of the District, including the use of any association or affiliate member firm personnel and the areas that will receive primary emphasis. Also, discuss the firm's use of technology in the audit. Finally, discuss the communication process used by the firm to discuss issues with the management and finance committee of the board.
9. Set forth your fee proposal for the 2023 audit, with whatever guarantees can be given regarding increases in future years. You may also additionally propose fees for three- or five-year terms of engagement.
10. Furnish standard billing rates for classes of professional personnel for each of the last three years.
11. Provide the names and contact information for at least three other, similarly sized public library clients of the supervising member of your team that will be assigned to our organization for reference purposes.

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Timeframe

Please provide a timeline that addresses the following activities and any others that are appropriate.

1. Planning and interim testing [Date]
2. Meet with the Administration team to discuss the audit plan [Date]
3. Receive a list of client-provided documents and requests [Date]
4. Begin fieldwork (approximately XX weeks) [Date]
5. Financial statement draft for management review [Date]
6. Presentation of draft audit report and comments to the District's Administration team and Board of Trustees. [Date]
7. Issue final audit report (XX bound and electronic copies) [Date]

Submission Information

Questions must be submitted to pmills@fountaindale.org no later than 3 p.m. on Thursday, February 9, 2023. All questions received by the deadline will be posted with an answer to www.fountaindale.org by 3 p.m. on Tuesday, February 14, 2023

All proposals must be submitted via email and are due no later than 3 p.m. on Monday, February 20, 2023.

Proposals must be emailed to pmills@fountaindale.org with a subject line of "FPLD Audit Services Proposals 2023"

Late proposals shall be rejected and returned to the proposer. This deadline is absolute and proposals received after the due date and time shall not be considered. Proposers must select a method of delivery that ensures proposals will be delivered to the correct location by the due date and time.

Proposals must include all costs. Proposals must be held firm for 60 days. Proposal documents, information, and answers to questions may be obtained by contacting pmills@fountaindale.org.

Proposals will be opened on Tuesday, February 21, 2023 at 9:30 a.m. in the Board Room on the 2nd Floor at 300 West Briarcliff Road, Bolingbrook IL 60440.

The award date will be Thursday, March 16, 2023 at the Board Meeting.

Fountaindale Public Library District reserves the right to reject all proposals or to waive any or all informalities and technicalities in any proposals in its best interest.

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Fountaindale Public Library District | 300 West Briarcliff Road | Bolingbrook, IL 60440 | www.fountaindale.org

The successful respondent(s) will be expected to enter into a contract with the Library pursuant to the documents that include the RFP, the vendor's proposal, the summary of negotiation, and any and all other additional materials submitted by the vendor. The only official answer or position of the Library will be the one stated in writing.

Vendors shall note that a response to this RFP does not commit FPLD to any course of action resulting from its receipt. This document shall not be construed as a contract between the parties and no communication shall create such a contract with respect to the products or services specified in this RFP. FPLD will select the vendor based upon the best overall solution and value, and is not obligated to select the lowest price proposal. Additionally, this RFP does not commit FPLD to any specific course of action. FPLD reserves the right to not select any vendor or purchase any goods and services resulting from this RFP.

All proposals submitted to the Library will become the property of the Library and shall not be returned following the selection process. Firms submitting a proposal shall bear all costs of preparing and delivering the proposal and shall not be reimbursed therefor by the Library.



310 E. Roosevelt Rd, West Chicago, IL 60185
Ph: (630) 231-3200

Haggerty Ford
330 E. Roosevelt Rd
West Chicago, IL 60185
Ph: (630) 231-3200

DATE 01/05/2023 Salesman Lou Tornabeni
 NAME FOUNTAINDALE PUBLIC LIBRARY DISTRICT STOCK # F22307
 CO-BUYER _____ EMAIL PMILLS@FOUNTAINDALE.ORG
 ADDRESS 300 W BRIARCLIFF RD CELL PHONE _____
 CITY BOLINGBROOK STATE IL ZIP 60440 HOME PHONE _____
 please enter my order for the following: New Demo Used HOME PHONE _____

	YEAR	NAME	MODEL	COLOR	MILEAGE	SERIAL #
BOUGHT	2022	Ford	Transit Connect	FROZEN WHITE M		NM0GS9E20N1533438
TRADED						

CASH SELLING PRICE	37185.00
TRADE DISCOUNT	
CASH DIFFERENCE	
TAXES	
LICENSE & TITLE	168.00
ADMINISTRATIVE FEES & CHARGES	347.00
SUB TOTAL	37700.00
PAYOFF ON TRADE	
SUB TOTAL	37700.00
FACTORY REBATE	
SERV CONT	
DEPOSIT	
BALANCE DUE ON DELIVERY	37700.00

ADMINISTRATIVE FEES AND CHARGES; AN ADMINISTRATIVE FEE IS NOT AN OFFICIAL FEE. AN ADMINISTRATIVE FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS AND PERFORMING SERVICES RELATING TO CLOSING OF A SALE. THE BASE ADMINISTRATIVE FEE ENDING JANUARY 1, 1992 WAS \$40.00. THE MAXIMUM AMOUNT THAT MAY BE CHARGED FOR ADMINISTRATIVE FEES & CHARGES IS THE BASE ADMINISTRATIVE FEE OF \$40.00 WHICH SHALL BE SUBJECT TO AN ANNUAL ADJUSTMENT EQUAL TO THE PERCENTAGE OF CHANGE IN THE BUREAU OF LABOR STATISTICS CONSUMER PRICE INDEX. THIS NOTICE IS REQUIRED BY LAW.

NOTICE: THE ONLY OTHER ADDITIONAL CHARGES PERMITTED ARE DEALER-ADDED OPTIONS, WARRANTY AND SERVICE CONTRACTS, INSURANCE AND THE ACTUAL COST OF LICENSE AND TITLE REGISTRATION AND TAXES.

No Public Liability or Property Damage Insurance Issued With This Transaction.

ALL WARRANTIES, IF ANY, BY MANUFACTURERS OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF. DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. (A) ON ALL GOOD AND SERVICES SOLD BY DEALER; AND (B) ON ALL USED VEHICLES WHICH ARE SOLD AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED.

This is a non-binding order.

NOTICE - If the box to the left is checked, the automobile purchased herein is a demonstrator which has been pre-used and may have incurred certain body repairs as a result of such usage.

The purchaser represents and warrants that he is of legal age; that he has title to and good right to sell and dispose of the used car traded in described above, that there are no liens, claims and /or encumbrances thereon, and agrees to furnish good and sufficient title and hereby grants Haggerty Ford power of attorney to assign and endorse said title for him, and to sign any and all applications which would be necessary to register title to car being purchased in any state or territory. After careful inspection and demonstration, the undersigned purchases the above vehicle with equipment at the prices and on the terms specified above.

TRANSFER OF TITLE TO ABOVE AUTOMOBILE IS SUBJECT TO FINAL, PAYMENT OF ANY AND ALL CHECKS CLEARING BANK UPON WHICH IS DRAWN.

SIGNED _____ PURCHASER
 SIGNED _____ CO-BUYER

Attn: Paul Mills

This quote/ bid is on a 2022 Ford Transit Connect, Vin # NM0GS9E20N1533438, currently in stock & subject to availability at time of bid acceptance.

Unit is available for immediate delivery if bid accepted if still in stock at time of bid acceptance & verified with Dealer. No substitution is available.

Optional 8yr/100K Ford ESP W/ Zero Deductible is available for an additional cost of \$3025.00

2 VAL-000641 IL 9-NORMEL, NB, 300641, NE093 10823

UNC
CERT CERT CERT U R II
CERT CERT CERT TSD RAMP BUIMP CAMP BOOK EXPL POT A

006486
1717335
NM0G9920 N1533438 NB

6413



Go Further

TRANSIT CONNECT

2022 XL WAGON LWB
XL 6 PASSENGER
2.0L GDI I4 ENGINE
8 SPD AUTO TRANSAXLE

N1 533438

EXTERIOR
FROZEN WHITE METALLIC
INTERIOR
EBONY VINYL SEATS

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTERIOR**
- BODY SIDE MOLDINGS - BLACK
 - BUMPERS - BLACK
 - DOOR HANDLES - BLACK
 - DOORS - DUAL SLIDING SIDE, 180-DEGREE HINGED, REAR
 - GRILLE - 3-SPIN, BLACK
 - WIPERS - RAIN-SENSING

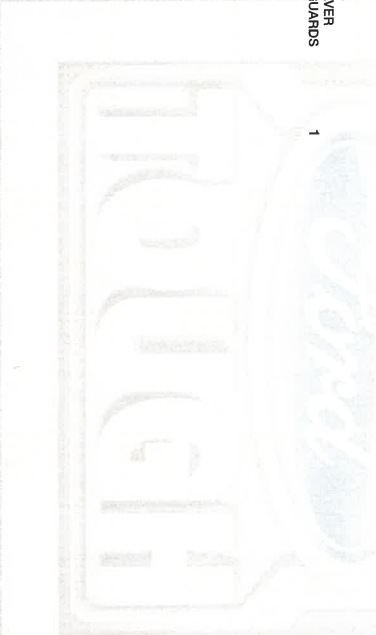
- INTERIOR**
- 2ND AND 3RD ROW SEATS
 - 6-WAY MANUAL DRIVER/4-WAY MANUAL PASSENGER SEATS
 - CENTER CONSOLE W/ARMREST, STORAGE & CUPHOLDERS
 - AUTO CLIMATE CONTROL
 - HEADLINER - FULL CLOTH
 - OVERHEAD STORAGE SHELF
 - SMART CHARGING USB PORT(2)
 - STEERING - TILT/TELESCOPIC

- FUNCTIONAL**
- BRAKES - 4-WHEEL DISCS/ABS
 - CRUISE CONTROL
 - FORDPASSSM CONNECT (4GWI-FI)
 - FORTSPOSM TELELINKS MODDEM
 - FUEL TANK 15.8 GAL
 - HILL START ASSIST
 - POWER STEERING W/EPAS
 - POWER WINDOWS & LOCKS
 - PRE-COLLISION ASSIST W/AB
 - REAR VIEW CAMERA
 - REMOTE KEYLESS ENTRY
 - REVERSE SENSING SYSTEM

- SAFETY/SECURITY**
- ADVANCED TRAC WITH RSC
 - AIRBAGS - DUAL STAGE FRONT
 - AIRBAGS - FRONT SEAT
 - AIRBAGS - SIDE IMPACT CURTAINS
 - EMERGENCY BRAKE ASSIST
 - SECURILOCK PASS ANTI-THEFT
 - TIRE PRESSURE MONITOR SYS
- WARRANTY**
- 3YR/36,000 BUMPER / BUMPER
 - 5YR/60,000 POWERTRAIN
 - 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE
ORDER CODE 200A

OPTIONAL EQUIPMENT/OTHER
50 STATE EMISSIONS
HEAVY DUTY BATTERY
TRAILER TOW PACKAGE
16" ALUM WHEELS/PARKLE SILVER
FRONT AND REAR SPLASH GUARDS



RAMP ONE	CONVOY	
CRZE	TITLE #	41-4139 OUT 3
RAMP TWO	FORD CREDIT	
<p>Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.</p>		
<p>This label is official pursuant to the Federal Automobile Information Disclosure Act, General, License, and Title Fees, State and Local Taxes are not included. Dealer included options or accessories are not included unless listed above.</p>		
<p>NF093 N RB22X 250 000641 06 09 22</p>		

EPA Fuel Economy and Environment DOT

Fuel Economy

26 MPG
combined city/hwy

24 MPG
city

28 MPG
highway

Spec. Purcso-Vehicles range from 15 to 26 MPG. The best vehicle rates 112 MPG.

3.8 gallons per 100 miles

Annual fuel cost \$1,350



Smartphone QR Code

Download the FordPassSM appSM and you can:

- Access Vehicle Control Features
- Remotely start, lock and unlock your vehicle
- Locate your vehicle and check approximate fuel range
- Receive vehicle health alerts

Activate 4G LTE Wi-Fi Hotspot

New Vehicles include a 5-month or 5GB data (whichever comes first) Wi-Fi trial.

- Connect up to ten Wi-Fi-equipped devices.
- Receive vehicle health alerts.

*Optional with 4G LTE connectivity. See dealer for details. ©2022 Ford Credit. All rights reserved. Ford, the Ford logo, FordPass, and the FordPass logo are trademarks of Ford Credit. All other trademarks are the property of their respective owners. See dealer for details.

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★ ★ ★ ★ ★

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash	Driver	★ ★ ★ ★ ★
	Passenger	★ ★ ★ ★ ★
Side Crash	Front seat	★ ★ ★ ★ ★
	Rear seat	★ ★ ★ ★ ★
Rollover		★ ★ ★ ★ ★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★ ★ ★ ★ ★) with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236



WARNING: Operating, servicing and maintaining a passenger vehicle pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

FordPass Connect

Download the FordPassSM appSM and you can:

- Access Vehicle Control Features
- Remotely start, lock and unlock your vehicle
- Locate your vehicle and check approximate fuel range
- Receive vehicle health alerts

Activate 4G LTE Wi-Fi Hotspot

New Vehicles include a 5-month or 5GB data (whichever comes first) Wi-Fi trial.

- Connect up to ten Wi-Fi-equipped devices.
- Receive vehicle health alerts.

*Optional with 4G LTE connectivity. See dealer for details. ©2022 Ford Credit. All rights reserved. Ford, the Ford logo, FordPass, and the FordPass logo are trademarks of Ford Credit. All other trademarks are the property of their respective owners. See dealer for details.

Ford PROTECT

The FordPass ConnectSM modem is active and sending vehicle data (e.g., diagnostics) to Ford. See in-vehicle settings for connectivity options.

Instant on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.forddrive.com.

Scan QR Text: NM0G9920 N1533438

Call: 1-800-4A-FORD

Text: 4A-FORD

Visit: www.ford.com/fordpass-connect

01/05/2023

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT AND WILL COUNTY**

THIS AGREEMENT made and entered into this 19th day of January, 2023 between the Fountaindale Public Library District (the “Library District”), the County of Will (the “County”), and the Will County Clerk (the “Clerk”). The Library District, the County and the Will County Clerk are at times referred to herein individually as a “Party” and collectively as the “Parties.”

WITNESSETH:

WHEREAS, the Library District is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Library District derives its rights, power and authority from the various sections of the Library District Code; and

WHEREAS, the County is a local government duly organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the County derives its rights, power and authority from the various sections of the Counties Code; and

WHEREAS, the Clerk is a duly elected County Officer who derives her power and authority from the various sections of the Counties Code and the Elections Code; and

WHEREAS, 10 ILCS 5/19-6 authorizes election authorities to maintain one or more secure collection sites for the postage-free return of vote by mail ballots; and

WHEREAS, the Library District agrees to host a Ballot Collection Box for the upcoming election in April, 2023 to assist the County and the Clerk; and

WHEREAS, the Parties find and hereby declare that it is in the best interests of the Library District to assist the County and the Clerk with the collection of ballots for the upcoming election in April, 2023.

NOW, THEREFORE, pursuant to statutory authority and their powers of intergovernmental cooperation, and in consideration of the mutual promises and covenants and conditions hereinafter set forth, it is agreed by and between the Parties hereto as follows:

1. Ballot Collection Box Drop-Off Site: The Library District agrees to serve as a Ballot Collection Box Drop-Off Site for the upcoming election in April, 2023. The Ballot Collection Box Site will be located inside the Fountaindale Public Library located at 300 W. Briarcliff Rd., Bolingbrook, IL 60440 (the “Site Location”).

2. Set Up and Removal of Ballot Collection Box: The Library District agrees that the Ballot Collection Box is the property of the Clerk. The Ballot Collection Box shall be set up by the Clerk prior to February 23, 2023 and removed by the County after April 4, 2023 and prior to the end of business April 14, 2023.
3. Use of the Ballot Collection Box: The Library District agrees that the Ballot Collection Box is to be used solely for election purposes.
4. Reporting Obligations: The Library District agrees to report problems and/or damage to the Ballot Collection Box immediately to the Will County Clerk's Office via email.
5. Purchase and Maintenance of the Ballot Collection Box: The County and the Clerk agree that the Ballot Collection Box will be purchased and maintained by the Clerk. The County and Clerk agree that the Ballot Collection Box will be emptied on a daily basis by the Clerk during normal business hours of the Library District and at the close of business of the Clerk.
6. Indemnification of the Library District: The County agrees to absolve the Library District of any liability regarding the Ballot Collection Box at the Site Location, including, but not limited to, the use, maintenance, set-up, removal, supervision, and security of the Ballot Collection Box. Further, to the fullest extent permitted by law, the County shall indemnify, defend, and hold harmless the Library District, and its respective governing board, board members individually, officers, officials, administrators, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorneys' fees and other litigation expenses), to the extent arising from: (i) the negligence or the willful or intentional conduct of the County; (ii) a breach of this Agreement by the County; (iii) any injuries caused to invitees in connection with the Ballot Collection Box. For purposes of clarification and not by way of limitation, the County's indemnification obligation under this Section shall specifically extend to tort claims made by third parties alleging injury to persons or property. For purposes of further clarification, neither the County nor the Clerk shall have any liability nor be required to indemnify, defend or hold harmless the Library District for any deliberate acts of the Library District or its respective governing board, board members individually, officers, officials, administrators, employees, volunteers and agents.
7. Limitation of Liability: In no event shall Library District be liable to the County for any incidental, consequential, indirect, or punitive damages (including without limitation lost profits) regardless of whether such liability is based on breach of contract, tort, strict liability, breach of warranties, failure of essential purpose or otherwise and even if advised of the possibility of such damages.

8. Term and Termination: Subject to the terms and conditions herein, this Agreement shall commence upon execution of both parties (the "Effective Date") and shall expire within one year of the Effective Date. Any Party may terminate this Agreement immediately upon written notice to the other Parties in the event one of the other Parties breaches any of the provisions of this Agreement.
9. Notices: Notice or other writings which any Party is required to, or may wish to, serve upon the other Parties in connection with this Agreement shall be in writing and shall be delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

If to the Library District:

Fountaindale Public Library District
Attn: Paul Mills, Executive Director
300 W. Briarcliff Road
Bolingbrook, IL 60440

If to the County:

Will County Executive
Attn: Will County Executive
302 N. Chicago Street
Joliet, IL 60432

If to the County Clerk:

Will County Clerk
Attn: Charles Pelkie, Chief of Staff
302 N. Chicago Street
Joliet, IL 60432

or to such other address, or additional parties, as any Party may from time to time designate in a written notice to the other Parties. Service by certified mail shall be deemed given on the third day following the mailing of said notice, and service by personal delivery shall be deemed given upon actual delivery.

10. No Waiver of Tort Immunity Defenses: Nothing contained in this Agreement shall constitute a waiver by the Library District, the County or the Clerk of any right, privilege or defense available to the Library District, the County or the Clerk under statutory or common law, including, but not limited to, the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.*, as amended.

11. Governing Law; Jurisdiction; Venue: This Agreement shall be governed and interpreted in accordance with the laws of the State of Illinois without regard to its conflict of laws principles. Any litigation arising out of or relating to this Agreement may be brought in the state courts of Will County, Illinois or, if it has or can acquire jurisdiction, in the United States District Court for the Northern District of Illinois, and each of the parties irrevocably submits to the exclusive jurisdiction of each such court in any such litigation, waives any objection it may now or hereafter have to venue or to convenience of forum, agrees that all claims in respect of the litigation shall be heard and determined only in any such court, and agrees not to bring any litigation arising out of or relating to this Agreement in any other court.
12. Survivorship: The indemnifications, representations, warranties, remedies, covenants and agreements contained herein shall survive the termination or expiration of this Agreement and it is hereby understood and agreed between the Parties that said indemnifications, warranties, remedies, covenants and agreements shall not cease to be in full force and effect upon the termination or expiration of this Agreement but shall survive and be contractually enforceable between the Parties hereto, their grantees, nominees, successors in interest, assignees, heirs, executors or lessors, at all times for a period of two (2) years from the date of termination or expiration of this Agreement.
13. Counterparts; Entire Agreement: This Agreement may be executed in counterparts, each of which shall be considered an original and together shall be one and the same Agreement. This Agreement contains the entire understanding between the Parties and supersedes any prior understanding or written or oral agreements between them regarding the within subject matter. There are no representations, agreements, arrangements or understandings, oral or written, between and among the Parties hereto relating to the subject matter of this Agreement which are not fully expressed herein.
14. Authority; Compliance with Laws: The individual officers of the Library District, the County and the Clerk who have executed this Agreement represent and warrant that they have the full power and lawful authority to execute this Agreement and perform and fulfill the obligations and responsibilities contemplated hereunder on behalf of and in the name of their respective governing boards. The Parties shall comply with all applicable federal, state, county, and local statutes, ordinances, rules, regulations, and codes.
15. Amendments; Assignment: Any modifications of or amendments to this Agreement must be in writing, signed by the Parties, and dated on or subsequent to the date hereof. This Agreement may not be assigned, in whole or in part, by any Party without the prior written consent of other Parties.

16. No Third-Party Beneficiaries: Notwithstanding any provision herein to the contrary, this Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a Party to this Agreement or to acknowledge, establish or impose any legal duty to any third party. No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against County, Clerk and/or the Library District.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their respective officers pursuant to the express authorization of their respective boards, as of the date first above written.

Fountaindale Public Library District:

By: _____
Robert A. Kalnicky
President, Board of Library Trustees

Attest: _____
Marcelo Valencia
Secretary, Board of Library Trustees

Will County

By: _____
Jennifer Bertino-Tarrant
Will County Executive

Attest: _____
Lauren Staley Ferry
Will County Clerk

Will County Clerk

By: _____
Lauren Staley Ferry
Will County Clerk

Attest: _____
Charles B. Pelkie Jr.
Chief of Staff
Will County Clerk

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
AND WILL COUNTY CLERK**

THIS AGREEMENT made and entered into this 19th day of January 2023 between the Fountaindale Public Library District (the "Library District"), and Will County Clerk.

WITNESSETH:

WHEREAS, the Fountaindale Public Library District (the "Library District") is a duly organized unit of local government organized and operating under the Constitution and laws of the State of Illinois; and

WHEREAS, the Library District derives its rights, power and authority from the various sections of the Library District Code (the "Code"); and

WHEREAS, Will County Clerk is a duly elected County Officer who derives her power and authority from the various sections of the Counties Code and the Election Code; and

WHEREAS, Fountaindale agrees to host Early Voting at the upcoming election in March/April 2023 to assist Will County Clerk.

WHEREAS, the Board of Fountaindale Public Library District and Will County Clerk find and hereby declare that it is in the best interests of the Library District to assist Will County with Early Voting at the upcoming election in March/April 2023.

NOW, THEREFORE, pursuant to statutory authority and their powers of intergovernmental cooperation, and in consideration of the mutual promises and covenants and conditions hereinafter set forth, it is agreed by and between the parties hereto as follows:

1. Fountaindale Public Library District agrees to host Early Voting at the upcoming election in March/April 2023.
2. Requirements for such an Early Voting site include that the site be open beyond hours that Fountaindale usually operates.
3. Will County Clerk agrees to pay for additional compensation required to be paid by Fountaindale, to Fountaindale employees for the extra hours that the library will be open as stated below:

Early Voting Hours:

Early & Grace Period Voting Dates and Hours:

Monday - Friday	March 20 – 24, 2023	8:30 am – 4:30 pm
Saturday	March 25, 2023	9:00 am – Noon
Sunday	March 26, 2023	10:00 am – 4:00 pm
Monday - Friday	March 27 – 31, 2023	8:30 am – 7:00 pm
Saturday	April 1, 2023	9:00 am – 3:00 pm
Sunday	April 2, 2023	10:00 am – 4:00 pm
Monday	April 3, 2023	8:30 am – 7:00 pm

Additional required time for Early Voting that are outside of the Library District's normal hours are:

8:00 AM to 9:00 AM	Monday through Friday, March 20-24
No additional hours	Saturday, March 25
09:30 AM to 12:00 PM (noon)	Sunday, March 26
8:00 AM to 9:00 AM	Monday through Friday, March 27-31
6:00 PM to 7:00 PM	Friday, March 31
No additional hours	Saturday, April 1
09:30 AM to 12:00 PM (noon)	Sunday, April 2
8:00 AM to 9:00 AM	Monday, April 3

Attached is Exhibit 1, a copy of the estimated hourly pay rates.

4. This Agreement shall expire within one year of execution.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their respective officers pursuant to the express authorization of their respective boards, as of the date first above written.

Fountaindale Public Library District:

By:

President, Board of Library Trustees

Attest:

Secretary, Board of Library Trustees

Will County Clerk:

By:

Clerk, Will County

Attest:

Chief of Staff, Will County Clerk

BRIAN ZABEL & ASSOCIATES, PC

1040 West Route 6
Morris, IL 60450
Phone (815) 941-9833
Fax (815) 941-9835

December 12, 2022

Dear FOUNTAINDALE PUBLIC LIBRARY DISTRICT,

We have enjoyed working with you on your governmental auditing matters over the past several years. As our firm has grown and developed, we have the need to consider how we can best serve our clients. To continue to strive to give outstanding service, we have reluctantly concluded that we can no longer serve our government auditing clients. Therefore, we are immediately requesting that you engage another CPA firm to provide your auditing services.

We will be glad to assist your new CPA with any matters with which they may have questions. We thank you for your many years of patronage and wish you every success in the future.

Sincerely,

Brian Zabel CPA, JD

Fountaindale Public Library District

Cash and Investment

December 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	\$182,211.66	\$1,068,262.39
Cash Checking/Payroll	\$160,870.85	\$60,047.31	\$220,918.16
Petty Cash	\$3,232.09	\$0.00	\$3,232.09
Total Cash	<u>\$1,050,153.67</u>	<u>\$242,258.97</u>	<u>\$1,292,412.64</u>
Investments			
Investment - General Fund/Wintrust MM	\$7,514,793.56	\$10,043.27	\$7,524,836.83
Investment - IL Funds/General	\$71,415.42	\$1,017.73	\$72,433.15
Investment - IL Funds/INB/E-Pay	\$70,251.02	\$2,118.35	\$72,369.37
Investment - Special Reserve/Wintrust MM	\$3,084,744.36	\$44,367.87	\$3,129,112.23
Investment - Working Cash/Wintrust MM	\$1,075,221.49	\$15,192.17	\$1,090,413.66
Investment - Special Reserve/PMA	\$16,718,917.63	\$113,845.47	\$16,832,763.10
Total Investments	<u>\$28,535,343.48</u>	<u>\$186,584.86</u>	<u>\$28,721,928.34</u>
Bond Fund			
4-1211-40 Invest/Wintrust MM Account	\$1,795,056.72	\$1,162,388.51	\$2,957,445.23
Total Bond Fund	<u>\$1,795,056.72</u>	<u>\$1,162,388.51</u>	<u>\$2,957,445.23</u>
Total Cash and Investments	<u>\$31,380,553.87</u>	<u>\$1,591,232.34</u>	<u>\$32,971,786.21</u>

Special Res. PMA - 1.228%
General - IL Fund - 3.933%
Money Market Wintrust - 4.161%

Fountaindale Public Library District

Revenue Report

December 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	\$54,221.58	\$4,427,374.66	99.88%	\$4,432,915.40	\$5,540.74
Property Tax Dupage - 2021	\$684.74	\$87,888.89	97.15%	\$90,467.66	\$2,578.77
Other Tax	\$30,964.30	\$208,373.67	118.80%	\$175,403.00	(\$32,970.67)
Interest	\$59,383.56	\$290,338.91	302.09%	\$96,110.00	(\$194,228.91)
Circulation Fees	\$567.27	\$6,821.32	56.84%	\$12,000.00	\$5,178.68
Copy Machines	\$308.60	\$2,926.75	73.17%	\$4,000.00	\$1,073.25
Fax Machine	\$378.24	\$2,664.47	88.82%	\$3,000.00	\$335.53
Printing	\$1,003.35	\$8,075.18	67.29%	\$12,000.00	\$3,924.82
Miscellaneous	\$95.50	\$15,672.34	104.48%	\$15,000.00	(\$672.34)
Reimbursements	\$577.49	\$2,224.40	111.22%	\$2,000.00	(\$224.40)
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	\$148,184.63	\$5,151,447.87	53.35%	\$9,655,727.09	\$4,504,279.22
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	\$18,154.30	\$1,482,360.15	99.86%	\$1,484,493.32	\$2,133.17
Property Tax - Dupage 2021	\$231.47	\$29,709.33	98.06%	\$30,295.78	\$586.45
Interest Bond Fund	\$9,578.31	\$34,244.03	48.92%	\$70,000.00	\$35,755.97
Total Bond Fund	\$27,964.08	\$1,546,313.51	49.21%	\$3,142,557.10	\$1,596,243.59
Total Revenue	\$176,148.71	\$6,697,761.38	52.33%	\$12,798,284.19	\$6,100,522.81

Fountaindale Public Library District

Expenditure Report

December 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	\$559,870.96	\$2,408,408.30	43.49%	\$5,538,000.00	\$3,129,591.70
Contractual Services	\$29,175.40	\$284,229.24	41.55%	\$684,000.00	\$399,770.76
Supplies & Utilities	\$25,820.05	\$172,642.08	27.86%	\$619,600.00	\$446,957.92
Library Materials	\$68,159.41	\$357,472.91	28.03%	\$1,275,500.00	\$918,027.09
Capital Expenditures	\$24,998.16	\$143,605.92	13.70%	\$1,048,375.00	\$904,769.08
Miscellaneous	\$10,739.82	\$22,675.25	29.84%	\$76,000.00	\$53,324.75
Per Capita Grant	\$0.00	\$0.00	0.00%	\$98,897.00	\$98,897.00
Total General Fund Expenditures	\$718,763.80	\$3,389,033.70	36.28%	\$9,340,372.00	\$5,951,338.30
Other Fund Expenditures					
Audit Fund Expenditures	\$0.00	\$2,760.00	22.81%	\$12,100.00	\$9,340.00
Liability Insurance Fund Expendit	\$0.00	\$15,296.27	9.71%	\$157,500.00	\$142,203.73
Soc Sec/IMRF Fund Expenditures	\$64,549.24	\$335,755.37	46.45%	\$722,825.00	\$387,069.63
Special Reserve Fund Expenditur	\$0.00	\$0.00	0.00%	\$100.00	\$100.00
Maintenance Fund Expenditures	\$25,389.39	\$123,231.25	28.33%	\$435,000.00	\$311,768.75
Total Other Fund Expenditures	\$89,938.63	\$477,042.89	35.93%	\$1,327,525.00	\$850,482.11
Total Expenditures - Operating Funds	\$808,702.43	\$3,866,076.59	36.24%	\$10,667,897.00	\$6,801,820.41
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	\$808,702.43	\$4,250,001.59	30.80%	\$13,800,747.00	\$9,550,745.41

Fountaindale Pubic Library District
 Bills Paid - Operating Account
 January 2023

PAYEE NAME	DESCRIPTION	PAYMENT DATE	CHECK/DRAFT NUMBER	PAYMENT AMOUNT
Blue Cross Blue Shield of Illinois	Employer Contribution - January 2023	01/01/2023	58394	\$28,230.09
Dearborn National Life Insurance Company	Employer Contribution - January 2023	01/01/2023	58395	\$584.37
Home Depot	Building Maintenance Supplies	01/01/2023	58396	\$114.69
Illinois Municipal Retirement Fund	Employer Contribution - December 2022	01/01/2023	969	\$38,935.85
Pitney Bowes Inc.	Postage Meter Machine Supplies	01/01/2023	58397	\$118.99
U.S. Postal Service	USPS Bulk Mailing Permit Renewal	01/01/2023	58398	\$275.00
				<u>\$68,258.99</u>



 Jennie Nguyen, Finance Manager

<u>Gross Payroll & FICA - December 2022</u>	
Gross Payroll	\$524,683.96
FICA	\$39,070.65
Total Gross Payroll & FICA	<u>\$563,754.61</u>

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Allyse Schiller				
	Finance Mileage - 10/7/22-12/30/22	AS010323	1-4171-10	\$16.31
		<i>Subtotal for Vendor</i>		<u>\$16.31</u>
Amazon				
	Holiday Program Supplies	A82-2223	1-4353-24	\$91.19
	Star Wars Day Supplies	A90-2223	1-4353-24	\$26.17
	Processing & Repair Supplies	0660346-JAN23	1-4371-12	\$354.39
	Maker Space Supplies	A89-2223	1-4371-27	\$41.97
	Library Materials - Processing/Shipping	0660346-JAN23	1-4518-26	\$25.45
	Books - Adult World Languages	0660346-JAN23	1-4525-26	\$1,003.50
	Books - Juvenile World Languages	0660346-JAN23	1-4526-26	\$308.28
	Electronic Devices & Devices	0660346-JAN23	1-4527-26	\$117.47
	Books - Adult Fiction	0660346-JAN23	1-4540-26	\$1,520.20
	Books - Adult Non-Fiction	0660346-JAN23	1-4541-26	\$411.97
	Books - Juvenile Fiction	0660346-JAN23	1-4544-26	\$251.14
	Books - Juvenile Non-Fiction	0660346-JAN23	1-4545-26	\$45.93
	Books - Juvenile Easy	0660346-JAN23	1-4546-26	\$387.13
	Books - Juvenile Easy	0660346-JAN23	1-4546-29	\$269.35
	Books - Young Adult Fiction	0660346-JAN23	1-4548-26	\$161.44
	Books - Young Adult Non-Fiction	0660346-JAN23	1-4549-26	\$239.40
	Music - Adult	0660346-JAN23	1-4550-26	\$135.13
	DVD - Adult	0660346-JAN23	1-4557-26	\$1,230.99
	DVD - Juvenile	0660346-JAN23	1-4558-26	\$640.23
	Video Games - Adult	0660346-JAN23	1-4565-26	\$1,397.67
	Staff Summer Adventure Prizes	0660346-JAN23	1-4711-10	\$40.99
		<i>Subtotal for Vendor</i>		<u>\$8,699.99</u>
Amazon Capital Services				
	District Restock - December 2022	A101-2223	1-4351-10	\$42.36
	Finance Filing Supplies	A104-2223	1-4351-10	\$224.91
	Finance Desk Supplies	A116-2223	1-4351-10	\$40.62
	Various Finance Supplies	A83-2223	1-4351-10	\$170.25
	Finance Storage Supplies	A94-2223	1-4351-10	\$102.87
	Circ Planners, Mouse, Erasers	A95-2223	1-4351-10	\$130.19
	Finance Organizational Supplies	A96-2223	1-4351-10	\$42.49

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Facilities Planner	A98-2223	1-4351-10	\$11.18
	Various Supplies	A119-2223	1-4353-20	\$299.52
	Cardstock & Cellophane Bags	A92-2223	1-4353-20	\$49.97
	Various Program Supplies	A97-2223	1-4353-20	\$97.97
	Various Program Supplies	A102-2223	1-4353-24	\$67.28
	Vortex PS3 Charging Station	A108-2223	1-4353-24	\$58.00
	Winter 2022 Supplies	A111-2223	1-4353-24	\$32.57
	Santa Send Off Supplies	A113-2223	1-4353-24	\$52.50
	Teen Winter 2022 & January Craft Supplies	A114-2223	1-4353-24	\$539.45
	Additional Glass Jars	A115-2223	1-4353-24	\$23.59
	Various Supplies	A118-2223	1-4353-24	\$101.58
	Teen Spring 2023 Craft Supplies	A120-2223	1-4353-24	\$216.70
	Teen Winter 2022 Craft Supplies	A121-2223	1-4353-24	\$135.69
	Star Wars Day Adult & Teen Craft Supplies	A85-2223	1-4353-24	\$58.76
	Star Wars Day Sarlacc Pit Toss Supplies	A87-2223	1-4353-24	\$17.68
	Mini Clay Pots	A91-2223	1-4353-24	\$39.96
	Star Wars Day Sarlacc Pit Toss Supplies	A93-2223	1-4353-24	\$59.99
	Various Supplies	A122-2223	1-4353-27	\$212.94
	Various Program Supplies	A107-2223	1-4353-28	\$93.05
	Various Winter Program Supplies	A86-2223	1-4353-28	\$52.65
	Protective Cases & Wall Chargers	A109-2223	1-4354-14	\$339.20
	Circ Planners, Mouse, Erasers	A95-2223	1-4354-14	\$9.99
	Circ Planners, Mouse, Erasers	A95-2223	1-4371-10	\$7.98
	Books - Adult Non-Fiction & Processing/Shipping	1Y3V-W37Y-KWK3	1-4518-26	\$5.99
	Books - Adult Fiction	1TPM-MNYL-KRXC	1-4540-26	\$55.96
	Books - Adult Non-Fiction & Processing/Shipping	1Y3V-W37Y-KWK3	1-4541-26	\$24.26
	Ender 3 S1 Pro 3D Printer	A106-2223	1-4568-27	\$499.00
	Various Program Supplies	A88-2223	1-4571-24	\$98.92
	32GB Laptop Memory	A117-2223	1-4641-14	\$719.94
	Staff Pronoun Pins	A112-2223	1-4711-10	\$24.28
	Bolingbrook Village Hall Community Tree Decorations	A84-2223	1-4711-10	\$161.44
		<i>Subtotal for Vendor</i>		\$4,921.68
Amber J Rubio				
	Program - Teen Paint Party - 2/11/23	AJR021123	1-4573-24	\$200.00

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		\$200.00
American Library Association				
	Luminais Membership - 1/1/23-12/31/23	2260152	1-4161-10	\$155.00
	Bermejo Membership - 1/31/23-1/30/24	2220250	1-4161-16	\$130.00
		<i>Subtotal for Vendor</i>		\$285.00
Apple Inc.				
	Magic Keyboard & Computer Mouse	AK32908052	1-4641-14	\$258.00
	Studio Mac Mini & Apple Care	AK33966798	1-4641-14	\$1,288.00
		<i>Subtotal for Vendor</i>		\$1,546.00
AT & T				
	Internet - December 2022	8467805708	1-4314-14	\$948.97
		<i>Subtotal for Vendor</i>		\$948.97
B&H Photo-Video				
	Ultimate-Support Mic Stand	208845176	1-4568-27	\$99.99
	Pearstone 10in Snagless Cable	208908034	1-4568-27	\$3.07
	Various Audio & Visual Supplies	208947674	1-4568-27	\$85.46
	Westcott Sony Adapter	208991014	1-4568-27	\$2,341.50
	Various Studio Audio & Visual Supplies	209261997	1-4568-27	\$1,821.96
	Dracast Light Kit	209318387	1-4568-27	\$68.26
		<i>Subtotal for Vendor</i>		\$4,420.24
Baker & Taylor - 75000139				
	Music - Adult	H63221340	1-4550-26	\$7.25
	Music - Adult	H63288420	1-4550-26	\$19.12
		<i>Subtotal for Vendor</i>		\$26.37
Baker & Taylor - C009233				
	Books - Adult Non-Fiction	2037172909	1-4541-26	\$445.97
	Books - Adult Non-Fiction	2037196571	1-4541-26	\$350.56
	Books - Adult Non-Fiction	2037222226	1-4541-26	\$443.19
		<i>Subtotal for Vendor</i>		\$1,239.72
Baker & Taylor - L420685				
	Library Materials - Processing/Shipping	2037169095	1-4518-26	\$5.82
	Library Materials - Processing/Shipping	2037188645	1-4518-26	\$13.78
	Library Materials - Processing/Shipping	2037214832	1-4518-26	\$8.96
	Books - Adult Fiction	2037169095	1-4540-29	\$81.63

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Fiction	2037188645	1-4540-29	\$96.56
	Books - Adult Fiction	2037214832	1-4540-29	\$112.65
	Books - Adult Non-Fiction	2037169095	1-4541-29	\$56.07
	Books - Adult Non-Fiction	2037188645	1-4541-29	\$36.92
	Books - Adult Non-Fiction	2037214832	1-4541-29	\$15.53
	Books - Adult Large Print	2037169095	1-4543-29	\$36.99
	Books - Adult Large Print	2037188645	1-4543-29	\$161.87
	Books - Adult Large Print	2037214832	1-4543-29	\$70.98
	Books - Juvenile Non-Fiction	2037214832	1-4545-29	\$8.62
		<i>Subtotal for Vendor</i>		\$706.38

Baker & Taylor - L420686

	Library Materials - Processing/Shipping	2037156980	1-4518-26	\$77.95
	Library Materials - Processing/Shipping	2037160046	1-4518-26	\$58.15
	Books - Adult World Languages & Processing/Shipping	2037161004	1-4518-26	\$9.31
	Library Materials - Processing/Shipping	2037163015	1-4518-26	\$28.80
	Library Materials - Processing/Shipping	2037167909	1-4518-26	\$51.20
	Library Materials - Processing/Shipping	2037174177	1-4518-26	\$87.80
	Library Materials - Processing/Shipping	2037177365	1-4518-26	\$33.62
	Library Materials - Processing/Shipping	2037180601	1-4518-26	\$44.17
	Library Materials - Processing/Shipping	2037186388	1-4518-26	\$57.97
	Library Materials - Processing/Shipping	2037193384	1-4518-26	\$45.27
	Library Materials - Processing/Shipping	2037196207	1-4518-26	\$27.40
	Library Materials - Processing/Shipping	2037197958	1-4518-26	\$67.95
	Library Materials - Processing/Shipping	2037201660	1-4518-26	\$40.42
	Library Materials - Processing/Shipping	2037204632	1-4518-26	\$29.42
	Library Materials - Processing/Shipping	2037207295	1-4518-26	\$114.17
	Library Materials - Processing/Shipping	2037208236	1-4518-26	\$7.67
	Library Materials - Processing/Shipping	2037214511	1-4518-26	\$40.52
	Library Materials - Processing/Shipping	2037218159	1-4518-26	\$27.95
	Library Materials - Processing/Shipping	2037220795	1-4518-26	\$75.50
	Library Materials - Processing/Shipping	2037223737	1-4518-26	\$78.38
	Library Materials - Processing/Shipping	2037230875	1-4518-26	\$47.69
	Books - Adult World Languages & Processing/Shipping	2037161004	1-4525-26	\$74.85
	Books - Adult World Languages	2037196207	1-4525-26	\$12.57

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult World Languages	2037207295	1-4525-26	\$35.91
	Books - Adult World Languages	2037218159	1-4525-26	\$10.77
	Books - Adult World Languages	2037220795	1-4525-26	\$10.79
	Books - Adult Fiction	2037156980	1-4540-26	\$341.94
	Books - Adult Fiction	2037160046	1-4540-26	\$412.03
	Books - Adult Fiction	2037163015	1-4540-26	\$121.65
	Books - Adult Fiction	2037167909	1-4540-26	\$285.19
	Books - Adult Fiction	2037174177	1-4540-26	\$430.03
	Books - Adult Fiction	2037177365	1-4540-26	\$272.38
	Books - Adult Fiction	2037180601	1-4540-26	\$349.16
	Books - Adult Fiction	2037186388	1-4540-26	\$386.66
	Books - Adult Fiction	2037193384	1-4540-26	\$155.56
	Books - Adult Fiction	2037196207	1-4540-26	\$68.92
	Books - Adult Fiction	2037197958	1-4540-26	\$201.32
	Books - Adult Fiction	2037201660	1-4540-26	\$160.50
	Books - Adult Fiction	2037204632	1-4540-26	\$207.18
	Books - Adult Fiction	2037207295	1-4540-26	\$776.98
	Books - Adult Fiction	2037214511	1-4540-26	\$167.89
	Books - Adult Fiction	2037218159	1-4540-26	\$89.68
	Books - Adult Fiction	2037220795	1-4540-26	\$425.63
	Books - Adult Fiction	2037223737	1-4540-26	\$639.19
	Books - Adult Fiction	2037230875	1-4540-26	\$522.76
	Books - Adult Non-Fiction	2037156980	1-4541-26	\$253.06
	Books - Adult Non-Fiction	2037160046	1-4541-26	\$309.40
	Books - Adult Non-Fiction	2037163015	1-4541-26	\$326.95
	Books - Adult Non-Fiction	2037167909	1-4541-26	\$367.59
	Books - Adult Non-Fiction	2037174177	1-4541-26	\$635.70
	Books - Adult Non-Fiction	2037177365	1-4541-26	\$83.88
	Books - Adult Non-Fiction	2037180601	1-4541-26	\$137.48
	Books - Adult Non-Fiction	2037186388	1-4541-26	\$224.36
	Books - Adult Non-Fiction	2037193384	1-4541-26	\$395.70
	Books - Adult Non-Fiction	2037196207	1-4541-26	\$130.05
	Books - Adult Non-Fiction	2037197958	1-4541-26	\$806.22
	Books - Adult Non-Fiction	2037201660	1-4541-26	\$921.93

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Non-Fiction	2037204632	1-4541-26	\$84.25
	Books - Adult Non-Fiction	2037207295	1-4541-26	\$317.56
	Books - Adult Non-Fiction	2037208236	1-4541-26	\$184.38
	Books - Adult Non-Fiction	2037214511	1-4541-26	\$266.89
	Books - Adult Non-Fiction	2037218159	1-4541-26	\$164.54
	Books - Adult Non-Fiction	2037220795	1-4541-26	\$387.93
	Books - Adult Non-Fiction	2037223737	1-4541-26	\$359.82
	Books - Adult Non-Fiction	2037230875	1-4541-26	\$135.22
	Books - Adult Large Print	2037156980	1-4543-26	\$73.88
	Books - Adult Large Print	2037163015	1-4543-26	\$36.99
	Books - Adult Large Print	2037177365	1-4543-26	\$20.70
	Books - Adult Large Print	2037180601	1-4543-26	\$54.69
	Books - Adult Large Print	2037186388	1-4543-26	\$182.55
	Books - Adult Large Print	2037196207	1-4543-26	\$102.57
	Books - Adult Large Print	2037204632	1-4543-26	\$18.59
	Books - Adult Large Print	2037214511	1-4543-26	\$122.96
	Books - Adult Large Print	2037218159	1-4543-26	\$582.07
	Books - Adult Large Print	2037220795	1-4543-26	\$261.04
	Books - Adult Large Print	2037230875	1-4543-26	\$18.60
	Books - Juvenile Fiction	2037207295	1-4544-26	\$32.76
	Books - Juvenile Non-Fiction	2037201660	1-4545-26	\$215.70
	Books - Juvenile Non-Fiction	2037204632	1-4545-26	\$17.24
	Books - Juvenile Non-Fiction	2037207295	1-4545-26	\$58.62
	Books - Juvenile Non-Fiction	2037214511	1-4545-26	\$81.62
	Books - Juvenile Non-Fiction	2037218159	1-4545-26	\$39.08
	Books - Juvenile Non-Fiction	2037220795	1-4545-26	\$21.84
	Books - Juvenile Non-Fiction	2037230875	1-4545-26	\$22.98
	Books - Juvenile Easy	2037174177	1-4546-26	\$18.87
	Books - Juvenile Easy	2037193384	1-4546-26	\$25.14
		<i>Subtotal for Vendor</i>		\$15,712.25
Belynda Head				
	Program - R&B Line Dancing - 2/5/23	BH020523	1-4571-24	\$145.00
		<i>Subtotal for Vendor</i>		\$145.00
BiblioLabs LLC				

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	BiblioBoard Creator - 3/1/23-9/30/23	0809047-IN	1-4521-26	\$1,633.33
		<i>Subtotal for Vendor</i>		\$1,633.33
Blackstone Publishing				
	Audiobooks - Adult	2077386	1-4551-26	\$307.48
		<i>Subtotal for Vendor</i>		\$307.48
Bolingbrook Rotary Club				
	Mills Membership - Third Quarter Dues 2022-2023	1236	1-4161-10	\$62.00
		<i>Subtotal for Vendor</i>		\$62.00
Brett Luminais				
	Travel Reimburse - YALSA Conference - 11/4/22-11/6/22	BL120722	1-4171-10	\$449.82
	Travel Reimburse - YALSA Conference - 11/4/22-11/6/22	BL120722	1-4173-10	\$189.73
		<i>Subtotal for Vendor</i>		\$639.55
BS& A Software				
	BS&A Software & Add Ons	144651	1-4691-10	\$43,900.00
		<i>Subtotal for Vendor</i>		\$43,900.00
Carolyn Boyer				
	Outreach Services Mileage - 12/2/22-12/19/22	CB122722	1-4171-10	\$40.50
		<i>Subtotal for Vendor</i>		\$40.50
Center Point Large Print				
	Books - Adult Large Print	1964197	1-4543-26	\$24.02
	Books - Adult Large Print	1973200	1-4543-26	\$147.42
		<i>Subtotal for Vendor</i>		\$171.44
Chicago Public Library				
	Lost/Damaged Item: "The Bridegroom: Stories"	R0173120074	1-3310-30	\$32.00
		<i>Subtotal for Vendor</i>		\$32.00
Chicago Sun Times				
	Periodicals	27468	1-4511-26	\$1,008.80
		<i>Subtotal for Vendor</i>		\$1,008.80
Children's Plus Inc.				
	Books - Juvenile Non-Fiction	222177	1-4545-26	\$95.78
	Books - Juvenile Non-Fiction	222178	1-4545-26	\$60.93
	Books - Juvenile Non-Fiction	222530	1-4545-26	\$135.86
	Books - Juvenile Non-Fiction & Young Adult Non-Fiction	222662	1-4545-26	\$55.40
	Books - Juvenile Non-Fiction	222716	1-4545-26	\$2,082.51

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Non-Fiction	222917	1-4545-26	\$33.90
	Books - Juvenile Non-Fiction	223088	1-4545-26	\$75.91
	Books - Juvenile Non-Fiction	223177	1-4545-26	\$9.99
	Books - Juvenile Non-Fiction	222179	1-4545-29	\$70.83
	Books - Juvenile Non-Fiction	222353	1-4545-29	\$16.95
	Books - Juvenile Non-Fiction	222353	1-4545-29	\$16.95
	Books - Juvenile Non-Fiction	222531	1-4545-29	\$131.90
	Books - Juvenile Non-Fiction	222667	1-4545-29	\$358.57
	Books - Juvenile Non-Fiction	222713	1-4545-29	\$67.95
	Books - Juvenile Non-Fiction	223193	1-4545-29	\$36.97
	Books - Young Adult Fiction	222532	1-4548-26	\$247.86
	Books - Juvenile Non-Fiction & Young Adult Non-Fiction	222662	1-4549-26	\$690.45
	Books - Young Adult Non-Fiction	222765	1-4549-26	\$121.96
		<i>Subtotal for Vendor</i>		\$4,310.67
Clifford Stockton				
	Refund - "The Hunt"	CS0997	1-3310-10	\$28.99
		<i>Subtotal for Vendor</i>		\$28.99
Comcast Cable				
	Cable - 1/3/23-2/2/23	0367494-JAN23	1-4316-14	\$103.01
		<i>Subtotal for Vendor</i>		\$103.01
Constellation NewEnergy, Inc.				
	Electricity - 10/27/22-11/29/22	63986495801	1-4321-30	\$10,100.80
	Electricity - 11/29/22-12/30/22	64223650301	1-4321-30	\$8,845.82
		<i>Subtotal for Vendor</i>		\$18,946.62
Creative Photography by Paul Hrdlicka				
	FPLD Holiday Lights Drone Photography	7623-2223	1-4711-10	\$200.00
		<i>Subtotal for Vendor</i>		\$200.00
Demco, Inc.				
	Various Colored Media Velcro Pouches	7229542	1-4371-12	\$235.65
		<i>Subtotal for Vendor</i>		\$235.65
Discount School Supply				
	Various Program Supplies	P41856940101	1-4353-20	\$101.10
	Various Program Supplies	P41884450101	1-4353-20	\$114.05
		<i>Subtotal for Vendor</i>		\$215.15

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
EBSCO Subscription Services				
	LibraryAware Renewal - 1/1/23-12/31/23	1000196756-1	1-4272-12	\$1,972.00
		<i>Subtotal for Vendor</i>		\$1,972.00
Ehlers & Associates, Inc.				
	Professional Services - Agent Fee	76670	1-4253-10	\$400.00
		<i>Subtotal for Vendor</i>		\$400.00
Fatima Khan				
	Circulation Mileage - 10/15/22-12/10/22	FK010623	1-4171-10	\$18.56
		<i>Subtotal for Vendor</i>		\$18.56
Findaway World, LLC				
	Books - Juvenile Easy	415240	1-4546-26	\$1,032.45
	Audiobooks - Adult	416030	1-4551-26	\$424.96
	Audiobooks - Juvenile	413502	1-4553-26	\$43.79
	Audiobooks - Juvenile	414108	1-4553-26	\$131.10
	Audiobooks - Juvenile	415799	1-4553-26	\$94.88
	Audiobooks - Juvenile	416029	1-4553-26	\$889.99
	Audiobooks - Young Adult	413654	1-4555-26	\$398.78
	Audiobooks - Young Adult	415502	1-4555-26	\$256.75
	Audiobooks - Young Adult	416020	1-4555-26	\$55.73
	Playaway - Juvenile	415801	1-4562-29	\$47.44
	Playaway - Juvenile	416027	1-4562-29	\$297.88
	Launchpads - Juvenile	414251	1-4566-26	\$807.45
	Launchpads - Juvenile	414704	1-4566-26	\$826.45
		<i>Subtotal for Vendor</i>		\$5,307.65
First Bankcard				
	American Society Notaries - Owens - Notary Training	N5218-JAN23	1-4151-10	\$25.00
	American Society Notaries - Ohale - Notary Training	N5218-JAN23	1-4151-10	\$25.00
	American Sociey Notaries - Montalvo - Notary Training	N5218-JAN23	1-4151-10	\$25.00
	LibraryWorks - Ali - Aggressive Behavior Webinar	N5218-JAN23	1-4151-10	\$49.00
	American Society Notaries - Marshall - Notary Training	N5218-JAN23	1-4151-10	\$25.00
	BeaconLive - Pottle - FMLA Administration Webinar	N5218-JAN23	1-4151-10	\$395.00
	DigiPalooza - Hopwood - Conference - 8/9/23-8/11/23	N5218-JAN23	1-4151-10	\$149.00
	Andersons - Boyer - Children's Lit - 2/25/23	P9444-JAN23	1-4151-10	\$68.31
	Andersons - Consalvo - Children's Lit - 2/25/23	P9444-JAN23	1-4151-10	\$68.31

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Cradlepoint - Bkm NetCloud Mobile Essentials Router Plan	N5218-JAN23	1-4233-14	\$213.00
	Thermo King - Bkm Heater Repair	P9444-JAN23	1-4235-29	\$162.16
	TransChicago - Bkm Malfunctioning Indicator Light	P9444-JAN23	1-4235-29	\$527.35
	Mercedes Benz - Van Coolant Repair	P9444-JAN23	1-4235-29	\$629.93
	American Association Notaries - Birt - Bond & Supplies	N5218-JAN23	1-4253-10	\$30.00
	American Association Notaries - Birt - Bond & Supplies	N5218-JAN23	1-4351-10	\$56.13
	Walmart - District Restock Coffee Creamer - November 2022	N5218-JAN23	1-4351-10	\$61.32
	Beggars Pizza - Star Wars Day Dinner	N5218-JAN23	1-4353-24	\$211.94
	Walmart - DIY Snow Globe Supplies	N5218-JAN23	1-4353-24	\$5.80
	Michaels - DIY Snow Globe Supplies	N5218-JAN23	1-4353-24	\$29.97
	Jimmy Johns - Senior Social Lunch	N5218-JAN23	1-4353-24	\$100.58
	Walmart - Vortex Xbox & PS5 Controllers	N5218-JAN23	1-4353-24	\$711.00
	Best Buy - Vortex PS5	N5218-JAN23	1-4353-24	\$542.49
	Dollar Tree - Spanish Craft Supplies	N5218-JAN23	1-4353-24	\$11.25
	Dollar Tree - Spanish Craft Supplies	N5218-JAN23	1-4353-24	\$31.25
	Dunkin - Adult Winter Reading Challenge Prizes	N5218-JAN23	1-4353-24	\$60.00
	Silhouette - 10th Anniversary Program Templates	N5218-JAN23	1-4353-27	\$29.12
	Alonti - December 2022 Board Trustee Dinners	N5218-JAN23	1-4355-16	\$160.00
	USCutter - Maker Space Supplies	N5218-JAN23	1-4371-27	\$145.59
	Glowforge - Draft Board & Maker Space Filter	N5218-JAN23	1-4371-27	\$689.25
	USPS - Election Objection Certified Mail	N5218-JAN23	1-4381-10	\$5.68
	Netflix - 4/11 Additional Roku Monthly Subscriptions	M4566-JAN23	1-4523-26	\$19.99
	Netflix - 4/11 Additional Roku Monthly Subscriptions	N5218-JAN23	1-4523-26	\$19.99
	Netflix - 4/11 Additional Roku Monthly Subscriptions	N5218-JAN23	1-4523-26	\$19.99
	Netflix - 4/6 Outreach Roku Monthly Subscriptions	P9444-JAN23	1-4523-26	\$19.99
	Netflix - 4/6 Outreach Roku Monthly Subscriptions	P9444-JAN23	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$19.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$9.99
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$9.99

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	CrunchyRoll - 1/6 Outreach Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$9.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/12 Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	HBO Max - 3/11 Additional Roku Monthly Subscriptions	T7780-JAN23	1-4523-26	\$14.99
	The Puppet Store - Puppet Packs	T7780-JAN23	1-4546-29	\$40.80
	Glowforge - Draft Board & Maker Space Filter	N5218-JAN23	1-4568-27	\$20.73
	Basecamp - Annual Subscription	M4566-JAN23	1-4631-14	\$899.00
	Spotify - Monthly Subscription	N5218-JAN23	1-4631-14	\$15.99
	Grammarly - Annual Renewal - 5 FPLD Staff Members	N5218-JAN23	1-4631-14	\$750.00
	Flower Shop - Martinez Sympathy Arrangement	M4566-JAN23	1-4711-10	\$90.37
	Meijer - New Logo Cupcakes	N5218-JAN23	1-4711-10	\$42.47
	Donut Den - Donuts w/Director Refreshments - 11/28/22	M4566-JAN23	1-4715-10	\$13.04
	Home Cut Donuts - Donuts w/Director Refreshments - 12/20/22	M4566-JAN23	1-4715-10	\$12.37
	Panera - Donuts & Pastries Drinks & Refreshments - 12/20/22	N5218-JAN23	1-4715-10	\$41.68
	Facebook - Monthly Ads	M4566-JAN23	1-4731-10	\$23.00
	MailChimp - Monthly Subscription	M4566-JAN23	1-4731-10	\$59.00
	Woobox - Monthly Subscription	M4566-JAN23	1-4731-10	\$29.00
	Canva - Storytime Stickers	N5218-JAN23	1-4731-10	\$160.00
	Displays2Go - ATSD Brochure Holders	N5218-JAN23	1-4731-10	\$119.53
	Canva - Annual Subscription	N5218-JAN23	1-4731-10	\$119.99
		<i>Subtotal for Vendor</i>		\$8,020.18
Fruteland Jackson Company				
	Program - Emergence & Evolvment Blues Music - 2/2/23	FJC020223	1-4571-24	\$400.00
		<i>Subtotal for Vendor</i>		\$400.00
Fun Express LLC				
	Various Program Supplies	721767249-01	1-4353-20	\$128.31
	Various Program Supplies	722053124-01	1-4353-20	\$122.57
		<i>Subtotal for Vendor</i>		\$250.88
Funny Valentine Press				

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Program - From Golden Age to TV Age - 2/9/23	FVP020923	1-4571-24	\$300.00
		<i>Subtotal for Vendor</i>		<u>\$300.00</u>
Gabriel Miranda				
	Pogram - Steam Works - 2/1/23	GM020123	1-4571-27	\$100.00
		<i>Subtotal for Vendor</i>		<u>\$100.00</u>
Gale/Cengage Learning				
	Books - Adult Non-Fiction	79750570	1-4541-26	\$683.05
	Books - Adult Large Print	79740998	1-4543-26	\$151.15
	Books - Adult Large Print	79768108	1-4543-26	\$90.37
	Books - Adult Large Print	79787693	1-4543-26	\$98.96
		<i>Subtotal for Vendor</i>		<u>\$1,023.53</u>
Garden Gate				
	Periodicals	0132166141	1-4511-26	\$32.00
		<i>Subtotal for Vendor</i>		<u>\$32.00</u>
Gerald Curl				
	Program - Xmas Storytime & Mrs. Claus Meet Greet - 12/20/22	GC122022	1-4572-20	\$75.00
		<i>Subtotal for Vendor</i>		<u>\$75.00</u>
IHLS-OCLC				
	Catalog Management	27524	1-4272-12	\$783.66
		<i>Subtotal for Vendor</i>		<u>\$783.66</u>
Illinois American Water				
	Fire Protection - 12/20/22-1/20/23	1025-210003089465	1-4331-30	\$46.97
	Irrigation - 11/18/22-12/7/22	1025-210003089915	1-4331-30	\$75.88
		<i>Subtotal for Vendor</i>		<u>\$122.85</u>
Illinois American Water/Bolingbrook				
	Water & Sewer - 11/18/22-12/19/22	1025-210003088318	1-4331-30	\$743.13
		<i>Subtotal for Vendor</i>		<u>\$743.13</u>
Illinois Government Finance Officers Association				
	Nguyen & Schiller - 2023 Membership Renewal	2023DUES	1-4161-10	\$400.00
		<i>Subtotal for Vendor</i>		<u>\$400.00</u>
Illinois Library Association				
	Schiller Membership - 1/1/23-12/31/23	227520	1-4161-10	\$75.00
	Nguyen Membership - 4/1/23-3/31/24	233883	1-4161-10	\$40.00
		<i>Subtotal for Vendor</i>		<u>\$115.00</u>

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Ingram Library Services				
	Library Materials - Processing/Shipping	72921619	1-4518-26	\$203.56
	Library Materials - Processing/Shipping	72955163	1-4518-26	\$108.26
	Library Materials - Processing/Shipping	72979372	1-4518-26	\$25.68
	Library Materials - Processing/Shipping	73010487	1-4518-26	\$28.60
	Library Materials - Processing/Shipping	73061679	1-4518-26	\$61.92
	Library Materials - Processing/Shipping	73061680	1-4518-26	\$35.62
	Library Materials - Processing/Shipping	73115079	1-4518-26	\$40.28
	Library Materials - Processing/Shipping	73144235	1-4518-26	\$72.74
	Library Materials - Processing/Shipping	73170097	1-4518-26	\$61.60
	Library Materials - Processing/Shipping	73197224	1-4518-26	\$12.10
	Library Materials - Processing/Shipping	73209837	1-4518-26	\$66.70
	Library Materials - Processing/Shipping	73226487	1-4518-26	\$97.76
	Library Materials - Processing/Shipping	73226488	1-4518-26	\$35.80
	Library Materials - Processing/Shipping	73245801	1-4518-26	\$21.38
	Library Materials - Processing/Shipping	73254030	1-4518-26	\$24.98
	Library Materials - Processing/Shipping	73254031	1-4518-26	\$60.18
	Library Materials - Processing/Shipping	73272390	1-4518-26	\$25.34
	Library Materials - Processing/Shipping	73296144	1-4518-26	\$83.76
	Library Materials - Processing/Shipping	73304082	1-4518-26	\$17.42
	Library Materials - Processing/Shipping	73333682	1-4518-26	\$39.92
	Library Materials - Processing/Shipping	73361981	1-4518-26	\$47.82
	Library Materials - Processing/Shipping	73378935	1-4518-26	\$53.66
	Library Materials - Processing/Shipping	73437688	1-4518-26	\$51.94
	Library Materials - Processing/Shipping	73455764	1-4518-26	\$70.52
	Library Materials - Processing/Shipping	73475440	1-4518-26	\$14.52
	Library Materials - Processing/Shipping	73483150	1-4518-26	\$25.32
	Library Materials - Processing/Shipping	73497745	1-4518-26	\$26.04
	Library Materials - Processing/Shipping	73535274	1-4518-26	\$85.08
	Library Materials - Processing/Shipping	73588121	1-4518-26	\$120.26
	Library Materials - Processing/Shipping	73609320	1-4518-26	\$62.12
	Library Materials - Processing/Shipping	73648217	1-4518-26	\$30.14
	Books - Adult World Languages	73061680	1-4525-26	\$452.90
	Books - Juvenile World Languages	72921619	1-4526-26	\$47.88

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile World Languages	72955163	1-4526-26	\$26.30
	Books - Juvenile World Languages	73115079	1-4526-26	\$23.28
	Books - Juvenile World Languages	73170097	1-4526-26	\$65.32
	Books - Juvenile World Languages	73304082	1-4526-26	\$6.75
	Books - Juvenile World Languages	73333682	1-4526-26	\$23.73
	Books - Juvenile World Languages	73378935	1-4526-26	\$56.28
	Books - Juvenile World Languages	73437688	1-4526-26	\$18.55
	Books - Juvenile World Languages	73455764	1-4526-26	\$14.28
	Books - Juvenile World Languages	73483150	1-4526-26	\$53.75
	Books - Juvenile World Languages	73535274	1-4526-26	\$56.96
	Books - Juvenile World Languages	73588121	1-4526-26	\$108.82
	Books - Juvenile World Languages	73609320	1-4526-26	\$25.91
	Books - Juvenile World Languages	72921619	1-4526-29	\$84.00
	Books - Juvenile World Languages	72955163	1-4526-29	\$7.17
	Books - Juvenile World Languages	73115079	1-4526-29	\$16.71
	Books - Juvenile World Languages	73333682	1-4526-29	\$23.73
	Books - Juvenile World Languages	73437688	1-4526-29	\$9.58
	Books - Juvenile World Languages	73455764	1-4526-29	\$14.28
	Books - Juvenile World Languages	73483150	1-4526-29	\$28.61
	Books - Juvenile World Languages	73535274	1-4526-29	\$47.22
	Books - Juvenile World Languages	73588121	1-4526-29	\$79.08
	Books - Juvenile World Languages	73609320	1-4526-29	\$12.74
	Books - Adult Fiction	73061679	1-4540-26	\$316.08
	Books - Adult Fiction	73226487	1-4540-26	\$10.79
	Books - Adult Fiction	73648217	1-4540-26	\$49.14
	Books - Adult Fiction	73197224	1-4540-29	\$7.79
	Books - Adult Non-Fiction	73061679	1-4541-26	\$47.75
	Books - Adult Non-Fiction	73226488	1-4541-26	\$33.79
	Books - Adult Non-Fiction	73272390	1-4541-26	\$26.99
	Books - Adult Non-Fiction	73378935	1-4541-26	\$23.36
	Books - Adult Non-Fiction	73483150	1-4541-26	\$26.34
	Books - Adult Non-Fiction	73609320	1-4541-26	\$19.78
	Books - Juvenile Fiction	72921619	1-4544-26	\$161.44
	Books - Juvenile Fiction	72955163	1-4544-26	\$21.46

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction	72979372	1-4544-26	\$81.32
	Books - Juvenile Fiction	73010487	1-4544-26	\$57.52
	Books - Juvenile Fiction	73061679	1-4544-26	\$63.51
	Books - Juvenile Fiction	73061680	1-4544-26	\$31.73
	Books - Juvenile Fiction	73144235	1-4544-26	\$260.87
	Books - Juvenile Fiction	73170097	1-4544-26	\$171.32
	Books - Juvenile Fiction	73197224	1-4544-26	\$9.60
	Books - Juvenile Fiction	73209837	1-4544-26	\$34.36
	Books - Juvenile Fiction	73226487	1-4544-26	\$71.65
	Books - Juvenile Fiction	73226488	1-4544-26	\$19.20
	Books - Juvenile Fiction	73245801	1-4544-26	\$64.28
	Books - Juvenile Fiction	73254031	1-4544-26	\$670.27
	Books - Juvenile Fiction	73272390	1-4544-26	\$51.33
	Books - Juvenile Fiction	73296144	1-4544-26	\$183.10
	Books - Juvenile Fiction	73304082	1-4544-26	\$15.93
	Books - Juvenile Fiction	73333682	1-4544-26	\$147.27
	Books - Juvenile Fiction	73361981	1-4544-26	\$123.96
	Books - Juvenile Fiction	73378935	1-4544-26	\$75.88
	Books - Juvenile Fiction	73437688	1-4544-26	\$57.40
	Books - Juvenile Fiction	73455764	1-4544-26	\$147.13
	Books - Juvenile Fiction	73475440	1-4544-26	\$33.76
	Books - Juvenile Fiction	73483150	1-4544-26	\$124.93
	Books - Juvenile Fiction	73497745	1-4544-26	\$39.52
	Books - Juvenile Fiction	73535274	1-4544-26	\$274.01
	Books - Juvenile Fiction	73588121	1-4544-26	\$593.78
	Books - Juvenile Fiction	73609320	1-4544-26	\$101.04
	Books - Juvenile Fiction	73648217	1-4544-26	\$414.98
	Books - Juvenile Fiction	72979372	1-4544-29	\$31.57
	Books - Juvenile Fiction	73010487	1-4544-29	\$20.32
	Books - Juvenile Fiction	73061679	1-4544-29	\$144.79
	Books - Juvenile Fiction	73144235	1-4544-29	\$16.24
	Books - Juvenile Fiction	73170097	1-4544-29	\$84.44
	Books - Juvenile Fiction	73209837	1-4544-29	\$93.49
	Books - Juvenile Fiction	73245801	1-4544-29	\$32.14

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction	73296144	1-4544-29	\$26.80
	Books - Juvenile Fiction	73304082	1-4544-29	\$5.39
	Books - Juvenile Fiction	73333682	1-4544-29	\$76.44
	Books - Juvenile Fiction	73361981	1-4544-29	\$7.90
	Books - Juvenile Fiction	73378935	1-4544-29	\$4.79
	Books - Juvenile Fiction	73437688	1-4544-29	\$10.16
	Books - Juvenile Fiction	73455764	1-4544-29	\$24.69
	Books - Juvenile Fiction	73535274	1-4544-29	\$46.44
	Books - Juvenile Fiction	73588121	1-4544-29	\$67.63
	Books - Juvenile Fiction	73609320	1-4544-29	\$22.73
	Books - Juvenile Fiction	73648217	1-4544-29	\$29.74
	Books - Juvenile Non-Fiction	72921619	1-4545-26	\$690.98
	Books - Juvenile Non-Fiction	72955163	1-4545-26	\$155.03
	Books - Juvenile Non-Fiction	73010487	1-4545-26	\$19.68
	Books - Juvenile Non-Fiction	73061680	1-4545-26	\$9.00
	Books - Juvenile Non-Fiction	73144235	1-4545-26	\$92.18
	Books - Juvenile Non-Fiction	73197224	1-4545-26	\$21.56
	Books - Juvenile Non-Fiction	73209837	1-4545-26	\$4.19
	Books - Juvenile Non-Fiction	73226487	1-4545-26	\$492.09
	Books - Juvenile Non-Fiction	73226488	1-4545-26	\$22.78
	Books - Juvenile Non-Fiction	73245801	1-4545-26	\$8.38
	Books - Juvenile Non-Fiction	73304082	1-4545-26	\$23.37
	Books - Juvenile Non-Fiction	73437688	1-4545-26	\$10.79
	Books - Juvenile Non-Fiction	73455764	1-4545-26	\$11.98
	Books - Juvenile Non-Fiction	73483150	1-4545-26	\$8.09
	Books - Juvenile Non-Fiction	73588121	1-4545-26	\$15.58
	Books - Juvenile Non-Fiction	73272390	1-4545-29	\$10.73
	Books - Juvenile Non-Fiction	73437688	1-4545-29	\$10.16
	Books - Juvenile Easy	72921619	1-4546-26	\$139.40
	Books - Juvenile Easy	72955163	1-4546-26	\$142.36
	Books - Juvenile Easy	72979372	1-4546-26	\$95.96
	Books - Juvenile Easy	73010487	1-4546-26	\$82.44
	Books - Juvenile Easy	73061679	1-4546-26	\$76.20
	Books - Juvenile Easy	73061680	1-4546-26	\$31.05

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy	73115079	1-4546-26	\$74.02
	Books - Juvenile Easy	73144235	1-4546-26	\$20.32
	Books - Juvenile Easy	73170097	1-4546-26	\$39.50
	Books - Juvenile Easy	73197224	1-4546-26	\$21.46
	Books - Juvenile Easy	73209837	1-4546-26	\$19.20
	Books - Juvenile Easy	73226487	1-4546-26	\$7.90
	Books - Juvenile Easy	73226488	1-4546-26	\$221.49
	Books - Juvenile Easy	73245801	1-4546-26	\$184.16
	Books - Juvenile Easy	73254030	1-4546-26	\$31.10
	Books - Juvenile Easy	73254031	1-4546-26	\$37.80
	Books - Juvenile Easy	73272390	1-4546-26	\$155.14
	Books - Juvenile Easy	73296144	1-4546-26	\$655.82
	Books - Juvenile Easy	73304082	1-4546-26	\$77.20
	Books - Juvenile Easy	73361981	1-4546-26	\$105.09
	Books - Juvenile Easy	73378935	1-4546-26	\$115.43
	Books - Juvenile Easy	73437688	1-4546-26	\$84.97
	Books - Juvenile Easy	73455764	1-4546-26	\$329.86
	Books - Juvenile Easy	73475440	1-4546-26	\$107.85
	Books - Juvenile Easy	73483150	1-4546-26	\$249.34
	Books - Juvenile Easy	73497745	1-4546-26	\$189.77
	Books - Juvenile Easy	73535274	1-4546-26	\$1,089.67
	Books - Juvenile Easy	73588121	1-4546-26	\$281.69
	Books - Juvenile Easy	73609320	1-4546-26	\$351.70
	Books - Juvenile Easy	73648217	1-4546-26	\$433.04
	Books - Juvenile Easy	72955163	1-4546-29	\$29.55
	Books - Juvenile Easy	72979372	1-4546-29	\$47.42
	Books - Juvenile Easy	73010487	1-4546-29	\$16.14
	Books - Juvenile Easy	73061679	1-4546-29	\$3.59
	Books - Juvenile Easy	73115079	1-4546-29	\$8.97
	Books - Juvenile Easy	73245801	1-4546-29	\$4.19
	Books - Juvenile Easy	73272390	1-4546-29	\$163.49
	Books - Juvenile Easy	73296144	1-4546-29	\$329.66
	Books - Juvenile Easy	73361981	1-4546-29	\$52.98
	Books - Juvenile Easy	73437688	1-4546-29	\$28.68

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy	73455764	1-4546-29	\$103.81
	Books - Juvenile Easy	73483150	1-4546-29	\$64.00
	Books - Juvenile Easy	73497745	1-4546-29	\$35.88
	Books - Juvenile Easy	73535274	1-4546-29	\$31.07
	Books - Juvenile Easy	73588121	1-4546-29	\$10.77
	Books - Juvenile Easy	73609320	1-4546-29	\$4.51
	Books - Young Adult Fiction	72921619	1-4548-26	\$442.55
	Books - Young Adult Fiction	72955163	1-4548-26	\$65.64
	Books - Young Adult Fiction	72979372	1-4548-26	\$6.49
	Books - Young Adult Fiction	73010487	1-4548-26	\$21.46
	Books - Young Adult Fiction	73061679	1-4548-26	\$49.14
	Books - Young Adult Fiction	73115079	1-4548-26	\$114.47
	Books - Young Adult Fiction	73144235	1-4548-26	\$22.58
	Books - Young Adult Fiction	73170097	1-4548-26	\$226.26
	Books - Young Adult Fiction	73197224	1-4548-26	\$4.79
	Books - Young Adult Fiction	73209837	1-4548-26	\$260.26
	Books - Young Adult Fiction	73254030	1-4548-26	\$112.30
	Books - Young Adult Fiction	73254031	1-4548-26	\$12.59
	Books - Young Adult Fiction	73272390	1-4548-26	\$18.18
	Books - Young Adult Fiction	73296144	1-4548-26	\$112.07
	Books - Young Adult Fiction	73333682	1-4548-26	\$67.68
	Books - Young Adult Fiction	73361981	1-4548-26	\$47.11
	Books - Young Adult Fiction	73378935	1-4548-26	\$94.41
	Books - Young Adult Fiction	73437688	1-4548-26	\$17.53
	Books - Young Adult Fiction	73455764	1-4548-26	\$137.57
	Books - Young Adult Fiction	73475440	1-4548-26	\$21.46
	Books - Young Adult Fiction	73497745	1-4548-26	\$70.28
	Books - Young Adult Fiction	73535274	1-4548-26	\$8.44
	Books - Young Adult Fiction	73588121	1-4548-26	\$156.67
	Books - Young Adult Fiction	73609320	1-4548-26	\$91.82
	Books - Young Adult Fiction	73648217	1-4548-26	\$20.98
	Books - Young Adult Fiction	73115079	1-4548-29	\$29.92
	Books - Young Adult Fiction	73170097	1-4548-29	\$6.59
	Books - Young Adult Non-Fiction	73296144	1-4549-26	\$14.94

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Young Adult Non-Fiction	73455764	1-4549-26	\$16.24
	Books - Young Adult Non-Fiction	73475440	1-4549-26	\$9.09
	Books - Young Adult Non-Fiction	73497745	1-4549-26	\$6.49
	Books - Young Adult Non-Fiction	73588121	1-4549-26	\$9.74
	Books - Young Adult Non-Fiction	73609320	1-4549-26	\$53.91
	Video Games - YA	73061679	1-4563-26	\$208.96
	Video Games - YA	73061680	1-4563-26	\$113.98
	Video Games - YA	73197224	1-4563-26	\$322.92
	Video Games - YA	73304082	1-4563-26	\$56.99
	Video Games - YA	73378935	1-4563-26	\$455.90
	Video Games - YA	73535274	1-4563-26	\$1,595.68
	Video Games - YA	73588121	1-4563-26	\$66.49
	Video Games - Juvenile	73061679	1-4564-26	\$37.99
	Video Games - Juvenile	73197224	1-4564-26	\$322.92
	Video Games - Juvenile	73378935	1-4564-26	\$788.32
	Video Games - Juvenile	73535274	1-4564-26	\$384.66
	Video Games - Juvenile	73061680	1-4564-29	\$113.98
	Video Games - Juvenile	73197224	1-4564-29	\$94.98
	Video Games - Juvenile	73378935	1-4564-29	\$360.92
	Video Games - Juvenile	73535274	1-4564-29	\$227.95
	Video Games - Juvenile	73588121	1-4564-29	\$37.99
	Video Games - Adult	73197224	1-4565-26	\$28.49
	Video Games - Adult	73304082	1-4565-26	\$242.19
	Video Games - Adult	73483150	1-4565-26	\$113.97
	Anonymous Patron Book Donation	72955163	1-4575-10	\$19.18
	Anonymous Patron Book Donation	73061679	1-4575-10	\$23.38
	Anonymous Patron Book Donation	73361981	1-4575-10	\$23.33
		<i>Subtotal for Vendor</i>		<u>\$24,407.94</u>
ITsavvy LLC				
	Barracuda 3 Year Renewal	01393369	1-4233-14	\$24,982.59
	FatPipe Gold 500MB 1 Year & Plus Service 2 Year Renewals	01394777	1-4233-14	\$12,708.79
	Webroot SecureAnywhere Business 1 Year Renewal	01396016	1-4631-14	\$2,450.00
	HP LaserJet Enterprise Printer & 3 Year HP Support	01396824	1-4641-14	\$1,123.88
		<i>Subtotal for Vendor</i>		<u>\$41,265.26</u>

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Jeanette Sheliga				
	Program - Gen Club Beefing Your Ancestors Timeline - 2/8/23	JS020823	1-4571-24	\$175.00
		<i>Subtotal for Vendor</i>		<u>\$175.00</u>
Jo Ann Tufo				
	Program - Photography of World War II - 1/26/23	JAT012623	1-4571-24	\$200.00
		<i>Subtotal for Vendor</i>		<u>\$200.00</u>
Joe Crookham				
	Outreach Services Mileage - 11/22/22-12/21/22	JC122722	1-4171-10	\$20.12
		<i>Subtotal for Vendor</i>		<u>\$20.12</u>
Johnson Controls Security Solutions				
	Quarterly Service - 1/1/23-3/31/23	38235073	1-4221-30	\$415.04
		<i>Subtotal for Vendor</i>		<u>\$415.04</u>
Juanita Lennon				
	Reimbursement - Mitten Tree & Holiday Decor Supplies	JL121422	1-4711-10	\$80.00
		<i>Subtotal for Vendor</i>		<u>\$80.00</u>
Julie Beyer				
	Refund - "The Grinch"	JB2532	1-3310-10	\$29.99
		<i>Subtotal for Vendor</i>		<u>\$29.99</u>
Kathryn Spindel				
	Per Diem - 2023 ALA LibLearnX - 1/26/23-1/31/23	KS010623	1-4171-16	\$340.00
	Per Diem - 2023 ALA LibLearnX - 1/26/23-1/31/23	KS010623	1-4173-16	\$333.00
		<i>Subtotal for Vendor</i>		<u>\$673.00</u>
Kellie Chase				
	Program - Sewing with Kellie Chase - 2/10/23	KC021023	1-4571-24	\$210.00
	Program - Sewing with Kellie Chase - 2/13/23	KC021323	1-4571-24	\$210.00
		<i>Subtotal for Vendor</i>		<u>\$420.00</u>
Konica Minolta Business Solutions U.S.A., Inc.				
	July 20 - Oct 24 Contract: Maintenance - 11/1/22-11/30/22	9009009012	1-4234-14	\$36.37
	July 20 - June 24 Contract: Overage - 11/1/22-11/30/22	9009009473	1-4234-14	\$776.14
	Local History Room: Maintenance - 12/1/22-12/31/22	9009015473	1-4234-14	\$12.50
	March Contract: Maintenance - 11/15/22-12/14/22	9009033660	1-4234-14	\$0.71
	July 20 - Oct 24 Contract: Maintenance - 12/1/22-12/31/22	9009069634	1-4234-14	\$32.32
	July 20 - June 24 Contract: Overage - 12/1/22-12/31/22	9009069831	1-4234-14	\$802.18
	Local History Room: Maintenance - 1/1/23-1/31/23	9009075736	1-4234-14	\$12.50

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		<u>\$1,672.72</u>
Konica Minolta Premier Finance				
	License Plate Sticker Printer Lease - January 2023	489575696	1-4234-14	\$15.66
	Leased Equipment - January 2023	489995233	1-4234-14	\$1,550.38
		<i>Subtotal for Vendor</i>		<u>\$1,566.04</u>
Language Lizard LLC				
	Books - Juvenile World Languages & Procesing/Shipping	15638	1-4518-26	\$34.95
	Books - Juvenile World Languages & Procesing/Shipping	15638	1-4526-26	\$421.90
		<i>Subtotal for Vendor</i>		<u>\$456.85</u>
Laura Didier				
	Mileage - Outreach Services - 11/1/22-12/22/22	LD011123	1-4171-10	\$158.01
		<i>Subtotal for Vendor</i>		<u>\$158.01</u>
Lauren Young				
	Refund - " The Batman vs Dracula"	LY3810-01	1-3310-10	\$13.00
	Refund - "The Wizard of Oz"	LY3810-02	1-3310-10	\$30.00
		<i>Subtotal for Vendor</i>		<u>\$43.00</u>
Leah D Moon				
	Program - Luminary Jars - 2/1/23	LDM020123	1-4573-24	\$200.00
		<i>Subtotal for Vendor</i>		<u>\$200.00</u>
LibrariesFirst				
	2023 Annual Museum Adventure Pass	8377	1-4521-26	\$650.00
		<i>Subtotal for Vendor</i>		<u>\$650.00</u>
Linda Gorham, Storyteller				
	Program - African American Heroes & Sheroes - 2/9/23	LGS020923	1-4571-24	\$350.00
		<i>Subtotal for Vendor</i>		<u>\$350.00</u>
Lisa Sansone				
	Refund - "Last Seen Alive"	LS4495	1-3310-10	\$15.99
		<i>Subtotal for Vendor</i>		<u>\$15.99</u>
Literacy DuPage				
	Program - Conversation ESL - 1/25/23	LD012523	1-4571-24	\$100.00
	Program - Conversation ESL - 2/1/23	LD020123	1-4571-24	\$100.00
	Program - Conversation ESL - 2/8/23	LD020823	1-4571-24	\$100.00
	Program - Conversation ESL - 2/15/23	LD021523	1-4571-24	\$100.00
		<i>Subtotal for Vendor</i>		<u>\$400.00</u>

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Marlen Soto	Package Return Mileage - 12/28/22	MS010223	1-4171-10	\$3.47
		<i>Subtotal for Vendor</i>		<u>\$3.47</u>
Melissa Bradley	Reimbursement - New Logo Gluten Free Cupcakes	MB122222	1-4711-10	\$23.94
		<i>Subtotal for Vendor</i>		<u>\$23.94</u>
Melissa Luce	Outreach Services Mileage - 12/5/22-12/21/22	ML122722	1-4171-10	\$46.56
		<i>Subtotal for Vendor</i>		<u>\$46.56</u>
Meredith Books	Books - Adult Non-Fiction	CCFTHV21	1-4541-26	\$33.91
	Books - Adult Non-Fiction	DLVEWFH22	1-4541-26	\$35.91
		<i>Subtotal for Vendor</i>		<u>\$69.82</u>
Midwest Tape	Music - Adult	503036746	1-4550-26	\$82.30
	Music - Adult	503037195	1-4550-26	\$15.23
	Music - Adult	503037197	1-4550-26	\$21.98
	Music - Adult	503037200	1-4550-26	\$101.88
	Music - Adult	503065754	1-4550-26	\$231.29
	Music - Adult	503065772	1-4550-26	\$15.23
	Music - Adult	503065773	1-4550-26	\$21.08
	Music - Adult	503097891	1-4550-26	\$166.55
	Music - Adult	503097947	1-4550-26	\$25.96
	Music - Adult	503132259	1-4550-26	\$26.48
	Music - Adult	503132261	1-4550-26	\$16.58
	Music - Adult	503132275	1-4550-26	\$18.98
	Music - Adult	503166362	1-4550-26	\$88.60
	Music - Adult	503166364	1-4550-26	\$14.48
	Music - Adult	503166367	1-4550-26	\$205.03
	Music - Adult	503037209	1-4550-29	\$15.98
	Audiobooks - Adult	503037190	1-4551-26	\$45.29
	Audiobooks - Adult	503037199	1-4551-26	\$53.29
	Audiobooks - Adult	503065758	1-4551-26	\$45.29
	Audiobooks - Adult	503097940	1-4551-26	\$100.58

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Audiobooks - Adult	503132257	1-4551-26	\$30.29
	Audiobooks - Adult	503132264	1-4551-26	\$42.98
	Audiobooks - Adult	503132267	1-4551-26	\$132.94
	Audiobooks - Adult	503166360	1-4551-26	\$93.58
	Audiobooks - Adult	503166361	1-4551-26	\$29.98
	Audiobooks - Adult	503166371	1-4551-26	\$35.29
	Audiobooks - Adult	503166380	1-4551-26	\$49.98
	Audiobooks - Adult	503037205	1-4551-29	\$45.29
	Audiobooks - Adult	503037208	1-4551-29	\$50.29
	Audiobooks - Adult	503132279	1-4551-29	\$87.58
	Audiobooks - Adult	503132284	1-4551-29	\$54.98
	Music - Juvenile	503037203	1-4554-26	\$47.94
	Music - Juvenile	503097894	1-4554-26	\$56.19
	Music - Juvenile	503097946	1-4554-26	\$25.96
	Music - Juvenile	503037210	1-4554-29	\$15.98
	DVD - Adult	503036745	1-4557-26	\$197.58
	DVD - Adult	503036748	1-4557-26	\$243.45
	DVD - Adult	503036749	1-4557-26	\$99.90
	DVD - Adult	503037191	1-4557-26	\$63.69
	DVD - Adult	503037193	1-4557-26	\$68.19
	DVD - Adult	503037194	1-4557-26	\$68.19
	DVD - Adult	503037198	1-4557-26	\$223.02
	DVD - Adult	503037201	1-4557-26	\$83.52
	DVD - Adult	503037202	1-4557-26	\$108.10
	DVD - Adult	503037204	1-4557-26	\$313.72
	DVD - Adult	503037212	1-4557-26	\$40.98
	DVD - Adult	503037213	1-4557-26	\$93.39
	DVD - Adult	503065750	1-4557-26	\$37.97
	DVD - Adult	503065751	1-4557-26	\$27.98
	DVD - Adult	503065752	1-4557-26	\$70.44
	DVD - Adult	503065753	1-4557-26	\$91.15
	DVD - Adult	503065755	1-4557-26	\$497.64
	DVD - Adult	503065756	1-4557-26	\$455.64
	DVD - Adult	503065759	1-4557-26	\$139.90

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	503065760	1-4557-26	\$151.15
	DVD - Adult	503065761	1-4557-26	\$38.72
	DVD - Adult	503065762	1-4557-26	\$121.90
	DVD - Adult	503065764	1-4557-26	\$23.48
	DVD - Adult	503065765	1-4557-26	\$274.77
	DVD - Adult	503065766	1-4557-26	\$139.90
	DVD - Adult	503065767	1-4557-26	\$151.15
	DVD - Adult	503065770	1-4557-26	\$185.07
	DVD - Adult	503065771	1-4557-26	\$67.96
	DVD - Adult	503065774	1-4557-26	\$136.15
	DVD - Adult	503065775	1-4557-26	\$169.90
	DVD - Adult	503065776	1-4557-26	\$98.65
	DVD - Adult	503065785	1-4557-26	\$132.82
	DVD - Adult	503065786	1-4557-26	\$31.98
	DVD - Adult	503065787	1-4557-26	\$103.66
	DVD - Adult	503065788	1-4557-26	\$216.69
	DVD - Adult	503097892	1-4557-26	\$59.96
	DVD - Adult	503097893	1-4557-26	\$92.52
	DVD - Adult	503097896	1-4557-26	\$394.60
	DVD - Adult	503097897	1-4557-26	\$352.66
	DVD - Adult	503097898	1-4557-26	\$737.80
	DVD - Adult	503097899	1-4557-26	\$590.78
	DVD - Adult	503097942	1-4557-26	\$19.73
	DVD - Adult	503097943	1-4557-26	\$163.38
	DVD - Adult	503097944	1-4557-26	\$53.94
	DVD - Adult	503097948	1-4557-26	\$104.91
	DVD - Adult	503097949	1-4557-26	\$136.15
	DVD - Adult	503097950	1-4557-26	\$104.91
	DVD - Adult	503097951	1-4557-26	\$21.58
	DVD - Adult	503097954	1-4557-26	\$14.48
	DVD - Adult	503097961	1-4557-26	\$68.41
	DVD - Adult	503097962	1-4557-26	\$164.80
	DVD - Adult	503097963	1-4557-26	\$269.94
	DVD - Adult	503132254	1-4557-26	\$115.15

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	503132255	1-4557-26	\$242.24
	DVD - Adult	503132256	1-4557-26	\$113.65
	DVD - Adult	503132258	1-4557-26	\$23.48
	DVD - Adult	503132263	1-4557-26	\$55.96
	DVD - Adult	503132269	1-4557-26	\$174.85
	DVD - Adult	503132270	1-4557-26	\$174.85
	DVD - Adult	503132271	1-4557-26	\$51.16
	DVD - Adult	503132272	1-4557-26	\$113.65
	DVD - Adult	503132273	1-4557-26	\$281.99
	DVD - Adult	503132274	1-4557-26	\$41.72
	DVD - Adult	503132276	1-4557-26	\$42.47
	DVD - Adult	503132277	1-4557-26	\$43.21
	DVD - Adult	503132287	1-4557-26	\$56.16
	DVD - Adult	503132288	1-4557-26	\$29.33
	DVD - Adult	503132289	1-4557-26	\$19.83
	DVD - Adult	503132290	1-4557-26	\$263.01
	DVD - Adult	503132291	1-4557-26	\$160.84
	DVD - Adult	503166289	1-4557-26	\$23.48
	DVD - Adult	503166363	1-4557-26	\$193.60
	DVD - Adult	503166366	1-4557-26	\$204.65
	DVD - Adult	503166369	1-4557-26	\$120.40
	DVD - Adult	503166370	1-4557-26	\$119.13
	DVD - Adult	503166372	1-4557-26	\$193.60
	DVD - Adult	503166374	1-4557-26	\$193.60
	DVD - Adult	503166375	1-4557-26	\$174.85
	DVD - Adult	503166376	1-4557-26	\$174.85
	DVD - Adult	503166377	1-4557-26	\$101.42
	DVD - Adult	503166378	1-4557-26	\$77.19
	DVD - Adult	503166384	1-4557-26	\$176.70
	DVD - Adult	503166385	1-4557-26	\$19.58
	DVD - Adult	503037207	1-4557-29	\$19.73
	DVD - Adult	503037211	1-4557-29	\$34.21
	DVD - Adult	503065778	1-4557-29	\$27.98
	DVD - Adult	503065781	1-4557-29	\$46.96

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	503065782	1-4557-29	\$27.23
	DVD - Adult	503065783	1-4557-29	\$27.98
	DVD - Adult	503065789	1-4557-29	\$87.23
	DVD - Adult	503097958	1-4557-29	\$19.73
	DVD - Adult	503097959	1-4557-29	\$27.23
	DVD - Adult	503097964	1-4557-29	\$87.98
	DVD - Adult	503132281	1-4557-29	\$20.48
	DVD - Adult	503132285	1-4557-29	\$46.21
	DVD - Adult	503132286	1-4557-29	\$27.23
	DVD - Adult	503166381	1-4557-29	\$30.98
	DVD - Juvenile	503037192	1-4558-26	\$98.65
	DVD - Juvenile	503037196	1-4558-26	\$19.73
	DVD - Juvenile	503065757	1-4558-26	\$537.10
	DVD - Juvenile	503065763	1-4558-26	\$357.79
	DVD - Juvenile	503065768	1-4558-26	\$83.94
	DVD - Juvenile	503065769	1-4558-26	\$292.97
	DVD - Juvenile	503065777	1-4558-26	\$127.88
	DVD - Juvenile	503097895	1-4558-26	\$274.09
	DVD - Juvenile	503097941	1-4558-26	\$33.98
	DVD - Juvenile	503097945	1-4558-26	\$123.40
	DVD - Juvenile	503097952	1-4558-26	\$19.73
	DVD - Juvenile	503097953	1-4558-26	\$55.96
	DVD - Juvenile	503097955	1-4558-26	\$121.38
	DVD - Juvenile	503097956	1-4558-26	\$495.15
	DVD - Juvenile	503132260	1-4558-26	\$19.73
	DVD - Juvenile	503132262	1-4558-26	\$99.63
	DVD - Juvenile	503132265	1-4558-26	\$101.94
	DVD - Juvenile	503132266	1-4558-26	\$176.30
	DVD - Juvenile	503132268	1-4558-26	\$12.23
	DVD - Juvenile	503132278	1-4558-26	\$15.23
	DVD - Juvenile	503166365	1-4558-26	\$208.84
	DVD - Juvenile	503166373	1-4558-26	\$42.66
	DVD - Juvenile	503166379	1-4558-26	\$52.96
	DVD - Juvenile	503166386	1-4558-26	\$187.44

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Juvenile	503037206	1-4558-29	\$39.46
	DVD - Juvenile	503065779	1-4558-29	\$55.64
	DVD - Juvenile	503065780	1-4558-29	\$27.98
	DVD - Juvenile	503065784	1-4558-29	\$39.46
	DVD - Juvenile	503097957	1-4558-29	\$19.73
	DVD - Juvenile	503097960	1-4558-29	\$27.98
	DVD - Juvenile	503132280	1-4558-29	\$19.73
	DVD - Juvenile	503132282	1-4558-29	\$63.92
	DVD - Juvenile	503132283	1-4558-29	\$39.46
	DVD - Juvenile	503166382	1-4558-29	\$39.46
	DVD - Juvenile	503166383	1-4558-29	\$21.33
	DVD - Juvenile	503166387	1-4558-29	\$124.96
		<i>Subtotal for Vendor</i>		\$18,815.86
Pace Systems, Inc.				
	Various Studio 300 Renovation Work	IN00046898	1-4651-30	\$7,944.41
		<i>Subtotal for Vendor</i>		\$7,944.41
Peerless Network, Inc.				
	Telephone & Internet - 12/15/22-01/14/23	582841	1-4312-14	\$1,179.32
	Telephone & Internet - 12/15/22-01/14/23	582841	1-4314-14	\$1,968.00
		<i>Subtotal for Vendor</i>		\$3,147.32
PeopleFacts				
	New Hire Background Checks - December 2022	33754-122022	1-4253-10	\$160.22
		<i>Subtotal for Vendor</i>		\$160.22
Ramon Garcia				
	Outreach Services Mileage - 9/26/22-12/14/22	RG122722	1-4171-10	\$68.63
		<i>Subtotal for Vendor</i>		\$68.63
Reaching Across Illinois Library System (RAILS)				
	Communico Cloud Subscription - 10/16/22-10/15/23	10236	1-4631-14	\$15,000.00
		<i>Subtotal for Vendor</i>		\$15,000.00
Robert Pennor				
	Program - Watercolor Painting with Robert Pennor - 1/24/23	RP012423	1-4571-24	\$75.00
	Program - Watercolor Painting with Robert Pennor - 2/7/23	RP020723	1-4571-24	\$75.00
	Program - Watercolor Painting with Robert Pennor - 2/14/23	RP021423	1-4571-24	\$75.00
		<i>Subtotal for Vendor</i>		\$225.00

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Roberto E Isaac	Refund - "Invention: A Life"	REI2346	1-3310-10	\$17.25
		<i>Subtotal for Vendor</i>		<u>\$17.25</u>
Ronald Goldie	Program - Dungeons & Dragons - 2/9/23	RG020923	1-4573-24	\$100.00
		<i>Subtotal for Vendor</i>		<u>\$100.00</u>
Sarah Ann Saltzman	Outreach Services Mileage - 12/6/22-12/16/22	SS122722	1-4171-10	\$8.06
		<i>Subtotal for Vendor</i>		<u>\$8.06</u>
Sawa Books	Books - Juvenile World Languages & Processing/Shipping	SW221213JWL	1-4518-26	\$13.27
	Books - Juvenile World Languages & Processing/Shipping	SW221213JWL	1-4526-26	\$456.95
		<i>Subtotal for Vendor</i>		<u>\$470.22</u>
Sebert Landscaping Inc.	Snow Maintenance - January 2023	250236	1-4392-30	\$3,019.00
		<i>Subtotal for Vendor</i>		<u>\$3,019.00</u>
Showcases	Amaray II DVD Black Cases & Processing/Shipping	325180	1-4371-12	\$656.04
	Single DVD Clear Cases & Processing/Shipping	325365	1-4371-12	\$506.00
	Amaray II DVD Black Cases & Processing/Shipping	325180	1-4518-26	\$52.48
	Single DVD Clear Cases & Processing/Shipping	325365	1-4518-26	\$40.48
		<i>Subtotal for Vendor</i>		<u>\$1,255.00</u>
Stage Lighting Store, LLC	Studio C Ceiling Grid Parts	495710	1-4391-30	\$1,315.97
	Studio C Ceiling Grid Parts	495728	1-4391-30	\$287.60
		<i>Subtotal for Vendor</i>		<u>\$1,603.57</u>
Susan K Maddox	Program - Cooking Demo with Chef Maddox - 2/16/23	SKM021623	1-4571-24	\$350.00
		<i>Subtotal for Vendor</i>		<u>\$350.00</u>
Taste of Home	Books - Adult Non-Fiction	01061	1-4541-26	\$35.98
		<i>Subtotal for Vendor</i>		<u>\$35.98</u>
Terryberry	Robles 15 Year Recognition Item	M18943	1-4153-10	\$209.09

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		\$209.09
The Bugle Newspapers				
	Star Wars Celebration Full Page Holiday Guide Ad - 11/23/22	812969	1-4731-10	\$599.00
		<i>Subtotal for Vendor</i>		\$599.00
The New York Times				
	Periodicals	088705314	1-4511-26	\$1,105.00
		<i>Subtotal for Vendor</i>		\$1,105.00
ThirdWay, Inc.				
	FPLD Space Audit - 1/23/2023	1900	1-4253-10	\$3,250.00
		<i>Subtotal for Vendor</i>		\$3,250.00
Thomas Jozwiak				
	Star Wars Day Droid Rental - 12/4/22	TJ120422	1-4353-24	\$400.00
		<i>Subtotal for Vendor</i>		\$400.00
Tidal Construction Services Inc.				
	Sanitary Napkin Dispensers Installation	14723	1-4651-30	\$1,470.00
		<i>Subtotal for Vendor</i>		\$1,470.00
Titan Image Group, Inc				
	Prepaid Spring 2023 Newsletter Paper	59698	1-4256-10	\$7,460.00
		<i>Subtotal for Vendor</i>		\$7,460.00
Todd Bremner				
	Program - Working with Shadows - 1/11/23	TB011123	1-4571-27	\$150.00
		<i>Subtotal for Vendor</i>		\$150.00
Tressler LLP				
	Legal Expense - Attorney - Jan 2023	458383	1-4241-10	\$840.00
	Legal Expense - Attorney - Promenade Tax Appeal - Jan 2023	458387	1-4241-10	\$42.00
	Legal Expense - Attorney - Board of Review - Jan 2023	458389	1-4241-10	\$9.50
		<i>Subtotal for Vendor</i>		\$891.50
Twila W. Nall				
	Refund - " Recipes From My Home Kitchen"	TWN4026	1-3310-10	\$23.99
		<i>Subtotal for Vendor</i>		\$23.99
Unique Management Services, Inc.				
	Collection Expense - November 2022	6107325	1-4245-10	\$384.15
	Collection Expense - December 2022	6108309	1-4245-10	\$384.15
		<i>Subtotal for Vendor</i>		\$768.30

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

General Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
US - Yellow Pages				
	Quarterly Listing - 12/14/22-3/14/23	2489870-47-01	1-4731-10	\$259.00
		<i>Subtotal for Vendor</i>		<u>\$259.00</u>
Valerie Gugala				
	Program - The Life of Mary Lincoln - 1/23/23	VG012323	1-4571-24	\$150.00
		<i>Subtotal for Vendor</i>		<u>\$150.00</u>
Vanguard Energy Services, LLC				
	Gas Service - 12/1/22-12/31/22	G404408011023	1-4322-30	\$6,140.75
	Gas Service - 11/1/22-11/30/22	G404408120622	1-4322-30	\$2,944.22
		<i>Subtotal for Vendor</i>		<u>\$9,084.97</u>
Verizon Wireless				
	Telephone - 11/17/22-12/16/22	9923168477	1-4311-14	\$539.68
		<i>Subtotal for Vendor</i>		<u>\$539.68</u>
Warehouse Direct				
	District Restock - November 2022 - Creamers	5389068-0	1-4351-10	\$67.54
	District Inventory Restock - November 2022	5389071-0	1-4351-10	\$699.90
	District Inventory Restock - December 2022	5405470-0	1-4351-10	\$474.68
	White Index Cardstock	5391322-0	1-4353-20	\$190.20
	Processing & Repair Supplies	5389618-0	1-4371-12	\$105.98
	Processing & Repair Supplies	5389618-1	1-4371-12	\$14.91
		<i>Subtotal for Vendor</i>		<u>\$1,553.21</u>
Totals for Fund 1				<u><u>\$284,244.55</u></u>

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

Audit Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Brian Zabel & Associates, PC				
	Audit Expense - Fiscal Year Ending 6/30/2022	30402	2-4251-10	\$6,500.00
		<i>Subtotal for Vendor</i>		<u>\$6,500.00</u>
			Totals for Fund 2	<u>\$6,500.00</u>

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

Liability Insurance Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Arthur J. Gallagher Risk Management Services, Inc.				
	Workers Compensation - 12/31/22-12/31/23	4527920	3-4144-10	\$13,724.00
		<i>Subtotal for Vendor</i>		<u>\$13,724.00</u>
Libraries of Illinois Risk Agency (LIRA)				
	Property/Casualty Insurance - 12/31/22-12/31/23	LIRA-2023	3-4411-10	\$23,636.51
	Property/Casualty Insurance - 12/31/22-12/31/23	LIRA-2023	3-4421-10	\$49,221.25
		<i>Subtotal for Vendor</i>		<u>\$72,857.76</u>
			Totals for Fund 3	<u>\$86,581.76</u>

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

Bond Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Ehlers & Associates, Inc.				
	Bond 2016A - Interest & Principal Payment	75469	4-4283-40	\$855,000.00
	Bond 2016A - Interest & Principal Payment	75469	4-4288-40	\$76,150.00
		<i>Subtotal for Vendor</i>		<u>\$931,150.00</u>
Zions Bank				
	Bond Series 2018 - Principal & Interest	2905395	4-4284-40	\$1,335,000.00
	Bond Series 2018 - Principal & Interest	2905395	4-4289-40	\$162,875.00
	Bond Series 2019 - Principal & Interest	2905398	4-4295-40	\$175,000.00
	Bond Series 2019 - Principal & Interest	2905398	4-4296-40	\$144,900.00
		<i>Subtotal for Vendor</i>		<u>\$1,817,775.00</u>
			Totals for Fund 4	<u>\$2,748,925.00</u>

Fountaindale Public Library District
Bills Payables Report
January 19, 2023

Maintenance Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
1000Bulbs.com				
	Various Facilities Bulbs	W03457355	8-4357-30	\$707.48
		<i>Subtotal for Vendor</i>		<u>\$707.48</u>
Al Warren Oil Co., Inc.				
	Kohler Generator Diesel Fuel - 12/7/22	W1524884	8-4357-30	\$794.55
		<i>Subtotal for Vendor</i>		<u>\$794.55</u>
Amazon Capital Services				
	Retainer Clip	A105-2223	8-4211-30	\$25.26
	Picture Security Lock Wrench	A100-2223	8-4357-30	\$9.95
	District Restock - December 2022	A101-2223	8-4357-30	\$21.09
	Various Tools	A103-2223	8-4357-30	\$117.85
	Replacement American Flags	A110-2223	8-4357-30	\$356.10
		<i>Subtotal for Vendor</i>		<u>\$530.25</u>
Best Quality Cleaning, Inc.				
	Special Cleaning - 2nd Fl Womens Washroom	44065	8-4211-30	\$75.00
	Cleaning Service - January 2023	44197	8-4215-30	\$8,980.00
	Saturday Day Porter - January 2023	44277	8-4215-30	\$475.00
		<i>Subtotal for Vendor</i>		<u>\$9,530.00</u>
Cintas Corporation				
	First Aid Restock - 12/21/22	8406032420	8-4215-30	\$567.86
		<i>Subtotal for Vendor</i>		<u>\$567.86</u>
Cintas Corporation #344				
	Weekly Mat Service - 12/8/22	4139821808	8-4215-30	\$31.94
	Weekly Mat Service - 12/14/22	4140419907	8-4215-30	\$31.94
	Weekly Mat Service - 12/21/22	4141128839	8-4215-30	\$31.94
	Weekly Mat Service - 12/28/22	4141697774	8-4215-30	\$31.94
	Weekly Mat Service - 1/4/23	4142409048	8-4215-30	\$31.94
		<i>Subtotal for Vendor</i>		<u>\$159.70</u>
First Bankcard				
	BulbsDepot - Facilities Light Dimming Ballasts	P7810-JAN23	8-4357-30	\$4,655.00
		<i>Subtotal for Vendor</i>		<u>\$4,655.00</u>
Flood Bros Disposal Co				
	Garbage & Recycling - December 2022	6531868	8-4215-30	\$326.00
		<i>Subtotal for Vendor</i>		<u>\$326.00</u>

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

Maintenance Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
Graybar				
	Various Bulbs & Wires	9329920178	8-4211-30	\$99.40
	Generic Vendor Wire	9329946261	8-4211-30	\$49.70
	LED Light Bulbs	9329910611	8-4357-30	\$77.52
	Various Bulbs & Wires	9329920178	8-4357-30	\$820.96
		<i>Subtotal for Vendor</i>		\$1,047.58
Johnson Controls Fire Protection				
	Fire Alarm Service - 1/1/23-12/31/23	23267029	8-4215-30	\$13,256.00
		<i>Subtotal for Vendor</i>		\$13,256.00
Otis Elevator Company				
	Maintenance Contract - 1/1/23-12/31/23	100401004411	8-4215-30	\$7,560.12
		<i>Subtotal for Vendor</i>		\$7,560.12
Pace Systems, Inc.				
	Installation, Programming & Commission Storytime Rm Monitors	IN00046904	8-4211-30	\$3,807.00
		<i>Subtotal for Vendor</i>		\$3,807.00
Parkside Insulation Inc.				
	Duct Insulation Repair	6082	8-4211-30	\$875.00
		<i>Subtotal for Vendor</i>		\$875.00
Plunkett's				
	Monthly Pest Control - December 2022	7846994	8-4215-30	\$110.00
		<i>Subtotal for Vendor</i>		\$110.00
R. J. Kuhn Inc. Plumbing & Heating				
	3rd FI Mens Restroom Drain Backup	0000042979	8-4211-30	\$571.00
		<i>Subtotal for Vendor</i>		\$571.00
ULINE				
	Trash Picker, Totes & Oil-Dri Pail	157309775	8-4357-30	\$222.00
		<i>Subtotal for Vendor</i>		\$222.00
Warehouse Direct				
	District Inventory Restock - November 2022	5389071-0	8-4357-30	\$59.14
	Facilities Inventory Restock - November 2022	5394207-0	8-4357-30	\$1,384.31
	Facilities Inventory Restock - November 2022 - Sanitary Pads	5394207-1	8-4357-30	\$66.19
	District Inventory Restock - December 2022	5405470-0	8-4357-30	\$196.62
	Facilities Inventory Restock - Diversey Floor Cleaner	5407460-0	8-4357-30	\$324.78
		<i>Subtotal for Vendor</i>		\$2,031.04

**Fountaindale Public Library District
Bills Payables Report
January 19, 2023**

Maintenance Fund

<u>Vendor name</u>	<u>Description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
			Totals for Fund 8	<u>\$46,750.58</u>
			Grand Total	<u><u>\$3,173,001.89</u></u>



Jennie Nguyen/Finance Manager

December 2022 Monthly Board Report
Paul Mills

Director

New Art Tour

As Melissa Bradley, our Communications Manager, discussed last month, our new art tour is live! Here is a link to the page on our website with more information.

<https://www.fountaindale.org/take-our-audio-art-tour/>

Wireless Printing Updated

John Matysek, our Information Technology Manager, shared that our wireless printing service has now been updated.

Our wireless printing service enables our patrons to send print jobs to our printer on the 2nd Floor through a web portal or via email. One of the updates provides more granularity in what our patrons wish to print. For example, in an email with text, a photo, and an attachment, our patrons can now choose which of those three items they wish to print.

Here is a link to the section on our website with more information

<https://www.fountaindale.org/learning-tech/computers-printing-more/>

And here is a direct link to the wireless printing service page

<https://fpld.eprintitsaas.com/public/upload>

Pinnacle Library Cooperative (PLC) Governing Board Meeting Update

The PLC Governing Board met earlier this month, and we discussed the first drafts of the agreement to extend our software license for Polaris. Matt Hammermeister, our ILS Manager, and I reviewed them and have sent them to PLC's attorney for review.

PLC will have its first strategic plan meeting at our library this month. Our plan is to establish timelines, and objective leads for PLC's first strategic plan.

Deputy Director (Nancy Korczak)

The month of December saw the return of our very popular Star Wars Days. Over 400 patrons attended the event and were very excited to participate in all the activities. This day was a culmination of almost a year's worth of planning by our Star Wars Committee led by Adult Services Manager, Debra Dudek. Overall we received lots of positive comments about the event. Our staff is happy to report planning has begun for next year's big event, Lego Day.

From Joyce Arellano's report

Children's Services

Monthly Overview of Children's Services:

Children's Services kicked off a busy month with a fun-filled and amazing Star Wars Day! Patrons (and staff) enjoyed all the day's activities, especially meeting all the droids and talented folks from the 501st Midwest Garrison. We heard wonderful comments from children and families, including "We have the best library!" and "This is the best Star Wars Day ever!" In addition to celebrating Christmas, Hanukkah, and Kwanzaa this month, Children's Services highlighted a number of significant celebrations including Disney Day and the anniversary of the Wright Brothers' first flight. We hosted special guests, local author Dr. Matt Glowiak and Mrs. Claus in two special storytimes. We prepared special Christmas-themed kits for patrons waiting at the library for the Village of Bolingbrook's Santa Send-Off event.

ARTS & CRAFTS

DISCOVERING ART (24 attendees)

"One of my favorite books is [*If Picasso Painted a Snowman*](#) by Amy Newbold. I love this series of books because it introduces kids to different artists in a very accessible way. I heard a family as they were leaving say 'Remember where the art books are? Let's go get some more.' That makes me so happy! The kids were even more creative than I expected. There was even a very good Lichtenstein-inspired snowman! They really take to heart when I tell them not to recreate the art but let it inspire them to make something new." *Chris Z.*



ESTUDIO DE MANUALIDADES (15 attendees)

"Families used a small milk carton to create imaginary houses for beloved book characters and decorated it with seasonal stickers and book characters. We used a variety of stickers we had in stock. In addition to these I printed out on label paper images with other characters that kids could choose from." *Andreea D.*



HOLIDAYS & CELEBRATIONS KWANZAA SEED MOSAIC (21 attendees)

“This was a craft program inspired by the elements of a harvest celebration that are part of the Kwanzaa holiday. Children could use dried beans and other seeds to make a mosaic picture or design. Although this was a registered program, I allowed drop-ins since we had a flexible supply of materials. The teen volunteer was very good at keeping up with people’s needs for materials as they kept arriving. Several children made

designs with hearts, like one of the examples, but they also came up with their own ideas such as a snail crawling across a landscape. Two adults told me how much they liked the program, and the one dad who attended even said he was going to try the activity again with his children using beans they had at home.” *Sarah D.*

VILLAGE OF BOLINGBROOK SANTA SEND-OFF KITS (54 kits)

Our fantastic adult volunteer, Darlene, helped us prepare special kits filled with candy, a Fountaindale pencil and an ornament craft. Patrons were waiting outside to meet Santa before he made his way to Clow Airport. What a wonderful event! Though Santa’s visit was brief, it was great to see the patrons so excited. One family said that they had no idea about the event. They came to the library to check out books and movies and saw Santa’s motorcade entering the library parking lot. The grownup said, “This was such a nice surprise! This is why we love the library so much.”



MOVIES, MUSIC & ENTERTAINMENT DISNEY TRIVIA (22 attendees)

“I had 5 tables set up in the Storytime Room with pictures of Mickey, Minnie, Donald, Pluto and Goofy, and patrons could choose whichever table they wanted to form the teams. Several of the girls came wearing Disney princess dresses. It was adorable! Since I created a board game for my Disney Family Fun Pack in March 2020, I was able to reuse those questions. There were different types of questions. I put the categories on large dice so each team will roll to determine what question they will get. This helped prevent those that are Disney super fans from answering everything, giving the younger patrons a chance to answer the questions. I was surprised that one little 3-year-old had quite the knowledge base and was able to shout out answers even when some of the older kids couldn’t guess. There were two teams that tied for first place. As the winning teams, they were able to come pick their prizes first, then everyone else got a turn.” *Jen F.*

STAR WARS DAY

“After so much prep and planning, it was so nice to see a great turnout for our first post-pandemic Star Wars Day! The Storytime Room was turned into a Jedi training room with Grogu as the focus. The kids needed to find some of his things: the knob from the Razor Crest, a frog and his soup bowl. Along the way they could test out their force power by lifting a rock with the force and seeing if Grogu will use the force to take the Razor Crest knob from them. The Midwest Garrison and Rebel Legion were amazing as always. Princess Leia spent a lot of time in our room talking to the kids and taking pictures. A rather tall Jawa was having fun sneaking up on everyone, and Kylo Ren could not get enough of our room. One child proclaimed, ‘This is the best Star Wars Day ever!’” *Chris Z.*



“While Chris was supervising the immersive experience in the Storytime Room, I supervised the crafts in the Creativity Park. I prepared two paper-based make-and-wear crafts for older children: headtails like Ahsoka’s and a Mandalorian helmet mask. For younger children I set out materials for making a simple puppet on a stick (either Luke as a pilot, R2D2 or Leia.) Families gave me feedback like ‘This was a fun time’ and ‘Thank you for doing this. Great event!’” *Sarah D.*



PAWS TO READ (34 attendees)

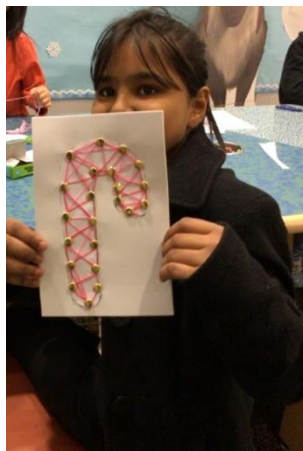
"This was such a great group of children! We started getting phone calls at 9 a.m. asking to read to the dogs today. We had Spenser, Saylor, Flash, Hazel and their handlers reading with the children. I think this was the best one we ever had!"
Rosemary B.



JUST FOR TWEENS

STRING ART (9 attendees)

"The children made candy canes and circle ornaments. To make the candy canes, the children had to cut candy canes out of paper and attach them to a sheet of foam using brads. They pushed the brads through the foam and closed them on the back side. Then they used embroidery floss to move from one brad to the other, forming their candy cane shape. Some tweens used just one color of embroidery floss while others used two. The tweens grasped the concept pretty quickly and had fun moving the string around and forming their individual and unique patterns." *Marta M.*



TWEEN SPOOKY CHRISTMAS (6 attendees)

"This program was at the request of one of our tweens. Chris and I planned crafts and activities and shared the videos that inspired them (clips from *The Nightmare Before Christmas* and a *Doctor Who* Christmas special.) Chris showed the attendees the Insta-Snow, which expands impressively when you add water and then can be played with. One craft was an Oogie Boogie made of burlap and stuffed with prepackaged gummy worms. Tweens could also make a mini version of the man-eating wreath and

ornaments and garland featuring images from *The Nightmare Before Christmas*.” Sarah D.

“It is always so fun working with Sarah. It was really fun. We had fake snow they could play with. They loved watching me try to get the ratio of snow to water right. The crafts were a big hit.” Chris Z.



STORYTIME AND MEET & GREET: *The Dinosaur Door* by Dr. Matt Glowiak (32 attendees)



Local author Dr. Matt Glowiak visited the library to read his two picture books, [*The Dinosaur Door*](#) and [*Good Morning, Sunshine*](#). Children then danced to some dinosaur-themed songs, used crayons to decorate dinosaur coloring pages and took photos with the author and CSD’s dinosaur toys. Dr. Glowiak expressed his gratitude to the library for supporting local authors and was excited to see his books on our shelves. He was even more excited to learn that one of the books was checked out.

HOLIDAY STORYTIMES

CHRISTMAS STORYTIME & MRS. CLAUS MEET & GREET (53 attendees)

A big thank you to Melissa L. in Outreach who met folks from [Santa Services IL](#) at a preschool visit and shared the contact information with us! Although Santa was busy preparing for the big day and not available to join us, we were able to host his number one helper, Mrs. Claus, for one of our Christmas Storytimes.

“Storytime with Mrs. Claus was great fun. I read [Little Blue Truck’s Christmas](#) and [It’s Christmas, David](#) and we sang songs. Then Mrs. Claus came in and talked to everyone and then sat for pictures. She spent about half an hour walking around the department talking to people, asking kids if they had been good, cleaned their rooms, helped their families, etc. She was wonderful.” *Kathy B.*



FELIZ NAVIDAD STORYTIME (35 attendees)

“On a cold winter night, families came together to celebrate Christmas with traditional songs, activities, stories and crafts. We started our program with the regular songs we do in the program to give people time to accommodate. Then we did an activity based on the song *Hagamos Chocolate*. We read books and did a snowball fight at the end with fake snowballs. All kids received a goody bag at the end of the program. After the Storytime everyone was invited to Creativity Park to make a craft. One Polish family that came said that her son remembered this program from last year and didn’t want to miss it this year because he had a very good time. The mom was surprised he remembered the program and said she brought the family at his insistence.” *Andreea D.*



HANUKKAH STORYTIME (8 attendees)

“After Hanukkah Storytime I had the mother of two girls stop to speak to me on her way out. She told me that she loved coming to my storytimes because of how I utilize the felt board. She said she is a teacher, and she likes how I have the children move from gathering around me at the chair for books to moving over to the felt board A-frame for the interactive rhymes and stories I put up there. I am conscious of making sure I am keeping the children moving and engaged in my storytime and hearing this validation made my efforts feel worth it.” *Christina M.*

KWANZAA STORYTIME (4 attendees)

“On the day of the blizzard, 2 families showed up. We started with a Kwanzaa song and used the flannel board to emphasize the principles. We used songs from [Putumayo World Music](#) to play with different instruments. We transformed the plastic stools into drums and used the sticks to play with the music.” *Andreea D.*



From Amina Ali's report

Circulation Services Department

As the holiday time rolled around, Circulation went through some changes! Anam was promoted from Circulation Services Aide to Circulation Services Specialist. Anam replaced Bini who was moved and promoted to the Collection Services Department as Acquisitions Supervisor. Due to a snowstorm and arctic temperatures, the library closed early on December 22 and was closed on December 23. I officially resigned as President of LACONI-CSS and Janine from Mount Prospect is the new incoming president. I helped cover Studio 300 during the early close and the Friday before New Year's weekend.

Kate, Assistant Manager

Former Circulation Aide, Anam joined our team as a Circulation Specialist on December 12th. We spent her first 2 weeks training and familiarizing her with the customer service aspect of her new position.

I worked on the Long Overdue Report and checked for patron zip code mistakes.

We had an all Specialist meeting in the month of December where Nancy was able to give Circulation staff Translate Live training.

I attended the Aide meeting and the Vega meeting this month. We also had the PIRC meeting via Zoom where we also had a Message Bee presentation.

For the month of December, we renewed 108 stickers and we are already helping patrons get their 2024 stickers.

Circulation Statistics

New Patrons Registered	141
Holds Pulled From Shelves	5,528

December 2022 Drive Through Report

	CURRENT MONTH	SAME MONTH LY	INCREASE/DECREASE %
TOTAL VISITS	502	743	-32%
	CURRENT YEAR	YTD LY	
VISITS YTD	3866	4355	-11%
	CURRENT MONTH	LAST YEAR	
BUSIEST DAY/S	12/20/22 38 visits	12/23/21 46 visits	-17%
BUSIEST TIME PERIOD	3pm-6pm 173 visits	3pm-6pm 259 visits	-32%
TOTAL VISITS	CURRENT YEAR	LY	
9AM-12PM	121	158	-23%
12PM-3PM	162	232	-30%
3PM-6PM	173	259	-32%
6PM-9PM	33	94	-65%

From Tana Petrov's report

Outreach Services

As the year is coming to a close, Outreach celebrated all of our accomplishments, services to our patrons and teamwork. Tana's [Year in Review - Outreach](#) demonstrates the many successes of our department in 2022. This past year has been a great time for growth for our department, where we continued to provide meaningful services and interactions with outreach patrons. The work and energy the Outreach team has given the library have truly been an asset to our community. We look forward to another successful and productive year!

December was a busy month for Outreach. We continued to use the Library Express Van at community and school stops due to Bookmobile maintenance. Both vehicles are now filled up with all sorts of materials and ready to go at any given moment. In addition to visiting the community with the vehicles, outreach staff provided programming for seniors, offered booktalks and storytimes, provided Home Delivery Service, picked up returns from the remote book drops, answered phone calls in the Outreach office, worked on weeding lists, fueled and performed operator level maintenance on the vehicles, took the vehicles to various repair shops, and participated in meetings and various training opportunities.



The December's What's Happening on the Bookmobile theme was collecting food items for the Micro Pantry. To thank patrons who made donations, we gave them hot chocolate packs.

Carolyn and Tana presented Heather Hernandez, the LMC Director at Independence Elementary School with the winning books for Read-A-Palooza. The students that were in the school library at the time were very excited seeing all the books we brought and Ms. Hernandez was very appreciative and said she has good support from the teachers at the school for the program.

We expanded our Read-While-You-Wait program by adding an additional location at "New Laundry". They were happy to receive the books and start a new partnership with us on behalf of their customers.

Services for Seniors

- **Atria at River Trail/ Heritage Woods Book clubs**

From Sarah's report: *I created a flier for the Heritage Woods Book Club. Picked out some book suggestions for the group to read and discuss in the future. The first meeting for this book club is scheduled to happen the first week in January. Atria Book Club had a delivery of the books called "American Dirt" by Jeanine Cummins to discuss this month. I will reach out to the activities coordinator in the new year to see if she would like to continue this service.*

- **Encore Memory Care Program**

From Melissa's report: *On 12/14, I did programming at Encore for the memory care residents. It was a rough crowd this time around. Some of the residents were very moody and just not in the mood for activities, but I still managed to get some participation. We talked about the holidays. I read a couple short stories from Chicken Soup for the Soul: Christmas Cheer by Jack Canfield and Mark Victor Hansen. We discussed some of our family traditions and favorite gifts we received over the years. I told a few Christmas jokes, which the workers appreciated. I didn't get a chance to make the craft with the residents, but I left them with the Life Enrichment coordinator.*

- **Meadowbrook Manor**

Our stops have been highly popular with residents. During our visits we issued many library cards and checked out a lot of materials. We are happy to see some familiar and new faces among the residents.

Services for Schools

- **Middle School Visits**



From Joe's report: *I accompanied Randi and Hayley to Jane Addams & Hubert Humphrey middle schools this month. Randi and Hayley provided crafts for the students and we assisted them with constructing their crafts. I brought along a cart of books that were available for check-out and quite a few of the students took advantage. I was glad to see them not only get excited to build a craft, but also to browse the cart of materials we brought for them. The students got really involved in making their crafts and some of them even asked a number of reference questions that I was happy to answer.*

- **YMCA Visits**

From Joe's report: *We continued our visits to the after-school YMCA program at the elementary schools through December. On our last visit we had the Bookmobile along with us. The kids were super-excited to be able to go on the Bookmobile and check materials out. When I asked them, "Who wants to go on the Bookmobile?" They all yelled in unison, "Me!" They were so anxious to get to the vehicle that I had to make sure they all put their coats on before running out. They huddled-up near the door of the vehicle and eagerly awaited for me to unlock it. In addition to the Bookmobile, we also brought along crafts and color books to keep them occupied. The counselors and the kids both told us that they're always happy to see us and enjoy our visits.*

- **Elementary Schools Visits and Booktalks**

From Cindy's report - December programming statistics and activities:

- Did virtual visits this month via zoom. Studio staff was super helpful in setting up the G room with green screen etc.
- The Kings Pizza puppet show, which does not have any parts for kids to participate in so it's great for virtual presentation, and also has a lot of side jokes that get missed in a live performance.

- I also promoted programming heavily this month because of the kids having a break from school.
- I have had many great family interactions this month, being in the building more and available to come out and interact with kids and families. I met a lot of parents, and I always hear the same thing, they are happy to finally meet me because the kids talk about me at home all the time. Goal achieved, exactly my intent so that they bring the kids to the library building more often.

Volunteer Hours

In December, ten (10) adult volunteers assisted library staff with various projects and programs for a total of twenty one (21) hours. In addition, Tana received applications from two (2) potential adult volunteers and interviewed one of them.

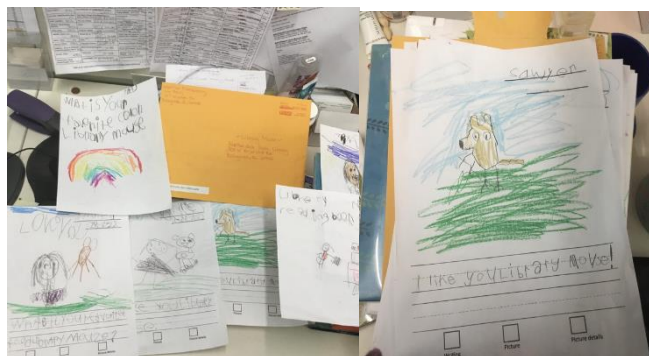
Vehicles Maintenance

- December 1-12: Bookmobile continued to be worked on at Illinois Auto Central for heater repair.
- December 13-19: Bookmobile at TransChicago Shorewood for MIL (malfunction indicator light).
- December 21: Van at Mercedes of Westmont for Coolant light and leakage and recall notice.
- Regular safety and fluid checks/ refills by staff.

From Cindy's report:

- *I visited Pioneer early in the month, and when I started the puppet show, Stone Pho, one first grade boy super excited, yelled out "We make pho' at home". He was so thrilled, I asked him if he would tell us all how to correctly pronounce pho (I still don't think I say it right) And he stood up proudly and did, a few times. This was the goal ! I want to take every opportunity I can to add diversity to my programming and relate to kids that might not see a lot of characters and references from their particular culture in class discussion or the books they read.. Food is so basic to our cultural identities.*

Letters to Mrs. C and the Library Mouse



From Jacinto Gonzalez's report Studio 300

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

- 530 patrons actively **used** our lab.
 - **9** were Non-District Users.
- 1923 items were **checked out**
 - **89** of that total circulated out of the lab.
- 145 patrons **attended** our programs.
 - Total programming hours came to **8**
- 23 patrons **completed** our online classes:
 - **17** Orientation
 - **6** Maker Training



December Studio had a new member join the team, Dulce. This month we spent doing maintenance to the 3D printers and glowforge. We printed thirty-seven 3D prints, and patrons used The glowforge seven times. The Cameo had twenty-two patron usage, and we also had four patrons use the embroidery machine. The audio booths were used by one hundred and two patrons, including some voice actors whom the team was able to help set up a booth to record for acting auditions. Eighty-two patrons used the GCRs, and sixty-two used the television rooms. One of the GCRs began its transformation into the studio's new Podcast room, and we look forward to showing the final layout in 2023.

Monica

In December, Monica assisted Teens with the DIY Gifts program by preparing project supplies and assisting patrons. They used their off desk time to work on researching adult teaching techniques and Blender 3D modeling. They had their monthly meeting with Adriana. They prepared for their Let's Talk About 3D Printing class. They trained with Justin on the Blackmagic TV switcher. They began training on a Domestika course called, Creating Audio Fiction: From Idea to Script. They worked together with Ruth to continue organizing the embroidery design catalog. They assisted with Dulce's desk shadowing. Finally, Monica continued to help troubleshoot the 3D printers.

Justin

For December, Justin taught a program entitled "Garageband Deconstructed," where patrons learned basic techniques and other tips and tricks on using Apple's proprietary interactive audio recording software. He also did some more troubleshooting on the old Ender-3 S1 Pro 3D printer using the interface and wiring from the new one that just arrived. After another failed attempt, I set up and tested the new one, which was a success. Justin and Patrick also hosted the December open mic, where patrons could share their creativity in the form of music and spoken word. A patron encountered a problem on the Brother Scan N Cut with trying to merge images to create a single cut on sticker paper. I was later able to figure out the correct settings to create one sticker from multiple images. I had a chance to learn about the RØDE Central, a companion app for compatible RØDE products that lets you configure device settings, unlock advanced features, activate and deactivate functions, plus update your firmware. Finally, I started training staff on the ATEM Television Studio Pro 4K Live Production

Switcher so they can have a better understanding of the software and equipment before the final installation.

Patrick

In December, Patrick led a successful How to Record Guitars workshop-style class, demonstrating to attendees how to approach recording amplified guitar sounds, including showcasing a variety of techniques and microphones to use when recording. He also assisted Adriana in running the Holiday Photos program and continued his regular monthly programs, Photography Club and Open Mic. Patrick continued to troubleshoot the 3D printers and print the JWST telescope for the display cabinet. In addition, Patrick helped with the installation of the vinyl record station now featured in the Studio. At the month's end, Justin trained Patrick in the Black Magic Atem Television Studio system, which will be installed in Video Rooms B/C during the winter. Patrick, Ruth, and Chandler continued prepping the Shorthaus Cinema Program, with Patrick and Ruth deciding on the first three filmmakers to be featured in the Spring.

Adriana

In December, Adriana began the month with a successful Family Holiday event. We had about 105 people come, resulting in some beautiful images posted to the Fountaindale Library Flickr account. Adriana then switched gears to welcome and train our new Studio Services Specialist Dulce Porras-Goldstein. Dulce comes from the library world with experience working with maker spaces. Dulce took to her training very well and is on the road to being a successful team member. Adriana also worked on the Gameplay series video in which she reviewed the classic game Portal 2. She also edited and produced the K-Talk video for December, in which Adriana and Randi worked on creating some K-pop crafts.

Jacinto



In December, Jacinto began the month celebrating Disney day. The program celebrated the art of animation and talked about Walt Disney's life and how he influenced American culture through animation. Jacinto also had to do some impromptu maintenance to the glowforge after it stopped working during a cut. He also spent some time trying to troubleshoot the CR-10 3D printer, and after opening up the extruder, he realized that the gears had been grinding down and needed to be replaced. The parts have been ordered and will be replaced once they arrive. Jacinto also spent some time doing Blender tutorials to expand his 3D modeling knowledge and used the Eversewn embroidery machine to understand troubleshooting better. The team plans to expand the embroidery library and software so that we can better serve the

community and hope we can have more patrons use the embroidery machine. Jacinto also worked with Patrick on setting up a vinyl and record display in the studio to showcase and make patrons aware of the library's vinyl collection.

From Debra Dudek's report

Adult and Teen services

Excitement was high for Star Wars Day. This year marked the return of our much loved large-scale event. Our Star Wars Day committee did a fantastic job ensuring all our activity stations were top-notch and all materials were available well ahead of schedule. Our friends from the 501st Imperial Legion arrived to welcome patrons in the lobby, and spent a lot of quality time interacting with our youngest patrons. They even checked out the books in our lobby display. One of the biggest focal points of the day was our meet and greet with Baby Grogu. Fans young and old turned out to meet him and pose for photos in Meeting Room B.

Our event featured:

- Star Wars Selfie Museum
- Meet and Greet with Baby Grogu
- Find The Mandalorian Hide out Scavenger Hunt
- Door Prize Drawings
- Find The Child Adventure
- Kids' Crafts and Coloring Sheets
- Star Wars Bingo
- Adult/Teen Crafts
- Sarlacc Pit Bag Toss

Here are a few photos of the day:



Randi, Teen Services Librarian Teen Programming

The first half of December was very busy in the Vortex. We had a lot of great programming planned particularly for finals week. Melissa Bradley created a great blog post to promote these events and the Vortex in general. Andrea's Exam Cram Swag bags were a big hit with both middle and high school students. She packaged 50 kits that were put out on Monday, December 12 and all gone by Wednesday, December 14. The study rooms were also much in demand. In November 2022, we had just eight teens use the rooms. During the Exam Cram Study Lounge week (December 12–18), we had 33 teens use the spaces. What an increase! Most of the users were high school students with 21 of those 33 in Grades 11 and 12. The highlight of the week was Andrea's Love on Leash Dog Therapy program with three very special canine guests. These adorable dogs were a big hit with our teens with some of them staying for almost

the entire hour. One student commented as they headed to the second floor, "I just came for the dogs!" The handlers were also great! I was on hand to help Andrea out and was pleased to see the interaction between the handlers and the students. The handlers asked the student's thoughtful questions about school, finals and more! Some of our staff were able to stop by to see the dogs as well. I got to hang out with all three dogs and it really was a healing experience.



We had three wonderful presenters, Leah Moon, Cathy Stanek-Whisler of Plentiful Programs and Natasha Lehrer Lewis of Esther's Place present three popular arts & crafts programs in December.

School Services

Hayley and I visited three middle schools with Outreach Services in December. Hayley went to two schools while I visited all three. Next month, Hayley and I will take turns going to the different schools. We had three different craft projects this month. Brooks students were able to make dot art as we were unable to visit their school in November. The teens that participated seemed to enjoy the project. Jane Addams student's were able to customize picture frames using stickers, markers and more! We had some pre-printed images or told students they could add their own 4x6 images to the frames to customize their project. They finished by adding magnets so they could hang them in their lockers. We went through almost all of our supplies at this one school so I had to quickly come up with another craft for Humphrey Middle School. There was a little bit of confusion about whether or not we would be visiting Humphrey but in the end, we did visit the school and I am glad we did. Students were checking out materials and loved the bottle cap necklace craft. Many teens made multiple necklaces to share with friends and family. We definitely had the supplies because I used what we had on hand and leftover Star Wars Day supplies. All in all a successful month of visits. I think these visits have really helped because we have seen an increase in Jane Addams and Humphrey students attending our in person programming at the library. Success!

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

Stick Reindeer (12-1-22)



Attendees: 18

For this craft, we saw the return of Cathy Stanek-Whisler to the library. It was the first time that Cathy has been back to the library since 2020, which also has led to this event being the first that her and I were able to meet. I was aware of Cathy when I started and how much she did/does for the library in way of leading craft programs, so I was excited to meet her. It became clear that Cathy was definitely missed with how excited the patrons were to see her.

Being able to see Cathy lead a craft program helped me with seeing some of the more productive ways she would interact with everyone. There was a general sense of comfort and enjoyment through out the program and everyone walked out of the room saying that they had a great time. I plan on getting an event with Cathy set as soon as

possible, but I will have to wait until she is fully healed from a recent injury. Despite that, I still might reach out for possible ideas or to just keep a dialogue going to be prepared for her to return.

Senior Social: Kiddieland Remembered (12-8-22)

Attendees: 12



Cheryl is a through presenter, bringing pictures, videos, and even physically memorabilia to the presentation. The patrons were engaged with the program, many of them knowing about the theme park or having attended it. We had provided lunch again, but had three options for sandwiches instead of the

two. At first, this seemed like a superficial change, but considering the added sandwich was the first to run out, I figured that that was a good sign for future events.

Cracked Christmas (12-15-22)

Attendees: 17



We had hosted Dave present his "British Invasion" performance when we had only virtual programs, so I thought that I would reach out to him to do something in person that I thought our patrons would enjoy.

We had considered the season when we decided that his “Cracked Christmas” would be a possibly good fit. While “British Invasion” was Dave doing covers of songs by bands like The Who or The Zombies, “Cracked Christmas” actually came more from Dave as his own songwriter, albeit for humor. “Cracked Christmas” was a collection of traditional or popular Christmas songs that Dave had changed the lyrics to, as well as performing some of his original songs, accompanied by his son on the bass guitar.

Librarian Highlight Jay

- **Christmas Village (12/5):** This was a big hit! We had 9 people attend with a full waitlist. When I tried this program in the summer, attendees picked it up pretty quick so I offered more options this time. This was a mistake as it took way too long and confused the majority of the attendees. I did not have enough time to instruct people while pressing out paper. I might do this as a regular program, but I’ll need to be very careful in how many options I provide as it just overwhelms most people. That said they came up with some fun concepts (even if they were not all Christmas-themed). The blue one is mine.



Specialist Highlight Alison

This month went by fast! It was a pretty good month. It marked one year at Fountaindale on December 13th! It is crazy to think I have been here for a year, it went by fast!

Star Wars Day:

The highly anticipated Star Wars Day was a success, at least I think so! I was handling the adult and teen craft. Patrons seemed to really enjoy making the ornament and button pins and necklaces. I did notice that a lot of kids wanted to make the craft. Eventually, I said if they were with their parents, they could make them.



Teen Needle Felting Craft:

This month I happened to be in the Vortex when the Teen Needle Felting Mushroom program was happening. It was such a fun program! There were even extras, so I was able to try making some too. The teens were chatty and excited and I think they had a great time!

Building Operations (Tasos Priovolos)

Our exterior lighting lot project continued. We continue to work closely with our architect, lighting engineer, and general contractor as questions and obstacles arise. Some main parking lot lights arrived with the incorrect color rendition and one bollard was missing from shipment which we are working with the manufacturer to find a solution.

The emergency generator had the annual 2-hour load test completed on it. This load test places a load to mimic an actual power outage in order to test its performance and capabilities in the event of an actual power outage.

Met with Communications staff to discuss the options of changing the key card layout and what print options our existing system has.

The display monitors in the Storytime room were replaced. One of the displays malfunctioned and the same model and size were no longer available.

Group Collaboration Room D table was disassembled and the top was sent out so a new top can be created to accommodate a podcast room. The legacy technology from the table was also removed and a new monitor and wireless technology were installed in that room.

ZENDESK -

In December, 39 new maintenance tickets were created, and 45 new or existing tickets were completed.

Collection Management & Technical Services (Christina Theobald)

December 2022 Statistics Snapshot

- 2+% increase in overall circulation; 3+% increase in digital circulation
- 3,307 new items added to collection; 76 original catalog records created
- 1,976 old & worn items were withdrawn
- 188 interlibrary loans received for our patrons
- 198 invoices paid; 337 damaged items repaired

Staff News

We celebrated two staff graduations this month. **Congratulations to Collection Aides, Kate Strickland and Rodolfo Zagal!!**

Katie graduated with her Bachelor of Arts from Dominican University. Katie will be continuing her education to obtain a Masters in Library Science.

Rodolfo graduated with his Associate in Arts from Joliet Junior College.

Holidays Around the World Display



Collection Services Staff Reports

From Jacob Luce, *Collection Services Assistant Manager*

For the month of December, I assisted my manager with the December new movies carousel for Library Aware, I also started working on the January 2023 new movies carousel. I assisted my manager with adding in the Roku profile information to the Roku spreadsheet for each of the streaming services. I also updated all of the credit card information for all of the streaming services on all of the Rokus. I assisted my manager with updating all of the credit card information for all of the streaming services on all of the Rokus. I also assisted her with assembling and providing vinyl records for the vinyl record display in Studio 300. I helped out with testing two different display carts for the Circulation desk. I then helped order the new display cart that was decided upon for the Circulation desk. In the Local History room, I assisted my manager with rearranging the materials and shelving to help accommodate the year books. I received my 90-day evaluation as Assistant Manager. I really enjoy working with Christina and look forward to continuing to work with her to complete the goals that were set in place for me and to help achieve her overall vision for the Collections Department. I have received all the materials for the Puppet Packs. They have been assembled and are waiting to be cataloged and have the call labels affixed. I coordinated with the Finance Department to help merge our Amazon accounts to be able to use the pay by invoice option. I worked with Bini and Brett to help develop a way of circulating the Home Learning Flash Cards. Bini was trained on paying invoices, receiving materials and ordering from some of our main world language vendors. She was also trained on ordering Leased/Lucky Day materials from Baker & Taylor. I also trained Bini on ordering video games through Ingram. She was also trained on how to properly edit the MARC records for the video games to conform with the standards put in place by PinTech. Bini was trained on how to properly correct invoices from vendors that come in as partial orders. Last but not least, Bini and I worked together to write and conduct Julie's yearly evaluation.

From Lynnette Hopwood, *Adult Collection Librarian*

Once again we were quite busy changing our displays from Thanksgiving to Christmas, Hanukkah, and Kwanzaa. That kept us quite occupied for the first few days of the month. Our highest circulating displays (besides Lucky Day) were Holidays Around the World (227 in the lobby), Holiday Movie Fun (455 on the 2nd floor), and Festive Fiction (107 on the 3rd floor). The display of materials that were purchased from a donation in honor of one of my staff member's hard work and dedication did well. Out of 26 items, they circulated 16 times in one month. I am continuing to focus on ordering materials for our Lucky Day collection as well as items to enhance our DEI (Diversity, Equity, and Inclusion) materials. I also worked on updating my procedures for weeding and/or reordering titles in OverDrive that have expired. OverDrive has changed the way that the report displays the results, and thus has changed the way I work on them.

From Brett Luminais, *Children's Collection Librarian*

In December I focused primarily on selection and ordering, reaching my spending goals of 65% for each fund early in the month. I investigated using Ingram to order more flash cards for the upcoming Home Learning Collection, identifying a number of promising STEAM subject flashcards and started building a list. I assisted Outreach, helping to find and order requested items for the Outreach Reference Collection. I aided ATSD by working with Randi Carreno to order additional YA video games for the Vortex Reference Collection, getting the list sent and ordered in the first half of the month. This will provide them with games for the Playstation 5 being added to the Vortex early in 2023. I provided coverage for Can't Find an Item Request Submissions for adult print and AV materials while other selection staff were on vacation. Apart from these selection and ordering duties, I also worked on a number of projects. I pulled and made unavailable all concept picture books that had been cataloged as of "miscellaneous" topics in the past, then reviewed all of the roughly fifty titles and reassigned them to more appropriate collections, changing the call numbers in the item record. This will make these items easier for patrons to find. Each separate collection was given a separate record set to make it easier for the cataloger to make the necessary changes to the item records to complete reassignment. I also placed holds on any Homeschool materials still in circulation and have worked to coordinate the flow of these items through the work room, ensuring that they entered into the appropriate record before call number correction, reassignment to the new Home Learning collection, and relabeling.

From Chris Castle, *Cataloging Supervisor*

This month, I updated the ATSD weekend newspaper processing procedures to be clearer, more explicit, and current. I also updated the procedures for Reference and Local History magazines to clarify procedures for these collections. To prevent overcrowding of magazines we receive two copies of, we will now also weed one copy from the previous year, leaving one copy instead of two, during the annual magazine weeding. I have tasked the Cataloging Specialists with notifying me of any magazines that have changed enumeration or publication patterns. I have begun editing these titles in Polaris to reflect these changes. I trained Gregory and Amy on Reference and Local History magazines. They are now trained on checking in and cataloging all the types of magazines we receive. I changed all of the new-to-Pinnacle Home Learning materials to not display in the PAC so patrons would not be waiting until the collection launches to receive their holds. We discussed how to formulate call numbers for the flash cards that will be added to this collection and where to shelve them. Home Learning materials will also not receive "New" stickers due to their specialized audience and nature. We decided that the neurodiversity, mental health, people with disabilities, and Jewish interest local DEI headings require closer examination of the materials by catalogers to accurately add, so they will not be bulk added to avoid misrepresentation in the bib record. I cataloged our first batch of Wonderbooks this month. These join the Vox Books and give greater variety in our popular Readalong collection. We were notified this month that Ingram is ready to test our new preprocessing profile. Jake and I were also tasked with creating reports for the upcoming loan period and fine code cleanup. The Star Wars Juvenile Series double-Cutter project is now slated to begin in February or March. The new puppet packs for Outreach are scheduled to be completed by the end of January.

From Bini Issac, *Acquisitions Supervisor*

As I am settling into my new role, I am gaining more knowledge on different aspects of my job. This month I learned how to pay invoices for the vendor Language Lizard, one of our world language vendors. I ordered video games for our Adult and YA collection through our vendor Ingram. Ordered world language materials through Sawa and Polonia. I ordered lease/Lucky day items through Baker and Taylor. Assisting my manager Jake, I helped in writing and giving her yearly evaluation for one of my staff, Julie. I helped fill in for one of my staff's duties by keeping our website carousel clean and printing packing slips for the boxes received and their invoices and updating shipment received spreadsheets. Also got trained on how to correct partial orders on vendor invoice line items.

From Karina Andrus, *Cataloger*

This month, I bulk changed all of the old Homeschool collection item records to be consistent with the new Home Learning collection. There are still 13 items that are either checked out or on hold for patrons which will be changed when they are returned. I started cataloging the new Home Learning books, some of which required original cataloging (this month I created 54 original records). The Home Learning collection now has a total of 481 titles, and 114 new titles which are either in processing or on order. I also corresponded with Alex Kyrios, the editor of DDC, about adding clarification of instructions for two Dewey numbers on similar topics (menopause 612.665, and menopause disorders 618.175), and these additions have now been published to WebDewey.

From Christine Jason, *Interlibrary Loan Specialist*

I published the Christian fiction newsletter this month. The theme was "It's Cold Outside". I wanted to do something other than the usual Christmas/Holiday theme and it is cold outside. We had a lot of requests for video games in Find More Illinois from other libraries. I happened to notice that our videogames did not automatically check out in Polaris as they should when marked shipped. I reached out to Christina and Matt. Turns out that they are blocked due to material type, similar to DVD sets and audiobooks. I had a game from White Oak and as they don't have blocks, that checked out automatically. I assisted a patron with a request for ILL that I was unable to get. The patron had the incorrect title but insisted that they borrowed it before. I was able to look up their past records in WorldShare and found the correct title. They had explained that they were told we would order it for the collection but could not find it. I reached out to Brett who was sure he had. Together, we were able to find it in the catalog and the title was just slightly different than the OCLC title but it was the same material. I placed a hold for the patron and had Children's pull the item for the hold. The patron was very happy.

Circulation by Branch

Branch	2021	2022	Change	% Change
Building	44725	43285	-1440	-3.22%
Outreach	3508	5178	1670	47.61%
Studio	1137	1923	786	69.13%
Digital	8583	8880	297	3.46%
Totals	57953	59266	1313	2.27%

Battle of the AV Formats

Format	Circs		Format	Circs
Blu-ray	2238	vs.	DVD	7166
CD Audiobook	349	vs.	Playaway Audiobook	704
Vinyl Record	207	vs.	Music CD	881

Special Collections

Collection	Circs
Backpacks	187
Bluetooth Transmitters	2
Dolls	91
Hotspots	59
Laptops	263
Lucky Day	953
Portable CD Players	21
Portable Record Players	30
Rokus	39
STEAMboxes	81
Tween Book Boxes	9
Vinyl Records & Cases	246

Physical Collection Circulation

**Sorted alphabetically by collection*

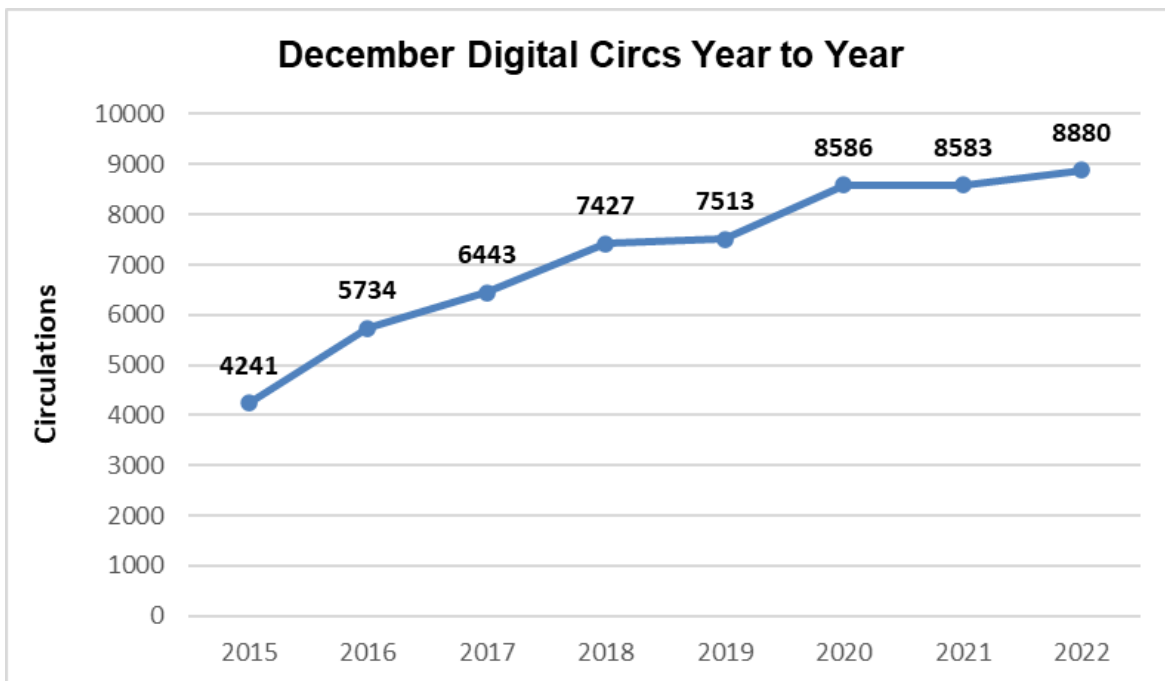
Collection	Dec 2021 Circs	Dec 2022 Circs	Change	% Change
Adult Audiobooks	412	394	-18	-4%
Adult Fiction	4176	4476	300	7%
Adult Graphic Novels	587	542	-45	-8%
Adult Nonfiction	3995	4044	49	1%
Adult Video Games	417	475	58	14%
Beginning Readers	1947	1789	-158	-8%
Interlibrary Loan	224	197	-27	-12%
Juvenile Audiobooks	920	1067	147	16%
Juvenile Fiction	4058	3787	-271	-7%
Juvenile Graphic Novels	1933	2958	1025	53%
Juvenile Kits	112	228	116	104%
Juvenile Movies & TV	2986	2843	-143	-5%
Juvenile Nonfiction	2459	2663	204	8%
Juvenile Technology & Equipment	297	304	7	2%
Juvenile Video Games	895	1200	305	34%
Large Print	668	788	120	18%
Local Authors	8	8	0	0%
Magazines	668	416	-252	-38%
Movies & TV	8295	6522	-1773	-21%
Music	1198	1086	-112	-9%
On-the-Fly	22	11	-11	-50%
Picture Books	7850	8776	926	12%
Studio 300	1132	1922	790	70%
Technology & Equipment	480	447	-33	-7%
World Languages Adult	118	172	54	46%
World Languages Juvenile	415	548	133	32%
World Languages Young Adult	4	9	5	125%
Young Adult Audiobooks	19	44	25	132%
Young Adult Fiction	1019	877	-142	-14%
Young Adult Graphic Novels	1355	864	-491	-36%
Young Adult Kits	12	16	4	33%
Young Adult Nonfiction	124	168	44	35%
Young Adult Technology & Equipment	0	1	1	
Young Adult Video Games	565	744	179	32%
Totals	49370	50386	1016	2%

*

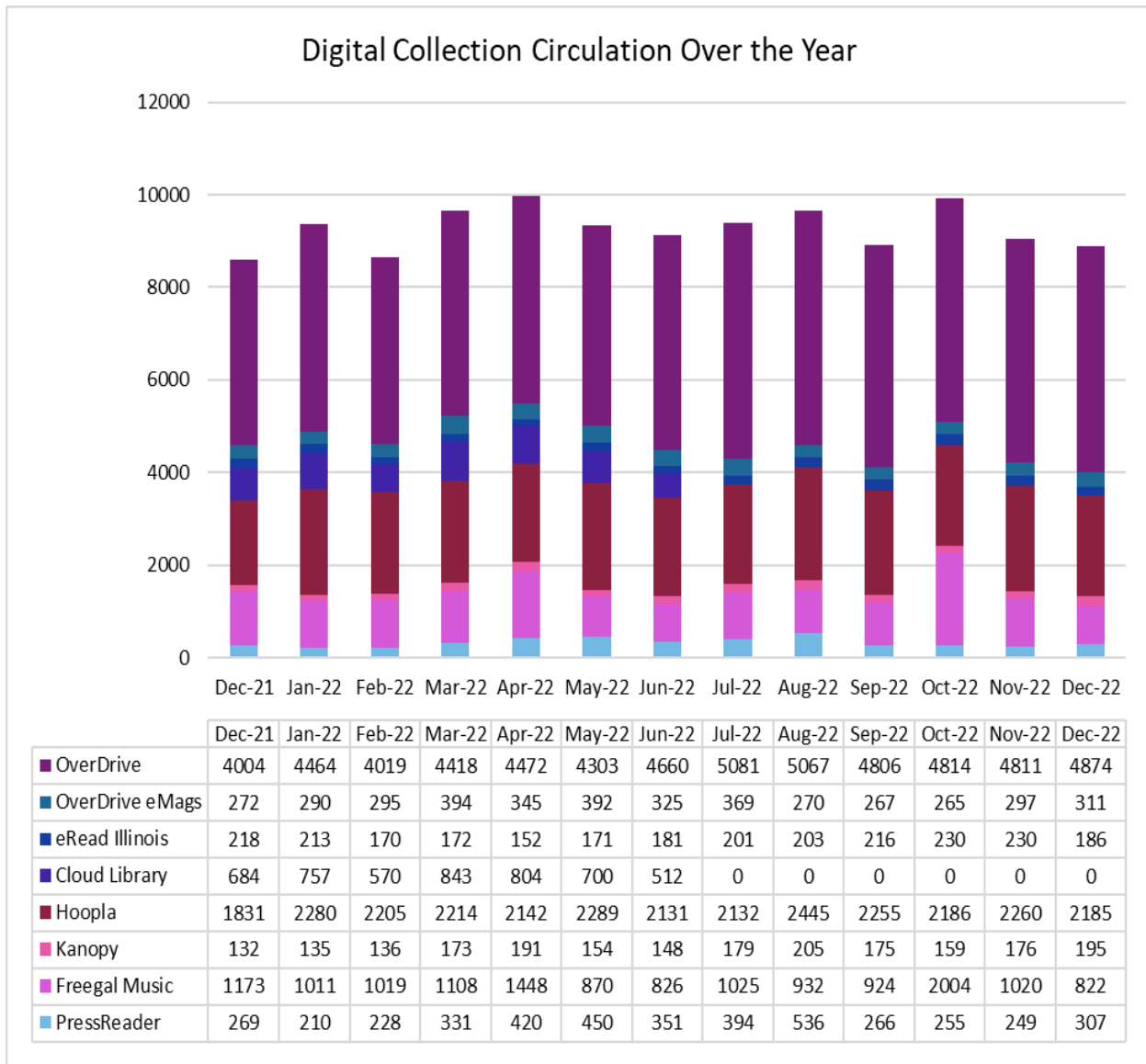
Digital Collection Usage

*Sorted by positive circulation change

Digital Platform	Dec 2021	Dec 2022	Change	% Changed
Libby by OverDrive	4276	5185	909	21.26%
Hoopla	1831	2185	354	19.33%
Kanopy	132	195	63	47.73%
PressReader	269	307	38	14.13%
eRead Illinois (Axis 360)	218	186	-32	-14.68%
cloudLibrary <i>*discontinued effective July 2022</i>	275	0	-275	-100.00%
Freegal	1173	822	-351	-29.92%
cloudLibrary Shared <i>*discontinued effective July 2022</i>	409	0	-409	-100.00%
Totals	8583	8880	297	3.46%



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



Digital Content Fast Facts - December 2022

Libby by OverDrive

- There were **5,980 active Pinnacle patrons in the month**. Of those, **Fountaindale had 1,090 active patrons, 74 of which are new users**.
- During the month, PLC yielded **30,022 total checkouts**; of those, **5,185 circs** were from Fountaindale patrons.
- Checkouts by Format: eBooks: 51 %, Audio: 42.2%, eMagazines: 6.8%
- Checkouts by Audience: Adults: 89.5%; Young Adults: 6.3%; Juvenile: 4.3%

eRead Illinois/Axis 360

- There were **91 active patrons** for the month, **21** of which are **new users**
- During the month, there were **107 eBook circs** and **79 eAudio circs**
- Checkouts by Format: eBooks: 58%; eAudio: 42%

Hoopla

- There were **2,185 circs** borrowed by **443 patrons**
- There were **443 active patrons**, **37** of which are **new users**
- **Audiobooks** were the most borrowed format, accounting for **48%** of all circs, followed by **eBooks with 32%**, **Movies/TV with 15%** and **Music with 5%**.
- The top trending titles were *Lovelight Farms* by B.K. Borison on eAudiobook and *After we were stolen* by Brooke Beyfuss (eBook)

Kanopy

- Patrons played **195 distinct video titles** and **352 video plays**
- There were **60 active patrons**
- The **most popular videos** were *Blue is the Warmest Color* and *The Living and the Dead*

Freegal

- This month yielded **661 songs streamed** and **161 songs downloads**
- There were 15 active patrons streaming and 13 patrons downloading
- Top **streaming music genres**: Holiday, Pop, Jazz
- Top **downloaded music genres**: Pop, Singer-Songwriter, Jazz, Easy Listening/Vocals

Physical Items Added and Withdrawn

Physical Items	Dec 2022 Added	Dec 2022 Withdrawn
Adult Audiobooks	29	254
Adult Fiction	438	623
Adult Graphic Novels	4	2
Adult Nonfiction	328	315
Adult Video Games	12	44
Beginning Readers	50	6
Juvenile Audiobooks	39	5
Juvenile Fiction	392	293
Juvenile Graphic Novels	110	11
Juvenile Kits	0	2
Juvenile Movies & TV	102	15
Juvenile Nonfiction	84	30
Juvenile Technology & Equipment	0	0
Juvenile Video Games	29	0
Large Print	70	3

Local Authors	0	0
Local History & Genealogy	49	27
Magazines	263	0
Movies & TV	448	217
Music	97	15
Picture Books	364	41
Studio 300	0	0
Technology & Equipment	0	2
World Languages Adult	34	0
World Languages Juvenile	65	3
World Languages Young Adult	11	0
Young Adult Audiobooks	2	0
Young Adult Fiction	190	20
Young Adult Nonfiction	8	0
Young Adult Technology & Equipment	0	0
Young Adult Video Games	38	44
Totals	3307	1976

Cataloging

- Items Cataloged and made available: 3307
- Original bibliographic records created: 76
- Magazines & Newspapers processed: 261

Acquisitions & Processing

- Purchase Orders created: 113
- Invoices Paid: 198
- Boxes Received and Opened: 82
- Items Repaired: 337

Interlibrary Loan through OCLC

188	Items Received for our patrons <ul style="list-style-type: none"> • 143 items from IL libraries • 45 items from out of state libraries
198	Items Sent out to other libraries <ul style="list-style-type: none"> • 105 to IL libraries • 93 to out of state libraries

257	Items requested by our patrons this month <ul style="list-style-type: none"> • 239 submitted in OCLC • 9 items were too new to request • 6 were available in Pinnacle • 3 were out of country only
278	Items requested by OCLC libraries this month <ul style="list-style-type: none"> • 138 from IL libraries • 139 from out of state libraries • 1 was out of country library

Find More Illinois

6	FMI Items Received for Our Patrons
51	FMI Items Sent Out to Other Libraries
9	FMI Items Requested by Our Patrons
58	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%	10,248 8.91%	999 7.82%	9,394 9.18%	20,641 8.97%
Collection Check - Anything that has not circulated in <u>4 years</u> CHQ Recommendation: less than 10%	152 1.48%	39 3.90%	491 5.23%	682 3.30%
Grubby - Items that have circulated <u>75</u> times or more CHQ Recommendation: less than 10%	8,330 7.59%	433 3.54%	7,478 7.96%	16,241 7.52%
DOA* Items that have been added to the collection in the last 6-18 months, and only circulated 1 or less times.	4,982 27.97%	650 35.52%	3,251 27.86%	8,883 28.37%
Turnover Dec 21, 2021 to Dec 26, 2022	2.48	2.66	3.16	2.79

Display Circs

1st Floor:

Lobby Tree: Staff Picks – 36
Lobby Cart: Disney Day – 12
Lobby Cart: Holidays Around the World – 227
Lobby Cart: Books to Melt For – 25
Lobby Cart: Check These Out – 47

2nd Floor

2nd floor cart: Holiday Movies – 455

3rd Floor

Self-Check: Cozy Home – 32
3rd Floor Desk Table: Star Wars – 4
3rd Floor Desk Table: Wednesday Addams – 11
3rd Floor Cart: Curl Up With a Cozy – 9
3rd Floor Cart: Fantastic Finds – 16 (Mary's Display)
3rd Floor Cart: Festive Fiction – 107
3rd Floor Nonfiction Aviation – 2
3rd Floor Nonfiction AIDS – 0
3rd Floor Nonfiction Games – 4
3rd Floor Nonfiction Pearl Harbor – 0
3rd Floor Nonfiction Horses – 0
3rd Floor Nonfiction Get Wild – 0
3rd Floor Nonfiction Sweets – 4
3rd Floor Nonfiction Cocktails – 2
3rd Floor Nonfiction Organizing – 2

Children's and Teens

1000 Books Before Kindergarten - 62
Christmas J DVDs - 319
Holidays Around the World - 149
Holiday DVD End Cap - 63
Snow Day, Snow Problem Picture Books - 209
Star Wars J - 52
Step Into Reading – 141
'Tis the Season to be Reading JF - 5
Vortex Book Bundle - 105
Anime Movies – 68
Teen Reads – 15
Teen Pop – 74
YA Create - 14



Adult Displays



Children's Displays



Meetings

- Dec 1 - PinDigital SubCommittee (Christina)
- Dec 6 - Meeting (Jake, Christina)
- Dec 7 - Meeting, (Paul, Christina)
- Dec 7 - Acquisitions Division Meeting (Bini, Anna, Julie, Linda, Rodolfo, Sue, Jake, Christina)
- Dec 7 - Vega Task Force Meeting (Christina)
- Dec 8 - Meeting with ILS Manager (Christina)
- Dec 8 - Catalogers Meeting (Chris, Amy, Karina, Jake, Christina)
- Dec 9 - Yearly Evaluation Training (Bini, Jake)
- Dec 12 - Local History Room Reorganization (Christina, Jake)
- Dec 12 - Managers Meeting (Christina)
- Dec 13 - Meeting (Chris, Jake, Christina)
- Dec 13 - Meeting (Brett, Christina)
- Dec 14 - Meeting (Paul, Christina)
- Dec 14 - Collection Leads Meeting (Christina, Jake, Brett, Lynnette, Chris, Bini)
- Dec 15 - Meeting (Lynnette, Christina)
- Dec 15 - Meeting (Jake, Christina)
- Dec 16 - Display Implementation Meeting (Brett, Lynnette, Mary, Katie)
- Dec 19 - 90-Day Follow Up (Paul, Jake)
- Dec 19 - Meeting (Julie, Bini, Jake)

Continuing Education, Trainings & Orientations

- Dec 8 – PRH Winter Book & Author Festival (Brett)
- Dec 8 – Studio 300 Orientation (Gregory, Amy)
- Dec 14 – Safety Training (Amy)

Communications (Melissa Bradley)

- Our Google Ads had 92,706 impressions and 7,116 clicks.
 - Campaigns with the most impressions:
 - Catalog Items: 71,248 impressions; 5,507 clicks
 - Instagram: 8,349 impressions; 274 clicks
 - YouTube: 3,956 impressions; 570 clicks
- We auto-renewed 302 library cards with Patron Point.
- We scheduled, wrote/edited and published 8 blog posts.
- We created 17 [Instagram reels](#) which have 21,113 views combined.
- The Board approved our new logo at the December board meeting.
 - Melissa, Sabrina and Steven continue to work with Library Market and staff on rebranding tasks prior to the launch.
 - Communications will launch the new logo in late winter/early spring with a fun celebration both in-house and across social media. The celebration will include giveaways, a new library card design, fun activities, a bookmark design contest and more to help patrons get excited and invested in our rebrand.
- After several months of working with Otocast and with Tasos' help, Melissa launched our new [audio art tour](#). Visitors can download the free Otocast app to hear from many of the artists speak about their art. To access the tour, open the app and walk up to any of the 12 featured art pieces. The app will automatically start playing when you are within three feet of the art piece.
- Sabrina continues to serve on the committee for strategic plan objective 3.2: identify and remove barriers to access and explore additional services to increase community engagement.
- As part of strategic plan objective 1.4: learn about how patrons flow through and engage with the building to inform updates to wayfinding signage, Melissa hired David Vinjamuri from ThirdWay Branders to conduct a space audit of our building. David will be on-site on January 23 to complete this task.
- Steven met with Randi and Aysha to discuss setting up Beanstack for the adult and teen winter reading challenges.
- Pinnacle's Libby commercial began airing on November 3. The commercial so far has 31,803 TV impressions. The ad also has 13,537 online cross-screen impressions and 90 hours of watch time.

- Sabrina finalized Children’s Winter Reading Challenge game board and began working on the spring issue of *The Fountain*. She also updated several end caps signs and designed display cart signs for Collection Services.



Music CD

CD Players

- | | |
|----------------|------------|
| Blues | Electronic |
| Classical | Folk |
| Country | Gospel |
| Christian Rock | Holiday |



Media

- [The Patch](#) covered our Holiday Memories day.
- [1340 WJOL](#) mentioned us in their midterm election turnout coverage.
- [The Patch](#) mentioned us in their Santa Sendoff coverage and the [event date change](#).
- Tana wrote a fantastic article about Outreach services for the [2023 iREAD Summer Reading Program Resource Guide](#).

Social Media Metrics

- Facebook Metrics
 - 26 new followers
 - 625 page views
 - 14,174 people viewed our content (reach)
 - 728 engagements (likes, clicks, shares, follows & comments)
- Twitter Metrics
 - 1 new followers
 - 251 page views
 - 1,053 tweet impressions
- Instagram Metrics
 - 17 new followers
 - 743 post likes & comments
 - 23,896 people viewed our content (reach)

- YouTube
 - 10 videos published
 - 22 new subscribers (1,203 total)
 - 4,617 views
 - 168.8 hours of watch time
 - 90,771 impressions (How many times our video thumbnails were shown to viewers on YT.)

Email Marketing Metrics

- MailChimp Blogs:
 - 3,049 subscribers
 - Average open rate: 49.68% (industry average is 21.33%)
 - Average click rate: 2.53% (industry average is 2.62%)
- Patron Point
 - Average open rate: 73.31% (industry average is 21.33%)
 - Average click rate: 32.88% (industry average is 2.62%)

Finance (Jennie Nguyen)

Highlights

- **Playstation 5 Equipment** - ATSD have been searching for the Playstation 5 system at retailer's locations for the Vortex for quite some time. The issue that seems to occur is that the system is either not in stock, the bundle was expensive with mature related games or vendors require the purchase of their paid programs before the Library is allowed to purchase the system. Allyse Schiller graciously agreed to purchase the system on behalf of the Library through her personal Best Buy TotalTech program. The system was picked up by Allyse and delivered to Randi for our Vortex patrons.
- **Outreach Mileage Data** - Finance received a request from the Outreach Manager for information on the number of times each Outreach staff member used a personal vehicle for Library related activities in the past six months. Our accounting system is able to produce reports showing how much was paid to each staff member. Their reimbursement submission was pulled from the record file cabinets, reviewed and compiled into a spreadsheet. This information was given to the Outreach Manager and Executive Director for their project.
- **Amazon Business Account Merge** - In a phone conference, Allyse Schiller, Jacob Luce and Jennie Nguyen meet with Keisha Renne, Amazon account representative, to merge both the Finance and Collection business accounts under one single account. The account settings were reviewed and set up the account for the pay-by-invoice program with the guidelines needed for both departments.
- **Outreach Vehicle Bid Publication** - The bid notice for a Ford Transit Connect was placed in the Bugle newspaper for their December 21, 2022 publication date. This bid notice was placed in search for the Outreach third vehicle.
- **Finance Record Storage Reorganization Project** - With the ongoing record retention project, the Finance department reorganized the record storage area in the Administration and Archive areas to improve better record accessibility and record retention management.

- **Amazon Package Delivery Issues** - Finance continues to work with Amazon to address the continuing issue the Library have been experiencing with packages being delivered and left outside the property doors during non-operating hours. Delivery instructions have been placed previously on both business accounts.
- **JP Morgan Chase Account Update**: There were several contact numbers listed on the Library's account that were no longer valid. JP Morgan Chase bank was contacted to remove and update the account with the current authorized signers' contact information.

Training:

- Allyse Schiller has been providing one-to-one training to our new Finance Aide, Justin Tran.

Human Resources (Lea Pottle)

Staffing and Recruiting

Open Positions: (posted in January)*

- Adult & Teen Services Specialist - Adult Event Programming*
- Children's Services Assistant Manager, Candidate selected, starting 1/16/2023
- Circulation Services Aide*
- Security Guard-Customer Service (PT or FT)*
- Teen Services Specialist*

New Hires:

- Dulce Porras-Goldstein, Studio Services Specialist, 12/19

Promotions:

- Anam Ahmed, Circulation Services Aide was promoted to Circulation Services Specialist, 12/12

Departures:

- Melisa Martinez, Children's Services Assistant Manager, 12/4
- Linda Ling, Cataloger (Temporary), 12/10
- Nneoma Ohale, Adult and Teen Services Specialist, 12/30

Meetings

- GWHRA Planning Meeting for 2023, **Lea**
- Met with LTA Practicum Student to discuss Spring scheduling, **Lea**

Training and Development

- Employee fitness for duty exams, Navigating FMLA & ADA, Littler webinar; **Lea**
 - A look ahead to 2023 (457 retirement plans), Corebridge Financial webinar; **Lea**
- Employment Law Outlook for 2023, Employer Handbook webinar; **Lea**

Information Technology (John Matysek)

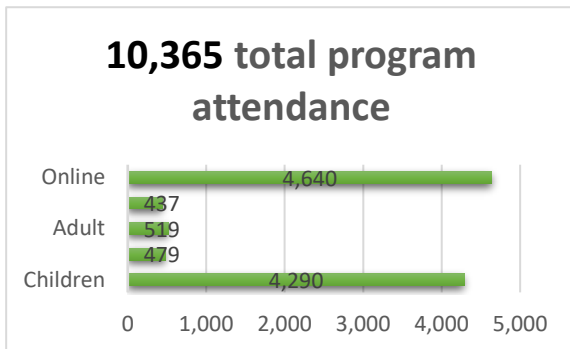
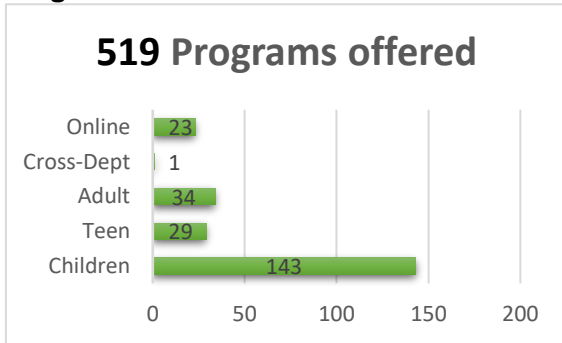
- During the month of December 52 new help desk tickets were created by FPLD staff, and 64 new or existing tickets were solved by IT staff.
- Along with Paul Mills, Nancy Korczak, and Christopher Halverson, met with vendor ePRINTit to discuss their current and new wireless printing solution for patron usage.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, attended training on the Cisco DUO MFA (multi-factor authentication) solution for enhanced security for designated library staff accounts, which is a cyber insurance requirement.
- Along with Paul Mills, met with vendor Today's Business Solutions (TBS) for an account review and to discuss possible refresh and/or upgrade of existing hardware.
- Worked with vendors ITsavvy and HPE to reconfigure VMware vCenter software to properly recognize and work with the new HPE hardware.
- In response to patron feedback, reconfigured the Windows PC's in the 2nd floor Computer Commons so that applications such as Microsoft Word open in Light Mode.
- Worked with vendor Today's Business Solutions (TBS) to upgrade PaperCut, the software used to control patron printing, to the latest version.
- Along with Paul Mills, met with vendor Konica Minolta for an account review and to discuss some service-related issues.
- Met with vendor Netrix for a closeout meeting regarding the Cisco DUO MFA (multi-factor authentication) solution.
- Met with Paul Mills and Tasos Priovolos to discuss adding a printer to the existing SimpleScan station in the lobby by the self-checks.
- Working with vendor Today's Business Solutions (TBS) on configuration and implementation of a new and improved version of the ePRINTit wireless printing solution offered to patrons.

Fountaindale Public Library December 2022 Statistics

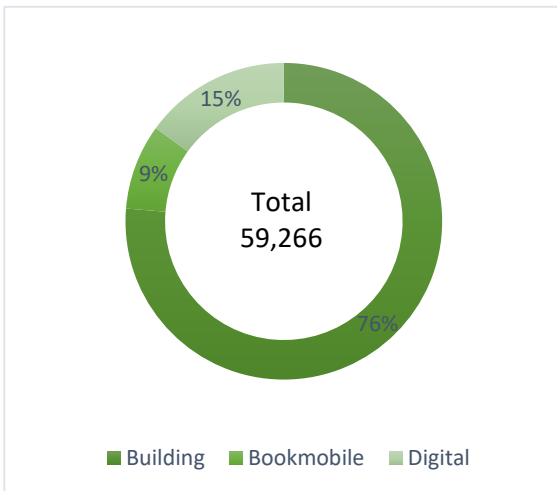
Membership

30,119 active cardholders 141 new cardholders

Programs



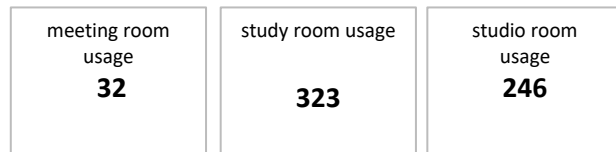
Circulation



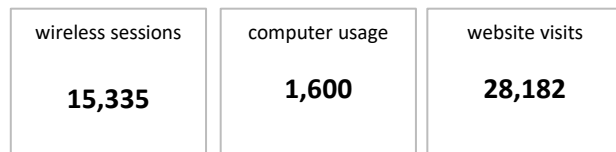
New Physical Items Added : 3,307
 Interlibrary loans Received : 188
 Interlibrary loans Sent: 198

Space

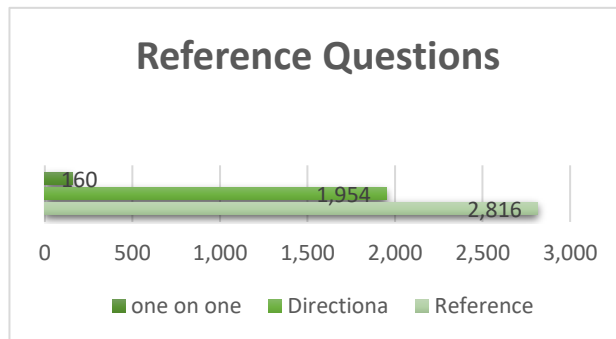
17,978 library visits



Technology



Social Media



Comparison	This year	last year	%change
Circulation	59,266	57,953	2.27%
Visitors	17,978	16,118	11.54%
Card holders	30,119	27,588	9.17%
Room bookings	601	482	24.69%
Reference questions	2,723	2,433	11.92%
computer usage	1,600	2,083	-23.19%
wi-fi	15,335	22,943	-33.16%
programs	10,365	6,592	57.24%