

Exhibit A¹

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

I. Unit of government submitting this report:

Name of Library: Pecatonica Public Library District

Address of Main Library Office: 400 W. 11th St. Pecatonica IL
61063

II. Information about our Library

A. We are located in Winnebago County. There are 6 libraries in our County.

B. The population of the territory in which our Library is located is 5,512
(as of 2020 census).

C. We have 8 employees of the Library (not including board members).

D. Our annual budget for FY 23 is: \$ 261,020.68.

E. Our Library's equalized assessed valuation (EAV) for 2023 is \$ 127,074,101

III. Information about Our Committee

A. Committee Members:

Board President Lori Peterson

Trustee Gordon Dirksen

Trustee Katie Wiegert-Harnish

Trustee Karen Munson

Trustee Jill Stites

Trustee Amy Salamon

Trustee Mary Ann Arenson

¹ **DISCLAIMER:** Please note that the sample report is provided for informational and illustration purposes only. Libraries should consult with their own library attorneys in complying with the Act and in preparing, adopting, and filing their own library reports.

Executive Director Penny Kellicut-Bryant
Library Resident Krystal Waugamon
Library Resident Hillary Deppe

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

B. Dates that our Committee Met (50 ILCS 70/20)

First Meeting (must occur prior to June 10, 2023): 6-13-23

Second Meeting: 7-11-23

Third Meeting: 8-8-23

Additional Meetings (List All, if any): N/A

IV. Core Programs or Services Offered by our Library

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

Library Services include the circulation of materials - books, ebooks, audio books, CD's, DVD's, magazines, newspapers, microfilm, puzzles, leapfrog pads, tablets, reference services, databases, computer access, programs, meeting rooms, games and others. Printing, copying, photo machine, interlibrary loan, delivery services internet, wifi

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

expanding programming to include additional age groups,

V. Awards and Recognitions

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

Per capita grant,

VI. Intergovernmental Agreements

We partner with or have Intergovernmental Agreements with the following other governments (list as many as you have):

Entity:
Rails
PrairieCat

Services Offered:
consulting, interlibrary loan, delivery
consortia benefits, ebooks, networking
interlibrary loan, check out software
fee collection, networking

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

no cost for delivery of library items
no cost for tech services of software - Sierra
no cost for patrons to check out ebooks

VII. Community Partnerships

We partner with the following organizations (list as many as you have):

Food Pantry, Knitting for Peace
Historical Society
Organization:
Rotary
Lions Club
H-H
Boy Scouts
Legion Auxillary
Womens Club

Services Offered:
display, history collection, patron services
Recipient of grant monies + material
help support programs
flag removal

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))
- All Board Members have completed 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 (5 ILCS 140/1 *et seq.*)
- Designation of FOIA Officer (5 ILCS 140/3.5(a))
- FOIA Officer Training (5 ILCS 140/3.5(b))
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- List of Types or Categories of FOIA Records under Library Control (5 ILCS 140/5)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- N/A IMRF Total Compensation Postings (5 ILCS 120/7.3)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1 *et seq.*)
- All applicable officials have filed statement 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))
- Our Intergovernmental Agreements
- Our budget and financial documents
- State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1 *et seq.*)
- Our budget and financial documents

_____ Reports on government efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments" by Wendell Cox (2016);

_____ Others (List Below or Attach):

IX. 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; list any increase in number of library patrons served, etc.)

Service population increased from 5261 to 5512
New programs include dinosaur day, chalk the walk,
Dr. Swiss B-day, Luau day, Nighttime Reading hour
Quarterly FOIA requests to Smart Procure
Closed on Sundays in Summer to save money and energy
Reduction of paper for board meetings
HVAC updates for energy efficiency

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

Libraries have such limited funds that we need to
be efficient to operate.
Continue to do building updates to become more
energy efficient
evaluate open hours for cost effectiveness

XI. What Can We Do Better or More Efficiently?

Possibly reduce open hours

XII. Studies on Governmental Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that the average local government in Illinois serves 1800 residents compare to the national median of 2850 individuals.

XIII. Our Committee's Recommendations Regarding Increased Accountability and Efficiency:

Continue to monitor inflation trends
Evaluate open hours

Note: This Report must be filed with the county (or counties) no later than 18 months after the first committee meeting.

Submitted by: Dei Peterson
Chairman, Decennial Efficiency Committee

Date of Committee Approval of Report: 8-8-2023