

**AGENDA**  
**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT**  
**LOCAL GOVERNMENT EFFICIENCY ACT DICENNIAL COMMITTEE MEETING**  
**650 Deerwood Dr., Shorewood, IL 60404**  
**Meeting Room A**

**October 12, 2023**  
**6:30 pm**

1. Welcome
2. Call to order and roll call of Trustees
3. Changes/Additions to the Agenda
4. Approval of Minutes:
  - August 10, 2023
5. Old Business
  - a. None
6. New Business –
  - a. Approve Final Report for Submission to Will County, pending approval of October minutes at the Regular Board Meeting on November 9, 2023 (**Discussion**)
7. Comments from the Public
8. Survey of Residents in Attendance
9. Appreciation for the Work Done by the Committee
10. Adjournment

Any individual requiring special accommodations as specified by the Americans with Disabilities Act is requested to notify the Shorewood-Troy Public Library District Director at 815-725-1715 at least 24 hours before the meeting date.

For further information regarding this meeting agenda, please contact:  
Jennie Cisna Mills, Director/815.725.1715 or [jmills@shorewoodtroylibrary.org](mailto:jmills@shorewoodtroylibrary.org)  
Shorewood – Troy Public Library District, 650 Deerwood Dr., Shorewood, IL 60404

**SHOREWOOD-TROY PUBLIC LIBRARY**  
**LOCAL GOVERNMENT EFFICIENCY ACT DECENNIAL COMMITTEE MEETING**  
**August 10, 2023**  
**6:30 pm**

The Decennial Committee Meeting was called to order at 6:30 p.m. on August 10, 2023, by Board Vice-President Vito Schultz.

**DECENNIAL COMMITTEE MEMBERS PRESENT:**

1. Karen Voitik
2. Vito Schultz
3. Arthetta Reeder
4. Tracy Caswell
5. Bob Stahl
6. Krysten McGee
7. Jennie Mills
8. Helen Valantinas
9. Erin Gilmartin

**COMMITTEE MEMBER ABSENT:** Thomas Novinski

**STAFF PRESENT:**

1. Cindy Norman – Finance Clerk

**GUESTS:** NONE

**CHANGES/ADDITIONS TO AGENDA:** NONE

**APPROVAL OF MINUTES**

Tracy Caswell moved/Helen Valantinas seconded to approve the minutes from the June 8, 2023 meeting. The motion passed with all members voting 'yes'.

**COMMENTS FROM THE PUBLIC:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

- a. The committee reviewed the Local Government Efficiency Report by Wendell Cox. There were no follow up questions by any of the members.
- b. The Board reviewed the In-Progress Report to Will County. As part of this, Director Mills had asked the Library staff for input on any things they would like to see implemented in the Library. Some staff ideas were a Library of Things, a

Makers Space, or possibly being able to check out certain big kitchen items. These are very good ideas, however, due to the size of our Library we are unable to implement any of these ideas at this time.

- c. At this time the committee feels we are doing what is expected of a Library and doing it well and does not feel anything else needs to be added to the report.

COMMENTS FROM THE PUBLIC: None

SURVEY OF RESIDENTS IN ATTENDANCE:

- a. No residents were in attendance.

ANNOUNCEMENTS: None

Bob Stahl moved/Karen Voitik seconded to adjourn the meeting at 6:37 p.m. The motion passed with all members present voting 'yes.'

Respectfully submitted,

Cindy Norman, Finance Clerk

October 12, 2023

TO: Decennial Committee Members of the Shorewood-Troy Public Library

FROM: Jennie Mills, Library Director

RE: Final Report Draft of the Decennial Committee

This is the final report draft of the Decennial Committee; should the Committee see changes that should be made, I am happy to make the requested edits.

It will be submitted to Will County, once the October minutes of the Committee are approved by a quorum of the Decennial Committee at the November 9<sup>th</sup> Board meeting.

Community Members of the Decennial Committee are welcome to attend the Board meeting to vote on the minutes if they wish, or the Board of the Library, along with the Director of the Library, should be able to make the quorum of the Committee.

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

**I. Unit of government submitting this report:**

Name of Library: \_\_\_\_\_

Address of Main Library Office: \_\_\_\_\_

**II. Information about our Library**

A. We are located in \_\_\_\_\_ County(ies).

B. The population of the territory in which our Library is located is \_\_\_\_\_  
(as of 2020 census).

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

D. Our annual budget for FY \_\_\_\_\_ is: \$ \_\_\_\_\_.

E. Our Library's equalized assessed valuation (EAV) for 2023 is \$ \_\_\_\_\_.

**III. Information about Our Committee**

A. Committee Members:

Board President \_\_\_\_\_

Trustee \_\_\_\_\_

Trustee \_\_\_\_\_

Trustee \_\_\_\_\_

Trustee \_\_\_\_\_

Trustee \_\_\_\_\_

Trustee \_\_\_\_\_

Executive Director \_\_\_\_\_

Library Resident \_\_\_\_\_

Library Resident \_\_\_\_\_

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. Meetings (50 ILCS 70/20)

First Meeting

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

- Formation occurred before June 10, 2023
- Noticed in Accordance with the Open Meetings Act
- Majority of Committee Present
- Public Comment

Second Meeting

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

- Noticed in Accordance with the Open Meetings Act
- Majority of Committee Present
- Public Comment

Third Meeting

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

- Noticed in Accordance with the Open Meetings Act
- Majority of Committee Present
- Public Comment

Additional Meetings (List All, if any): \_\_\_\_\_

\_\_\_\_\_

C. Post Meeting Survey

Was a survey provided to attendees at each of the Committee Meetings?

- Yes       No

By what means was the survey presented to the attendees?

**IV. Core Programs or Services Offered by our Library**

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

B. Other core services/programs to consider:

**V. Awards and Recognitions**

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

**VI. Intergovernmental Agreements**

We partner with or have Intergovernmental Agreements with the following other governments:

Entity and services offered:

--

**VII. Community Partnerships**

We partner with the following organizations:

Organizations and services offered:

--



**VIII. Review of Laws, Policies, Rules & Procedures, Training Materials & 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))
- \_\_\_\_\_ Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- \_\_\_\_\_ 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.*)
- \_\_\_\_\_ 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.*)
- \_\_\_\_\_ Reports on government efficiency, including “Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments” by Wendell Cox (2016);

**IX. What Have We Done Well?**

**X. Our Committee's Recommendations:**

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

Submitted by: \_\_\_\_\_  
Chairman, Decennial Efficiency Committee

Date of Committee Approval of Report: \_\_\_\_\_