

**REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEES ON LOCAL
GOVERNMENT EFFICIENCY ACT**

Unit of government submitting this report:

NAME OF LIBRARY DISTRICT: Rochester Public Library District

Information

- A. We are located in Sangamon and Christian County.
- B. The population of our District is 7540, as of the 2020 census.
- C. We have 11 employees.
- D. Our annual budget for 2023 is \$634,347.00.

Information about Our Committee

A. Committee Members:

Board President:	Sarah Deen
Vice President	Jessica Ingold
Secretary:	Elaine Honomichl-Lewis
Treasurer:	Diana Fairchild
Trustee:	Kimberly Kurtenbach
Trustee:	Erich Schroeder
Trustee:	Bob Tepatti
Library Director:	Janet McAllister
Resident:	Carole Strick
Resident:	Dave Hicks
Resident:	Marty Fairchild
Resident:	Kelly Firebaugh
Resident:	Janette Firebaugh

Note: Per 50 ILCS 70/10(b), the committee membership must include all the elected members of the library board, Director and two residents appointed by the Library President. The Library President may appoint more than two residents if deemed appropriate.

- B. Dates that our Committee Met (50 ILCS 70/20)
- First (Organizational) Meeting
(must occur prior to June 10, 2023): 5/18/2023, 2023
- Second Meeting: 6/15/2023, 2023
- Third Meeting: 7/20/2023, 2023
- Additional Meetings (List All): _____,2023

Programs Offered by our Library.

A. Our Library offers the following core services and programs:
Loaning materials, Youth Programs, Outreach, Farmers Market, Fall Festival, Story Time, Summer Reading, 1000 Books Before Kindergarten, Yoga, AARP Driver Training, Dancing

B. Core Services and programs we could possibly provide:

Lunch and Learn for Seniors, outdoor programming space

Interrelationships with other Governmental Units and State of IL

<https://www.rochesterlibrary.org/wp-content/uploads/2015/09/Inter-Library-Relationships-Policy.2015.pdf>

Entity:

Services Provided:

- | | |
|---------------------------------|---|
| 1. IHLS / SHARE | Interlibrary Loan, Continuing Education, Vendor Discounts |
| 2. Illinois State Library | Grants, Continuing Education, Resource Sharing |
| 3. Illinois Library Association | Continuing Education, Legislative Advocacy |
| 4. Rochester CUSD 3A4 | Student School Identification used for Public Library |

A. Our residents have benefitted from these agreements in the following ways:

IHLS /SHARE: Member libraries share the cost of maintaining an expensive, but highly necessary technology that allows our patrons the services such as hold lists, speedy checkouts, and online catalogs. In fiscal year 2022, IHLS filled over 1.1 million holds, a feat made possible because we are committed to Sharing Heartland's Available Resources Equally (SHARE). Rochester Public Library District's total number of items checked out for FY22 is 96,312. Rochester Public Library was awarded a retired IHLS delivery van through a grant program. This allows the library to increase its community outreach.

IL State Library: supports statewide library development through an array of grant offerings and other initiatives designed to augment interlibrary cooperation and to increase the role of libraries in meeting the information needs of their user communities. Rochester Public Library was awarded a Per Capita Grant for \$11,121.00 from the IL State Library.

ILA: Monitors all legislation affecting libraries, from budgets to legislation on filtering and open meetings law, from Freedom of Information Act (FOIA) requests to pension reform, to laws governing municipalities and tax caps.

Rochester CUSD 3A4 - All students used their school ID as their library card.

B. We have considered possibly offering the following services or the following additional potential partnerships:

Passport services and mail-in ballot drop box through the Sangamon County Clerk.

Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments (List all):

Entity:	Services Offered:
1. Village of Rochester	Joint Use of Common Grounds
2. Rochester CUSD 3A4	Student ID's used as Library Cards

B. Our Library's efficiency has increased through intergovernmental cooperation in the following way (list cost savings, avoiding duplicated services, etc.):

Village of Rochester: The library shares our building and grounds with the Village, increasing the grounds and services it is able to offer.

Rochester CUSD: The library is able to offer free library cards to every student in the school district, including students who reside outside the library district due to this partnership and the access to student records it provides.

Review of Laws, Library Policies, Library Rules and Procedures, Library Training Materials, and other Documents

We have reviewed the following list of laws, statutes, ordinances, policies, training materials, and other documents applicable to the Library District to evaluate our compliance and to determine if any of the foregoing should be amended.

_____ State laws applicable to Libraries including, but not limited to the Library District Code (75 ILCS 5) <https://www.ilga.gov/legislation/ilcs/ilcs5.asp?ActID=990&ChapterID=16>

_____ Illinois Open Meetings Act (5 ILCS 120)
<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=84&ChapterID=2>

_____ Library Board Bylaws (75 ILCS 16/) Public Library District Act of 1991.
<https://www.rochesterlibrary.org/wp-content/uploads/2023/03/Board-Bylaws-2023.pdf>
<https://www.ilga.gov/legislation/ilcs/ilcs4.asp?DocName=007500160HArt.+30&ActID=993&ChapterID=16&SeqStart=7300000&SeqEnd=11500000>

_____ All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b))
<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=84&ChapterID=2>

_____ Schedule of All Library Board Regular Meetings for Fiscal Year (5 LCS 20/2.03)
<https://ilga.gov/legislation/ilcs/documents/000501200K2.03.htm>
<https://www.rochesterlibrary.org/library-board/>

_____ Illinois Freedom of Information Act (5 ILCS 140)
<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=85&ChapterID=2>

_____ Designation of FOIA officer (5 ILCS 140/3.5(a)) and are listed on the web page.
<https://www.rochesterlibrary.org/library-board/>

_____ FOIA Officer Training (5 ILCS 140/3.5(b))
<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=85&ChapterID=2>
<https://foiapac.ilag.gov/>

_____ Meetings every 6 months to Review Closed Meeting Minutes (5ILCS120/2.06(d))
<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=84&ChapterID=2>

_____ IMRF Total Compensation Postings (5 ILCS 120/7.3) \$75,000 per year
<https://www.ilga.gov/legislation/ilcs/fulltext.asp?DocName=000501200K7.3>
<https://www.rochesterlibrary.org/wp-content/uploads/2023/01/Year-End-Salary-Report-2022.pdf>

_____ Elected Officials file statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5)
<https://www.ilga.gov/legislation/ilcs/ilcs5.asp?ActID=129&ChapterID=2>

_____ Annual Sexual Harassment Training and Personnel Policy (775 ILCS 5/2-109(c))
<https://www.ilga.gov/legislation/ilcs/ilcs4.asp?DocName=077500050HArt.+2&ActID=2266&ChapterID=64&SeqStart=600000&SeqEnd=1393750>

<https://dhr.illinois.gov/training/sexual-harassment-prevention-training-videos-and-audio.html>

_____ Our Intergovernmental Agreements
<https://www.rochesterlibrary.org/wp-content/uploads/2023/03/Intergovernment-Agreement.pdf>

<https://www.rochesterlibrary.org/wp-content/uploads/2023/03/RESOLUTION-RPLD-STUDENT-IDS-1.pdf>

_____ Our Annual Budget and Financial Documents
<https://www.rochesterlibrary.org/libraryfinancials/>

_____ State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1) policy and appoint members.
<https://www.ilga.gov/legislation/ilcs/ilcs4.asp?ActID=2529&ChapterID=2&SeqStart=500000&SeqEnd=1700000>

<https://www.rochesterlibrary.org/wp-content/uploads/2014/03/Ethics-Ordinance.2013.pdf>

[https://eis.sangamonil.gov/\(S\(ordwytcuoore3hgyfczx055\)\)/Default.aspx](https://eis.sangamonil.gov/(S(ordwytcuoore3hgyfczx055))/Default.aspx)

_____ Illinois State Library Annual Library Certification [23 Ill. Adm. Code 3030.200]
<https://www.ilsos.gov/departments/library/libraries/librarycertification.html>

_____ Illinois Public Library Annual Report (IPLAR) [75 ILCS 16/30-65]
<https://www.ilsos.gov/departments/library/libraries/IPLAR/home.html>

_____ Nonresident Card Fees [23 Ill. Adm. Code 3050.10] and Policy
<https://www.ilga.gov/commission/jcar/admincode/023/023030500000100R.html>

<https://www.rochesterlibrary.org/wp-content/uploads/2022/05/Non-Resident-Card-Policy-2022.pdf>

_____ ILLINET Interlibrary Loan (ILL) Code
<https://www.ilga.gov/commission/jcar/admincode/023/02303030ZZ9999AR.htm>

_____ IL State Library Public Per Capita Grant [75 ILCS 10/8.1, 23 Ill. Adm Code 3035.115, 23 Ill. Adm. Code 3035.135]

https://www.ilsos.gov/departments/library/grants/plpc_equalization.html

<https://www.rochesterlibrary.org/wp-content/uploads/2022/12/Per-Capita-Requirements-2022.pdf>

<https://www.rochesterlibrary.org/wp-content/uploads/2022/10/doc05773920221026091600.pdf>

_____ Public Funds Investment Act (30 ILCS 235/2.5) Resolution for the Adoption of a Written Policy for the Investment of Public Funds.

<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=496&ChapterID=7>

<https://www.rochesterlibrary.org/wp-content/uploads/2019/07/INVESTMENT-POLICY-ROCHESTER-REVISED-2019.pdf>

<https://www.rochesterlibrary.org/wp-content/uploads/2019/07/Routine-Banking-Policy.pdf>

_____ Illinois Records Confidentiality Act Policy [75 ILCS 70/1]

<https://www.rochesterlibrary.org/wp-content/uploads/2016/02/Illinois-Records-Confidentiality-Act-Policy2016.pdf>

_____ Professional Policies – Code of Ethics ALA, Freedom to Read ALA, Freedom to View, ALA, And Library Bill of Rights ALA.

<https://www.ala.org/tools/ethics>

<https://www.ala.org/advocacy/intfreedom/freedomreadstatement>

<https://www.ala.org/advocacy/intfreedom/librarybill>

What Have We Done Well? (List any budget/levy freezes or reductions in the past decade; list new programs or services offered to residents over the past decade; list any ethics ordinances adopted; timely FOIA compliance; responsiveness to public; list any new intergovernmental agreements or services offered, etc.)

- We review our policies frequently
- Careful financial management
- Adding new revenue streams wherever possible
- Courteous, well trained staff
- Embracing new technology
- Serving a wide variety of people in the community
- Being community-focused
- Financial transparency
- A wide variety of programming

What Inefficiencies Did We Identify/What Are our Next Steps?

Communication with the village is inefficient and ineffective. A new intergovernmental agreement is needed, along with improved communication and cooperation. The library has been ineffective at communicating budget issues.

What Can We Do Better or More Efficiently?

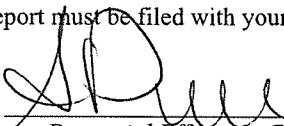
Begin quarterly Joint Use meetings with yearly meetings of both boards to improve communication and cooperation. Formation of budget communication committee. Budget video posted to social media. Speak to community groups to generate support. Communicate with the community continuously.

Our committee's recommendations regarding Increased Accountability and Efficiency:

- Patron Rights & Responsibilities
- New communication strategies for budget, finances and library promotion
- Whistleblower Protection Policy
- Growing community partnerships

Note: This Report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by:



Date

7-24-23

Chairman, Decennial Efficiency Committee of Rochester Public Library District