

FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
BOARD OF LIBRARY TRUSTEES

August 17, 2023 | 7 p.m.

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

View the meeting online via YouTube: [https://www.youtube.com/watch?v=7QOO2\\_humP8](https://www.youtube.com/watch?v=7QOO2_humP8)

1. Call to Order and Roll Call of Trustees
2. Pledge of Allegiance
3. Approval of Agenda
4. Minutes for Approval
  - a. Board Meeting – July 20, 2023
  - b. Executive Session – July 20, 2023
5. Comments from the Public
6. Friends of the Library
7. New Business – Action Items
  - a. Approval of Resolution 2023-3 – Resolution to Determine Estimate of Funds Needed for Fiscal Year 2023/2024
  - b. Approval of Resolution 2023-4 – Resolution Designating Open Meetings Act Officers
  - c. Approval of Resolution 2023-5 – Resolution Designating Freedom of Information Act Officers
  - d. Approval of Request for Trustees to Attend 2023 Illinois Library Association Annual Conference – October 24-26, 2023
  - e. Approval of 2023 Illinois Public Library Annual Report (IPLAR)
  - f. Approval of Intergovernmental Agreement Between Fountaindale Public Library District and Will County Regarding Ballot Collection Box Drop-off Site for 2024 Elections
  - g. Approval of Intergovernmental Agreement between Fountaindale Public Library District and Will County Clerk Regarding Early Voting Location for 2024 Elections
  - h. Approval of Whistleblower Policy
  - i. Acceptance of Resignation of Trustee Robert A. Kalnicky
  - j. Nominations for and Election of President Pro Tempore
  - k. Election of Board President
  - l. Election of Board Officers
  - m. Approval of Declaration of Vacancy for the Office of Trustee and Plan to Fill Vacancy
  - n. Approval of Scheduling of Special Board Meeting to Interview Applicants for Open Trustee Position
8. Library Projects
9. Correspondence
10. Treasurer's Report
11. Bills for Approval
  - a. Bills Paid Report – August, 2023
  - b. Bills Payable Report – August 2023
12. Director's Report – July, 2023
13. Unfinished Business
14. Reports
  - a. Building
  - b. Finance
  - c. Strategic
  - d. Internal Board Operations
15. Agenda Building for the Next Meeting
16. Announcements
17. Adjournment

## August 2023 Agenda Background

Paul Mills

### 7. New Business – Action Items

- a. Approval of Resolution 2023-3 – Resolution to Determine Estimate of Funds Needed for Fiscal Year 2023/2024

This resolution represents the next step in our budget cycle and restates the amount identified in our Tentative Budget and Appropriation of \$10,306,725 passed last month.

*Suggested Motion: Motion to approve Resolution 2023-3 – Resolution to Determine Estimate of Funds Needed for Fiscal Year 2023/2024.*

- b. Approval of Resolution 2023-4 – Resolution Designating Open Meetings Act Officers

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

*Suggested Motion: Motion to approve Resolution 2023-4 – Resolution Designating Open Meetings Act Officers.*

- c. Approval of Resolution 2023-5 – Resolution Designating Freedom of Information Act Officers

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

*Suggested Motion: Motion to approve Resolution 2023-5 – Resolution designating Freedom of Information Act Officers.*

- d. Approval of Request for Trustees to Attend 2023 Illinois Library Association Annual Conference – October 24-26, 2023

The ILA Annual Conference will be in Springfield this year and will run from Tuesday, October 24 through Thursday, October 26. Trustee Day will be on Thursday this year.

*Suggested Motion: Motion to approve request for Trustees to attend the 2023 Illinois Library Association Annual Conference – October 24-26, 2023.*

- e. Approval of 2023 Illinois Public Library Annual Report (IPLAR)

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

*Suggested Motion: Motion to approve the 2023 Illinois Public Library Annual Report.*

- f. Approval of Intergovernmental Agreement Between Fountaindale Public Library District and Will County Regarding Ballot Collection Box Drop-Off Site for 2024 Elections

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 for both 2024 Elections. This agreement is very similar to the one the Board approved for the 2023 Consolidated Election.

*Suggested Motion: Motion to approve the Intergovernmental Agreement between Fountaindale Public Library District and Will County regarding Ballot Collection Box drop-off site for 2024 Elections.*

- g. Approval of Intergovernmental Agreement between Fountaindale Public Library District and Will County Clerk Regarding Early Voting Location for 2024 Elections.

The Will County Clerk's Office has requested that the library continue to serve as an early voting site. This draft agreement covers both 2024 Elections.

The hours of operation for early voting in March 2024 and October/November 2024 would include hours outside our normal operating hours. Specifically, these hours that would require additional staffing are:

- o 8:00 AM to 9:00 AM, Monday through Friday
- o 9:30 AM to Noon, Sunday
- o 8:00 AM to 9:00 AM, Monday through Friday
- o 6:00 PM to 7:00 PM, Friday
- o 9:30 AM to Noon, Sunday
- o 8:00 AM to 9:00 AM, Monday

during the early voting weeks in the Spring and the Fall. 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 for 2024 Elections.*

- h. Approval of Whistleblower Policy

Revised Illinois Statutes have new requirements for a whistleblower policy. This draft policy reflects the language that is now required. Procedurally, a new whistleblower policy and appropriate statutory language will be distributed to all staff on an annual basis and an acknowledgment form will be provided and collected.

*Suggested Motion: Motion to approve the Whistleblower Policy and rescind the existing Whistleblower Protection section of the Employee Handbook and replace it with this policy.*

i. Acceptance of Resignation of Trustee Robert A. Kalnicky

President Kalnicky is moving out of the District. His resignation letter is included in the Board Packet.

*Suggested Motion: Motion to accept the resignation of Trustee Robert A. Kalnicky.*

j. Nominations for and Election of President Pro Tempore

Nominations for the position of President Pro Tempore will be accepted.

*Suggested Motion: Motion to close the nominations for President Pro Tempore.*

A vote will be conducted to elect the President Pro Tempore.

*Suggested Motion: Motion to call a vote for the election of the President Pro Tempore.*

k. Election of Board President

The President Pro Tempore will accept nominations for the position of President and conduct an election for the position of President.

*Suggested Motion: Motion to close the nominations for President.*

A vote will be conducted to elect the President.

*Suggested Motion: Motion to call a vote for the election of the President.*

l. Election of Board Officers

The newly elected President of the Board will conduct elections for the offices of Vice President, Secretary and/or Treasurer if any or all of those offices need to be filled as a result of the election of a new President.

*Suggested Motion: Motion to be determined.*

m. Approval of Declaration of Vacancy for the Office of Trustee and Plan to Fill Vacancy

Statutes require the Board to declare a vacancy when one occurs.

New legislation requires that a vacancy be filled within 90 days of it being declared.

The plan would be to advertise the open trustee position and solicit resumes, brief statements of interest, and completed applications. The Board would review them and schedule interviews with candidates who submitted all three items by the deadline. The interviews would be done in Executive Session.

*Suggested Motion: Motion to approve declaration of vacancy for the office of Trustee and plan to fill vacancy.*

n. Approval of Scheduling of Special Board Meeting to Interview Applicants for Open Trustee Position

This motion would schedule a special Board Meeting for the Trustees to interview applicants selected in executive session for the open trustee position.

*Suggested Motion: Motion to approve the scheduling of a Special Board Meeting to interview applicants selected in Executive Session for the open Trustee position on Thursday, October 5, 2023 at 6 p.m.*

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF TRUSTEES OF  
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT  
WILL AND DUPAGE COUNTIES, ILLINOIS  
HELD JULY 20, 2023  
BOLINGBROOK, ILLINOIS

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held in the Margaret J. "Peggy" Danhof Board Room, 300 West Briarcliff Road, Bolingbrook, Illinois on Thursday, July 20, 2023 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, Kathryn Spindel, Bobby Armstrong, Sarah Siska, Meraj Alam, and Robert Kalnicky.

ABSENT

Celeste Bermejo

Trustee Bermejo was out of town and could not attend the meeting.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills, Juanita Lennon, Sandy Andes and Kate Thurston.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett, Jennie Mills, Margaret J. (Peggy) Danhof.

AGENDA APPROVAL

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

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

MINUTES OF THE BOARD MEETING – June 15, 2023

The minutes of the board meeting held July 20, 2023 were presented. A motion to approve the minutes was made by Spindel, seconded by Valencia. Minutes were approved as read.

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

MINUTES OF THE EXECUTIVE SESSION – June 15, 2023

The minutes of the Executive Session held June 15, 2023 were presented. A motion to approve the minutes was made by Valencia, seconded by Spindel. Minutes were approved as read.

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

EMPLOYEE RECOGNITION

President Kalnicky recognized Sandy Andes for her five years of service and presented her with a certificate and keychain.

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett reported that the Book Cellar has been very busy. The Friends have recently received many donations. Forty free book vouchers have been redeemed from the adult Summer Adventure program. The next Friends Board Meeting will take place soon.



NEW BUSINESS

Approval of Tentative Budget and Appropriation Ordinance for Fiscal Year July 1, 2023 through June 30, 2024

A motion to approve the tentative Budget and Appropriation Ordinance for Fiscal Year July 1, 2023 through June 30, 2024 was made by Siska, seconded by Spindel.

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

Approval of Notice of Public Hearing for Budget and Appropriation Ordinance – September 21, 2023 at 6:30 p.m.

A motion to approve the Notice of Public Hearing for Budget and Appropriation Ordinance on September 21, 2023 at 6:30 p.m. was made by Armstrong, seconded by Spindel.

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

Approval of Revised Meeting Room Policy

Mills discussed the proposed revisions to the meeting room policy.

A motion to repeal the existing Meeting Room Policy and approve the revised Meeting Room Policy was made by Siska, seconded by Valencia.

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

Approval of Library Closing for Pathways Parade on Sunday, September 10, 2023

A motion to approve closing the library for the Pathways Parade on Sunday, September 10, 2023 was made by Valencia, seconded by Armstrong.

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

## LIBRARY PROJECTS

Executive Director Mills, Deputy Director Nancy Korczak and Facilities Manager Tasos Priovolos met with Tria Architecture last week to discuss furniture options. Tria will send out a sample chair. Mills has been doing research on electronic vehicle charging stations.

## CORRESPONDENCE

None.

## TREASURER'S REPORT

The Treasurer's Report for June, 2023 was presented by Treasurer Spindel and will be filed for audit.

## BILLS FOR APPROVAL

### Bills Paid Report – July, 2023

Bills paid for the month of July in the amount of \$72,224.16 was presented for approval. Motion to approve was made by Valencia, seconded by Armstrong.

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

### Bills Payable Report – July, 2023

Bills payable for the month of July in the amount of \$1,081,655.46 was presented for approval. Motion to approve was made by Spindel, seconded by Valencia.

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

## DIRECTOR'S REPORT – June, 2023

Executive Director Mills reported that the Pinnacle Library Cooperative will begin working on one of its key goals for their strategic plan. The goal is to create a deep stack storage unit for all the Pinnacle Library Cooperative members to utilize. This goal fits in well with our strategic plan's focus on collections.

Trustees Bermejo and Siska will speak at the staff in-service on Friday, August 4.

The American Library Association posted Mills' Annual Conference report online for all ALA members to read.

Randi Carreno, our Teen Librarian, is the winner of the 2023 Illinois Library Association Young Adult Library Professional of the Year Award.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Internal Board Operations – None.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

Trustee Spindel announced that her third great-grandchild was recently born.

The Bolingbrook Rotary Club will host their annual mini golf fundraiser on Thursday, August 31.

The Taste of Bolingbrook will take place on August 12 from 11 a.m. to 9 p.m.

EXECUTIVE SESSION

A motion was made by Spindel, seconded by Valencia, to enter Executive Session at 7:22 p.m. for 5 ILCS 120/2 (c) (21) “Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.”

AYES: Valencia, Spindel, Armstrong, Siska, Alam, Kalnicky

NAYES: None

ABSENT: Bermejo

A motion was made by Spindel, seconded by Valencia, to return to Open Session at 7:28 p.m.

Approval of Report on Review of Closed Meeting Minutes

Kalnicky reported that the consensus was to keep all closed meeting minutes closed.

A motion to approve the report on the review of closed Executive Session Minutes and for the minutes to remain closed was made by Valencia, seconded by Armstrong.

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

OPEN SESSION

ADJOURNMENT

A motion to adjourn the meeting at 7:30 p.m. was made by Valencia, seconded by Alam.

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

Approved: \_\_\_\_\_  
Marcelo Valencia, Secretary

\_\_\_\_\_  
Robert A. Kalnicky, President

RESOLUTION 2023-3  
RESOLUTION TO DETERMINE ESTIMATE OF  
FUNDS NEEDED FOR 2023 - 2024 FISCAL YEAR

WHEREAS, the Fountaindale Public Library District must file on or before December 18, 2023 its Levy Ordinance for the 2023/2024 fiscal year; and

WHEREAS, pursuant to the “Truth in Taxation Act” (35 ILCS 200/18-55 et.seq.), the Fountaindale Public Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money to be raised by taxation for the 2023/2024 fiscal year upon the taxable property in said Library District.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the Board of Library Trustees of the Fountaindale Public Library District that the amount of money estimated to be necessary to be raised by taxation for the 2023/2024 fiscal year upon the taxable property in said Library District is \$10,306,725.

FURTHER RESOLVED that a public hearing pursuant to the Truth in Taxation Act shall be held on the 16<sup>th</sup> day of November, 2023 at 6:30 p.m. at the Fountaindale Public Library, 300 W. Briarcliff Road, Bolingbrook, IL 60440.

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

Adopted this 17<sup>th</sup> day of August, 2023.

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Robert A. Kalnicky  
President

Attest:

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Marcelo Valencia  
Secretary

**RESOLUTION 2023-4**

**RESOLUTION DESIGNATING OPEN MEETINGS ACT OFFICERS**

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

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

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

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

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

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

PASSED THIS 17<sup>th</sup> day of August, 2023.

AYES:

NAYS:

ABSENT:

APPROVED THIS 17<sup>th</sup> day of August, 2023.

ATTEST:

\_\_\_\_\_  
Robert A. Kalnicky  
President, Board of Library Trustees

\_\_\_\_\_  
Marcelo Valencia  
Secretary, Board of Library Trustees

**RESOLUTION 2023-5**

**RESOLUTION DESIGNATING FREEDOM OF INFORMATION ACT OFFICERS**

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

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

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

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

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

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

PASSED THIS 17<sup>th</sup> day of August, 2023.

AYES:

NAYS:

ABSENT:

APPROVED THIS 17<sup>th</sup> day of August, 2023.

ATTEST:

\_\_\_\_\_  
Robert A. Kalnicky  
President, Board of Library Trustees

\_\_\_\_\_  
Marcelo Valencia  
Secretary, Board of Library Trustees

# IPLAR

## IDENTIFICATION (1.1 - 1.31)

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLS 151, PLS 701]	30285
1.2 ISL Branch # [PLS 151, PLS 701]	00
1.3a FSCS ID [PLS 150, PLS 700]	IL0189
1.3b FSCS_SEQ [PLS 700]	005
1.4a Legal Name of Library [PLS 152]	Fountaindale Public Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.5a Facility Street Address [PLS 153]	300 West Briarcliff Road
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.6a Facility City [PLS 154]	Bolingbrook
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLS 155]	60440
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLS 157]	300 West Briarcliff Road
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLS 158]	Bolingbrook
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLS 159]	60440
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLS 162]	6307592102
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	6307596180
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	<a href="http://www.fountaindale.org">http://www.fountaindale.org</a>

## Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Paul Mills
1.15 Title	Executive Director
1.16 Library Director's E-mail	<a href="mailto:pmills@fountaindale.org">pmills@fountaindale.org</a>

## Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

## Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear



once text has been entered in the first box.

Number of contracting libraries:	
Legal name of library you contract with:	

## Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	Will
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLS 205]	No
1.23a Population residing in tax base (Use the latest official federal census figure) [PLS 208]	67,049
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.25a This library is currently a member of what Illinois library system?	RAILS
1.25b If the library's system has changed, then enter the updated answer here.	

## Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the FSCS public library definition? [PLS 203]	Yes

## SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLS 211 & PLS 712]	1
2.1b Total number of branch libraries [PLS 210]	0
2.2a Are any of the branch libraries a combined public and school library?	No

## Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLS 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
FOUNTAINDALE P.L.D. BOOKMOBILE	Fountaindale Public Library District Bookmobile		

FOUNTAINDALE P.L.D.	FOUNTAINDALE PUBLIC LIBRARY DISTRICT
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## ISL Control Number

Location	2.4 ISL Control # [PLS 701]	2.5 ISL Branch # [PLS 701]
FOUNTAINDALE P.L.D. BOOKMOBILE	30285	3028501
FOUNTAINDALE P.L.D.	30285	3028500

## Street Address

Location	2.6a Street Address [PLS 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?
FOUNTAINDALE P.L.D. BOOKMOBILE	300 West Braircliff Road		
FOUNTAINDALE P.L.D.	300 WEST BRIARCLIFF ROAD		

## Address

Location	2.7a City [PLS 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLS 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
FOUNTAINDALE P.L.D. BOOKMOBILE	Bollingbrook		60440	
FOUNTAINDALE P.L.D.	BOLINGBROOK		60440	

## County & Phone

Location	2.9a County [PLS 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLS 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
FOUNTAINDALE P.L.D. BOOKMOBILE	Will		630-759-2102	
FOUNTAINDALE P.L.D.	Will		6307592102	

## Square Feet

Location	2.11a Square Footage of Outlet [PLS 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
FOUNTAINDALE P.L.D. BOOKMOBILE	<sup>1</sup> 176		
111,000			
FOUNTAINDALE P.L.D.			

## IDs

## Hours and Attendance

Location	2.12 Total public service hours PER YEAR for this service outlet [PLS 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLS 714]	2.14 Total annual attendance/visits in the outlet	2.15 Number of Weeks an Outlet Closed Due to COVID-19	2.16 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
FOUNTAINDALE P.L.D. BOOKMOBILE	1,484	41	14,334	0	0
FOUNTAINDALE P.L.D.	3,637	52	257,136	0	0

## ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period

should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLS 206]	07/01/2022
3.2 Fiscal Year End Date (mm/dd/year) [PLS 207]	06/30/2023
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Nancy Korczak
3.5 Telephone Number of Person Preparing Report	630-685-4212
3.6 FAX Number	630-759-6180
3.7 E-Mail Address	nkorczak@fountaindale.org

**REFERENDA (4.1 - 4.7)**

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
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**Referendum 1**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 2**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 3**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 4**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 5**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

## CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	7
5.2 Total number of vacant board seats	0
5.2b Please explain	
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes

### First Member

5.5 Name	Robert A. Kalnicky
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	05/2029
5.8 Telephone Number	630-234-0427
5.9 E-mail Address	rkalnicky@fountaindale.org
5.10 Home Address	402 Lakeview Circle
5.11 City	Bolingbrook
5.12 State	IL
5.13 Zip Code	60440

### Second member

5.5 Name	Celeste M. Bermejo
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	05/2027
5.8 Telephone Number	630-370-2705
5.9 E-mail Address	cbermejo@fountaindale.org
5.10 Home Address	631 Derbyshire Lane
5.11 City	Bolingbrook
5.12 State	IL
5.13 Zip Code	60440

### Third member

5.5 Name	Marcelo Valencia
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	5/2025
5.8 Telephone Number	619-253-6718
5.9 E-mail Address	mvalencia@fountaindale.org
5.10 Home Address	212 Roman Circle
5.11 City	Bolingbrook
5.12 State	IL

5.13 Zip Code

60440

## Fourth member

5.5 Name	<b>Kathryn J. Spindel</b>
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	<b>05/2025</b>
5.8 Telephone Number	<b>630-739-1014</b>
5.9 E-mail Address	<b>kspindel@fountaindale.org</b>
5.10 Home Address	<b>445 N. Ashbury Avenue</b>
5.11 City	<b>Bolingbrook</b>
5.12 State	<b>IL</b>
5.13 Zip Code	<b>60440</b>

## Fifth member

5.5 Name	<b>Sarah M. Siska</b>
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	<b>5/2027</b>
5.8 Telephone Number	<b>815-501-5066</b>
5.9 E-mail Address	<b>ssiska@fountaindale.org</b>
5.10 Home Address	<b>540 N Ashbury Ave</b>
5.11 City	<b>Bolingbrook</b>
5.12 State	<b>IL</b>
5.13 Zip Code	<b>60440</b>

## Sixth member

5.5 Name	<b>Meraj Alam</b>
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	<b>5/2029</b>
5.8 Telephone Number	<b>630-202-1506</b>
5.9 E-mail Address	<b>malam@fountaindale.org</b>
5.10 Home Address	<b>816 Metropolitan Ave</b>
5.11 City	<b>Bolingbrook</b>
5.12 State	<b>IL</b>
5.13 Zip Code	<b>60440</b>

## Seventh member

5.5 Name	<b>Robert "Bobby" Armstrong</b>
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	<b>5/2027</b>
5.8 Telephone Number	<b>630-770-9000</b>
5.9 E-mail Address	<b>barmstrong@fountaindale.org</b>
5.10 Home Address	<b>530 Whitehall Way</b>
5.11 City	<b>Bolingbrook</b>
5.12 State	<b>IL</b>

## Eighth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

## Ninth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

## FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	No
6.2 Total Number of Meeting Rooms	8
6.2b Total number of times meeting room(s) used by the public during the fiscal year	1,375
6.3 Total Number of Study Rooms	16
6.3b Total number of times study room(s) used by the public during the fiscal year	6,423

## Capital Needs Assessment

Public Act 96-0037, the Public Library Construction Act, requires the Illinois Secretary of State to file a comprehensive assessment report of the capital needs of all Illinois public libraries to the General Assembly every two years. In an effort to compile this data, please fill in the requested information below. If you have any questions about this section, please contact Mark Shaffer (217-524-4901 or mshaffer@ilsos.gov) at the Illinois State Library.

## Age of Facility

Please indicate the number of buildings in each category below.

	5 years or less	6-10 years	11-25 years	26-50 years	51-100 years	100+ years
Number of Facilities			1			

## Type of Work Needed

Please provide estimates of the costs for the type of work needed. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$

General repair/remodeling	1	\$500,000		\$0
Structural repairs (walls, foundations, etc.)		\$0		\$0
Roof repair/replacement		\$0		\$0
Heating/ventilation/air conditioning		\$0		\$0
Electrical systems other than alarms		\$0		\$0
Plumbing systems		\$0		\$0
Egress systems (doors, stairs, etc.)		\$0		\$0
Fire protection (detectors, alarms, etc.)		\$0		\$0
Asbestos abatement		\$0		\$0
Security measures	1	\$320,000		\$0
Energy conservation	1	\$615,000		\$0
Repair of sidewalks, curbing, parking areas	1	\$750,000		\$0
Accessibility measures		\$0		\$0
Technology upgrading	1	\$120,000		\$0
New building construction (construction of a new facility)		\$0		\$0
Building additions (adding square feet to existing facility)		\$0		\$0

## Type of Work in Progress

Please provide estimates of the costs for the type of work currently in progress. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling		\$0		
Structural repairs (walls, foundations, etc.)		\$0		
Roof repair/replacement		\$0		
Heating/ventilation/air conditioning		\$0		
Electrical systems other than alarms		\$0		
Plumbing systems		\$0		
Egress systems (doors, stairs, etc.)		\$0		
Fire protection (detectors, alarms, etc.)		\$0		
Asbestos abatement		\$0		
Security measures		\$0		
Energy conservation		\$500,000		
Repair of sidewalks, curbing, parking areas		\$0		
Accessibility measures		\$0		
Technology upgrading		\$0		
New building construction (construction of a new facility)		\$0		
Building additions (adding square feet to existing facility)		\$0		

## ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [ 75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

### Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$32,995,389
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7.2 During the last fiscal year, did the library acquire any real and/or personal property? No

**IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)**

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

**Fiscal Accumulations**

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	The Fountaindale Public Library District accumulates funds in a Special Reserve Fund created in 1981 for the purpose of improving the facilities, furniture, and equipment of the district. Unexpended funds at the end of the fiscal year are transferred to the Special reserve Fund. The funds total \$22,719,168 as of June 30, 2023, and has supported major projects including roof replacement, landscaping, building improvements, and building repairs.

**Liabilities**

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	Yes
7.11 IF YES, what is the total amount of the outstanding liabilities?	\$22,740,150
7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.	The outstanding liability is bonds

**OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)**

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

**Local Government**

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLS 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	\$10,678,690
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	Yes



8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)

\$18,370,213

### State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant	\$98,897
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$446,000
8.5 Other State Government funds received	\$0
8.6 If Other, please specify	0
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLS 301]	\$544,897

### Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.8 LSTA funds received	\$0
8.9 E-Rate funds received	\$0
8.10 Other federal funds received	\$0
8.11 If Other, please specify	0
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLS 302]	\$0

### Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations	\$6,594
8.14 Other receipts intended to be used for operating expenditures	\$2,415,876
8.15 TOTAL all other receipts (8.13 + 8.14) [PLS 303]	\$2,422,470
8.16 Other non-capital receipts placed in reserve funds	\$0

### Total Operating Receipts

8.17 TOTAL receipts ( 8.1 + 8.7 + 8.12 + 8.15) [PLS 304]	\$13,646,057
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### Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average

amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?	Surety Bond
8.18b Proof of Certificate of Insurance for Library Funds	-1Have Surety Bond
8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$6,200,000
8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21 The designated custodian of the library's funds is:	Library Treasurer

## OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

## STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLS 350]	\$4,518,712
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLS 351]	\$1,059,780
9.3 Total Staff Expenditures (9.1 + 9.2) [PLS 352]	\$5,578,492

## COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLS 353]	\$466,094
10.2 Electronic Materials (e-books, databases, etc.) [PLS 354]	\$427,101
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLS 355]	\$260,120
10.3b Please provide an explanation of the other types of material expenditures.	-1 Not Applicable
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLS 356]	\$1,153,315

## OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

**NOTE: Round answers to the nearest whole dollar.**

<b>11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLS 357]</b>	<b>\$5,776,599</b>
<b>11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLS 358]</b>	<b>\$12,508,406</b>

**CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)**

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

**Capital Revenue**

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

**NOTE: Round answers to the nearest whole dollar.**

<b>12.1a Local Government: Capital Income from Bond Sales</b>	<b>\$0</b>
<b>12.1b Local Government: Other</b>	<b>\$0</b>
<b>12.1c Total Local Government (12.1a + 12.1b) [PLS 400]</b>	<b>\$0</b>
<b>12.2 State Government [PLS 401]</b>	<b>\$0</b>
<b>12.3 Federal Government [PLS 402]</b>	<b>\$0</b>
<b>12.4 Other Capital Revenue [PLS 403]</b>	<b>\$0</b>
<b>12.5 If Other, please specify</b>	<b>-1 Not Applicable</b>
<b>12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLS 404]</b>	<b>\$0</b>

**Capital Expenditures**

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

**NOTE: Round answers to the nearest whole dollar.**

<b>12.7 Total Capital Expenditures [PLSC 405]</b>	<b>\$886,420</b>
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**PERSONNEL (13.1 - 13.46)**

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

**Group A**

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	19	19	\$708.70	712.50
	<b>13.1 Position Title</b>	<b>13.2 Primary Work Area</b>	<b>13.3 Hourly Rate</b>	<b>13.4 Total Hours/Week</b>
	Executive Director	Library Director	\$75.62	37.50
	Deputy Director	Assistant Library Director	\$58.04	37.50
	Adult & Teen Services Manager	Adult Services	\$43.56	37.50
	Collection Services Manager	Collection Development Acquisitions	\$40.22	37.50
	Children's Services Manager	Children's Services	\$39.26	37.50
	Outreach Services Manager	Bookmobile	\$39.07	37.50
	Adult & Teen Services Assistant Manager	Adult Services	\$38.72	37.50
	Adult Collection Librarian	Collection Development Acquisitions	\$36.07	37.50
	Collection Services Assistant Manager	Collection Development Acquisitions	\$32.00	37.50
	Children's Services Assistant Manager	Children's Services	\$32.00	37.50
	Teen Services Librarian	Adult Services	\$35.66	37.50
	Readers Advisory Librarian	Adult Services	\$29.06	37.50
	Adult Services Programming Librarian	Adult Services	\$29.91	37.50
	Adult Services Librarian	Adult Services	\$29.24	37.50
	Adult Services Librarian	Adult Services	\$31.37	37.50
	Cataloging Supervisor	Cataloging	\$29.24	37.50
	Children's Collection Librarian	Collection Development Acquisitions	\$29.63	37.50
	Children's Services Librarian	Children's Services	\$34.53	37.50
	Children's Services Librarian	Children's Services	\$25.50	37.50

**Group A Total**

<b>13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLS 250]</b>	<b>17.81</b>
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**Group A hidden group hours**

## Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary					
	<b>13.6 Position Title</b>	<b>13.7 Primary Work Area</b>	<b>13.8 Education Level</b>	<b>13.9 Hourly Rate</b>	<b>13.10 Total Hours/Week</b>

## Group B Total

<b>13.11 Total Group B: FTE Other Librarians (13.10/40)</b>	
<b>13.12 Total FTE Librarians (13.5 + 13.11) [PLS 251]</b>	<b>17.81</b>

## Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

<b>13.13 Total hours worked in a typical week by all Group C employees</b>	<b>2,348.00</b>
<b>13.14 Minimum hourly rate actually paid</b>	<b>\$13.25</b>
<b>13.15 Maximum hourly rate actually paid</b>	<b>\$48.65</b>
<b>13.16 Total FTE Group C employees (13.13 / 40)</b>	<b>58.70</b>

## Group D

This category includes full-time and part-time pages or shelvees.

<b>13.17 Total hours worked in a typical week by all Group D employees</b>	<b>247.00</b>
<b>13.18 Minimum hourly rate actually paid</b>	<b>\$13.00</b>
<b>13.19 Maximum hourly rate actually paid</b>	<b>\$16.68</b>
<b>13.20 Total FTE Group D employees (13.17 / 40)</b>	<b>6.18</b>

## Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

<b>13.21 Total hours worked in a typical week by all Group E employees</b>	<b>262.50</b>
<b>13.22 Minimum hourly rate actually paid</b>	<b>\$15.75</b>
<b>13.23 Maximum hourly rate actually paid</b>	<b>\$46.70</b>
<b>13.24 Total FTE Group E employees (13.21 / 40)</b>	<b>6.56</b>
<b>13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLS 252]</b>	<b>71.44</b>
<b>13.26 Total FTE Paid Employees (13.12 + 13.25) [PLS 253]</b>	<b>89.25</b>

## Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained

vacant. Another row will automatically appear once data is entered in the current row.

Summary							
	<b>13.27 Position Title</b>	<b>13.28 Primary Work Area</b>	<b>13.29 Education Level</b>	<b>13.30 Total Hours/Week</b>	<b>13.31 Number of Weeks Vacant during report period.</b>	<b>13.32 Annual Salary Range Minimum</b>	<b>13.33 Annual Salary Range Maximum</b>

**Newly Created Librarian Positions**

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

Summary	1	1	1	37.50	1	1
	<b>13.34 Position Title</b>	<b>13.35 Primary Work Area</b>	<b>13.36 Education Level</b>	<b>13.37 Total Hours/Week</b>	<b>13.38 Current Status: Filled or Unfilled</b>	<b>13.39 Date Filled (mm/year, if applicable)</b>
	Collection Services Assistant Manager	Collection Development Acquisitions	Master’s Degree (ALA accredited)	37.50	Filled	09/2022

**Eliminated Librarian Positions**

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary							
	<b>13.40 Position Title</b>	<b>13.41 Primary Work Area</b>	<b>13.42 Education Level</b>	<b>13.43 Total Hours/Week</b>	<b>13.44 Date Eliminated (mm/year)</b>	<b>13.45 Last Annual Salary Paid</b>	<b>13.46 Reason Eliminated</b>

**LIBRARY VISITS (14.1 - 14.1a)**

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

<b>14.1 Total annual visits/attendance in the library [PLS 501]</b>	<b>271,470</b>
<b>14.1a Library Visits Reporting Method [PLS 501a]</b>	Annual Count

**PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)**

**Synchronous Programs:**  
 A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.  
 Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

**Note:** For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

**Self-Directed Activities:**

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

**Note:** For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	15.1 Synchronous Programs (All Group Programs by Age)	15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	1,242	21,784	8	342
Children (6-11)	1,103	40,685	215	8,110
Young Adults (12-18)	396	3,906	71	4,293
Adults (19 and older)	661	14,251	109	5,848
General Interest	2	1,936	0	0
<b>Total</b>	<b>3,404</b>	<b>82,562</b>	<b>403</b>	<b>18,593</b>

## Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	1,799	36,175
Synchronous In-Person Offsite Program Sessions	1,505	45,195
Synchronous Virtual Program Sessions	100	1,192
<b>Total</b>	<b>3,404</b>	<b>82,562</b>

## Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLS 620]	133
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLS 630]	6,623

## Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum?	No
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## REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

**Note:** Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards	31,562
16.2a Total Number of Unexpired Non-resident Cards	0
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	0
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	0
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$0.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLS 503]	31,562
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes
16.5 Current Overdue Fine Policy [PLS 504]	No

## RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLS 450]	168,782
17.2 Current Print Serial Subscriptions	223
17.3 Total Print Materials (17.1+17.2)	169,005
17.4 E-books Held at end of the fiscal year [PLS 451]	104,235
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLS 452]	16,145
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLS 453]	59,519
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLS 454]	40,917
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLS 455]	6,063
17.6c Other Circulating Physical Items [PLS 462]	2,088
17.6d Total Physical Items in Collection [PLS 461]	227,932

## Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

**Note:** The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLS 456]	40
17.8 State (state government or state library) [PLS 457]	16



## USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

For guidance in counting electronic item usage, please reference the following guide: [Counting Electronic Item Usage for the IPLAR](#)

18.1 Number of adult materials loaned	368,233
18.2 Number of young adult materials loaned	36,002
18.3 Number of children's materials loaned [PLS 551]	338,132
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	742,367

## Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	435,709
18.6 Videos/DVDs- Physical	144,114
18.7 Audios (include music)- Physical	25,615
18.8 Magazines/Periodicals- Physical	6,135
18.9 Other Items- Physical [PLS 561]	33,651
18.10 Physical Item Circulation (18.5-18.9) [PLS 553]	645,224
18.11 Use of Electronic Materials [PLS 552]	97,143
18.12 Total Circulation of Materials (18.10+18.11) [PLS 550]	742,367
18.13 Successful Retrieval of Electronic Information [PLS 554]	69,704
18.14 Electronic Content Use (18.11+18.13) [PLS 555]	166,847
18.15 Total Collection Use (18.10+18.11+18.13) [PLS 556]	812,071
18.16 Interlibrary Loans Provided TO other libraries [PLS 575]	74,512
18.17 Interlibrary Loans Received FROM other libraries [PLS 576]	55,138

## PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

### Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

**NOTE:** It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLS 502]	44,690
19.1a Reference Transactions Reporting Method [PLS 502a]	Annual Count

### One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are

different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	3,841
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## AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	291
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	170
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

## INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	Other (specify)
21.2b If Other, please specify	1gb
21.3 What is the monthly cost of the library's internet access?	\$2,509
21.4 Number of Internet Computers Available for Public Use [PLS 650]	145
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLS 651]	31,237
21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLS 651a]	Annual Count
21.6 Wireless Sessions Per Year [PLS 652]	246,891
21.6a Reporting Method for Wireless Sessions [PLS 652a]	Annual Count
21.7 Does your library utilize Internet filters on some or all of the public access computers?	No
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
21.9 Number of website visits or sessions to your library website [PLS 653]	348,597 --Select--

## E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	No
22.3 If NO, why did your library NOT participate in the E-rate program?	filtering requirements

## STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$16,367
23.2 Does the above amount include travel expenses?	No
23.3 How many hours of training did employees receive this year?	1,866.25
23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?	No
23.5 Would you like to receive autism training at your library?	Yes

## COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	
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24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?

Rolled out home delivery to new parents. Our outreach team will deliver materials to parents during the first year of their newborn's life.

24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).

## COVID-19 QUESTIONS

Closed Outlets Due to COVID-19	No
Public Services During COVID-19	Yes
Electronic Library Cards Issued During COVID-19	Yes
Reference Service During COVID-19	Yes
Outside Service During COVID-19	Yes
External WiFi Access Added During COVID-19	Yes
External WiFi Access Increased During COVID-19	Yes
Staff Re-Assigned During COVID-19	No

## PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5) DISTRICT LIBRARIES ONLY

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

**NOTE: If there ARE any errors or discrepancies, please list and explain fully.**

**NOTE: Only DISTRICT libraries need to complete this Section, all other libraries should select "Not Applicable" for all questions in this section.**

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	
25.3 First board member completing the audit	Katheryn J. Spindel
25.4 Second board member completing the audit	Meraj Alam
25.5 Date the Secretary's Audit was completed	07/20/2023

## IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	Paul Mills	08/17/2023
President	Robert A. Kalnicky	08/17/2023
Secretary	Marcelo Valencia	08/17/2023

## IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

**NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).**

<sup>1</sup>, 2.11a square footage is correct (0-2023-08-03)

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

THIS AGREEMENT made and entered into this 17<sup>th</sup> day of August, 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 elections in March, 2024 and November, 2024 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 elections in March, 2024 and November, 2024.

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 elections in March, 2024 and in November, 2024. 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 2, 2024 and removed by the County after March 19, 2024 and prior to the end of business March 29, 2024 for the March, 2024 Election. The Ballot Collection Box shall be set up by the Clerk prior to September 20, 2024 and removed by the County after November 5, 2024 and prior to the end of business November 15, 2024 for the November, 2024 Election.
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 17th day of August, 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 elections in March and November 2024 to assist Will County.

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 the Early Voting at the upcoming 2024 General Election Cycle.

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 2024 General Election Cycle.
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 staff for the extra hours that the library will be open as stated below:

Proposed Early Voting Hours:

**Early & Grace Period Voting Dates and Hours (March 2024 and Oct/Nov 2024):**

	<b>General Primary</b>	<b>General Election</b>	
Monday - Friday	March 4 - 8, 2024	Oct 21 - 25, 2024	8:30 am – 4:30 pm
Saturday	March 9, 2024	Oct 26, 2024	9:00 am – Noon
Sunday	March 10, 2024	Oct 27, 2024	10:00 am – 4:00 pm
Monday - Friday	March 11 - 15, 2024	Oct 28 thru Nov 1, 2024	8:30 am – 7:00 pm
Saturday	March 16, 2024	November 2, 2024	9:00 am – 3:00 pm
Sunday	March 17, 2024	November 3, 2024	10:00 am – 4:00 pm
Monday	March 18, 2024	November 4, 2024	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 4-8
No additional hours	Saturday, March 9
09:30 AM to 12:00 PM (noon)	Sunday, March 10
8:00 AM to 9:00 AM	Monday through Friday, March 11-15
6:00 PM to 7:00 PM	Friday, March 15
No additional hours	Saturday, March 16
09:30 AM to 12:00 PM (noon)	Sunday, March 17
8:00 AM to 9:00 AM	Monday, March 18

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:

\_\_\_\_\_  
Robert A. Kalnicky, President, Board of Library Trustees

Attest:

\_\_\_\_\_  
Marcelo Valencia, Secretary, Board of Library Trustees

Will County:

By:

\_\_\_\_\_  
Clerk, Will County

Attest:

\_\_\_\_\_  
Chief of Staff, Will County Clerk

**Position 1**

Building Security Monitor

\$16.50 per hour

\$0.80 per hour IMRF

\$1.32 per hour FICA

\$18.62 per hour

**Position 2**

Person in Charge

\$27.00 per hour

\$1.31 per hour IMRF

\$2.15 per hour FICA

\$30.46 per hour

**Monday-Friday morning hours**

1 Building Security Monitor

1 hour @ \$18.62 per hour per weekday mornings

11 weekdays morning hours (8:00 AM -9:00 AM)

Total Cost: (223.44) = \$223.44

**Friday evening hours**

1.5 hour Friday evening

1 Friday evening (6:00 PM – 7:30 PM)

1 Person in Charge

1 Building Security Monitor

1.5 hour @ \$30.46 per hour per Friday

1.5 hour @ \$18.62 per hour per Friday

1 Fridays (6:00 PM – 7:30 PM)

Total Cost: (45.69 + 27.93) = \$73.62

**Sundays**

2.5-hours Sunday morning

1 Person in Charge

1 Building Security Monitor

2.5 hours @ \$30.46 per hour per Sunday

2.5 hours @ \$18.62 per hour per Sunday

2 Sundays (9:30 AM – Noon)

Total cost: (152.30 + 93.10) = \$245.40

**Grand Total**

\$223.44+\$73.62+245.40 = **\$542.46**

## **Fountaindale Public Library District**

### **Whistleblower Protection Policy**

#### **I. Purpose**

The Library District provides whistleblower protections in two important areas: confidentiality and against retaliation. The confidentiality of a whistleblower will be maintained to the extent allowable by law, however, an identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense. A whistleblower may also waive confidentiality in writing. The Library District will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblowers who believe they are being retaliated against must submit a written report to the Auditing Official within 60 days of gaining knowledge of the retaliatory action. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

#### **II. Definitions**

- a. Whistleblower means an employee, as defined in Section II of this policy, of the Library District who:
  - i. Reports an improper governmental action as defined under 50 ILCS 105/4.1 (hereinafter Section 4.1);
  - ii. Cooperates with an investigation by an Auditing Official related to a report of improper governmental action; or,
  - iii. Testifies in a proceeding or prosecution arising out of an improper governmental action.
  
- b. Auditing Official means any elected, appointed or employed individual, by whatever name, in the Library District whose duties may include: receiving, registering and investigating complaints and information concerning misconduct, inefficiency and waste within the Library District investigating the performance of officers, employees, functions and programs; and, promoting economy, efficiency, effectiveness and integrity in the administration of the programs and operations of the Library District.

The Auditing Official shall be the Executive Director. The backup Auditing Official shall be the President of the Library Board of Trustees.

- c. Employee means anyone employed by the Library District, whether in a permanent or temporary position, including full-time, part-time and intermittent workers. Employee also includes members of appointed boards or commissions, whether paid or unpaid.

Employee also includes persons who have been terminated because of any report or complaint submitted under Section 4.1.

- d. Improper governmental action means any action by an employee of the Library District; an appointed member of a board, commission or committee; or, an elected official of the Library District that is undertaken in violation of a federal or state law or local ordinance; is an abuse of authority; violates the public's trust or expectation of their conduct; is of substantial and specific danger to the public's health or safety; or, is a gross waste of public funds. The action need not be within the scope of the employee's, elected officials, board members, commission member's or committee member's official duties to be subject to a claim of "improper governmental action."
  - i. Improper governmental action does not include the Library District's personnel actions, including, but not limited to employee grievances, complaints, appointments, promotions, transfers, assignments, reassignments, reinstatements, restorations, reemployment, performance evaluations, reductions in pay, dismissals, suspensions, demotions, reprimands or violations of collective bargaining agreements, except to the extent that the action amounts to retaliation.
- e. Retaliate, retaliation or retaliatory action means any adverse change in an employee's employment status or the terms and conditions of employment that results from an employee's protected activity under Section 4.1. Retaliatory action includes, but is not limited to, denial of adequate staff to perform duties; frequent staff changes; frequent and undesirable office changes; refusal to assign meaningful work; unsubstantiated letters of reprimand or unsatisfactory performance evaluations; demotion reduction in pay; denial of promotion; transfer or reassignment; suspension or dismissal; or, other disciplinary action made because of an employee's protected activity under Section 4.1.

### III. Duties of an Auditing Official

Each Auditing Official shall establish written processes and procedures consistent with the terms of this policy and best practices for investigations for managing complaints filed under Section 4.1. Each Auditing Official shall investigate and dispose of reports of improper governmental action in accordance with these processes and procedures, and all other provisions of Section 4.1.

The Auditing Official must provide each employee a written summary or a complete copy of Section 4.1 upon commencement of employment and at least once each year of employment. At the same time, the employee shall also receive a copy of the written process and procedures for reporting improper governmental actions from the applicable Auditing Official.

Auditing Officials may reinstate, reimburse for lost wages or expenses incurred, promote or provide some other form of restitution.

In instances where an Auditing Official determines that restitution will not suffice, the Auditing Official may make their investigation findings available for the purposes of aiding in that employee's, or the employee's attorney's, effort to make the employee whole.

Auditing Officials are responsible for reading the full context of Section 4.1 and complying with all requirements.

#### IV. Duties of an Employee

All reports of illegal and dishonest activities will be promptly submitted to the Auditing Official who is responsible for investigating and coordinating corrective action.

If an employee has knowledge of, or a concern of, improper governmental action, the employee shall make a written report of the activity to the Auditing Official. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination.

The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; a designated Auditing Official is charged with these responsibilities.

#### V. Defend Trade Secrets Act (18 U.S.C. § 1836) Compliance:

Section 7(b): "Immunity from Liability for Confidential Disclosure of a Trade Secret to the Government or in a Court Filing:

(1) Immunity - An individual shall not be held criminally or civilly liable under any federal or state trade secret law for the disclosure of a trade secret that - (A) is made-(i) in confidence to a federal, state or local government official, either directly or indirectly, or to an attorney; and, (ii) solely for the purpose of reporting or investigating a suspected violation of law; or, (B) is made in a complaint or other document filed in a lawsuit or other proceeding, if such filing is made under seal.

(2) Use of Trade Secret Information in Anti-Retaliation Lawsuit-An individual who files a lawsuit for retaliation by an employer for reporting a suspected violation of law may disclose the trade secret to the attorney of the individual and use the trade secret information in the court proceeding, if the individual-(A) files any document containing

the trade secret under seal; and, (B) does not disclose the trade secret, except pursuant to court order."

#### VI. Employee Acknowledgement

Employees are required to sign a written acknowledgement that they have received, read and understand this Policy, and to submit that acknowledgement to the Auditing Official or other designated official of the Library District.

DRAFT AUGUST 17, 2023

## **Fountaindale Public Library District**

### **Procedures for Review and Resolution of Whistleblower and Retaliation Complaints Brought Pursuant to Whistleblower Protection Policy**

As directed in the policy, all whistleblower and retaliation claims must be reported to the Executive Director (as Auditing Official), or, in the event the Executive Director is unavailable and/or named in the complaint, to the backup Auditing Official, the President of the Library Board of Trustees. These individuals have the authority to appoint other members of the management team, Board, and/or outside counsel or consultants to assist with the investigation.

Upon receiving such a report, the Auditing Official, or their designee, will consult with the Library's attorney to determine whether the claim falls under the whistleblower policy and, if so, how to best proceed.

Employment-related concerns, including, but not limited to, harassment, discrimination, bullying, and other such work-related complaints are not covered by this policy.

Confidentiality of the individual making the complaint, as well as any witnesses, will be respected consistent with the Library's need to investigate and the Act.

After a written complaint is received by the Auditing Official, a written acknowledgment notice may be sent to the complainant.

The Auditing Official, or their designee, may meet with the complainant, respondent, and/or other witnesses as a part of the investigation. The Auditing Official, or their designee, has the authority to conduct multiple interviews if needed. The Auditing Official, or their designee, may also request written statements and/or other documentation that may be pertinent to the resolution of the complaint.

If it is determined that the conduct that is the subject of the complaint involves fraud, or illegal/egregious conduct, the auditing official, or their designee, has the authority to conduct the investigation in a more formal manner. This may include a report to law enforcement agencies.

Upon completion of the investigation, the complainant and respondent will be notified that the investigation has ended, and the decision made. This notification may take place orally or in writing. If the Auditing Official, or their designee, determines this policy has been violated, the Board will be notified. Remedies and discipline for policy violations will be in accordance with applicable law.



**Fountaindale Public Library District  
Employee Acknowledgement of Whistleblower Protection Policy**

I confirm that I have received, read, and understand the Whistleblower Protection Policy for employees of the Fountaindale Public Library District.

I understand that as an employee, it is my responsibility to abide by this policy. If I have questions about the policy, I understand it is my responsibility to seek clarification from the Human Resources Manager or the Auditing Official for this policy.

Print Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Public Officers Prohibited Activities Act**

### **Section 4.1**

(50 ILCS 105/4.1)

Sec. 4.1. Retaliation against a whistleblower.

(a) It is prohibited for a unit of local government, any agent or representative of a unit of local government, or another employee to retaliate against an employee or contractor who:

(1) reports an improper governmental action under this Section;

(2) cooperates with an investigation by an auditing official related to a report of improper governmental action; or

(3) testifies in a proceeding or prosecution arising out of an improper governmental action.

(b) To invoke the protections of this Section, an employee shall make a written report of improper governmental action to the appropriate auditing official. An employee who believes he or she has been retaliated against in violation of this Section must submit a written report to the auditing official within 60 days of gaining knowledge of the retaliatory action. If the auditing official is the individual doing the improper governmental action, then a report under this subsection may be submitted to any State's Attorney.

(c) Each auditing official shall establish written processes and procedures for managing complaints filed under this Section, and each auditing official shall investigate and dispose of reports of improper governmental action in accordance with these processes and procedures. If an auditing official concludes that an improper governmental action has taken place or concludes that the relevant unit of local government, department, agency, or supervisory officials have hindered the auditing official's investigation into the report, the auditing official shall notify in writing the chief executive of the unit of local government and any other individual or entity the auditing official deems necessary in the circumstances.

(d) An auditing official may transfer a report of improper governmental action to another auditing official for investigation if an auditing official deems it appropriate, including, but not limited to, the appropriate State's Attorney.

(e) To the extent allowed by law, the identity of an employee reporting information about an improper governmental action shall be kept confidential unless the employee waives confidentiality in writing. Auditing officials may take reasonable measures to protect employees who reasonably believe they may be subject to bodily harm for reporting improper government action.

(f) The following remedies are available to employees subjected to adverse actions for reporting improper government action:

(1) Auditing officials may reinstate, reimburse for lost wages or expenses incurred, promote, or provide some other form of restitution.

(2) In instances where an auditing official determines that restitution will not suffice, the auditing official may make his or her investigation findings available for the purposes of aiding in that employee or the employee's attorney's effort to make the employee whole.

(g) A person who engages in prohibited retaliatory action under subsection (a) is subject to the following penalties: a fine of no less than \$500 and no more than \$5,000, suspension without pay, demotion, discharge, civil or criminal prosecution, or any combination of these penalties, as appropriate.

(h) Every employee shall receive a written summary or a complete copy of this Section upon commencement of employment and at least once each year of employment. At the same time, the employee shall also receive a copy of the written processes and procedures for reporting improper governmental actions from the applicable auditing official.

(i) As used in this Section:

"Auditing official" means any elected, appointed, or hired individual, by whatever name, in a unit of local government whose duties are similar to, but not limited to, receiving, registering, and investigating complaints and information concerning misconduct, inefficiency, and waste within the unit of local government; investigating the performance of officers, employees, functions, and programs; and promoting economy, efficiency, effectiveness and integrity in the administration of the programs and operations of the municipality. If a unit of local government does not have an "auditing official", the "auditing official" shall be a State's Attorney of the county in which the unit of local government is located.

"Employee" means anyone employed by a unit of local government, whether in a permanent or temporary position, including full-time, part-time, and intermittent workers. "Employee" also includes members of appointed boards or commissions, whether or not paid. "Employee" also includes persons who have been terminated because of any report or complaint submitted under this Section.

"Improper governmental action" means any action by a unit of local government employee, an appointed member of a board, commission, or committee, or an elected official of the unit of local government that is undertaken in violation of a federal, State, or unit of local government law or rule; is an abuse of authority; violates the public's trust or expectation of his or her conduct; is of substantial and specific danger to the public's health or safety; or is a gross waste of public funds. The action need not be within the scope of the employee's, elected official's, board member's, commission member's, or

committee member's official duties to be subject to a claim of "improper governmental action". "Improper governmental action" does not include a unit of local government personnel actions, including, but not limited to employee grievances, complaints, appointments, promotions, transfers, assignments, reassignments, reinstatements, restorations, reemployment, performance evaluations, reductions in pay, dismissals, suspensions, demotions, reprimands, or violations of collective bargaining agreements, except to the extent that the action amounts to retaliation.

"Retaliate", "retaliation", or "retaliatory action" means any adverse change in an employee's employment status or the terms and conditions of employment that results from an employee's protected activity under this Section. "Retaliatory action" includes, but is not limited to, denial of adequate staff to perform duties; frequent staff changes; frequent and undesirable office changes; refusal to assign meaningful work; unsubstantiated letters of reprimand or unsatisfactory performance evaluations; demotion; reduction in pay; denial of promotion; transfer or reassignment; suspension or dismissal; or other disciplinary action made because of an employee's protected activity under this Section.

(Source: P.A. 101-652, eff. 7-1-21; 102-813, eff. 5-13-22.)

Address for complete Public Officers Prohibited Activities Act

<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=689&ChapterID=11>

August 8, 2023

Fountaindale Public Library Board of Trustees;

It is with a heavy heart that I must submit my resignation from the Board of Trustees. My resignation will be immediately effective as of August 17, 2023 at the moment the Board of Trustees accepts my resignation per the Board Agenda or 9 PM, whichever occurs first.

Since first being appointed to this board in 2009 I have been blessed to be part of the construction of the new library building, the hiring of our excellent Director, creation of Studio 300, as well as many other improvements over the years. My fellow board members, past and present, are some of the best people I have ever known. All of you are genuinely here to do what you feel is best for this great library that we have. I know you will all continue to do great work!



Robert Kalnicky  
President, Fountaindale Public Library Board of Trustees

# Fountaindale Public Library District

## Cash & Investment Report

July 31, 2023

	<u>Beginning Balance</u>	<u>Net Change - YTD</u>	<u>Ending Balance</u>
Cash and Investments			
Cash			
Cash Checking/Wintrust Operating	\$1,074,369.97	\$103,351.58	\$1,177,721.55
Cash Checking/Payroll	\$251,609.42	(\$13,077.06)	\$238,532.36
Petty Cash	\$3,232.09	\$0.00	\$3,232.09
Total Cash	\$1,329,211.48	\$90,274.52	\$1,419,486.00
Investments			
Investment - General Fund/Wintrust MM	\$5,039,046.64	(\$760,528.91)	\$4,278,517.73
Investment - IL Funds/General	\$74,159.07	\$334.46	\$74,493.53
Investment - IL Funds/INB/E-Pay	\$75,449.56	\$566.91	\$76,016.47
Investment - Special Reserve/Wintrust MM	\$3,204,714.76	\$14,592.34	\$3,219,307.10
Investment - Working Cash/Wintrust MM	\$1,116,481.87	\$5,036.38	\$1,121,518.25
Investment - Special Reserve/PMA	\$19,514,453.03	\$8,150.39	\$19,522,603.42
Total Investments	\$29,024,304.93	(\$731,848.43)	\$28,292,456.50
Bond Fund			
4-1211-40 Invest/Wintrust MM Account	\$1,926,426.62	(\$230,618.71)	\$1,695,807.91
Total Bond Fund	\$1,926,426.62	(\$230,618.71)	\$1,695,807.91
Total Cash and Investments	\$32,279,943.03	(\$872,192.62)	\$31,407,750.41

Special Res. PMA - 2.594%  
 General - IL Fund - 5.311%  
 Money Market Wintrust - 5.522%

# Fountaindale Public Library District

## Revenue Report

July 31, 2023

	<b>Current Month</b>	<b>Year to Date</b>	<b>Percent Collected</b>	<b>Budgeted Receipts</b>	<b>Uncollected Receipts</b>
Revenue					
Revenue Funds 1-8					
Property Tax - Will - 2022	\$347,546.78	\$347,546.78	6.42%	\$5,415,442.81	\$5,067,896.03
Property Tax Dupage 2022	\$670.96	\$670.96	0.61%	\$110,519.24	\$109,848.28
Property Tax Will - 2023 - Est.	\$0.00	\$0.00	0.00%	\$4,848,283.56	\$4,848,283.56
Property Tax Dupage - 2023 Est.	\$0.00	\$0.00	0.00%	\$98,944.56	\$98,944.56
Other Tax	\$70,811.61	\$70,811.61	16.23%	\$436,400.00	\$365,588.39
Interest	\$74,105.29	\$74,105.29	11.40%	\$650,110.00	\$576,004.71
Circulation Fees	\$1,520.94	\$1,520.94	10.14%	\$15,000.00	\$13,479.06
Copy Machines	\$504.80	\$504.80	10.10%	\$5,000.00	\$4,495.20
Fax Machine	\$336.86	\$336.86	6.74%	\$5,000.00	\$4,663.14
Printing	\$1,299.18	\$1,299.18	8.66%	\$15,000.00	\$13,700.82
Miscellaneous	\$813.90	\$813.90	7.40%	\$11,000.00	\$10,186.10
Reimbursements	\$0.00	\$0.00	0.00%	\$3,000.00	\$3,000.00
Board Reimbursements	\$0.00	\$0.00	0.00%	\$200.00	\$200.00
Leases	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
Grant Income	\$98,897.28	\$98,897.28	45.18%	\$218,897.00	\$119,999.72
<b>Total Operating Funds</b>	<b>\$596,507.60</b>	<b>\$596,507.60</b>	<b>5.04%</b>	<b>\$11,832,797.17</b>	<b>\$11,236,289.57</b>
Bond Fund					
Property Tax - Will 2022	\$106,153.81	\$106,153.81	6.02%	\$1,763,662.11	\$1,657,508.30
Property Tax - Dupage 2022	\$206.94	\$206.94	0.57%	\$35,993.10	\$35,786.16
Property Tax - Will 2023 Est.	\$0.00	\$0.00	0.00%	\$1,526,612.64	\$1,526,612.64
Property Tax - Dupage 2023 Est.	\$0.00	\$0.00	0.00%	\$31,155.36	\$31,155.36
Interest Bond Fund	\$8,195.54	\$8,195.54	13.66%	\$60,000.00	\$51,804.46
<b>Total Bond Fund</b>	<b>\$114,556.29</b>	<b>\$114,556.29</b>	<b>3.35%</b>	<b>\$3,417,423.21</b>	<b>\$3,302,866.92</b>
<b>Total Revenue</b>	<b>\$711,063.89</b>	<b>\$711,063.89</b>	<b>4.66%</b>	<b>\$15,250,220.38</b>	<b>\$14,539,156.49</b>

# Fountaindale Public Library District

## Expenditure Report

July 31, 2023

	<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	\$402,143.56	\$402,143.56	6.50%	\$6,187,600.00	\$5,785,456.44
Contractual Services	\$93,848.46	\$93,848.46	14.32%	\$655,500.00	\$561,651.54
Supplies & Utilities	\$1,481.93	\$1,481.93	0.23%	\$656,500.00	\$655,018.07
Library Materials	\$20,442.31	\$20,442.31	1.46%	\$1,404,700.00	\$1,384,257.69
Capital Expenditures	\$2,778.75	\$2,778.75	0.09%	\$3,215,000.00	\$3,212,221.25
Miscellaneous	\$274.00	\$274.00	0.36%	\$76,000.00	\$75,726.00
Per Capita Grant	\$0.00	\$0.00	0.00%	\$98,897.00	\$98,897.00
Total General Fund Expenditures	<u>\$520,969.01</u>	<u>\$520,969.01</u>	<u>4.24%</u>	<u>\$12,294,197.00</u>	<u>\$11,773,227.99</u>
Other Fund Expenditures					
Audit Fund Expenditures	\$0.00	\$0.00	0.00%	\$25,000.00	\$25,000.00
Liability Insurance Fund Expendit	\$0.00	\$0.00	0.00%	\$142,500.00	\$142,500.00
Soc Sec/IMRF Fund Expenditures	\$51,541.65	\$51,541.65	6.84%	\$753,030.00	\$701,488.35
Special Reserve Fund Expenditur	\$0.00	\$0.00	0.00%	\$100.00	\$100.00
Maintenance Fund Expenditures	\$10,192.18	\$10,192.18	2.30%	\$443,500.00	\$433,307.82
Total Other Fund Expenditures	<u>\$61,733.83</u>	<u>\$61,733.83</u>	<u>4.53%</u>	<u>\$1,364,130.00</u>	<u>\$1,302,396.17</u>
Total Expenditures - Operating Funds	<u>\$582,702.84</u>	<u>\$582,702.84</u>	<u>4.27%</u>	<u>\$13,658,327.00</u>	<u>\$13,075,624.16</u>
Bond Fund Expenditures					
Principal Payment - 2016A	\$0.00	\$0.00	0.00%	\$940,000.00	\$940,000.00
Interest Payment - 2016A	\$67,600.00	\$67,600.00	50.00%	\$135,200.00	\$67,600.00
Principal Payment - 2018	\$0.00	\$0.00	0.00%	\$1,410,000.00	\$1,410,000.00
Interest Payment - 2018	\$136,175.00	\$136,175.00	50.00%	\$272,350.00	\$136,175.00
Principal Payment - 2019	\$0.00	\$0.00	0.00%	\$205,000.00	\$205,000.00
Interest Payment - 2019	\$141,400.00	\$141,400.00	50.00%	\$282,800.00	\$141,400.00
Total Bond Fund Expenditures	<u>\$345,175.00</u>	<u>\$345,175.00</u>	<u>10.64%</u>	<u>\$3,245,350.00</u>	<u>\$2,900,175.00</u>
Total	<u>\$345,175.00</u>	<u>\$345,175.00</u>	<u>10.64%</u>	<u>\$3,245,350.00</u>	<u>\$2,900,175.00</u>
Total Expenditures - All Funds	<u>\$927,877.84</u>	<u>\$927,877.84</u>	<u>5.49%</u>	<u>\$16,903,677.00</u>	<u>\$15,975,799.16</u>



Fountaindale Pubic Library District  
 Bills Paid - Operating Account  
 August 2023

PAYEE NAME	DESCRIPTION	PAYMENT DATE	CHECK/DRAFT NUMBER	PAYMENT AMOUNT
AFLAC	Employer Contribution - July 2023	08/01/2023	1011	\$114.08
Blue Cross Blue Shield of Illinois	Employer Contribution - August 2023	08/01/2023	59425	\$34,462.44
Dearborn National Life Insurance Company	Employer Contribution - August 2023	08/01/2023	59426	\$590.30
Fidelity Security Life Insurance/EYEMED	Employer Contribution - August 2023	08/01/2023	59427	\$197.31
Home Depot	Facilities Repair Supplies	08/01/2023	59428	\$40.23
Illinois Municipal Retirement Fund	Employer Contribution - July 2023	08/01/2023	1013	\$16,644.07
LIMRiCC Unemployment Compensation Group	Unemployment Insurance - 2nd Quarter Ending 06/30/2023	08/01/2023	59429	\$1,286.52
				<b><u>\$53,334.95</u></b>



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 Jennie Nguyen, Finance Manager

Gross Payroll & FICA - JULY 2023	
Gross Payroll	\$364,791.97
FICA	\$27,111.72
Total Gross Payroll & FICA	<b><u>\$391,903.69</u></b>

**Fountaindale Public Library District**  
**Bills Payables Report**  
**August 17, 2023**

**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
<b>4imprint, Inc.</b>				
	Various Promotional New Logo Items	11461922	1-4735-10	\$2,321.95
		<i>Subtotal for Vendor</i>		<b>\$2,321.95</b>
<b>Allyse Schiller</b>				
	IGFOA Adv Acct 7/20/23 & Finance Mileage - 7/14/23-7/31/23	AS073123	1-4171-10	\$16.05
		<i>Subtotal for Vendor</i>		<b>\$16.05</b>
<b>Amazon Capital Services</b>				
	2023 Read-A-Palooza Prizes	1WCT-MKXF-QLG7	1-4353-28	\$361.60
	Books - Adult Fiction & Processing/Shipping	199J-FVJK-HKPD	1-4518-26	\$3.99
	Music - Adult & Processing/Shipping	1CHY-FYC3-QWFT	1-4518-26	\$6.99
	Books - Young Adult Fiction & Processing/Shipping	1CJN-9C6W-D3XX	1-4518-26	\$5.99
	Books - Juvenile Easy & Processing/Shipping	1FPL-CJ43-T7PH	1-4518-26	\$6.99
	Books - Adult Non-Fiction & Processing/Shipping	1T96-1PK7-YFQ3	1-4518-26	\$10.62
	Music - Adult & Processing/Shipping	1XJM-WPDF-79XT	1-4518-26	\$6.99
	Books - Juvenile World Languages	13QH-TLRR-6KPK	1-4526-26	\$51.35
	Books - Juvenile World Languages	1HF6-93HM-DRLJ	1-4526-26	\$43.98
	Books - Adult Fiction	141V-33VW-P44R	1-4540-26	\$57.96
	Books - Adult Fiction	14QN-MYQR-3FWC	1-4540-26	\$614.19
	Books - Adult Fiction & Processing/Shipping	199J-FVJK-HKPD	1-4540-26	\$267.58
	Books - Adult Fiction	1D6P-41LT-LXJR	1-4540-26	\$345.42
	Books - Adult Fiction	1QVR-377W-DM7W	1-4540-26	\$256.37
	Books - Adult Non-Fiction	1GXF-7HKX-WY3W	1-4541-26	\$220.70
	Books - Adult Non-Fiction	1QXV-7YD7-9HYR	1-4541-26	\$119.80
	Books - Adult Non-Fiction & Processing/Shipping	1T96-1PK7-YFQ3	1-4541-26	\$29.25
	Books - Adult Non-Fiction	1TDH-NKJT-J7R4	1-4541-26	\$115.27
	Books - Juvenile Fiction	1NM6-F6WK-Q4XL	1-4544-26	\$44.97
	Books - Juvenile Easy	11KN-7FGD-HGP3	1-4546-26	\$100.60
	Books - Juvenile Easy & Processing/Shipping	1FPL-CJ43-T7PH	1-4546-26	\$30.98
	Books - Young Adult Fiction & Processing/Shipping	1CJN-9C6W-D3XX	1-4548-26	\$17.09
	Books - Young Adult Non-Fiction	1Y6P-K4K6-R9WD	1-4549-26	\$49.84
	Music - Adult & Processing/Shipping	1CHY-FYC3-QWFT	1-4550-26	\$52.99
	Music - Adult	1X9M-QRVX-DLHD	1-4550-26	\$277.41

**Fountaindale Public Library District**  
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**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Music - Adult & Processing/Shipping	1XJM-WPDF-79XT	1-4550-26	\$54.78
	DVD - Adult	1VMF-364F-CHNQ	1-4557-26	\$62.89
	DVD - Adult	1Y67-CDNL-YFPF	1-4557-26	\$103.96
	Video Games - YA	1HXT-P47M-TGLH	1-4563-26	\$67.27
	Video Games - Juvenile	13JK-KKNC-PHC7	1-4564-26	\$34.97
	Video Games - Juvenile	1CD4-739D-N6P9	1-4564-26	\$155.02
	Video Games - Juvenile	1FF3-7791-TWFW	1-4564-26	\$100.94
	Video Games - Juvenile	1LM6-CN4-KV9R	1-4564-26	\$126.62
	Merlo Book Dedication	1DWR-JWRQ-1FYV	1-4575-10	\$29.99
		<i>Subtotal for Vendor</i>		<b>\$3,835.36</b>
<b>ArchiveSocial, LLC</b>				
	Annual Social Media Archiving Subscription - 8/11/23-8/10/24	29913	1-4631-14	\$5,988.00
		<i>Subtotal for Vendor</i>		<b>\$5,988.00</b>
<b>AT &amp; T</b>				
	Internet - July 2023	8202680802	1-4314-14	\$946.70
		<i>Subtotal for Vendor</i>		<b>\$946.70</b>
<b>AT &amp; T Mobility - National Business Services</b>				
	Telephone Service - 6/22/23-7/21/23	21657517	1-4311-14	\$254.38
		<i>Subtotal for Vendor</i>		<b>\$254.38</b>
<b>B&amp;H Photo-Video</b>				
	Black Pelican Micro Cases	214957794	1-4568-27	\$232.10
	Various Audio Visual Supplies	215326108	1-4568-27	\$189.44
	Light Stands	215345424	1-4568-27	\$187.29
		<i>Subtotal for Vendor</i>		<b>\$608.83</b>
<b>Baker &amp; Taylor - 75000139</b>				
	DVD - Adult & Processing/Shipping	H65384690	1-4518-26	\$5.80
	Music - Adult	H65804620	1-4550-26	\$22.96
	DVD - Adult & Processing/Shipping	H65384690	1-4557-26	\$18.46
		<i>Subtotal for Vendor</i>		<b>\$47.22</b>
<b>Baker &amp; Taylor - C009233</b>				
	Books - Adult Non-Fiction & Processing/Shipping	2037661431	1-4518-26	\$15.68
	Books - Adult Non-Fiction & Processing/Shipping	2037661431	1-4541-26	\$376.63

**Fountaindale Public Library District**  
**Bills Payables Report**  
**August 17, 2023**

**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
			<i>Subtotal for Vendor</i>	<b><u>\$392.31</u></b>
<b>Baker &amp; Taylor - L420685</b>				
	Library Materials - Processing/Shipping	2037623759	1-4518-26	\$19.64
	Library Materials - Processing/Shipping	2037640769	1-4518-26	\$8.32
	Library Materials - Processing/Shipping	2037668009	1-4518-26	\$12.48
	Books - Adult Fiction	2037623759	1-4540-29	\$172.22
	Books - Adult Fiction	2037640769	1-4540-29	\$66.13
	Books - Adult Fiction	2037668009	1-4540-29	\$135.70
	Books - Adult Non-Fiction	2037623759	1-4541-29	\$23.00
	Books - Adult Non-Fiction	2037668009	1-4541-29	\$54.62
	Books - Adult Large Print	2037623759	1-4543-29	\$282.20
	Books - Adult Large Print	2037640769	1-4543-29	\$170.36
	Books - Adult Large Print	2037668009	1-4543-29	\$163.00
			<i>Subtotal for Vendor</i>	<b><u>\$1,107.67</u></b>
<b>Baker &amp; Taylor - L420686</b>				
	Library Materials - Processing/Shipping	2037618853	1-4518-26	\$31.20
	Library Materials - Processing/Shipping	2037621370	1-4518-26	\$64.44
	Library Materials - Processing/Shipping	2037626043	1-4518-26	\$85.40
	Library Materials - Processing/Shipping	2037628066	1-4518-26	\$40.09
	Library Materials - Processing/Shipping	2037634066	1-4518-26	\$111.81
	Library Materials - Processing/Shipping	2037638836	1-4518-26	\$43.06
	Library Materials - Processing/Shipping	2037648374	1-4518-26	\$32.97
	Library Materials - Processing/Shipping	2037657431	1-4518-26	\$94.96
	Library Materials - Processing/Shipping	2037659573	1-4518-26	\$229.88
	Library Materials - Processing/Shipping	2037662505	1-4518-26	\$23.68
	Library Materials - Processing/Shipping	2037665043	1-4518-26	\$70.89
	Library Materials - Processing/Shipping	2037667902	1-4518-26	\$44.56
	Library Materials - Processing/Shipping	2037674925	1-4518-26	\$143.95
	Library Materials - Processing/Shipping	2037677741	1-4518-26	\$31.33
	Library Materials - Processing/Shipping	2037688242	1-4518-26	\$64.36
	Library Materials - Processing/Shipping	2037690511	1-4518-26	\$54.06
	Books - Adult World Languages	2037621370	1-4525-26	\$16.15

**Fountaindale Public Library District**  
**Bills Payables Report**  
**August 17, 2023**

**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult World Languages	2037634066	1-4525-26	\$10.19
	Books - Adult World Languages	2037657431	1-4525-26	\$48.48
	Books - Adult World Languages	2037674925	1-4525-26	\$170.87
	Books - Adult Fiction	2037618853	1-4540-26	\$196.00
	Books - Adult Fiction	2037621370	1-4540-26	\$514.70
	Books - Adult Fiction	2037626043	1-4540-26	\$640.55
	Books - Adult Fiction	2037628066	1-4540-26	\$406.37
	Books - Adult Fiction	2037634066	1-4540-26	\$951.73
	Books - Adult Fiction	2037638836	1-4540-26	\$408.10
	Books - Adult Fiction	2037648374	1-4540-26	\$299.09
	Books - Adult Fiction	2037657431	1-4540-26	\$718.60
	Books - Adult Fiction	2037659573	1-4540-26	\$1,856.77
	Books - Adult Fiction	2037662505	1-4540-26	\$203.46
	Books - Adult Fiction	2037665043	1-4540-26	\$741.69
	Books - Adult Fiction	2037667902	1-4540-26	\$428.69
	Books - Adult Fiction	2037674925	1-4540-26	\$1,188.45
	Books - Adult Fiction	2037677741	1-4540-26	\$286.67
	Books - Adult Fiction	2037688242	1-4540-26	\$433.94
	Books - Adult Fiction	2037690511	1-4540-26	\$554.01
	Books - Adult Non-Fiction	2037618853	1-4541-26	\$128.82
	Books - Adult Non-Fiction	2037621370	1-4541-26	\$116.35
	Books - Adult Non-Fiction	2037626043	1-4541-26	\$226.30
	Books - Adult Non-Fiction	2037634066	1-4541-26	\$231.33
	Books - Adult Non-Fiction	2037638836	1-4541-26	\$71.58
	Books - Adult Non-Fiction	2037648374	1-4541-26	\$169.28
	Books - Adult Non-Fiction	2037657431	1-4541-26	\$266.57
	Books - Adult Non-Fiction	2037659573	1-4541-26	\$943.21
	Books - Adult Non-Fiction	2037662505	1-4541-26	\$116.82
	Books - Adult Non-Fiction	2037665043	1-4541-26	\$288.57
	Books - Adult Non-Fiction	2037667902	1-4541-26	\$73.62
	Books - Adult Non-Fiction	2037674925	1-4541-26	\$388.45
	Books - Adult Non-Fiction	2037677741	1-4541-26	\$56.11

**Fountaindale Public Library District**  
**Bills Payables Report**  
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**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Non-Fiction	2037688242	1-4541-26	\$404.60
	Books - Adult Non-Fiction	2037690511	1-4541-26	\$97.35
	Books - Adult Large Print	2037618853	1-4543-26	\$118.76
	Books - Adult Large Print	2037621370	1-4543-26	\$19.20
	Books - Adult Large Print	2037626043	1-4543-26	\$54.26
	Books - Adult Large Print	2037628066	1-4543-26	\$17.40
	Books - Adult Large Print	2037634066	1-4543-26	\$90.58
	Books - Adult Large Print	2037638836	1-4543-26	\$116.97
	Books - Adult Large Print	2037648374	1-4543-26	\$18.00
	Books - Adult Large Print	2037657431	1-4543-26	\$33.99
	Books - Adult Large Print	2037662505	1-4543-26	\$289.24
	Books - Adult Large Print	2037665043	1-4543-26	\$31.16
	Books - Adult Large Print	2037690511	1-4543-26	\$19.20
	Dube Book Dedication	2037628066	1-4575-10	\$16.07
		<i>Subtotal for Vendor</i>		<b><u>\$15,644.94</u></b>
<b>Beatriz Manchester</b>				
	Refund - "The Ultimate Road Trip Family Vacation Collection"	BM1049	1-3310-10	\$19.99
		<i>Subtotal for Vendor</i>		<b><u>\$19.99</u></b>
<b>Berenice Ramirez</b>				
	Refund - "Overcooked! All You Can Eat"	BR9431	1-3310-10	\$47.49
		<i>Subtotal for Vendor</i>		<b><u>\$47.49</u></b>
<b>Best Quality Cleaning, Inc.</b>				
	3rd Floor Strip & Refinish - 7/5/23-7/8/23	46569	1-4651-30	\$10,147.00
		<i>Subtotal for Vendor</i>		<b><u>\$10,147.00</u></b>
<b>Blackstone Publishing</b>				
	Audiobooks - Adult	2109450	1-4551-26	\$284.80
	Audiobooks - Adult	2109767	1-4551-26	\$45.00
		<i>Subtotal for Vendor</i>		<b><u>\$329.80</u></b>
<b>BookPage</b>				
	Periodicals - August 2023 - July 2024	S79971	1-4511-26	\$2,700.00
		<i>Subtotal for Vendor</i>		<b><u>\$2,700.00</u></b>
<b>Center Point Large Print</b>				

**Fountaindale Public Library District**  
**Bills Payables Report**  
**August 17, 2023**

**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Adult Large Print	2025162	1-4543-26	\$147.42
		<i>Subtotal for Vendor</i>		<b>\$147.42</b>
<b>Chicago Tribune</b>	Daily Periodicals Through 8/20/24	40172770	1-4511-26	\$2,655.95
		<i>Subtotal for Vendor</i>		<b>\$2,655.95</b>
<b>Children's Plus Inc.</b>	Books - Juvenile Non-Fiction	232698	1-4545-26	\$129.69
	Books - Juvenile Non-Fiction	232898	1-4545-26	\$55.89
	Books - Juvenile Non-Fiction	232480	1-4545-29	\$55.89
	Books - Juvenile Non-Fiction	232578	1-4545-29	\$18.95
		<i>Subtotal for Vendor</i>		<b>\$260.42</b>
<b>Christina Beaird</b>	Program - Gen Club: All Politics are Local - 9/13/23	CB091323	1-4571-24	\$175.00
		<i>Subtotal for Vendor</i>		<b>\$175.00</b>
<b>Cintas Corporation</b>	Staff In-Service Day Training - 8/4/23	8406375580	1-4151-10	\$2,250.00
		<i>Subtotal for Vendor</i>		<b>\$2,250.00</b>
<b>Comcast Cable</b>	Cable - 8/3/23-9/2/23	0367494-AUG23	1-4316-14	\$103.27
		<i>Subtotal for Vendor</i>		<b>\$103.27</b>
<b>Dave Rudolf</b>	Program - Singers & Songwriters with Dave Rudolf - 9/6/23	DR090623	1-4571-24	\$500.00
		<i>Subtotal for Vendor</i>		<b>\$500.00</b>
<b>Dynegy Energy Services</b>	Electricity - 5/30/23-6/27/23	270493923071	1-4321-30	\$19,449.64
	Electricity - 6/28/23-7/27/23	270493923081	1-4321-30	\$22,174.49
		<i>Subtotal for Vendor</i>		<b>\$41,624.13</b>
<b>Elite Detailing Services, Inc.</b>	Bkm, Van & Ford Transit Clean Interior & Exterior - 7/13/23	14816	1-4235-29	\$270.00
		<i>Subtotal for Vendor</i>		<b>\$270.00</b>
<b>First Bankcard</b>	ILA - Petrov - 2023 Conference - 10/25/23	P9444-AUG23	1-4151-10	\$225.00

**Fountaindale Public Library District**  
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	H2O - Spindel, Valencia & 1 Guest - Golf & Gala - 7/20/23	M4566-AUG23	1-4173-16	\$195.00
	Mobile Beacon - 30 Patron Hotspots 4G LTE - 7/10/23-7/10/24	N8770-AUG23	1-4233-14	\$3,600.00
	Techsoup - 11 New Patron Hotspots Admin Fee	N8770-AUG23	1-4233-14	\$165.00
	Mobile Beacon - 11 New Patron Hotspots LTE - 7/11/23-7/11/24	N8770-AUG23	1-4233-14	\$1,375.00
	Transport Equipment - Bkm Windshield Repair	P9444-AUG23	1-4235-29	\$910.00
	TransChicago - Bkm Spare Ignition Key	P9444-AUG23	1-4235-29	\$17.69
	Larry's Lock Service - Bkm & Bookdrops Spare Key Sets	P9444-AUG23	1-4235-29	\$19.50
	GotPrint - 2023 Bookmark Contest Winning Bookmarks	N8770-AUG23	1-4256-10	\$66.50
	GotPrint - Staff Picks Bookmarks & FPLD Teen Stickers	N8770-AUG23	1-4256-10	\$136.55
	District Restock Coffee Creamer - July 2023	A18-2324	1-4351-10	\$182.16
	HR - Onboarding Supplies	A7-2324	1-4351-10	\$58.24
	Storage Bins & Planners	A8-2324	1-4351-10	\$84.59
	Notary Public Association - 22 IL Notary Journals	N8770-AUG23	1-4351-10	\$435.63
	Staff In-Service Supplies - 8/4/23	A1-2324	1-4353-10	\$46.97
	Rentals Unl - Staff In-Service Chair 25% Deposit- 8/4/23	N8770-AUG23	1-4353-10	\$67.90
	Costco - Staff In-Service Beverages - 8/4/23	N8770-AUG23	1-4353-10	\$214.68
	Various Program Supplies	A2-2324	1-4353-20	\$221.80
	Walmart - Messy Morning Program Supplies	N8770-AUG23	1-4353-20	\$11.62
	Carolina Biologic - Bilingual STEAM Camp Supplies	N8770-AUG23	1-4353-20	\$94.37
	Teen Jars, Marbles & S'Mores Maker	A10-2324	1-4353-24	\$93.77
	Various Teen Program Supplies	A5-2324	1-4353-24	\$542.08
	Book Depot - 2023 Additional Adult Summer Adventure Prizes	N8770-AUG23	1-4353-24	\$511.27
	Artemis - Star Trek Night Bridge Simulator	N8770-AUG23	1-4353-24	\$40.00
	Meijer - Teen Program Supplies	N8770-AUG23	1-4353-24	\$29.86
	Hobby Lobby - God's Eye Craft Supplies	N8770-AUG23	1-4353-24	\$26.94
	Tonys Fresh Market - Senior Social Lunch - 7/27/23	N8770-AUG23	1-4353-24	\$99.98
	Viva Oaxaca - Teen Program Supplies	N8770-AUG23	1-4353-24	\$105.00
	Various Studio Supplies	A12-2324	1-4353-27	\$5.99
	Various Program Supplies	A16-2324	1-4353-28	\$50.95
	Various Program & Library Supplies	A17-2324	1-4353-28	\$242.83
	USB Adapters & HDMI Cable	A15-2324-01	1-4354-14	\$97.27
	USB Adapters	A15-2324-02	1-4354-14	\$58.00



**Fountaindale Public Library District**  
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Rosatis - Board Trustees Dinner - 7/20/23	N8770-AUG23	1-4355-16	\$172.00
	Paper Cutter Replacement Blades	A20-2324	1-4371-20	\$15.24
	Storage Bins & Planners	A8-2324	1-4371-20	\$179.77
	Cricut - Access Subscription - 8/4/23-8/3/24	N8770-AUG23	1-4371-20	\$119.88
	Patron Use Charging Cables	A3-2324	1-4371-24	\$25.18
	Various Studio Supplies	A12-2324	1-4371-27	\$134.93
	Various Studio Supplies	A14-2324	1-4371-27	\$32.99
	Various Maker Space Supplies & Projector	A4-2324	1-4371-27	\$126.36
	Inventables - Makerspace Hard Maple Wood	N8770-AUG23	1-4371-27	\$83.70
	Glowforge - Makerspace Draftwood	N8770-AUG23	1-4371-27	\$116.00
	Various Program & Library Supplies	A17-2324	1-4371-28	\$129.50
	Wireless Receiver	A21-2324	1-4371-28	\$75.94
	Smartsign - Parking Lot One Way Sign	P7810-AUG23	1-4392-30	\$112.08
	Netflix - 4/12 Additional Roku Monthly Subscriptions	M4566-AUG23	1-4523-26	\$19.99
	Hulu - 4/12 Additional Roku Monthly Subscriptions	M4566-AUG23	1-4523-26	\$14.99
	Netflix - 4/12 Additional Roku Monthly Subscriptions	N8770-AUG23	1-4523-26	\$19.99
	Netflix - 4/12 Additional Roku Monthly Subscriptions	N8770-AUG23	1-4523-26	\$19.99
	Hulu - 4/12 Additional Roku Monthly Subscriptions	N8770-AUG23	1-4523-26	\$14.99
	Disney Plus - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	Disney Plus - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	Disney Plus - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	Netflix - 4/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	Hulu - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	Hulu - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$14.99
	Netflix - 2/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	Hulu - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$14.99
	Hulu - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$14.99
	Netflix - 2/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$19.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$9.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	P9444-AUG23	1-4523-26	\$9.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$19.99
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$19.99

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Netflix - 4/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$19.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$9.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$9.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$9.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$9.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$9.99
	CrunchyRoll - 1/8 Outreach Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$9.99
	Max - 3/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Max - 3/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Max - 3/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Max - 3/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Hulu - 4/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$14.99
	Hulu - 4/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$14.99
	Hulu - 4/12 Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$14.99
	Hulu - 1/8 Outreach Monthly Subscriptions	T7780-AUG23	1-4523-26	\$14.99
	Hulu - 4/12 Additional Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$14.99
	Max - 3/12 Additional Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Max - 3/12 Additional Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Max - 3/12 Additional Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Max - 3/12 Additional Roku Monthly Subscriptions	T7780-AUG23	1-4523-26	\$15.99
	Various Maker Supplies	A11-2324	1-4568-27	\$292.61
	Various Studio Supplies	A12-2324	1-4568-27	\$167.99
	Maker Sewing Supplies	A13-2324	1-4568-27	\$77.75
	Various Studio Supplies	A14-2324	1-4568-27	\$141.76
	Various Maker Space Supplies & Projector	A4-2324	1-4568-27	\$246.99
	Various Studio Supplies	A9-2324	1-4568-27	\$223.73
	Spotify - Monthly Streaming Storytime Music Subscription	N8770-AUG23	1-4631-14	\$15.99
	Krave - Pinnacle Lunch - 7/21/23	M4566-AUG23	1-4715-10	\$178.27
	Donut Den - Donuts w/ Director Refreshments - 7/25/23	M4566-AUG23	1-4715-10	\$14.76
	Alonti - PLC Lunch - 7/26/23	M4566-AUG23	1-4715-10	\$96.00
	Panera - Donuts & Pastries Refreshments & Coffee - 7/25/23	N8770-AUG23	1-4715-10	\$42.18
	Meetup - Bi-Annual Subscription - 7/21/23-1/21/24	M4566-AUG23	1-4731-10	\$98.94

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Decal Girl - New Logo iPad Skins	N8770-AUG23	1-4731-10	\$60.37
	Facebook - Monthly Ads	N8770-AUG23	1-4731-10	\$71.31
	MailChimp - Monthly Subscription	N8770-AUG23	1-4731-10	\$69.00
	Woobox - Monthly Subscription	N8770-AUG23	1-4731-10	\$29.00
		<i>Subtotal for Vendor</i>		<b>\$13,799.97</b>
<b>Fun Express LLC</b>				
	Various Program Supplies	72552482801	1-4353-20	\$71.37
	Golf Pencils	72552482803	1-4353-20	\$35.99
	Various Program Supplies	72555455601	1-4353-28	\$31.77
		<i>Subtotal for Vendor</i>		<b>\$139.13</b>
<b>Gale/Cengage Learning</b>				
	Books - Adult Large Print	81538960	1-4543-26	\$127.16
	Books - Adult Large Print	81583984	1-4543-26	\$98.96
		<i>Subtotal for Vendor</i>		<b>\$226.12</b>
<b>Gary Wenstrup</b>				
	Program - The History of the Band CHICAGO - 9/7/23	GW090723	1-4571-24	\$225.00
		<i>Subtotal for Vendor</i>		<b>\$225.00</b>
<b>Glowforge, Inc.</b>				
	Filter Cartridges	IN-749371	1-4371-27	\$882.00
		<i>Subtotal for Vendor</i>		<b>\$882.00</b>
<b>Hoton1salsa</b>				
	Program - Salsa at the Library - 9/18/23	H091823	1-4571-24	\$150.00
		<i>Subtotal for Vendor</i>		<b>\$150.00</b>
<b>IHLS-OCLC</b>				
	EZproxy Hosted - 7/1/23-6/30/24	28354	1-4272-12	\$3,440.81
	OCLC Service Fee - 7/1/23-6/30/24	28956	1-4272-12	\$5,780.48
		<i>Subtotal for Vendor</i>		<b>\$9,221.29</b>
<b>Illinois American Water</b>				
	Fire Protection - 7/21/23-8/17/23	1025-210003089465	1-4331-30	\$45.50
	Irrigation - 5/18/23-6/19/23	1025-210003089915	1-4331-30	\$4,144.53
	Irrigation - 6/20/23-7/20/23	1025-210003089915	1-4331-30	\$3,787.78
		<i>Subtotal for Vendor</i>		<b>\$7,977.81</b>

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<b>Illinois American Water/Bolingbrook</b>				
	Water & Sewer - 6/20/23-7/20/23	1025-210003088318	1-4331-30	\$860.01
		<i>Subtotal for Vendor</i>		<u><b>\$860.01</b></u>
<b>Illinois Library Association</b>				
	McCormack Membership - 8/1/23-7/31/24	248646	1-4161-10	\$100.00
	Arellano Membership - 10/1/23-9/30/24	248816	1-4161-10	\$100.00
	Korczak Membership - 8/1/23-7/31/24	248958	1-4161-10	\$200.00
	Mills Membership - 8/1/23-7/31/24	248980	1-4161-10	\$250.00
	Alam Membership - 9/1/23-8/31/24	248941	1-4161-16	\$75.00
	Armstrong Membership - 8/1/23-7/31/24	248997	1-4161-16	\$75.00
		<i>Subtotal for Vendor</i>		<u><b>\$800.00</b></u>
<b>Industrial Appraisal Company</b>				
	Updated Property Record Report - FY 22-23	4-IL-01	1-4253-10	\$200.00
	Updated Insurable Value Reports - FY 22-23	4-IL-02	1-4253-10	\$290.00
		<i>Subtotal for Vendor</i>		<u><b>\$490.00</b></u>
<b>Information Today, Inc.</b>				
	Marketing Library Services Through Sept/Oct 2024	3991579-R2	1-4511-26	\$79.95
		<i>Subtotal for Vendor</i>		<u><b>\$79.95</b></u>
<b>Ingram Library Services</b>				
	2023 Read-A-Palooza Prizes	76812125	1-4353-28	\$750.35
	2023 Read-A-Palooza Prizes	76845700	1-4353-28	\$159.96
	Library Materials - Processing/Shipping	76750965	1-4518-26	\$15.12
	Library Materials - Processing/Shipping	76774526	1-4518-26	\$3.00
	Library Materials - Processing/Shipping	76857455	1-4518-26	\$27.40
	Library Materials - Processing/Shipping	76874477	1-4518-26	\$78.24
	Library Materials - Processing/Shipping	76882618	1-4518-26	\$79.92
	Books - Juvenile Fiction & Processing/Shipping	76919496	1-4518-26	\$23.79
	Library Materials - Processing/Shipping	76942778	1-4518-26	\$27.16
	Library Materials - Processing/Shipping	76952193	1-4518-26	\$11.08
	Library Materials - Processing/Shipping	76964687	1-4518-26	\$65.61
	Library Materials - Processing/Shipping	76982172	1-4518-26	\$77.41
	Library Materials - Processing/Shipping	77005404	1-4518-26	\$100.66

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Library Materials - Processing/Shipping	77010245	1-4518-26	\$24.41
	Library Materials - Processing/Shipping	77027978	1-4518-26	\$60.55
	Library Materials - Processing/Shipping	77027979	1-4518-26	\$71.48
	Library Materials - Processing/Shipping	77034610	1-4518-26	\$24.51
	Library Materials - Processing/Shipping	77047904	1-4518-26	\$25.18
	Library Materials - Processing/Shipping	77047905	1-4518-26	\$69.24
	Library Materials - Processing/Shipping	77062892	1-4518-26	\$36.47
	Library Materials - Processing/Shipping	77074943	1-4518-26	\$49.10
	Library Materials - Processing/Shipping	77093078	1-4518-26	\$45.06
	Books - Adult World Languages	76882618	1-4525-26	\$733.70
	Books - Adult World Languages	76942778	1-4525-26	\$118.30
	Books - Juvenile World Languages	76857455	1-4526-26	\$11.97
	Books - Juvenile World Languages	76982172	1-4526-26	\$18.69
	Books - Juvenile World Languages	77034610	1-4526-26	\$100.72
	Books - Juvenile World Languages	77047904	1-4526-26	\$46.90
	Books - Juvenile World Languages	77093078	1-4526-26	\$10.73
	Books - Juvenile World Languages	77093078	1-4526-29	\$47.70
	Books - Adult Fiction	76750965	1-4540-26	\$32.78
	Books - Juvenile Fiction	76750965	1-4544-26	\$45.23
	Books - Juvenile Fiction	76857455	1-4544-26	\$128.16
	Books - Juvenile Fiction	76882618	1-4544-26	\$143.98
	Books - Juvenile Fiction & Processing/Shipping	76919496	1-4544-26	\$260.41
	Books - Juvenile Fiction	76942778	1-4544-26	\$71.12
	Books - Juvenile Fiction	76964687	1-4544-26	\$106.33
	Books - Juvenile Fiction	76982172	1-4544-26	\$626.87
	Books - Juvenile Fiction	77005404	1-4544-26	\$21.42
	Books - Juvenile Fiction	77027978	1-4544-26	\$357.81
	Books - Juvenile Fiction	77034610	1-4544-26	\$104.37
	Books - Juvenile Fiction	77047904	1-4544-26	\$58.17
	Books - Juvenile Fiction	77062892	1-4544-26	\$69.69
	Books - Juvenile Fiction	77074943	1-4544-26	\$89.75
	Books - Juvenile Fiction	77093078	1-4544-26	\$67.56

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Fiction	76857455	1-4544-29	\$9.03
	Books - Juvenile Fiction	77005404	1-4544-29	\$114.60
	Books - Juvenile Fiction	77034610	1-4544-29	\$8.47
	Books - Juvenile Fiction	77062892	1-4544-29	\$44.09
	Books - Juvenile Non-Fiction	77005404	1-4545-26	\$220.65
	Books - Juvenile Non-Fiction	77010245	1-4545-26	\$157.30
	Books - Juvenile Non-Fiction	77027978	1-4545-26	\$309.45
	Books - Juvenile Non-Fiction	77047904	1-4545-26	\$75.53
	Books - Juvenile Non-Fiction	77093078	1-4545-26	\$76.48
	Books - Juvenile Non-Fiction	77010245	1-4545-29	\$56.67
	Books - Juvenile Non-Fiction	77027978	1-4545-29	\$77.90
	Books - Juvenile Non-Fiction	77047904	1-4545-29	\$27.18
	Books - Juvenile Non-Fiction	77093078	1-4545-29	\$7.19
	Books - Juvenile Easy	76857455	1-4546-26	\$21.46
	Books - Juvenile Easy	76874477	1-4546-26	\$1,143.11
	Books - Juvenile Easy	76882618	1-4546-26	\$445.30
	Books - Juvenile Easy	76942778	1-4546-26	\$114.64
	Books - Juvenile Easy	76952193	1-4546-26	\$10.16
	Books - Juvenile Easy	76964687	1-4546-26	\$532.30
	Books - Juvenile Easy	76982172	1-4546-26	\$150.19
	Books - Juvenile Easy	77005404	1-4546-26	\$219.58
	Books - Juvenile Easy	77027978	1-4546-26	\$75.11
	Books - Juvenile Easy	77027979	1-4546-26	\$264.24
	Books - Juvenile Easy	77047905	1-4546-26	\$100.76
	Books - Juvenile Easy	77062892	1-4546-26	\$156.42
	Books - Juvenile Easy	77074943	1-4546-26	\$214.00
	Books - Juvenile Easy	77093078	1-4546-26	\$177.82
	Books - Juvenile Easy	76874477	1-4546-29	\$5.64
	Books - Juvenile Easy	76952193	1-4546-29	\$67.60
	Books - Juvenile Easy	76964687	1-4546-29	\$228.64
	Books - Juvenile Easy	76982172	1-4546-29	\$20.32
	Books - Juvenile Easy	77005404	1-4546-29	\$64.91

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Books - Juvenile Easy	77010245	1-4546-29	\$46.14
	Books - Juvenile Easy	77027978	1-4546-29	\$10.73
	Books - Juvenile Easy	77047904	1-4546-29	\$11.29
	Books - Juvenile Easy	77074943	1-4546-29	\$32.75
	Books - Juvenile Easy	77093078	1-4546-29	\$53.64
	Books - Young Adult Fiction	76750965	1-4548-26	\$24.02
	Books - Young Adult Fiction	76857455	1-4548-26	\$16.34
	Books - Young Adult Fiction	77005404	1-4548-26	\$554.21
	Books - Young Adult Fiction	77010245	1-4548-26	\$42.34
	Books - Young Adult Fiction	77027979	1-4548-26	\$11.29
	Books - Young Adult Fiction	77047904	1-4548-26	\$10.73
	Books - Young Adult Fiction	77047905	1-4548-26	\$78.49
	Books - Young Adult Fiction	77074943	1-4548-26	\$102.22
	Books - Young Adult Fiction	77093078	1-4548-26	\$22.58
	Books - Young Adult Fiction	76857455	1-4548-29	\$6.59
	Books - Young Adult Fiction	77047904	1-4548-29	\$51.37
	Books - Young Adult Fiction	77074943	1-4548-29	\$11.29
	Books - Young Adult Non-Fiction	77005404	1-4549-26	\$125.94
	Books - Young Adult Non-Fiction	77010245	1-4549-26	\$47.98
	Books - Young Adult Non-Fiction	77034610	1-4549-26	\$12.00
	Books - Young Adult Non-Fiction	77074943	1-4549-26	\$11.29
	Video Games - YA	76774526	1-4563-26	\$93.47
	Video Games - Juvenile	76774526	1-4564-26	\$278.93
	Video Games - Juvenile	76774526	1-4564-29	\$188.95
	Video Games - Adult	76774526	1-4565-26	\$215.94
		<i>Subtotal for Vendor</i>		<b>\$12,355.32</b>
<b>J Hanson Fonkert</b>				
	Program - Gen Club: Finding Your Ancestors - 8/23/23	JHF082323	1-4571-24	\$175.00
		<i>Subtotal for Vendor</i>		<b>\$175.00</b>
<b>Jaclyn Hansen</b>				
	Refund - "The Man Who Died Twice"	JH1865	1-3310-10	\$14.95
		<i>Subtotal for Vendor</i>		<b>\$14.95</b>

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<b>Jeremy James Lynch</b>				
	Program - Getting Started with TikTok - 9/12/23	JJL091223	1-4571-27	\$150.00
		<i>Subtotal for Vendor</i>		<u>\$150.00</u>
<b>Jimmy John Sotomayor Bustamante</b>				
	Program - A Walk Through Cusco - 9/20/23	JJSB092023	1-4571-24	\$275.00
		<i>Subtotal for Vendor</i>		<u>\$275.00</u>
<b>Konica Minolta Business Solutions U.S.A., Inc.</b>				
	March Contract: Maintenance - 6/15/23-7/14/23	9009430107	1-4234-14	\$1.56
	Local History Room: Maintenance - 8/1/23-8/31/23	9009468500	1-4234-14	\$12.50
		<i>Subtotal for Vendor</i>		<u>\$14.06</u>
<b>Konica Minolta Premier Finance</b>				
	License Plate Sticker Printer Lease - August 2023	506235969	1-4234-14	\$15.66
	Leased Equipment - August 2023	50666653	1-4234-14	\$1,550.18
		<i>Subtotal for Vendor</i>		<u>\$1,565.84</u>
<b>Larissa E Navarro</b>				
	Refund - "The Sun is Kind of a Big Deal"	LEN2163-01	1-3310-10	\$12.59
	Refund - "When Pencil Met The Markers"	LEN2163-02	1-3310-10	\$13.29
	Refund - "Not Yet, Yeti!"	LEN2163-03	1-3310-10	\$12.59
	Refund - "Taste of Home Instant Pot Cookbook"	LEN2163-04	1-3310-10	\$9.59
	Refund - "She is Mama"	LEN2163-05	1-3310-10	\$5.08
	Refund - "How Can We Be Kind: Wisdom From Animal Kingdom"	LEN2163-06	1-3310-10	\$10.73
	Refund - "There's a Rock Concert in My Bedroom"	LEN2163-07	1-3310-10	\$10.16
	Refund - "Sprout, Seed, Sprout!"	LEN2163-08	1-3310-10	\$10.32
	Refund - "What Are Little Girls Made Of?"	LEN2163-09	1-3310-10	\$8.47
	Refund - "Extraordinary Albert"	LEN2163-10	1-3310-10	\$10.32
	Refund - "Airports"	LEN2163-11	1-3310-10	\$6.29
	Refund - "Dragons Love Tacos 2: The Sequel"	LEN2163-12	1-3310-10	\$18.99
	Refund - "Space Dog"	LEN2163-13	1-3310-10	\$17.99
	Refund - "How Does A Plant Grow?"	LEN2163-14	1-3310-10	\$11.95
	Refund - "I Took a Walk"	LEN2163-15	1-3310-10	\$16.99
	Refund - "A Seed Was Planted"	LEN2163-16	1-3310-10	\$17.00
	Refund - "You've Got Dragons"	LEN2163-17	1-3310-10	\$17.00



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	Refund - "Me & My Dragon"	LEN2163-18	1-3310-10	\$17.00
	Refund - "Max's Dragon"	LEN2163-19	1-3310-10	\$17.00
	Refund - "Moose Music"	LEN2163-20	1-3310-10	\$13.00
	Refund - "Seeds! Seeds! Seeds!"	LEN2163-21	1-3310-10	\$17.00
		<i>Subtotal for Vendor</i>		<b>\$273.35</b>
<b>Laura Didier</b>				
	Outreach Services Mlilage - 7/5/23-7/27/23	LD073123	1-4171-10	\$44.95
		<i>Subtotal for Vendor</i>		<b>\$44.95</b>
<b>Leah D Moon</b>				
	Program - Ink Painting on Glass - 9/6/23	LDM090623	1-4573-24	\$250.00
		<i>Subtotal for Vendor</i>		<b>\$250.00</b>
<b>LexisNexis Academic &amp; Library Solutions</b>				
	Books - Adult Non-Fiction & Processing/Shipping	37827952	1-4518-26	\$26.10
	Books - Adult Non-Fiction & Processing/Shipping	37827952	1-4541-26	\$217.00
		<i>Subtotal for Vendor</i>		<b>\$243.10</b>
<b>Literacy DuPage</b>				
	Program - ESL Conversation - 8/23/23	LD082323	1-4571-24	\$100.00
	Program - ESL Conversation - 8/30/23	LD083023	1-4571-24	\$100.00
	Program - ESL Conversation - 9/6/23	LD090623	1-4571-24	\$100.00
	Program - ESL Conversation - 9/13/23	LD091323	1-4571-24	\$100.00
	Program - ESL Conversation - 9/20/23	LD092023	1-4571-24	\$100.00
		<i>Subtotal for Vendor</i>		<b>\$500.00</b>
<b>Lorena Y Carreno</b>				
	Program - Artesanias en Espanol - 9/12/23	LYC091223	1-4571-24	\$200.00
		<i>Subtotal for Vendor</i>		<b>\$200.00</b>
<b>Margarita Gonzalez</b>				
	Refund - "Angry"	MG0160	1-3310-10	\$16.99
		<i>Subtotal for Vendor</i>		<b>\$16.99</b>
<b>Mark L Lyons</b>				
	Program - Cheese The Day! Cheesemaking Workshop - 9/9/23	MLL090923	1-4572-20	\$375.00
		<i>Subtotal for Vendor</i>		<b>\$375.00</b>
<b>Mark Walczynski</b>				

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	Program - Jolliet & Marquette New History - 9/19/23	MW091923	1-4571-24	\$175.00
		<i>Subtotal for Vendor</i>		<b>\$175.00</b>
<b>Marquee Movie Presentations, LLC</b>				
	Program - Elizabeth Taylor: Violet Beauty - 9/14/23	MMP091423	1-4571-24	\$200.00
		<i>Subtotal for Vendor</i>		<b>\$200.00</b>
<b>Melisa Martinez</b>				
	Program - Paper Crafting with Melisa Martinez - 8/31/23	MM083123	1-4571-24	\$250.00
	Program - Paper Crafting with Melisa Martinez - 9/11/23	MM091123	1-4571-24	\$250.00
		<i>Subtotal for Vendor</i>		<b>\$500.00</b>
<b>Meredith Books</b>				
	Books - Adult Non-Fiction & Processing/Shipping	CFTHV31	1-4518-26	\$5.95
	Books - Adult Non-Fiction & Processing/Shipping	CFTHV31	1-4541-26	\$29.96
		<i>Subtotal for Vendor</i>		<b>\$35.91</b>
<b>Midwest Tape</b>				
	DVD - Adult & Processing/Shipping	504031105	1-4518-26	\$5.42
	DVD - Adult & Processing/Shipping	504031106	1-4518-26	\$81.30
	DVD - Adult & Processing/Shipping	504031107	1-4518-26	\$19.52
	DVD - Adult & Processing/Shipping	504031108	1-4518-26	\$48.80
	DVD - Adult & Processing/Shipping	504031109	1-4518-26	\$48.80
	Music - Adult & Processing/Shipping	504031140	1-4518-26	\$9.03
	DVD - Adult & Processing/Shipping	504031142	1-4518-26	\$21.70
	DVD - Adult & Processing/Shipping	504031143	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504031144	1-4518-26	\$48.80
	DVD - Adult & Processing/Shipping	504031145	1-4518-26	\$48.80
	DVD - Adult & Processing/Shipping	504031146	1-4518-26	\$17.36
	Audiobooks - Adult & Processing/Shipping	504031147	1-4518-26	\$4.99
	DVD - Adult & Processing/Shipping	504031148	1-4518-26	\$16.26
	DVD - Adult & Processing/Shipping	504031149	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504031150	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504031151	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504031152	1-4518-26	\$9.48
	DVD - Adult & Processing/Shipping	504031153	1-4518-26	\$19.95

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult & Processing/Shipping	504031154	1-4518-26	\$19.95
	DVD - Adult & Processing/Shipping	504031155	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504031156	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504031157	1-4518-26	\$5.42
	DVD - Adult & Processing/Shipping	504031158	1-4518-26	\$10.84
	DVD - Adult & Processing/Shipping	504031159	1-4518-26	\$5.42
	DVD - Adult & Processing/Shipping	504031160	1-4518-26	\$4.74
	DVD - Adult & Processing/Shipping	504031161	1-4518-26	\$14.95
	DVD - Adult & Processing/Shipping	504031162	1-4518-26	\$37.24
	DVD - Adult & Processing/Shipping	504031163	1-4518-26	\$4.84
	DVD - Adult & Processing/Shipping	504058865	1-4518-26	\$5.42
	Music - Adult & Processing/Shipping	504058866	1-4518-26	\$4.34
	DVD - Adult & Processing/Shipping	504058868	1-4518-26	\$83.52
	DVD - Adult & Processing/Shipping	504058869	1-4518-26	\$83.52
	Music - Adult & Processing/Shipping	504058900	1-4518-26	\$4.34
	DVD - Adult & Processing/Shipping	504058901	1-4518-26	\$91.10
	DVD - Adult & Processing/Shipping	504058902	1-4518-26	\$99.78
	DVD - Juvenile & Processing/Shipping	504058903	1-4518-26	\$4.84
	DVD - Adult & Processing/Shipping	504058904	1-4518-26	\$19.47
	DVD - Adult & Processing/Shipping	504058905	1-4518-26	\$22.47
	DVD - Adult & Processing/Shipping	504058906	1-4518-26	\$16.26
	DVD - Adult & Processing/Shipping	504058907	1-4518-26	\$16.26
	DVD - Adult & Processing/Shipping	504058908	1-4518-26	\$32.52
	DVD - Adult & Processing/Shipping	504058909	1-4518-26	\$34.72
	DVD - Adult & Processing/Shipping	504058910	1-4518-26	\$27.10
	DVD - Adult & Processing/Shipping	504058911	1-4518-26	\$10.84
	DVD - Adult & Processing/Shipping	504058912	1-4518-26	\$5.42
	DVD - Adult & Processing/Shipping	504058913	1-4518-26	\$9.38
	DVD - Adult & Processing/Shipping	504058914	1-4518-26	\$34.57
	DVD - Adult & Processing/Shipping	504058915	1-4518-26	\$22.47
	DVD - Adult & Processing/Shipping	504058916	1-4518-26	\$17.62
	DVD - Adult & Processing/Shipping	504058917	1-4518-26	\$9.31

**Fountaindale Public Library District**  
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	Music - Adult & Processing/Shipping	504089648	1-4518-26	\$4.34
	Music - Adult & Processing/Shipping	504089970	1-4518-26	\$4.34
	DVD - Adult & Processing/Shipping	504089971	1-4518-26	\$32.52
	DVD - Juvenile & Processing/Shipping	504089972	1-4518-26	\$11.40
	Music - Adult & Processing/Shipping	504089973	1-4518-26	\$4.34
	DVD - Adult & Processing/Shipping	504089974	1-4518-26	\$78.08
	DVD - Adult & Processing/Shipping	504089975	1-4518-26	\$78.08
	DVD - Adult & Processing/Shipping	504089976	1-4518-26	\$16.26
	DVD - Adult & Processing/Shipping	504089977	1-4518-26	\$102.98
	DVD - Adult & Processing/Shipping	504089979	1-4518-26	\$5.42
	DVD - Adult & Processing/Shipping	504089980	1-4518-26	\$8.31
	DVD - Adult & Processing/Shipping	504089981	1-4518-26	\$8.31
	Music - Adult & Processing/Shipping	504031140	1-4550-26	\$30.73
	Music - Adult & Processing/Shipping	504058866	1-4550-26	\$11.24
	Music - Adult & Processing/Shipping	504058900	1-4550-26	\$8.24
	Music - Adult & Processing/Shipping	504089648	1-4550-26	\$11.24
	Music - Adult & Processing/Shipping	504089970	1-4550-26	\$9.74
	Music - Adult & Processing/Shipping	504089973	1-4550-26	\$12.74
	Music - Adult	504120708	1-4550-26	\$15.58
	Audiobooks - Adult & Processing/Shipping	504031147	1-4551-26	\$44.99
	DVD - Adult & Processing/Shipping	504031105	1-4557-26	\$15.74
	DVD - Adult & Processing/Shipping	504031106	1-4557-26	\$275.85
	DVD - Adult & Processing/Shipping	504031107	1-4557-26	\$59.98
	DVD - Adult & Processing/Shipping	504031108	1-4557-26	\$149.95
	DVD - Adult & Processing/Shipping	504031109	1-4557-26	\$149.95
	DVD - Adult & Processing/Shipping	504031142	1-4557-26	\$131.20
	DVD - Adult & Processing/Shipping	504031143	1-4557-26	\$116.20
	DVD - Adult & Processing/Shipping	504031144	1-4557-26	\$149.95
	DVD - Adult & Processing/Shipping	504031145	1-4557-26	\$149.95
	DVD - Adult & Processing/Shipping	504031146	1-4557-26	\$110.36
	DVD - Adult & Processing/Shipping	504031148	1-4557-26	\$40.47
	DVD - Adult & Processing/Shipping	504031149	1-4557-26	\$115.45

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult & Processing/Shipping	504031150	1-4557-26	\$67.45
	DVD - Adult & Processing/Shipping	504031151	1-4557-26	\$67.45
	DVD - Adult & Processing/Shipping	504031152	1-4557-26	\$46.48
	DVD - Adult & Processing/Shipping	504031153	1-4557-26	\$149.95
	DVD - Adult & Processing/Shipping	504031154	1-4557-26	\$149.95
	DVD - Adult & Processing/Shipping	504031155	1-4557-26	\$116.20
	DVD - Adult & Processing/Shipping	504031156	1-4557-26	\$116.20
	DVD - Adult & Processing/Shipping	504031161	1-4557-26	\$61.48
	DVD - Adult & Processing/Shipping	504031162	1-4557-26	\$122.96
	DVD - Adult & Processing/Shipping	504031163	1-4557-26	\$26.24
	DVD - Adult & Processing/Shipping	504058865	1-4557-26	\$16.49
	DVD - Adult & Processing/Shipping	504058868	1-4557-26	\$301.37
	DVD - Adult & Processing/Shipping	504058869	1-4557-26	\$301.37
	DVD - Adult & Processing/Shipping	504058901	1-4557-26	\$257.89
	DVD - Adult & Processing/Shipping	504058902	1-4557-26	\$332.87
	DVD - Adult & Processing/Shipping	504058904	1-4557-26	\$89.97
	DVD - Adult & Processing/Shipping	504058905	1-4557-26	\$101.22
	DVD - Adult & Processing/Shipping	504058906	1-4557-26	\$78.72
	DVD - Adult & Processing/Shipping	504058907	1-4557-26	\$78.72
	DVD - Adult & Processing/Shipping	504058908	1-4557-26	\$142.44
	DVD - Adult & Processing/Shipping	504058909	1-4557-26	\$171.42
	DVD - Adult & Processing/Shipping	504058910	1-4557-26	\$74.95
	DVD - Adult & Processing/Shipping	504058913	1-4557-26	\$59.98
	DVD - Adult & Processing/Shipping	504058914	1-4557-26	\$108.71
	DVD - Adult & Processing/Shipping	504058915	1-4557-26	\$101.22
	DVD - Adult & Processing/Shipping	504058916	1-4557-26	\$48.73
	DVD - Adult & Processing/Shipping	504058917	1-4557-26	\$61.49
	DVD - Adult & Processing/Shipping	504089971	1-4557-26	\$139.44
	DVD - Adult & Processing/Shipping	504089974	1-4557-26	\$239.92
	DVD - Adult & Processing/Shipping	504089975	1-4557-26	\$239.92
	DVD - Adult & Processing/Shipping	504089976	1-4557-26	\$42.72
	DVD - Adult & Processing/Shipping	504089977	1-4557-26	\$514.31

**Fountaindale Public Library District  
Bills Payables Report  
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**General Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
	DVD - Adult	504089978	1-4557-26	\$30.74
	DVD - Adult & Processing/Shipping	504089980	1-4557-26	\$37.49
	DVD - Adult & Processing/Shipping	504089981	1-4557-26	\$14.99
	DVD - Adult	504120707	1-4557-26	\$25.66
	DVD - Adult	504124830	1-4557-26	\$275.51
	DVD - Adult	504124831	1-4557-26	\$274.64
	DVD - Adult	504124832	1-4557-26	\$86.34
	DVD - Adult	504124833	1-4557-26	\$223.28
	DVD - Adult	504124834	1-4557-26	\$274.64
	DVD - Adult	504124835	1-4557-26	\$951.89
	DVD - Adult	504124836	1-4557-26	\$226.64
	DVD - Adult	504124837	1-4557-26	\$132.05
	DVD - Adult	504124838	1-4557-26	\$130.40
	DVD - Adult	504124839	1-4557-26	\$182.56
	DVD - Adult	504126464	1-4557-26	\$184.87
	DVD - Adult	504126465	1-4557-26	\$38.73
	DVD - Adult	504126467	1-4557-26	\$278.83
	DVD - Adult	504126469	1-4557-26	\$81.60
	DVD - Adult	504129390	1-4557-26	\$181.66
	DVD - Adult & Processing/Shipping	504031157	1-4557-29	\$22.49
	DVD - Adult & Processing/Shipping	504031158	1-4557-29	\$44.98
	DVD - Adult & Processing/Shipping	504031159	1-4557-29	\$13.49
	DVD - Adult & Processing/Shipping	504031160	1-4557-29	\$23.24
	DVD - Adult & Processing/Shipping	504058911	1-4557-29	\$38.23
	DVD - Adult & Processing/Shipping	504058912	1-4557-29	\$22.49
	DVD - Adult & Processing/Shipping	504089979	1-4557-29	\$22.49
	DVD - Adult	504126468	1-4557-29	\$55.82
	DVD - Adult	504130023	1-4557-29	\$26.41
	DVD - Juvenile & Processing/Shipping	504058903	1-4558-26	\$22.49
	DVD - Juvenile & Processing/Shipping	504089972	1-4558-26	\$44.98
	DVD - Juvenile	504126466	1-4558-26	\$138.96
	DVD - Juvenile	504130024	1-4558-29	\$21.16

**Fountaindale Public Library District  
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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		<b>\$11,843.39</b>
<b>Mosio, Inc.</b>				
	Mosio For Libraries Austen Plan Renewal - 9/1/23-8/31/24	2502	1-4631-14	\$1,199.00
		<i>Subtotal for Vendor</i>		<b>\$1,199.00</b>
<b>Motion Picture Licensing Corporation</b>				
	Movie License Renewal CSD & ATSD - 9/28/23-9/27/24	504424560	1-4353-24	\$172.04
	Movie License Renewal CSD & ATSD - 9/28/23-9/27/24	504424560	1-4572-20	\$172.04
		<i>Subtotal for Vendor</i>		<b>\$344.08</b>
<b>Murphy Security Solutions</b>				
	25% Down Payment - Locker Installation Project	14537	1-4651-30	\$7,145.00
		<i>Subtotal for Vendor</i>		<b>\$7,145.00</b>
<b>Nancy Korczak</b>				
	Reimburse - Lawyers In The Library Donuts - 8/5/23	NK080723	1-4353-10	\$23.69
		<i>Subtotal for Vendor</i>		<b>\$23.69</b>
<b>National Lift Truck, Inc.</b>				
	Marschalk, Shostok - Aerial Lift 3 Year Cert Training	IV230611148	1-4151-10	\$500.00
		<i>Subtotal for Vendor</i>		<b>\$500.00</b>
<b>Otis Elevator Company</b>				
	Elavator Hall Station Plate Replacements	CYS25508001	1-4391-30	\$4,000.00
		<i>Subtotal for Vendor</i>		<b>\$4,000.00</b>
<b>Paul Mills</b>				
	LIRA Meeting Mileage - 7/14/23	PM072123	1-4171-10	\$36.68
		<i>Subtotal for Vendor</i>		<b>\$36.68</b>
<b>Peerless Network, Inc.</b>				
	Telephone & Internet - 7/15/23-8/14/23	28285	1-4312-14	\$498.53
	Telephone & Internet - 7/15/23-8/14/23	28285	1-4314-14	\$1,968.00
		<i>Subtotal for Vendor</i>		<b>\$2,466.53</b>
<b>PeopleFacts</b>				
	New Hire Background Checks - July 2023	33754-072023	1-4253-10	\$285.73
		<i>Subtotal for Vendor</i>		<b>\$285.73</b>
<b>Playaway Products LLC</b>				
	Launchpads - Juvenile	437047	1-4566-26	\$669.71

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		<b>\$669.71</b>
<b>POS Supply Solutions</b>				
	2nd Floor Register Receipt Rolls	216777	1-4351-10	\$291.64
		<i>Subtotal for Vendor</i>		<b>\$291.64</b>
<b>Rainmakers Irrigation</b>				
	Irrigation System Leak Repair	072423-12	1-4392-30	\$325.00
		<i>Subtotal for Vendor</i>		<b>\$325.00</b>
<b>Reaching Across Illinois Library System (RAILS)</b>				
	eRead Illinois Membership Fee Axis 360 - 7/1/23-6/30/24	11075	1-4520-26	\$9,000.00
		<i>Subtotal for Vendor</i>		<b>\$9,000.00</b>
<b>Rhode Island Novelty</b>				
	Various Program Supplies	IN4457562	1-4353-24	\$538.40
		<i>Subtotal for Vendor</i>		<b>\$538.40</b>
<b>Rochelle Miles</b>				
	Refund - "J.K Lasser's 1001 Deductions & Tax Breaks 2022"	RM7735	1-3310-10	\$14.37
		<i>Subtotal for Vendor</i>		<b>\$14.37</b>
<b>Ronald Goldie</b>				
	Program - Dungeons & Dragons - 9/14/23	RG091423	1-4573-24	\$100.00
		<i>Subtotal for Vendor</i>		<b>\$100.00</b>
<b>Royal Publishing</b>				
	2023 BHS Fall/Winter Athletic Program Ad	8091485	1-4731-10	\$555.00
		<i>Subtotal for Vendor</i>		<b>\$555.00</b>
<b>Sebert Landscaping Inc.</b>				
	Lawn Maintenance - July 2023	260218	1-4392-30	\$1,970.80
	Lawn Maintenance - August 2023	261559	1-4392-30	\$1,970.80
	Flagstone Steppers Installation & Maintenance	S571230	1-4392-30	\$1,720.00
		<i>Subtotal for Vendor</i>		<b>\$5,661.60</b>
<b>Shane Rotkis</b>				
	Program - Introduction to Liquid Watercolors - 9/14/23	SR091423	1-4571-24	\$300.00
		<i>Subtotal for Vendor</i>		<b>\$300.00</b>
<b>Susan K Maddox</b>				
	Program - Cooking Demo with Chef Maddox - 9/21/23	SKM092123	1-4571-24	\$350.00



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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		<b>\$350.00</b>
<b>System Wide Automated Network (SWAN)</b>				
	MB1496 Lost Item - July 2023	10490	1-3310-30	\$16.00
		<i>Subtotal for Vendor</i>		<b>\$16.00</b>
<b>The Shop Bolingbrook</b>				
	Circ Outdoor Signs	74913	1-4731-10	\$160.00
		<i>Subtotal for Vendor</i>		<b>\$160.00</b>
<b>Today's Business Solutions, Inc.</b>				
	Fax Program - 1st Quarter January-March 2023	071023-57	1-4234-14	\$175.68
		<i>Subtotal for Vendor</i>		<b>\$175.68</b>
<b>Tressler LLP</b>				
	Legal Expense - Attorney - June 2023	469611	1-4241-10	\$315.00
	Legal Expense - Macy's Docket - June 2023	469612	1-4241-10	\$210.00
	Legal Expense - Attorney - July 2023	470737	1-4241-10	\$777.00
	Legal Expense - Tax Objection - July 2023	470738	1-4241-10	\$42.00
	Legal Expense - Macy's Docket - July 2023	470739	1-4241-10	\$315.00
		<i>Subtotal for Vendor</i>		<b>\$1,659.00</b>
<b>Unique Management Services, Inc.</b>				
	Collection Expense - July 2023	6115484	1-4245-10	\$443.25
		<i>Subtotal for Vendor</i>		<b>\$443.25</b>
<b>Valerie Gugala</b>				
	Program - Sweet Home Chicago: A Tour of Chicago - 8/24/23	VG082423	1-4571-24	\$150.00
		<i>Subtotal for Vendor</i>		<b>\$150.00</b>
<b>Value Line Publishing, LLC</b>				
	Value Line Library Research Center - 8/2023-8/2024	KF-693858-238	1-4521-26	\$6,275.00
		<i>Subtotal for Vendor</i>		<b>\$6,275.00</b>
<b>Vanguard Energy Services, LLC</b>				
	Gas Service - 6/1/23-6/30/23	G404408071323	1-4322-30	\$633.49
	Gas Service - 7/1/23-7/31/23	G404408080723	1-4322-30	\$694.42
		<i>Subtotal for Vendor</i>		<b>\$1,327.91</b>
<b>Verizon Wireless</b>				
	Telephone - 6/17/23-7/16/23	9939845303	1-4311-14	\$539.72

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<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
		<i>Subtotal for Vendor</i>		<b><u>\$539.72</u></b>
<b>Warehouse Direct</b>				
	District Inventory Restock - July 2023	5542599-0	1-4351-10	\$70.93
	Student Success Cards Supplies	5543748-0	1-4351-10	\$249.08
	District Inventory Restock - July 2023	5542599-0	1-4371-10	\$138.95
	Processing & Repair Materials	5542996-0	1-4371-12	\$553.16
	Ink Photo Paper	5532433-0	1-4731-10	\$464.64
		<i>Subtotal for Vendor</i>		<b><u>\$1,476.76</u></b>
<b>Warren R Brown</b>				
	Program - Catch The Twain: The Musical - 8/31/23	WRB083123	1-4571-24	\$500.00
		<i>Subtotal for Vendor</i>		<b><u>\$500.00</u></b>
<b>Will County Historical Society</b>				
	FY24 Periodicals	2023-WCHS	1-4511-26	\$75.00
		<i>Subtotal for Vendor</i>		<b><u>\$75.00</u></b>
			<b>Totals for Fund 1</b>	<b><u>\$203,057.77</u></b>

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**Audit Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
<b>Lauterbach &amp; Amen, LLP</b>	GASB 74/75 Actuarial Report - FY23	80561	2-4251-10	\$950.00
		<i>Subtotal for Vendor</i>		<u>\$950.00</u>
			<b>Totals for Fund 2</b>	<u><u>\$950.00</u></u>

**Fountaindale Public Library District**  
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**August 17, 2023**

**Maintenance Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
<b>1000Bulbs.com</b>				
	Lighting Ballasts	W03685514	8-4357-30	\$162.58
		<i>Subtotal for Vendor</i>		<b>\$162.58</b>
<b>Best Quality Cleaning, Inc.</b>				
	Special Cleaning - Wooden Chair/Stool - 7/7/23	46531	8-4211-30	\$75.00
	Saturday Day Porter - August 2023	46775	8-4211-30	\$475.00
	Special Cleaning - 1st & 2nd Fl Mens - 7/27/23-7/28/23	46879	8-4211-30	\$150.00
	Staff In-Service Addtl Porter Hours - 8/4/23	46882	8-4211-30	\$50.00
	Cleaning Service - August 2023	46699	8-4215-30	\$8,980.00
		<i>Subtotal for Vendor</i>		<b>\$9,730.00</b>
<b>C. Acitelli Heating &amp; Piping Contractors, Inc</b>				
	Diagnose & Repair Chiller Pump Systems	0000037185	8-4211-30	\$890.00
		<i>Subtotal for Vendor</i>		<b>\$890.00</b>
<b>Cintas Corporation</b>				
	First Aid Restock - 7/12/23	8406338686	8-4215-30	\$431.98
		<i>Subtotal for Vendor</i>		<b>\$431.98</b>
<b>Cintas Corporation #344</b>				
	Weekly Mat Service - 7/12/23	4161414421	8-4215-30	\$30.00
	Weekly Mat Service - 7/19/23	4162053584	8-4215-30	\$30.00
	Weekly Mat Service - 7/26/23	4162749000	8-4215-30	\$30.00
	Weekly Mat Service - 8/1/23	4163295584	8-4215-30	\$30.00
		<i>Subtotal for Vendor</i>		<b>\$120.00</b>
<b>Demco, Inc.</b>				
	Book Trucks & Dual Wheel Caster Sets	7330468	8-4357-30	\$924.59
		<i>Subtotal for Vendor</i>		<b>\$924.59</b>
<b>First Bankcard</b>				
	Gradus Group - Studio Broken Backdrop Chain Replacement	P7810-AUG23	8-4211-30	\$79.99
	XXL Nitrile Gloves	A6-2324	8-4357-30	\$277.00
		<i>Subtotal for Vendor</i>		<b>\$356.99</b>
<b>Flood Bros Disposal Co</b>				
	Garbage & Recycling - July 2023	6911050	8-4215-30	\$326.00
		<i>Subtotal for Vendor</i>		<b>\$326.00</b>

**Fountaindale Public Library District  
Bills Payables Report  
August 17, 2023**

**Maintenance Fund**

<u>Vendor name</u>	<u>Invoice description</u>	<u>Invoice number</u>	<u>Account number</u>	<u>Amount</u>
<b>Graybar</b>				
	Circ Cubicle Network Jack Parts	9332976292	8-4211-30	\$161.04
	Outlets, Covers, & Box	9332976295	8-4211-30	\$887.71
	Circ Cubicle Network Jack Parts	9332996765	8-4211-30	\$18.11
	Building Stock Light Bulbs	9333108469	8-4357-30	\$56.39
	Building Stock Light Bulbs	9333123026	8-4357-30	\$485.10
		<i>Subtotal for Vendor</i>		<b><u>\$1,608.35</u></b>
<b>Intrinsic Landscaping, Inc.</b>				
	Green Roof Maintenance - July 2023	23-0355	8-4215-30	\$672.94
		<i>Subtotal for Vendor</i>		<b><u>\$672.94</u></b>
<b>Plunkett's</b>				
	Monthly Pest Control - July 2023	8128982	8-4215-30	\$114.40
		<i>Subtotal for Vendor</i>		<b><u>\$114.40</u></b>
<b>Quench USA, Inc.</b>				
	Prorated 3rd Floor Cooler Rental - 7/1/23-10/31/23	INV06119636	8-4215-30	\$17.60
	Prorated 3 Cooler Rentals - 7/1/23-10/31/23	INV06131915	8-4215-30	\$52.80
		<i>Subtotal for Vendor</i>		<b><u>\$70.40</u></b>
<b>RescueStat LLC</b>				
	AED 3-Year Renewal - September 2023 - August 2026	1587464	8-4215-30	\$450.00
		<i>Subtotal for Vendor</i>		<b><u>\$450.00</u></b>
<b>Warehouse Direct</b>				
	Facilities Restock - June 2023	5531156-0	8-4357-30	\$1,633.93
	District Inventory Restock - July 2023	5542599-0	8-4357-30	\$429.62
		<i>Subtotal for Vendor</i>		<b><u>\$2,063.55</u></b>
		<b>Totals for Fund 8</b>		<b><u>\$17,921.78</u></b>
		<b>Grand Total</b>		<b><u>\$221,929.55</u></b>



Jennie Nguyen/Finance Manager

## **Director**

### **2023 TIF District Meetings**

Our District is part of three TIF (Tax Increment Financing) Districts in the Village of Romeoville. Our portions of each of the three Districts are small. I do attend the meetings in order to keep current on the projects and to be a good neighbor so that they achieve quorum for the meetings.

The Village of Romeoville has a good information page here about how TIF Districts work

<http://www.romeoville.org/477/TIF-District-Information>

The Village of Romeoville reinvests new property tax dollars to spur economic development in the specific TIF Districts. The districts are doing well and the three of which we are a part are seeing significant growth and development.

Here are the three TIF Districts that we are a part of

Gateway North Upper TIF

<http://www.romeoville.org/DocumentCenter/View/5055/GatewayNorthUpperTIF>

The Gateway North TIF is meant to build a gateway to the Village of Romeoville with its development.

Gateway South Lower TIF

<http://www.romeoville.org/DocumentCenter/View/5056/GatewaySouthLowerTIF>

The Gateway South TIF is meant to spur development along the old Route 66 corridor.

Bluff Road TIF

<http://www.romeoville.org/DocumentCenter/View/5053/BluffRoadTIF>

The Bluff Road TIF is also meant to spur development along the old Route 66 corridor.

### **Format News**

One of the things I watch closely is the formats that we purchase to make content available for our patrons. We have seen a long, gradual decline in physical media (i.e. DVDs, CDs, etc.) and have been speculating as to when certain formats may be cut off completely. I came across this article that reported Disney will soon stop selling DVDs and Blu-Rays in Australia.

<https://www.skynews.com.au/business/tech-and-innovation/disney-to-ditch-dvds-and-blurays-in-australia/video/792a9efabbb906bcd083b7c0f7e17b52>

Access to formats such as this will help inform how we allocate space and funding for different collections.

### **Deputy Director (Nancy Korczak)**

The month of July was very busy for the Public Services Department. It began with Summer Adventure in full swing. Debra, our ATSD Manager, hosted the Cool Car night which had over 400 attendees. Our Outreach team attended with the bookmobile, and our patrons were excited to see the vehicle, check out books, and sign up for Summer Adventure. We ended July with 1,702 patrons signed up for the program and 810 completing the program and earning prizes. Overall it was a great summer, and our signup numbers were a bit higher than last year.

In July we also removed the 3% charge on credit cards for renewing license plate stickers. After running some numbers, we realized that the 3% charge could be absorbed by the \$7.50 fee we charge for the service. Patrons have responded very positively to this and are happy that we offer this service in our building.

### **From Joyce Arellano's report**

#### **Children's Services**

#### **Monthly Overview of Children's Services:**

July was a fun-filled month of events, interesting questions from patrons, Summer Adventure prizes and more. Children's Services supported the mid-summer Cool Car Night event with fun car crafts in Creativity Park. We also welcomed two performers this month. We partnered with Adult & Teen Services and hired Incredible Bats Inc. to present two fun and educational animal programs for families and teens. Morris, the Magic Man presented a high-energy show that had children shouting with excitement. Our youngest audience had the chance to enjoy a messy outdoor playtime and school-aged children put their writing and creating skills to work and will become published Biblioboard authors. We celebrated all the children who earned 25, 50 and 75 points and awarded many books and prizes.

#### **ARTS & CRAFTS**

#### **ART CARS (165 attendees)**

"I put some signs in sign holders with photo examples of art cars from Flickr and general suggestions to try such as covering a car in patterns or designs, attaching things to the surface of the car or building a structure around the car. I provided googly eyes, buttons, chenille stems, scraps of cardstock and patterned scrapbook paper, little plastic sea creatures, neon green sticker sheets, shiny silver duct tape and tiny plastic gems. Some of the creative ideas that people shared with me were a Spider Car with pipe cleaners sticking out of it, a police car with red and blue buttons on top as lights and red and orange cardstock racing flames shooting out behind it and a bug car with wings made of big pipe cleaner loops. Lots of people told me that they enjoyed the activity and said thank you. The program really did draw patrons of all ages, including 3 teens who wanted to make cars!"  
*Sarah D.*

### TAKE-IT MAKE-IT (291 kits)



- 4th of July Popsicle Stick Star Streamer
- Watermelon Ants
- Beach Bag Paper Craft
- Paper Cactus
- Paint with Water

### TWEEN PHOTOGRAPHY CLUB (3 programs, 32 attendees)

“This camp was an absolute joy. The kids were so hungry for knowledge of how to take better pictures. They were so creative in what they chose to photograph. They learned some of the basics to take better shots. The ‘zoom in and guess what the picture is’ was such a hit, we did it every day. It was interesting to see how their photos changed from day one to three. They did actually learn something, and the photos looked better and more creative.

On day two they worked together on action shots. They were determined to catch each other mid-jump and really listened to my advice and came up with some awesome shots. One of the moms did the [program evaluation] survey and commented, ‘My daughter came away with an excitement about her new skills.’” *Chris Z.*



### PROUD TO BE ME STORYTIME (6 attendees)

“The program was based on the book [The Proudest Blue: A Story of Hijab and Family by Ibtihaj Muhammad](#). The story promotes themes of being proud of our identity and what makes us different. Among other positive messages, kids also learn a solution on how to deal with bullying and discrimination. Before the program I prepared a little display area that featured the author. I displayed three of her books. Kids also were able to take a look at the [Barbie doll that was made after the author](#). Also on display there was an American Girl doll dressed up in hijab and Eid clothes. The dolls were our starting point for our conversation. The program was very successful, and patrons enjoyed the book discussion and activities.” *Andreea D.*





### **RAD WRITERS ZINE CAMP (4 programs, 33 attendees)**

“[Rad Writers](#)” was a tricky program for me to prepare for because so much of it depended on what kind of children signed up for the program. Because of this, I went into the first session ready to possibly pivot in multiple directions. However, once the program started, the children took my prompt and ran with it! After explaining what a zine was (a fan-made, homemade magazine), I asked them all to think about things they liked a lot and/or knew a lot about. Each child had unique ideas and were excited to share them in the form of a mini-book. The first day the children chose the idea that they wanted to focus on and made a rough draft of how they wanted to organize their zine. The following two days were ‘work’ days, where I provided a multitude of supplies and acted as both a cheerleader and advisor as the children put together their zines.



Saturday was the most exciting day for me. A large point of this program is that, once their zines were done, their final products would be posted/published on [Biblioboard](#). To emphasize that they had created a true publication, on Saturday I invited the children and their families to come attend a 'publication party' to present their finished zines. Each child was offered the opportunity to stand up and read/present their zine to the audience. As the children did this I was bursting with pride and made sure to emphasize to them that this was only their first finished piece of work and that they should keep writing and creating. As the families left, multiple parents told me how much their child enjoyed the program and that they hope we hold similar programs in the future." *Christina M.*

## TEAM & LEARNING FUN

### **ANIMALS AROUND THE WORLD presented by Incredible Bats Inc. (91 attendees)**



"The presenter organized her presentation based on the continents these animals come from. She provided a lot of information and fun facts about the animals that could further stir the curiosity for reading. She brought a tarantula, snake, bearded dragon, parrot, armadillo, two brown skunks and a flying squirrel. The kids' favorite part was when they were allowed to touch the animals. Feedback from patrons included, 'This was such a fun and informative program! We have never seen or touched an armadillo or a flying squirrel! We are so glad we signed up for it!'" *Andreea D.*



### **MESSY MORNING (28 attendees)**

“This program was so much fun! I planned four stations of activities that would allow children to explore a variety of sensory modalities. I wanted to make sure all of the materials were ‘taste safe,’ meaning the child could put them in their mouth. It wouldn’t taste good, but it would not be toxic to the children. The four stations included finger painting/dot markers/paint sticks; edible ‘mud’ made from cocoa powder, flour, water and vegetable oil; ‘snow’ made from baking soda and whipped cream; and chia seeds soaked in water. I brought out trays so that each child could have a small amount in front of them instead of having the kids crowd around the large bins. By doing this, the kids were able to mix the various materials to create an even more varied sensory experience. Some of the children were very cautious about touching the different substances, while others were all in. Several of

the grownups commented how much they enjoyed having this program, and there were a few who asked how often we did it or if we were going to do it again. Elizabeth was there to help throughout. I couldn’t have done it without her.”

## **READING PROGRAMS**

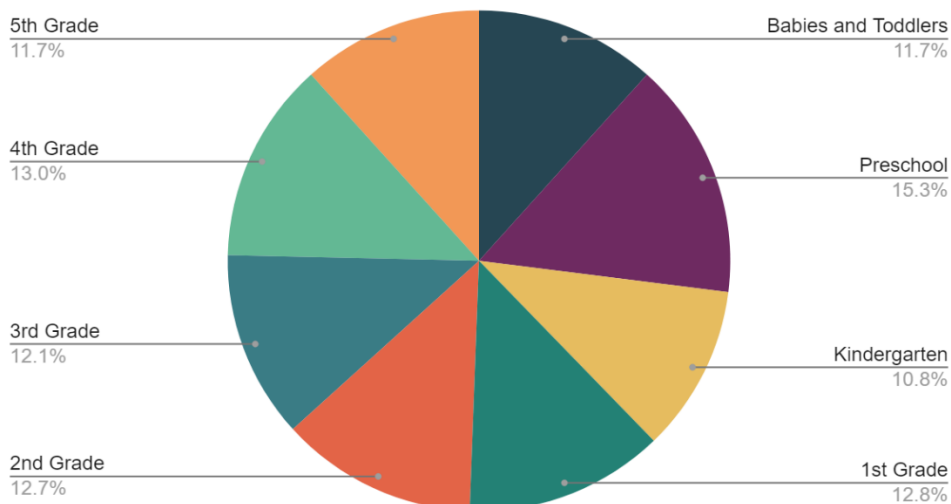
### **1000 BOOKS BEFORE KINDERGARTEN (380)**

Two new children signed up for the program this month, and one child completed the program!

### **SUMMER ADVENTURE: Explore the Great Outdoors (678)**

We completed another successful year for Summer Adventure. While the final children’s registration numbers were lower than what I forecasted, the participants were engaged and we received positive feedback about the program, summer events and prizes. It was also nice to see a balance between the different age groups in our program.

CSD Summer Adventure 2023



## From Amina Ali's report

### Circulation Services

The month of July was busy for Circulation! We hired two new aides into the department. While Circulation Services Associate Manager Jorie works to fill the aide positions the Lead Specialists and Specialists have been doing an excellent job of assisting with bins, shelving, and picklist.

Lead Specialist Arianne and I met this month with Collection Services, Children's, and Communications to discuss doll procedures. We worked together to discuss inconsistencies and organization with the American Doll collection and how we can help increase the visibility to patrons.

#### **Kate**, Assistant Manager

We kicked off the month of July with the removal of the 3% credit card charge when patrons renew their license plate stickers. This change has been met with positive feedback from both patrons and staff. In July we renewed stickers 128, with 40 of those being within the last few days of the month. However, that number is a 15% decrease from 2022.

I spent a good amount of the month writing yearly evaluations and meeting with those staff members. Fatima celebrated 1 year on July 5th, Anam celebrated 4 years on July 8th, Sandy celebrated 5 years on July 9th, and Cheryl celebrated 15 years on July 28th.

#### **Harris**, Lead Specialist

For the month of July, we had 481 directional questions, 967 reference, and 92 one on one sessions. There were only 9 claims returned items, of the 9, 4 were found on the shelf and 1 was later returned by the patron. Damaged items were high this month with a total of 12. So far only 5 of the 12 have been paid for. On the ILL front, I requested 8 bills from lending libraries and sent out 3 bills for unreturned FPLD items. My note report had 137 entries and I have deleted over 30 notes.

## July 2023 Drive Through Report

### Drive Through Report

	CURRENT MONTH	SAME MONTH LY	INCREASE/DECREASE %
TOTAL VISITS	535	782	-32%
	CURRENT YEAR	YTD LY	
VISITS YTD	535	782	-32%
	CURRENT MONTH	LAST YEAR	
BUSIEST DAY/S	7/11 31 visits	7/20 45 visits	-31%
BUSIEST TIME PERIOD	3pm-6pm 183 visits	3pm-6pm 305 visits	-44%
TOTAL VISITS	CURRENT YEAR	LY	
9AM-12PM	126	148	-15%
12PM-3PM	144	226	-36%
3PM-6PM	183	305	-44%
6PM-9PM	72	79	-9%

## From Tana Petrov's report

### Outreach Services

July brought exciting events, fun programs and lots of opportunities to collaborate with community organizations in our town! The Outreach team was busy serving patrons of all ages at Bookmobile events and community stops. Our programs in the local parks received lots of positive comments from our patrons.

**From Carolyn's report:** *Outreach opened the Bookmobile for the Mid-Summer Adventure Cool Cars night. It was fun seeing all the cars from familiar movies like Back to the Future and Batman during the event. The Kona Ice Truck was also a big hit that night. We continued our Amazing Adventures at Annerino on Wednesdays including a program from Studio 300 where kids could make catapults, a performance from Nanny Nikki, and a fun MOPs show. Fridays included our Visit Your Local Parks collaboration with the park district. We had a variety of programming put together by the Outreach staff including making Campfire Creatures, a DIY paper Paletta craft, Smores, Songs and Stories, and Art in the Park. We started a new senior program at Capital Care this month. Melissa brought crafts and trivia that the residents enjoyed. We've also arranged to have a new Bookmobile stop at a second location at the Riverstone Apartments.*

### Services for Seniors

- Home-Delivery
  - From Sarah's report: *This month, 9 out of 15 of the home delivery quarterly craft kits were delivered. I came up with the idea of emoji magnets. I gave 3 simple step instructions and supplies needed in the kits. This set of craft kits for the home delivery patrons has completed one of my goals of the year.*
- Outreach staff provided programming and brought materials for checkout to our senior facilities: Atria at River Trail, Encore, Heritage Woods, Greenleaf and Meadowbrook Manor
  - From Melissa's report: *On 7/26, I did programming at Atria for the memory care residents. Joe and Ramon came to observe me. I read 2 funny short stories called "Dr. Geezer's Clinic" and "Lost Keys". The residents laughed at both those stories. Sarah shared a resource with me on old wives tales, so I shared it with the residents and they enjoyed it very much. There were some old wives tales that they couldn't believe were true. I asked them some trivia questions. There was a lady who was sitting right next to me and answered the trivia question correctly, but I did not hear her because she spoke softly. When I said the answer she raised her voice, "I said that 2 times!" I heard her that time! I apologized to her and told everyone that she had the right answer. Those ladies don't mess around. We also played a few rounds of hangman. I had a great time with everyone and they all thanked me for coming and said they are looking forward to my next visit.*

## Services for Preschools

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

- Planned my last STs ever including 5 puppet shows: Game Show, NASA/Space, Survivor Camp
- Presented 13 monthly/weekly storytimes to my regular summer preschools, schools and Day Camps as well as at the Museum, Chick-fil-A and Wholey Granoly as well as attended Amazing Adventures at Annerino and Visit Your Local Parks to provide assistance and conduct some active games after each program was completed.
- Passed along new contact info to each school for the immediate future
- Scheduled ALL preschools for the 2023-2024 School Year; entered ALL on staff schedule and on separate spreadsheet; working on sending emails to each director with proposed dates

### Outreach Programs and Events

- **July 5: Amazing Adventures at Annerino - Game Day (39 attendees)**
- **July 6: Mid-Summer Event/Cool Car Night (424 attendees - Outreach)**
  - **From Ramon's report:** *The Outreach department was hard at work during our Mid Summer Event/Cool Car Show! We got to see many of our regular patrons who visit us at the parks and community stops. It was also great to see so many new faces too who stopped by and signed up for library cards. I'm always amazed at how much the Bolingbrook community appreciates and utilizes the library and I could not be more thankful to be a part of the Outreach team.*
- **July 7: Visit Your Local Park - Campfire Creature (149 attendees)**
- **July 8: July 8: Pride Picnic and Puppies (642 attendees)**
  - **From Sarah's report:** *Carolyn and I went to the Bolingbrook Pride Picnic and Puppies. We saw over 400 people at the table and over 100 visited the inside of the Bookmobile. I was the Bookmobile driver for this event and the parking was not as bad as I thought it would be. We were asked to park opposite of where we would normally park behind the Village Hall. Everyone was very friendly and it was a great experience. We gave away young adult books and rainbow colored slinkies that had our logo on it. We met so many different people including the politician, Bill Foster.*
- **July 12: Amazing Adventures at Annerino - Nanny Nikki Music (48 attendees)**
- **July 14: Visit Your Local Park - Paleta Paper Craft (70 attendees)**
- **July 15: International Fest (279 attendees)**
- **July 19: Amazing Adventures at Annerino - MOPS show (95 attendees)**
- **July 21: Visit Your Local Park - S'mores, Songs and Stories (72 attendees)**
- **July 26: Amazing Adventures at Annerino - Catapult Challenge with Studio 300 (13 attendees)**
- **July 28: Visit Your Local Park - Art in the Park (94 attendees)**

## Volunteer Hours

During the month of July 2023, adult volunteers helped with CSD and outreach programs and other activities for a total of 18 hours.

Tana received 3 volunteer applications in July and interviewed all three of them. Tana also obtained volunteers for 5 Children's Services programs that will take place in August 2023.

## From Jacinto Gonzalez's report

### Studio 300

Here is our **July 2023 key stats**:

- 562 patrons actively **used** our lab.
  - **14** were Non-District Users.
- 1718 items were **checked out**
  - **181** of that total circulated out of the lab
- 28 patrons **attended** our programs.
  - Total programming hours came to **6**
- 53 patrons **completed** our online classes:
  - **30** Orientation
  - **23** Maker Training



### Studio Space Usage:

Rooms	Attendance	Events/Uses
Television	78	48
GCR	192	94
Audio	84	67
MakerSpace	55	55
<b>Total</b>	<b>409</b>	<b>264</b>

### Studio Month Summary:

In July, Adriana and Jacinto held interviews to fill our open position. We had great candidates and offered the job to one who would be a great asset to the library. This month was exciting. We received gifts from Criterion to give out to the film club members. They were 5 one month subscriptions to their channel, t-shirts, books with movie covers, and pins. One of our patrons who used the Studio's glowforge to start her e-commerce business bought her glowforge and to thank the studio, she used the library as her referral. Glowforge is sending the library a \$500 gift card to help pay for glowforge materials. Another patron who had been using the Silhouette Cameo and heat press to make shirts also informed us that he invested in getting his machines and thanked the library staff for helping him learn how to use them and help him start his own t-shirt business. It was great to hear success stories from patrons, and it really made the team feel like we made a difference in the community.



We hosted the Adler Planetarium again this month, and they showed our patrons two telescopes. We had a total of 45 people check the telescopes and look at the sun. It was a very informative event and was capped off by a NASA ambassador discussing eclipses. We hope to host scopes in the city again in the future. Patrick also hosted a Foley event where teens created sound effects for a film using different items. Justin hosted how-to DJ and Intro to tv production, which were fun events that allowed patrons to explore potentially new hobbies. Jack started learning about Blender and 3D printing, while Monica took this month to reorganize the equipment room and learn about troubleshooting 3D printers. They want to create a troubleshooting sheet to help patrons solve common 3D printing issues. Ruth worked on creating posters for upcoming events and hosted ShortHaus; they are also creating a troubleshooting guide for the embroidery machine.



Finally, the Podcast room has seen a considerable uptick on usage and became our most used room for the month of July. We are happy to see the community use the room and are excited to help patrons learn how to use the equipment and launch their shows.



## From Debra Dudek's report

### Adult and Teen Services

#### General Comments on the Month

We kicked off the month with Cool Car Night on July 6. This was the half-way point to our Summer Adventure Program. While the on-site coordination was relatively straightforward, the behind-the-scenes logistics of contacting and securing car owners and their vehicles was a long process. Two of our car owners are local to Bolingbrook and were really excited to show off their vehicles. Other owners were unable to commit to the event until closer to the date due to family schedules and commercial enterprises. Altogether, we had seven cars at the event, as well as a DJ and the Kona Ice truck. The setup and on-site setup was easy, and the event garnered a high volume of community participation. The car owners were happy with our event, the patrons were pleased with the experience, and break-down at the end of the night was minimal. Our participation estimate was 602, just tipping over our estimated attendance range of 400-600 participants.



I attended a new webinar from our Great Lakes ADA series 'Invisible Disabilities and the ADA' on July 12. This was an excellent session which would be beneficial for more library staff to watch should they have the time to do so.

#### Teen Programming

After a busy June, our July programming schedule was a welcome relief. My team planned some great events and despite the spotty attendance, were enjoyed by the participants.

From field day to our camp-in, everyone (including some a few special appearances by ATSD specialist Alison), worked hard to provide a wide variety of events that supported our Summer Adventure theme. Here are a few highlights:

Our first **Tiny Art Show** was held early 2022. The teens really enjoyed the contest so we decided to bring it back this summer. Hayley and our teen volunteers helped prep 40+ kits which included a 3x3 canvas, paint, brushes and instructions on how to participate. I redesigned the graphics for the promotional materials in Canva. We gave away 43 kits and got 23 back. The artwork was put on display in the Vortex display case. I created signage while Hayley and Alex used wooden blocks and LEGO people (borrowed from CSD) to create an art gallery display. My team selected two winners



Amber Rubio returned to show our teens how to paint a picturesque lighthouse scene for our July **Teen Paint Party**. She did double duty in this particular class as she not only showed them how to paint the aforementioned painting but provided a tutorial on an under the sea jellyfish painting for those who preferred that over the lighthouse. I am always amazed by the teens and their talent. Check out the finished artwork.





When visiting the middle schools, students often ask about Mrs. C. (i.e. how is she doing, when is she coming to our school). This year's Summer Adventure theme provided an excellent opportunity to partner with Outreach's Cindy for a **Vortex Camp-In**. Mrs. C could provide the scary stories while my team could prepare other activities you would typically find at camp including games, crafts and s'mores! This was truly a wonderful program. It was low-key and fun! Cindy had the kids jumping in their seats with *The Golden Arm* and the *Tell-Tale Heart*,

Hayley showed the kids how to play One Night Ultimate Werewolf, a classic role-playing strategy game, Alex and I helped the teens make friendship bracelets, backpack keychains, bookmarks and themed-buttons and Andie handed out snacks, juice boxes and helped our teens make s'mores in microwave. One teen even asked when we were doing this again! A success!

### **School Services**



the

I have been working with Alan Holtz, Brooks Middle School librarian, to schedule walking field trips for the 2023-2024 school year. It sounds like we may be able to finalize everything soon as we have selected dates for the second and third week of the school year. This means all grade levels and ESL students will visit the library to learn about the Vortex, Studio 300 and more.

Outreach has selected dates for the middle school visits. Hayley and I are in the preliminary planning stages for our monthly school crafts.

### **Career Online High School:**

Currently Enrolled: 2  
Currently Enrolled 30 Day Probation: 1  
Currently Enrolled Completed 30 Day Probation: 0  
Students 75% Through Program: 1  
Graduate: 30

From Nic's report

**Artesanías en Español - Pintura del Horizonte (Crafts in Spanish - City Skyline Painting)**  
**Attendees: 9**

We've been host Lorena Carreno for a little over a year and the patrons really enjoy working with her. Lorena's comfort with the patrons and her ability to easily switch between Spanish and English has really been helpful to getting this program going. I had the pleasure of being able to assist Lorena directly with the program. And since I was there in the capacity of an assistant instead of teacher, I was able to observe Lorena working with the group.



The project was really enjoyed by the patrons and they all felt like the work of their painting was well done. Many discussed the ease at which they were able to do the painting, commenting that they were unsure if they could create something that they would enjoy or like.

**Senior Social: Julia Child - Bon Appetit**  
**Attendees: 36**



We continue to experience success with this series of programming, and this outing was no different. We were able to get Leslie Goddard, noted for her historical portrayals, to present her Julia Child program. There was a sense that this was going to be a popular subject. Many remember when Ms. Child was on television, bringing her unique practice to the cooking show scene. Leslie is both fantastic to work with, being an "old pro" at library programs, and with the work that she presents. Before the day of the program, both the main list of 30 and the waitlist of 10 had been filled. On the day of the program, I was able to get sandwiches from Tony's Fresh Market, like I had last month.

## Specialist Highlight Audrey

I did five Notaries this month. Also, I used the Instant Language Assistant Pro to help communicate with a patron for printing purposes and to give information about our ESL programs we offer. I'm glad that we have one available at the 2nd Floor Desk to be able to assist patrons faster. I do recommend playing around with the device to get familiar with it before having to access it on the spot.

I went through a real severe weather evacuation for a tornado warning that was issued on July 12th. I was working at the 2nd Floor desk when the alarms sounded. With Andrew's help, we proceeded to escort patrons down to the Studio who were using the computers and other areas on the 2nd floor. I'm glad that no severe weather occurred for the Bolingbrook area, but the local news indicated eight tornadoes in the area. I'm just relieved that the library has a basement!

## Programs



My Lavender Sugar Scrub Take & Make went out the first week in July! Also, I booked Marcy Lautanen-Raleigh, owner of Backyard Patch Herb, for her Curative Properties of Herbal Tea Workshop in January, which is a perfect month to learn about and sample different kinds of tea. Further, I played around with designs on Canva to create directions for my next Take & Make in December.

### Take & Make: Lavender Sugar Scrub (7/7)

My first Take & Make was a success! I made 23 for the project and had them available for pick-up on Friday, July 7th. Apparently, they were all gone around 5 p.m. the same day.

## Librarian Highlight Jay

### Programs

- **20s & 30s Board Game Night (7/3):** Only got 3 people. I thought we would get more with a day going into 4th of July, but I was also competing against every other event in the area. I did get a chance to play [Shadows Over Camelot](#) while we had Bardcore playing on the sound system, which the attendees loved.
- **Financial Literacy Series (6/5 - 7/10):** Last program in the series. Had 9 people with several returning attendees. I booked the group again to run another series of workshops in April to coincide with Money Smart Week 2024.
- **Score (7/19):** This month we had Elijah Litscher of The Loop Marketing with Reach Customers Online With Google. Very well attended with 28. Anything to do with online marketing is always a hit.
- **Great Reads Book Club (7/26):** This month we discussed *Trust* by Hernan Diaz. The group was lukewarm on the novel. It was an ambitious structure with the novel being composed of four separate novels, but the group disliked the later parts, particularly

because the central heroines were stifled. I am currently accepting titles for Winter Quarter and have the ambitious plan of encouraging the group to read a classic doorstep novel. The majority of the last meeting said they were on board and I have 5 potential books that could work, but I don't know if I can get 6-10 adults to finish something like *Crime and Punishment* or similar within a month.

- **Toastmasters (7/31):** As we have been trying to adapt to not having any chamber staff being part of the club, we were down several items at this meeting. I could not find the banner with the club logo on it nor the timer light. Still, we had a successful meeting. We had a speaker over Zoom, who did wonderfully, but the room set up was too wide and it was hard for people in the back to hear her speak even with the OWL camera at full blast. We had one of our new members agree to take the secretary position, which means we are a valid club again! Once I submit the officer list to Toastmasters International I will be able to use the officers' tools again.



### Teen Specialist Highlight Hayley

Summer Adventure is officially over! It's been a wild ride this summer. Last year, I started after all the programs for summer had been established, so this was my first summer that I actually got to pick programs and work on things. It's been fun!

### Programs

This month wasn't nearly as full as June, but it was still pretty busy with programs. First up was the Pinecone Flower Painting hosted by Leah Moon. I think we had about five people registered, but a storm hit and no one who registered showed up. We did have two teens drop in who wanted to participate which was great! They were both very creative and excited to paint. I think they did a really good job.





### Specialist Highlight Ruby

I received a [positive comment card](#) from a patron who needed help designing and ordering a banner. I helped a few patrons make copies of their immigration paperwork. I checked out a lot of DVDs and video games. I learned (most of) the ins and outs of the position. I learned about the Vortex and covered it for half an hour. I'm getting along well with my fellow specialists and feel a sense of pride in what I do here.

### **Building Operations (Tasos Priovolos)**

Met with Tria Architecture to discuss options for the possible room changes on the 3rd floor. Had the opportunity to physically see a seating option where patrons can sit and have privacy while doing their work. Discussed what patrons are requesting and how they are using our spaces.

In preparation of the interior lighting LED project design, we reviewed the current staff areas and the current lighting in these areas. We also discussed how these areas are currently controlled by our lighting control system.

We had the final remaining circuit work completed for our parking lot lighting project. We are waiting for a sensor and a malfunctioning driver which have long lead-times and we are planning on having it installed shortly after it arrives.

Met with representatives of the exterior book lockers we are installing outside the building to discuss power and network requirements. Also viewed a similar locker at Plainfield Library to verify the physical needs to power this unit.

In preparation of a possible security camera upgrade, the manufacturer of our current cameras provided us with a loaner camera so we can test in our building. This camera was installed in the lobby for a week while our security team had the chance to review the image quality.

We are in the process of coordinating the reconfigurations of the cubicles in the Circulation and Outreach departments due to staffing changes in those departments.

ZENDESK - In July, 76 new maintenance tickets were created, and 66 new or existing tickets were completed.



## **Collection Management & Technical Services (Christina Theobald)**

### **July 2023 Statistics Snapshot**

- **3% increase** in total circulation
- **36% increase** in digital usage
- 3,095 new items added to collection
- 3,967 old & worn items were withdrawn
- 320 interlibrary loans and Find More IL requests received for our patrons
- 402 damaged items repaired; 176 purchase orders; 157 invoices paid; 111 boxes opened

### **Staff News**

Congratulations to Collection Aides Mary Anderson and Katie Strickland for celebrating milestone work anniversaries. **Mary Anderson celebrates 10 years of service** to Fountaindale Public Library.

**Katie Strickland celebrates 5 years of service.** Thank you, Mary and Katie, for all of your hard work and dedication to Fountaindale!!

Interviews for the new Digital & AV Collection Librarian position were conducted this month. We hope to select a candidate by August.

### **Collection Usage Committee**

We kicked off the new fiscal year by welcoming our newest member to the CUC: Jack Tran from the Studio! I look forward to the great discussions, collection projects and strategic plan initiatives that will be realized in the coming year. I also want to thank outgoing committee members Monica Stamper (Studio) and Amina Ali (Circulation) for all of their contributions this past year.

### **Fiscal Year Rollover**

We implemented another successful fiscal year rollover in the Polaris ILS and are now set up for the new fiscal year. My team and I monitored funds closely and made several preparations to ensure a smooth rollover. Brett and Lynnette worked to select and submit the last of their FY orders and were very mindful of release dates and remaining funds to spend. Jake and Bini worked to clean up the Acquisitions module, including closing out open purchase orders, removing orders that publishers had canceled and paying the last of the invoices. Once rolled over, I established the acquisitions fund structure for the new year and made modifications to group all AV funds together. This provides better reporting and organization for all three Collection Librarians. Overall, we managed to stay just under budget and successfully expended over 96% of the total collection budget. This ensures our patrons have received as many new materials as possible and our collections are consistently updated during the fiscal year.

## Collection Services Staff Reports

### **From Jacob Luce, *Collection Services Assistant Manager***

For the month of July, we completed a successful fiscal year rollover. In addition to the rollover, my manager and I interviewed, reviewed and discussed candidates for the Digital and A/V Collection Librarian position. Chris and I attended the Pintech meeting as representatives of Fountaindale. At the meeting some new cleanup reports were discussed. These included reports for duplicate ISBNs and large print genre headings. The committee members agreed to work on the cleanup projects as time permits. It was also discussed with the group what to expect in the upcoming Polaris server migration. In anticipation of the release of the Book Club collection I ensured the Acquisition's Supervisor and Cataloging Supervisor completed the cataloging and processing of the Book Club titles. Additionally, I directed the Cataloging Supervisor on what new devices need to be cataloged for the Tech to Go! Collection. The Acquisition's Supervisor was trained on ordering the Read-a-palooza prize books for Outreach. Moreover, I showed the Acquisition's Supervisor Bluetooth speaker processing, as well as upgrading the Bluetooth transmitter cases. Furthermore, I also worked to streamline the ordering process through our vendor Midwest Tape. I completed the July 2023 new movies carousel for Library Aware, I also started working on the August 2023 new movies carousel. I updated the July eContent stats spreadsheet. Last but not least, I sent the latest Patron Point report to the Communications Team.

### **From Brett Luminais, *Children's Collection Librarian***

This month, I focused primarily on ordering. In addition to sending the thirty carts I prepared in June, I prepared and sent another thirty-nine, focusing on items published in July, August, and September. I aimed for and hit an initial spending goal of 15% expended and encumbered for funds I oversee. I also constructed and sent carts to start working towards next month's spending goals, including titles with publication dates going out to December. I reviewed Crimson Multimedia, a new potential vendor for the video game collections, comparing titles available through Crimson Multimedia with those in Amazon to identify if Crimson Multimedia had any exclusive titles. Prices were comparable and the new vendor has titles Amazon does not, though those are not exclusive to Crimson Multimedia as those same video games are available from several big box stores. I received a list of suggested titles and biographies from CSD staff to coordinate with Native American Heritage Month programming. I examined the topics and titles available, ordering appropriate titles and placing holds for CSD staff so they will have them available for their programs. I created display pull lists for both Hispanic Heritage Month and Native American Heritage Month. Simultaneously, I put together website carousels for both upcoming Heritage Months and scheduled them for publication on the library website. I also created a Summer Reads for Kids carousel for the website and worked with Communications staff to have it published on the website. I completed my research for the creation of a Holiday Collection and finalized a list of seventeen holidays that I propose be included in the initial creation of the collection. I reviewed nineteen damaged STEAMboxes and completed repairs on seventeen of those. I ordered supplies to repair two other damaged kits and to create three new STEAMboxes. I continued weeding processes, creating weeding lists for eight Main Branch collections and six Outreach collections. I delivered several lists to Circulation and Outreach staff and have been collaborating with them to have carts pulled. I pulled two carts of material and reviewed seven carts of material total.

**From Lynnette Hopwood, *Adult Collection Librarian***

July is here and let the ordering begin! I have noticed that there are already books that have their publishing date pushed back, and I have a feeling that this will be normal for quite a while. We have been very busy weeding the collection to make room for all of the new items, withdrawing books that are out of date, in poor condition, or have several copies sitting on the shelf. Once again, all of the Collections Aides have been wonderful, pitching in helping to pull, mark and box materials that have been weeded. In all, 22 carts of materials were pulled and reviewed, and 2,628 adult books, DVDs and audiobooks were removed from the collection. As a result of all of our hard work, the dead (items that haven't been checked out in over two years), collection check (items that haven't been checked out in over four years), and grubby (items that have been checked out over 75 times) percents are all under 10 percent for all ages! We haven't been under that in quite a while. Our summer reading display Get Outdoors did very well. It had overall 441 checkouts! What was very surprising is that most of the checkouts were nonfiction books!! We have also seen many new items come into Acquisitions, including some much anticipated titles. These include Rebecca Yarros's *Fourth Wing* and B. Dylan Hollis's *Baking Yesteryear*. Both titles are trending on TikTok. In anticipation I also preordered the next book in Yarros's series. It already has six holds on it and it will not be published for several months!

**From Chris Castle, *Cataloging Supervisor***

In July, Karina and I cataloged all of the materials we currently had for the Book Club Kits. This was in anticipation of the late August debut of the collection. The loan period and fine code cleanup project is nearing completion. There are mostly specialized items left to examine. To help identify and collocate items in the PAC, a new series statement was created for Local Author items. The phrase "Fountaindale Local Author Collection" will be added as a series in all bib records for Fountaindale Local Authors. This will create a deep link in the PAC so our local creators receive greater visibility. We are also in the process of creating a series for our Tech to Go items for the same purpose. It was made official this month that Midwest Tape will no longer be printing call numbers on our nonfiction DVDs, Playaways, music CDs, and CD audiobooks. This will help the Cataloging division become more efficient by allowing us to print the call labels ourselves and not have to replace any that we need to change. The Acquisitions division will be processing all of these materials now, so it will also reduce the Cataloging division's time spent processing AV. At the PinTech meeting this month, Jake and I were welcomed as the new Fountaindale delegates. We discussed a few new cleanup reports for duplicate ISBNs and large print genre headings and agreed to work on all the various cleanup projects as we have time. As the Cataloging Specialists have become comfortable with their job duties, and in preparation for Karina's leave, I will be introducing a hierarchy of priorities for them that closely mirrors that of the Catalogers. They will be cataloging magazines as their main priority still, but will now be cataloging some holds and dated items along with other items also increasing in priority. This should create a more efficient workflow and also reduce bulk in the backlog more quickly.

**From Bini Issac, *Acquisitions Supervisor***

In July, I created new subfield H code item templates for Book club kits materials in Polaris. Fiction and Non-fic for large print, books, audiobooks and Playaway. I also created a grid template in Baker and Taylor for the same and ordered carts and tested if all went well. Since there was no database code in Polaris for audiobook and Playaway, I created those in Baker Taylor. I ordered Read-a-Palooza prize book list through Ingram and Amazon. It is a whole new account to order through Ingram and the ordering procedure is different than normal. I gave one of my staff her yearly evaluation. Another of my staff gave his 2-week notice and I filled out the new processing aide recruit form. I also made them sign the resignation letter form and submitted it to my manager. I created a new account with the vendor- Thomas Klise/Crimson Multimedia to order video games for all audiences. In the departure of a processing aide, we were granted 4 extra hours a week for Acquisition staff. I also got to fill that form for a staff member. All the Book Club Kit collection materials are processed and ready to debut at the end of August.

**From Karina Andrus, *Cataloger***

This month, Chris and I finished cataloging the new book club kits collection, which includes about 115 nonfiction items. I also provided coverage for the following tasks as needed: checking over the to-circ cart, providing feedback for the cataloging specialists, and cataloging Chris' ASAP items.

I attended several webinars, including a few offered during the LD4 Virtual Conference. More information on the LD4 project and community can be found here: [LD4P2 Project Background and Goals](#). This conference had many sessions about how Linked Data and Bibframe were being implemented in different libraries and how some are already cataloging using Bibframe or a MARC/Bibframe hybrid approach.

**From Christine Jason, *Interlibrary Loan Specialist***

I have a patron who requests scholarly articles every 2-3 months. This month one was marked as shipped but then the lender contacted me to let them know that it was marked that way in error. I resubmitted the request and apologized to the patron for the delay. The patron thanked me saying it was not a problem. They are writing a paper and will share it with me when it is available. There were also a couple of "puzzles" this month. One being a French TV series that a patron requested. It was requested in several parts, several volumes and of course the only libraries were either very few or outside the US. It took some time to piece together what they were looking for and I found all 3 seasons at Indian Prairie. The problem with TV shows is that they can be cataloged as series, seasons and even sets. I often do multiple wording in order to find viable copies. We had a very popular title this month, the movie *Greyhound* with Tom Hanks. It was originally on streaming and copies for purchase were out for a short period of time. We are one of 60 libraries in the US that own it. I was receiving about 2-5 requests almost daily for this title. We received a large number of requests in general from other libraries, with 204 for out of state and 154 in state. Lending numbers were a lot closer at 91 in state and 104 out of state. FMI were pretty consistent to what they have been with a small uptick in patron requests that were not initiated by staff.

### Circulation by Branch

Branch	2022	2023	Change	% Change
Building	53326	51621	-1705	-3.20%
Outreach	2140	2349	209	9.77%
Studio	1496	1718	222	14.84%
Digital	9381	12739	3358	35.80%
<b>Totals</b>	<b>66343</b>	<b>68427</b>	<b>2084</b>	<b>3.14%</b>

### Battle of the AV Formats

Format	Circs		Format	Circs
Blu-ray	2396	vs.	DVD	7640
CD Audiobook	331	vs.	Playaway Audiobook	591
Vinyl Record	190	vs.	Music CD	875

### Special Collections

Collection	Circs
Backpacks	225
Bluetooth Transmitters	3
Dolls	115
Hotspots	49
Laptops	198
Lucky Day	1188
Portable CD Players	15
Portable Record Players	23
Rokus	37
STEAMboxes	97
Tween Book Boxes	18
Vinyl Records & Cases	219

## Physical Collection Circulation

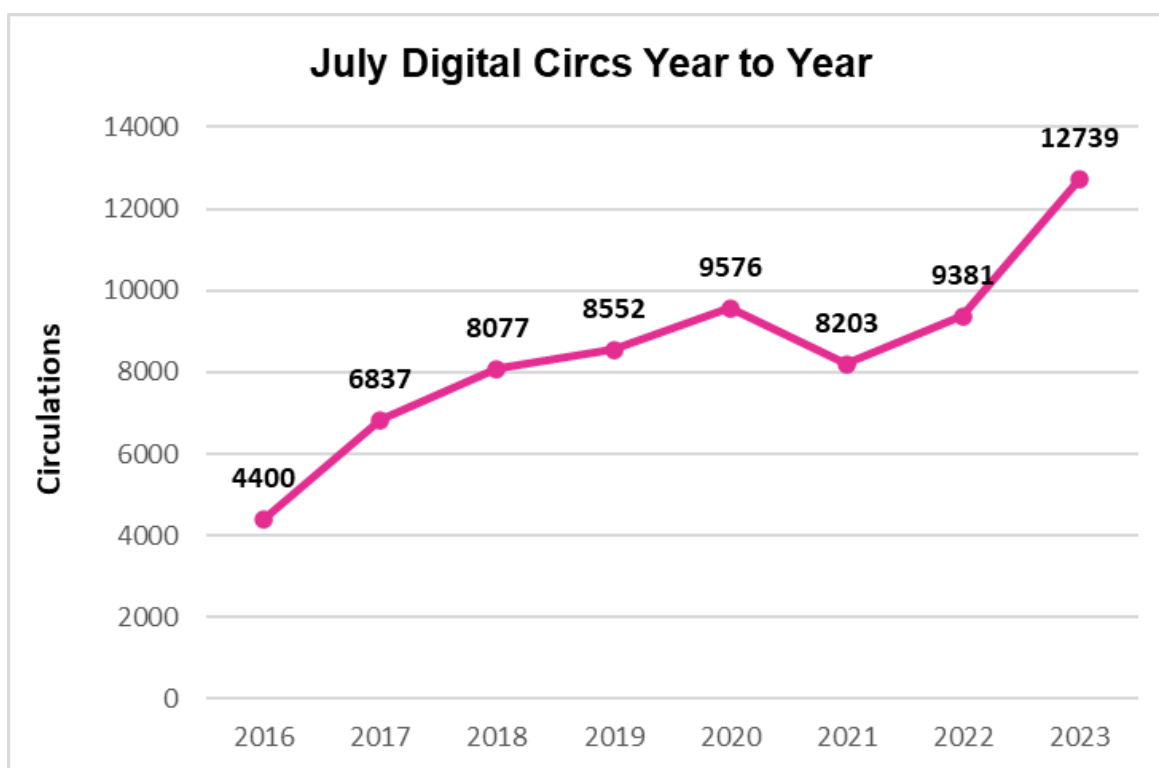
*\*Sorted alphabetically by collection*

Collection	Jul 2022 Circs	Jul 2023 Circs	Change	% Change
Adult Audiobooks	499	386	-113	-23%
Adult Fiction	5401	5603	202	4%
Adult Graphic Novels	646	743	97	15%
Adult Nonfiction	4368	4934	566	13%
Adult Video Games	543	525	-18	-3%
Beginning Readers	2272	2198	-74	-3%
Interlibrary Loan	252	329	77	31%
Juvenile Audiobooks	1044	1058	14	1%
Juvenile Fiction	4900	4118	-782	-16%
Juvenile Graphic Novels	2822	2772	-50	-2%
Juvenile Kits	228	261	33	14%
Juvenile Movies & TV	3024	2624	-400	-13%
Juvenile Nonfiction	2878	2907	29	1%
Juvenile Technology & Equipment	444	416	-28	-6%
Juvenile Video Games	1253	1138	-115	-9%
Large Print	863	1005	142	16%
Local Authors	23	19	-4	-17%
Magazines	546	532	-14	-3%
Movies & TV	7649	7367	-282	-4%
Music	1417	1063	-354	-25%
On-the-Fly	21	23	2	10%
Picture Books	9427	9388	-39	0%
Studio 300	1487	1719	232	16%
Technology & Equipment	444	613	169	38%
World Languages Adult	188	158	-30	-16%
World Languages Juvenile	593	440	-153	-26%
World Languages Young Adult	4	14	10	250%
Young Adult Audiobooks	26	36	10	38%
Young Adult Fiction	1357	1235	-122	-9%
Young Adult Graphic Novels	1233	985	-248	-20%
Young Adult Kits	10	11	1	10%
Young Adult Nonfiction	256	161	-95	-37%
Young Adult Technology & Equipment	4	1	-3	-75%
Young Adult Video Games	840	906	66	8%
<b>Totals</b>	<b>56962</b>	<b>55688</b>	<b>-1274</b>	<b>-2%</b>

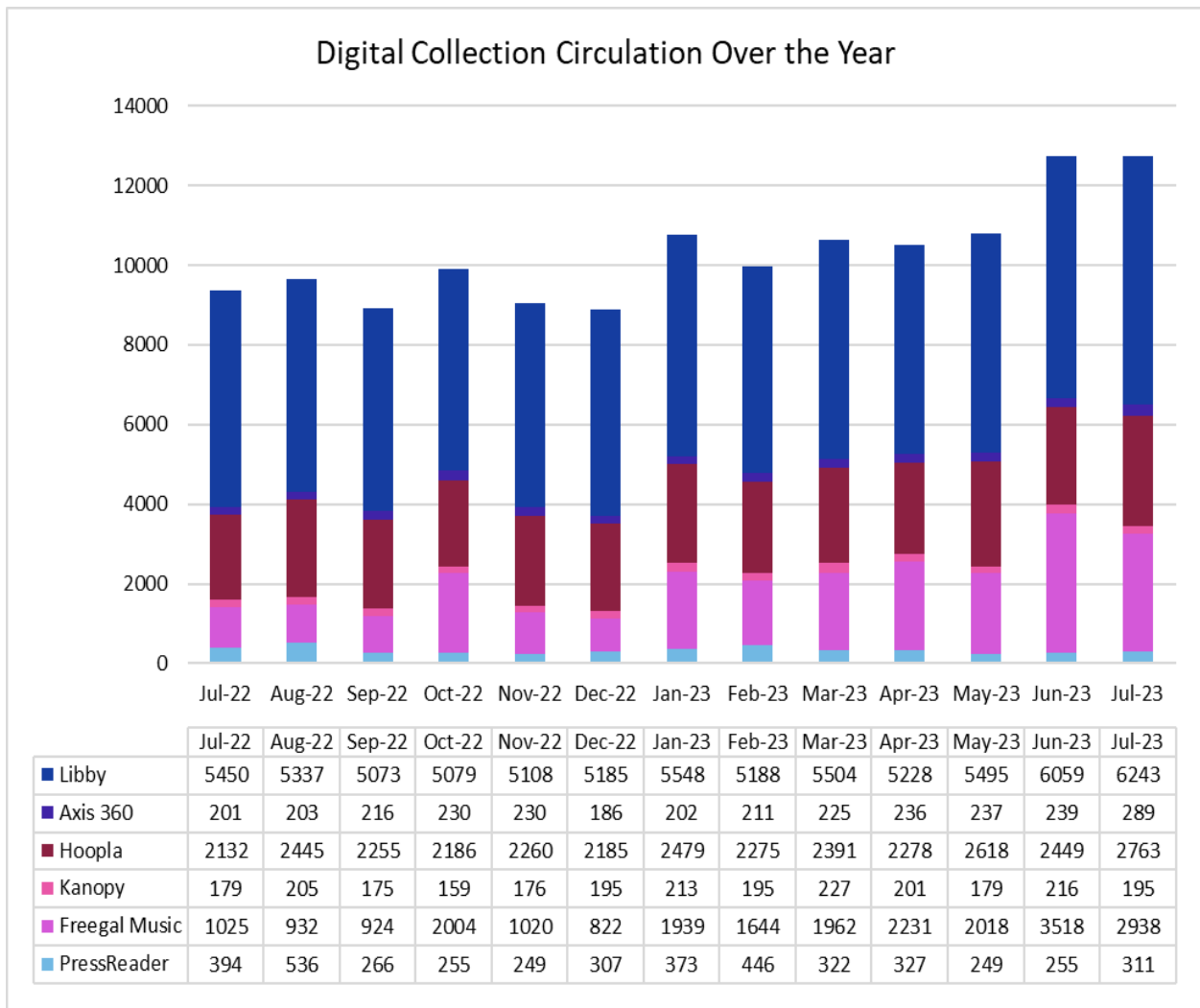
## Digital Collection Usage

*\*Sorted by positive circulation change*

Digital Platform	Jul 2022	Jul 2023	Change	% Changed
Freegal	1025	2938	1913	186.63%
Libby by OverDrive	5450	6243	793	14.55%
Hoopla	2132	2763	631	29.60%
Axis 360	201	289	88	43.78%
Kanopy	179	195	16	8.94%
PressReader	394	311	-83	-21.07%
<b>Totals</b>	<b>9381</b>	<b>12739</b>	<b>3358</b>	<b>35.80%</b>



For **July**, digital circulation was 19% of the library's total circulation.



### Digital Content Fast Facts - July 2023

#### Libby by OverDrive

- There were **6,941 active Pinnacle patrons in the month**. Of those, **Fountaindale had 1,249 active patrons, 92 of which are new users**.
- During the month, PLC yielded **36,283 total checkouts**; of those, **6,243 circs** were from Fountaindale patrons.
- Checkouts by Format: eBooks: 50%, Audio: 43.7%, eMagazines: 6.3%
- Checkouts by Audience: Adults: 88.4%; Young Adults: 7.0%; Juvenile: 4.6%

#### Axis 360

- There were **127 active patrons** for the month, **35 of which are new users**
- During the month, there were **155 eBook circs** and **134 eAudio circs**
- Checkouts by Format: eBooks: 54%; eAudio: 46%



## Hoopla

- There were **2,763 circs** borrowed by **539 patrons**
- There were **539 active patrons**, **48 of which are new users**
- **Audiobooks** were the most borrowed format, accounting for **52%** of all circs, followed by **eBooks with 31%**, **Movies/TV with 13%** and **Music with 4%**.
- The top trending titles were *The Lonely Hearts Book Club* by Lucy Gilmore on eAudiobook and *The Lonely Hearts Book Club* by Lucy Gilmore (eBook)

## Kanopy

- Patrons played **195 distinct video titles** and **301 video plays**
- There were **62 active patrons**
- The **most popular videos** were *A Ghost Story*, *Crazy Horse* and *Inherent Vice*.

## Freegal

- This month yielded **2,727 songs streamed** and **211 songs downloaded**
- There were 19 active patrons streaming and 17 patrons downloading
- Top **streaming music genres**: Pop, Rock, R&B
- Top **downloaded music genres**: Pop, Rock, Jazz

## Physical Items Added and Withdrawn

Physical Items	Jul 2023 Added	Jul 2023 Withdrawn
Adult Audiobooks	9	101
Adult Fiction	1121	945
Adult Graphic Novels	28	2
Adult Nonfiction	442	1265
Adult Video Games	4	0
Beginning Readers	21	257
Juvenile Audiobooks	80	104
Juvenile Fiction	204	118
Juvenile Graphic Novels	56	23
Juvenile Kits	11	0
Juvenile Movies & TV	15	141
Juvenile Nonfiction	80	66
Juvenile Technology & Equipment	5	9
Juvenile Video Games	8	6
Large Print	56	194
Local Authors	4	0
Local History & Genealogy	3	0
Magazines	236	85

Movies & TV	358	247
Music	12	2
Picture Books	177	286
Studio 300	0	1
Technology & Equipment	14	9
World Languages Adult	5	53
World Languages Juvenile	0	3
World Languages Young Adult	0	0
Young Adult Audiobooks	9	0
Young Adult Fiction	97	46
Young Adult Nonfiction	16	0
Young Adult Technology & Equipment	0	0
Young Adult Video Games	0	1
<b>Totals</b>	<b>3095</b>	<b>3967</b>

### Cataloging

- Items Cataloged and made available: 3095
- Original bibliographic records created: 10
- Magazines & Newspapers processed: 233

### Acquisitions & Processing

- Purchase Orders created: 176
- Invoices Paid: 157
- Boxes Received and Opened: 111
- Items Repaired: 402

### Interlibrary Loan through OCLC

<b>307</b>	<b>Items Received for our patrons</b> <ul style="list-style-type: none"> <li>• 251 items from IL libraries</li> <li>• 56 items from out of state libraries</li> </ul>
<b>197</b>	<b>Items Sent out to other libraries</b> <ul style="list-style-type: none"> <li>• 91 to IL libraries</li> <li>• 104 to out of state libraries</li> <li>• 2 ALA</li> </ul>
<b>339</b>	<b>Items requested by our patrons this month</b> <ul style="list-style-type: none"> <li>• 326 submitted in OCLC</li> <li>• 6 items were too new to request</li> <li>• 7 were available in Pinnacle.</li> <li>• 8 were out of country only</li> </ul>

<b>362</b>	<b>Items requested by OCLC libraries this month</b> <ul style="list-style-type: none"> <li>• 154 from IL libraries</li> <li>• 204 from out of state libraries</li> <li>• 2 outside the US</li> <li>• 2 ALA</li> </ul>
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### Find More Illinois

<b>13</b>	FMI Items Received for Our Patrons
<b>91</b>	FMI Items Sent Out to Other Libraries
<b>15</b>	FMI Items Requested by Our Patrons
<b>98</b>	FMI Items Requested by Other Libraries

### Weeding & Collection Maintenance

CHQ Status	Adult	Young Adult	Juvenile	Totals
<b>Dead - Items that have not circulated in <u>2</u> years</b> <b>CHQ Recommendation: less than 10%</b>	10,772 9.45%	1,253 9.54%	6,346 6.52%	18,321 8.18%
<b>Collection Check - Anything that has not circulated in <u>4</u> years</b> <b>CHQ Recommendation: less than 10%</b>	211 1.97%	58 4.63%	570 8.98%	839 4.58%
<b>Grubby - Items that have circulated <u>75</u> times or more</b> <b>CHQ Recommendation: less than 10%</b>	8,528 7.79%	433 3.41%	7,380 8.22%	16,341 7.71%
<b>DOA*</b> <b>Items that have been added to the collection in the last 6-18 months, and only circulated 1 or less times.</b>	5,955 30.14%	841 40.28%	3,563 26.5%	10,359 29.35%
<b>Turnover</b> <b>July 26, 2022 to July 24, 2023</b>	2.47	2.60	3.36	2.87

## Display Circs

### 1st Floor:

Lobby Tree: Cool Cars - 11 (up for one week)  
 Lobby Tree: Staff Picks - 19  
 Lobby Cart: Out of This World - 59  
 Lobby Cart: Summer Reading - 201  
 Lobby Cart: Shark Week - 166

### 2nd Floor

2<sup>nd</sup> floor cart: I <3 NY - 110

### 3rd Floor

Self-Check: Comfort Foods - 33  
 3<sup>rd</sup> Floor Desk Table: Quality Quickies - 7  
 3<sup>rd</sup> Floor Desk Table: Inspired By Theater Releases - 8  
 3<sup>rd</sup> Floor Cart: Christmas in July - 22  
 3<sup>rd</sup> Floor Cart: The Revolution Starts - 16  
 3<sup>rd</sup> Floor Cart: Beach Reads - 24  
 3<sup>rd</sup> Floor Cart: When Life Gives you Lemonade - 48  
 3<sup>rd</sup> Floor Nonfiction Hollywood - 1  
 3<sup>rd</sup> Floor Nonfiction Funny Nonfiction - 0  
 3<sup>rd</sup> Floor Nonfiction Cats - 0  
 3<sup>rd</sup> Floor Nonfiction Poetry - 0  
 3<sup>rd</sup> Floor Nonfiction Healthy Eating - 4  
 3<sup>rd</sup> Floor Nonfiction True Crime - 3  
 3<sup>rd</sup> Floor Nonfiction Immigrant Experiences - 2  
 3<sup>rd</sup> Floor Nonfiction America the Beautiful - 5

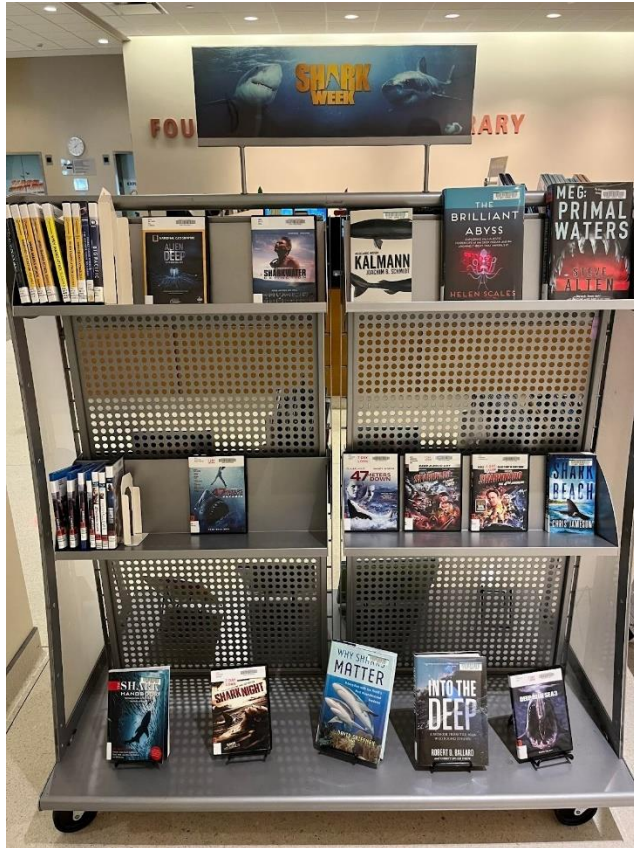
### Children's and Teens

1000 Books Before Kindergarten - 127  
 Animals Around the World - 92  
 Barbie - 122  
 Body Books - 15  
 Cool Cars - 64  
 Fourth of July - 15  
 Geology - 6  
 Magic and Magicians - 50  
 Step into Reading - 89  
 Summer Reading - 41  
 Summer Scares - 25  
 Super Heroes - 17  
 Anime Movies - 156  
 Teen Book Bundles - 44  
 Teen Reads - 42  
 Teen Pop - 104  
 YA Create - 9

## Children's Displays



## Adult Displays



## Communications (Melissa Bradley)

### Communications Highlights

- Our Google Ads had 56,074 impressions and 5,592 clicks.
  - Campaigns with the most impressions:
    - Catalog Items: 35,298 impressions; 3,969 clicks
    - Digital Media: 5,553 impressions; 355 clicks
    - Kanopy: 4,346 impressions; 234 clicks
- We auto-renewed 323 library cards with Patron Point.
- We scheduled, wrote/edited and published 9 blog posts.
- Melissa worked with Midwest Pano to film a new virtual tour of our building. Their photographer took all of the photos and built the tour. Melissa is now working on the back end to add links and information to the tour before it goes live on our website and Google.

- Melissa attended the July ILA Marketing Forum board meeting.
- Melissa met with the PinMark committee to discuss the upcoming Pinnacle & Pints series of events with the other Pinnacle libraries.
- Melissa and Sabrina met with Children's Services, Collection Services and Circulation to discuss creating a template for the American Girl Doll patron and Circulation sheets.
- Melissa and Steven met with Nancy and Joyce to discuss creating a family event type in Communico.
- Steven celebrated his 12-year anniversary at Fountaindale.
- Sabrina photographed our bookmark design contest winners for social media channels. The bookmarks were made available to the public and have been very popular.



- Sabrina created several display cart signs and updated endcap signs for Collection Services. She created collateral for the Vortex Open Houses, designed many event flyers and fished the fall issue of *The Fountain*.



## Media

- [WJOL](#) mentioned us in their coverage of Senator Rachel Ventura's Summer Book Club.
- [The Patch](#) mentioned us in their coverage of Senator Loughran Cappel's Coffee & Conversation event.
- [The Patch](#) mentioned us in their coverage of Senator Loughran Cappel's office hours hosted here.

## Social Media Metrics

- Facebook Metrics
  - 57 new followers
  - 2,461 page views
  - 18,551 people viewed our content (reach)
  - 923 engagements (likes, clicks, shares & comments)
- Instagram Metrics
  - 32 new followers
  - 532 post engagements (likes, comments & shares)
  - 115,456 people viewed our content (reach)
  - 12,322 reels views
- TikTok Metrics
  - 54 new followers
  - 358 post engagements (likes, comments & shares)
  - 5,071 views
- YouTube
  - 4 videos published
  - 20 new subscribers (1,308 total)
  - 3,971 views
  - 168.8 hours of watch time
  - 44,120 impressions (how many times our video thumbnails were shown to viewers on YT.)

## Email Marketing Metrics

- MailChimp Blogs:
  - 3,099 subscribers
  - Average open rate: 50.89% (industry average is 21.33%)
  - Average click rate: 2.62% (industry average is 2.62%)
- Patron Point
  - Average open rate: 68.64% (industry average is 21.33%)
  - Average click rate: 14.68% (industry average is 2.62%)

## **Finance (Jennie Nguyen)**

### **BS&A Software Implementation**

In preparation for the upcoming software implementation, I worked with the IT team from BS&A to complete the database extraction from our current software provider. BS&A completed a comprehensive review of the Library's current software. The first phase of the implementation was a success.

### **Library Standard Mileage Chart**

From time to time, the Finance team reviews the standard mileage chart for most of the recurring locations traveled by our staff for training and meeting purposes. The mileage chart was reviewed and updated with the most current mileage information based on the information by Google.

### **District Supply Closet Water Leakage**

Due to the amount of rain our area has been experiencing, the areas in the Administration supply closet and copy room had some water leakage coming from the walls. The water had caused some damage to several supply stocks. With the assistance of several team members from Finance, Facilities, IT and Paul Mills, most of the supplies were relocated to a safer location. All of the damaged inventory was discarded. The equipment in the copy room was moved to a safe distance. This was maintained until the roof was able to be fixed.

### **Audit Preparations**

The annual audit fieldwork is scheduled for the week of August 28th. This year, the Library District has a new audit firm, Lauterbach & Amen. The Finance team was busy preparing and gathering all of the necessary and required information for the audit. With this audit, there are several new reporting requirements in which applicable and commencing for the recently ending fiscal year which include but are not limited to the GASB 96 reporting requirements. This GASB 96 pertains to the subscriptions the Library currently has. The Library has contracted with DebtBooks to review all of our current subscriptions in order to determine if all or any subscriptions fall under the GASB reporting requirements. New to this auditing process, the majority of the reports were kept digitally which provides a more efficient way to provide the requested information while the auditing team are both onsite and offsite locations.

### **New Fiscal Year Preparation**

At the beginning of each new fiscal year, the Finance Team comes in on a Saturday to prepare the department record locations for the new fiscal year's file records. This includes the staff cubicle/office locations, file cabinets, and the software system report parameters and budget information. The oldest fiscal year records are relocated to the archive room. This also provides the Finance team with the opportunity to reorganize the District records that may provide a more efficient system for any and all record management.



## **Human Resources (Lea Pottle)**

### **Staffing and Recruiting**

#### *Open Positions:*

- Adult & Teen Services Specialist; Candidate selected
- Adult & Teen Services Specialist- Adult Event Programming; Candidate selected
- Children's Services Librarian
- Circulation Services Aides (2 positions); Candidates selected
- Digital and AV Collection Librarian
- Outreach Services Specialist
- Outreach Services Librarian

#### *New Hires:*

- Blake Kirkman, Circulation Services Aide, 7/10
- Lonnie Thomas, Security Guard (FT), 7/24
- Kyle Baumgartner, Circulation Services Aide, 7/25

#### *Promotion:*

- Ruby Plank, Circulation Services Aide, was promoted to an Adult & Teen Services Specialist, 7/10

#### *Departures:*

- Aryanny Ramirez, Adult & Teen Services Specialist, 7/9
- Justin Tran, Finance Aide, 7/19
- Taliya O'Neal, Adult & Teen Services Specialist, 7/24

### **Training and Development / Meetings**

- Medicare Mindset, LIMRiCC sponsored webinar
- LIMRiCC Board Meeting; Insurance Renewal presentation
- Met with Jennie Nguyen and Paul Mills to discuss the record retention process.

### **Medical Benefits - Salary Adjustments**

All medical benefit deductions were updated in Paylocity to reflect our 7/1 renewal. Salary adjustments were updated in Paylocity based upon the \$1.00 per hour increase approved by the Board.

### **Paid Leave for All Workers Act**

A zoom meeting was held with Paul Mills and our Attorney to discuss how the Paid Leave for All Workers Act will affect our current vacation policy.

## **Information Technology (John Matysek)**

### **Highlights**

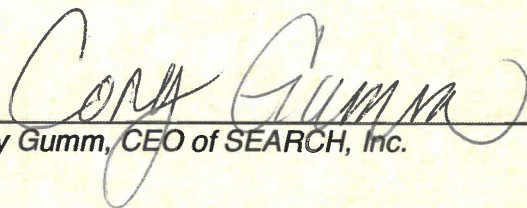
- During the month of July 82 new help desk tickets were created by FPLD staff, and 85 new or existing tickets were solved by IT staff.
- Met with vendor Netrix multiple times for status meetings to discuss the upcoming network switch replacement project.
- Met again with vendor Netrix to remotely assess what systems need reconfiguration for the forthcoming voice and data fiber circuits upgrade and cutover with vendor AT&T.
- Worked with onsite engineers from vendor AT&T for additional prep work and new hardware installation for the upcoming voice and data fiber circuits upgrade and cutover.
- Worked onsite with engineer from vendor Netrix for additional prep work for the upcoming network switch replacement project.
- Met with vendor ITsavvy to solicit a proposal for support for the forthcoming voice and data fiber circuits upgrade and cutover with vendor AT&T.
- Along with Jose Robles, worked with vendor Netrix to replace the network switches on the lower level and the 3<sup>rd</sup> floor.
- Along with Jose Robles, Nathan Peddicord, and Pearl Crones, continued deploying new Google USB security keys to staff for multi factor authentication (MFA) security of their library email account as required by the library's cyber insurance policy.
- Along with Jose Robles, worked with vendor Netrix to replace the network switches on the 1st and 2nd floors.

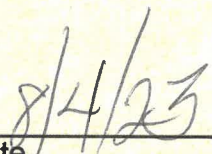


# Certificate of Disability Awareness Training

## **Fountaindale Public Library District**

Has completed a JJsList.com Disability Awareness Training and made a commitment to ensuring that people with disabilities feel welcomed and included by our library as patrons and as employees.

  
Cory Gumm, CEO of SEARCH, Inc.

  
Date

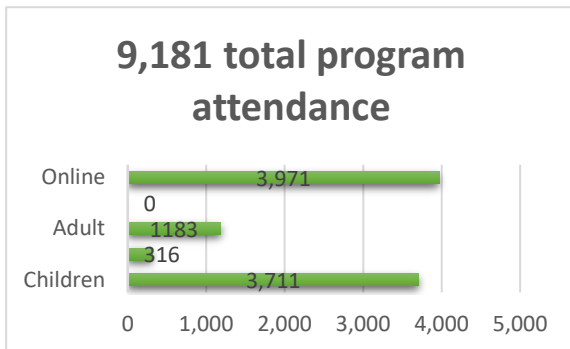
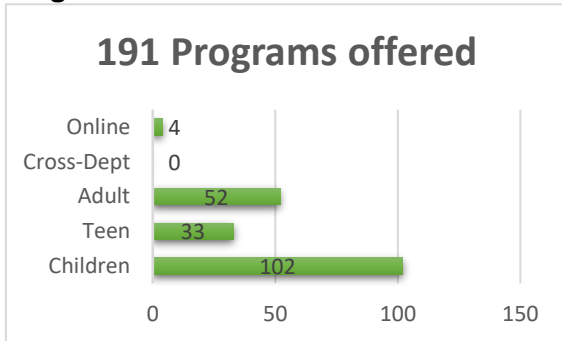


# Fountaindale Public Library July 2023 Statistics

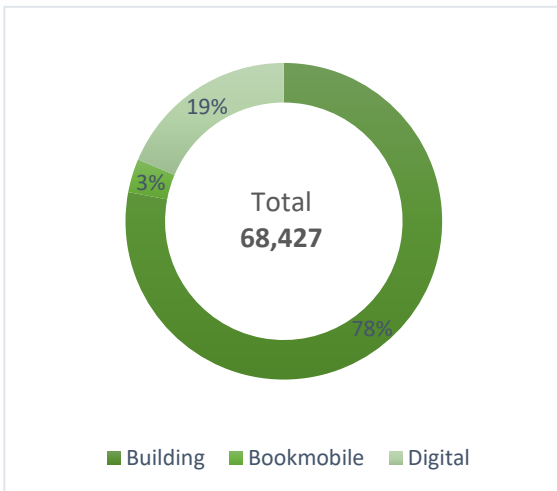
## Membership

31,577 active cardholders      306 new cardholders

## Programs



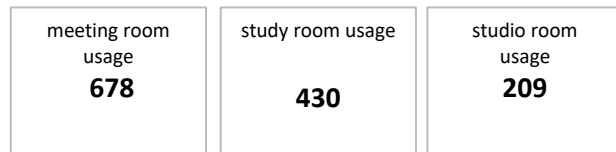
## Circulation



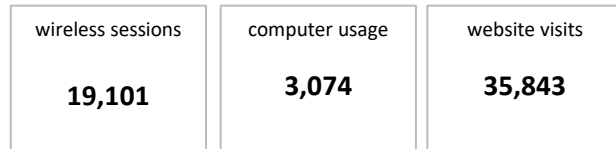
New Physical Items Added : 3,905  
 Interlibrary loans Received : 307  
 Interlibrary loans Sent: 197

## Space

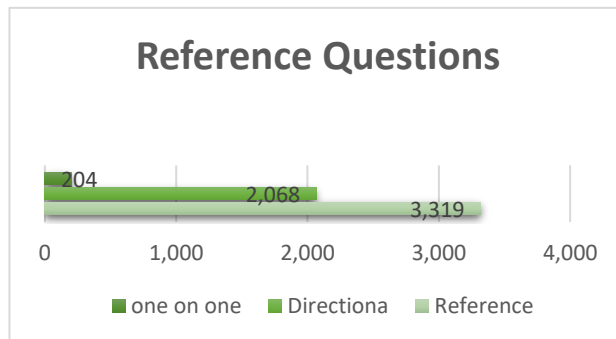
22,847 library visits



## Technology



## Social Media



Comparison	This year	last year	%change
Circulation	68,427	66,343	<b>3.14%</b>
Visitors	22,847	21,404	<b>6.74%</b>
Card holders	31,577	28,837	<b>9.50%</b>
Room bookings	678	555	<b>22.16%</b>
Reference questions	3,074	3,626	<b>-8.47%</b>
computer usage	3,074	3,012	<b>2.06%</b>
wi-fi	19,101	19,353	<b>-1.30%</b>
programs	9,181	6,488	<b>41.51%</b>