

Decennial Committee on Local Government Efficiency Act Report

I Unit of government submitting this report

Name of Library: Chillicothe Public Library District

Address of Library: 430 N Bradley Ave, Chillicothe, IL 61523

II. Information about our Library

We are located in Peoria County. There are nine (9) libraries in our County.

The population of the territory in which our Library is located is 12,259 (as of 2020 census).

We have 7 full-time & 5 part-time employees (not including board members).

Our annual budget for FY2023-24 is \$832,770.00.

Our Library's estimated equalized assessed valuation (EAV) for 2023 is \$268,000,000.

III. Information about our committee

Committee members include:

Library Board President: Shayne Jezek

Library Board Vice President: Carmen Jenkins

Library Board Treasurer: Tom Razo

Library Board Secretary: Debra Cody

Library Board Trustee: Kevin Gorman

Library Board Trustee: Cindy Bornsheuer

Library Board Trustee: Colleen DeFord

Library Director: Mary Aylmer

Library District Resident: Stacey Long

Library District Resident: Courtney Millar

Dates our committee Met (50 ILCS 70/20)

May 22, 2023

September 25, 2023

November 27, 2023

IV. Core programs or services offered by our Library

A. Our Library offers the following core services and programs:

Borrowing of books, DVDs, Music CD, CD audiobooks, Videogames, Board Games, STEM & STEAM kits, Art History kits, laptops, hotspots,

Interlibrary loan borrowing covering the entire state of Illinois, including university libraries. OCLC interlibrary loan services throughout the U.S. and in some instances

Internationally.

Homebound delivery

e-Newsletter informing recipients of upcoming events and new items acquired

Free 24-7 wi-fi access from anywhere on library property

Free Notary Public services

Free Proctoring services

Computers for public use, internet access and printing
Large Meeting rooms (some rental fees)
Four study rooms (free)
E-books and e-audiobooks
Printing, copying, faxing, and scanning
Daily Print and e-Newspapers
Weekly Lego Club
Cooking Basic program for teens
Book Clubs
Monthly Take 'n' Make and Take 'n' Bake passive programs
Summer Reading Program & Events
Winter Reading Program & Events
Free puzzle exchange
Movies @ the Library
Live @ the Library monthly concerts
In-school storytimes at pre-schools and elementary schools
Early literacy storytimes
Weekly Music & Movement youth programs
Bi-monthly Sign & Sing (ASL) preschool storytimes
Monthly Blood drives
Annual AARP free tax preparation
Annual AARP Safe Driver course

B. Other core services/programs we could possible provide:

Our library is responsive to the needs and trends of our community, and are able to offer core services and programs to fit those needs or demands. As such, it is improbable, and an inefficient use of time to list them here.

V. Awards and recognitions

Our Library has received the following awards, distinctions, and recognitions:

Illinois State Library Back to Books grant - 2018
IEEE Science Kits for Public Libraries grant - 2018
Illinois Arts Council grant – 2021 and 2022
Arts Midwest grant - 2021
Public Library Association grant - 2022 and 2023
Community Foundation of Central Illinois grant - 2023
Shademakers Beautification Award - 2022
Optimist Club “Friend of Youth” Award – 2023
Ameren “I Love My Library” gift program – 2023
Caterpillar Matching gift program – 2022 and 2023
St. Damien Foundation gift program – 2018, 2019, 2020, 2021, 2022, and 2023
Per Capita Grant from Illinois Secretary of State – (all years)

VI Intergovernmental Agreements

The library continues to explore ways to participate in Intergovernmental Agreements with local partners.

VII Community partnerships

These are a few of our community partners:

- Bradley University
- City of Chillicothe
- Chillicothe Chamber of Commerce
- Chillicothe Fire Department
- Chillicothe IVC School District (7 schools)
- Chillicothe Historical Society
- Chillicothe Office of Economic Development
- Chillicothe Optimist Club
- Chillicothe Park District
- Chillicothe Police Department
- Chillicothe Post Office
- Chillicothe Rotary Club
- Chillicothe Town Theater
- Chillicothe Township
- Chillicothe VFW Post #4999
- Evergreen Assisted Living Facility
- Galena Gravel
- Heritage Retirement Community
- Hult Center
- League of Women Voters
- Love in Action Food Pantry
- Nature Conservancy (Peoria Office)
- Osher Lifelong Learning Institute
- Pearce Community Center
- Peoria Humane Society
- Peoria Park District
- Peoria Playhouse
- Peoria River Front Museum
- Peoria World Affairs Council
- Picket Fence Foundation
- Representative Ryan Spain
- Riverview Road Apiary
- Senator Win Stoller
- Trees Forever
- University of Illinois Urbana-Champaign
- University of Illinois Extension Services

VIII Review of laws, policies, rules and procedures, training materials, and other documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the library in order to evaluate our compliance and to determine if any of the foregoing should be amended:

- State laws applicable to Libraries
- Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*)
- Policy on public comment
- Designation of OMA officer (5 ILCS 120-1.05(a))
- OMA Training (5 ILCS 120/1.05 (b))
- Schedule of Regular Meetings of the Library Board (5 ILCS 120/2.03)
- Illinois Freedom of Information Act and related FOIA requirements (5 ILCS 140/1 *et seq.*)
- Designation of FOIA Officer (5 ILCS 140/3.5 (a))
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5 (a))
- Records Retention & Authority to Dispose Requests (50 ILCS 205)
- Periodic meetings to review closed meeting minutes (5 ILCS 120/2.06 (d))
- IMRF total compensation postings (5 ILCS 120/7.3)
- Designation of whistleblower auditing official (50 ILCS 105/4.1 *et seq.*)
- Statements of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5 *et seq.*)
- Sexual harassment prevention training (775 ILCS 5/2-109(c))
- CPLD annual tax levies, budgeting, and other financial documents
- State ethics laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1 *et seq.*)
- Reports on government efficiency, including “Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments” by Wendell Cox (2016);
- Library policy manual
- Employee handbook

IX. What have we done well?

In a word “everything.” The library does not invest time nor materials to do otherwise. We continue to offer outstanding programs, provide educational & skills-based instruction, implement sustainability initiatives, work collectively with other libraries & partner agencies, and ensure the library is compliant with laws, competencies, pedagogies, and in step with library trends.

X. What inefficiencies did we identify? What are our next steps?

While not inefficient to the general operations of the library, the committee did decide to approve a Whistleblower Policy, and amend the current Ethics (Gift Ban Act) Policy to more closely follow provisions provided in the State Officials and Employees Ethics Act.

However, the committee did feel the Decennial Committee project was redundant, and an inefficient use of library staff, trustee and community time. A logical next step would be to contact our legislators to contest the imposition of unfunded mandates such as this.

XI. What can we do better or more efficiently?

The committee did not identify any need for improvement in efficiency. The library is strategic in our observation and assessment of institutional operations, and fiduciary obligations and is capable of responding in real-time to maximize efficiencies.

XII. Studies on government efficiencies

In preparing this report, we found studies showing that the average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals. We also found that smaller municipal governments tend to tax less, spend less, and borrow less than larger municipal governments. Townships have had a smaller increase in taxation according to Wendell Cox (2016). They have a propensity to have good working relationships with each other and work to reduce costs by sharing services. The library is no different. According to Wendell's study the smallest municipal governments had the lowest median local tax revenues per capita. Based on Wendell Cox's study comparing Illinois to other states, "Fewer governments do not translate into lower government expenditures or taxes."

XIII. Our committee's recommendation regarding increased accountability and efficiency:

As mentioned in XI, we feel there are no other internal improvements we can make at this time. However, we will contact our legislators, library systems, and associations to ask they take actions against the imposition of unfunded mandates, and changing laws that hinder our ability to continue doing our jobs efficiently.

Submitted by: Mary Aylmer, Director

Date of Committee Approval of Report: 27 November 2023