

BARTLETT PUBLIC LIBRARY DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES
DECENNIAL COMMITTEES ON LOCAL GOVERNMENTAL
EFFICIENCY ACT

MONDAY, February 12, 2024

7:00 p.m.

Location: Meeting Room, Bartlett Public Library District
800 S. Bartlett Road, Bartlett, IL

CALL TO ORDER: The regular meeting of the Bartlett Public Library District Trustees was called to order at 7:02 p.m. by John Sias.

ROLL CALL: John Sias, Lynn DeSmidt, Joseph Olsen, and Peggy Deyne, Trustees; Aiden Marhofke, Stephanie Hopkins, Citizen Representative Committee Members; Absent: Dave Barry, Monica Boyer, and Peggy Bucaro, Trustees.

Staff Present: Karolyn Wessel, Library Director.

TOWN HALL: None.

AGENDA:

1. Approval of the November 13, 2023 Committee of the Whole Decennial Committees on Local Governmental Efficiency Act Minutes

Trustee Olsen made a motion to approve the minutes of the November 13, 2023 Committee of the Whole Minutes; Seconded by Trustee DeSmidt.

Ayes: Marhofke, Hopkins, Sias, DeSmidt, Olsen, Deyne, Wessel. Motion carried.

2. Review of the Laws, Policies, Rules, Procedures, Training Materials and other Documents

Director Wessel provided a report of the ways in which the library is in compliance with the list of policies and bylaws. Director Wessel explained the library has two new Intergovernmental Agreements with Illinois Libraries Presents and an IlliniNET/OCLC Group Services Agreement.

- A. List of Types or Categories of FOIA Records under Library Control
- B. Periodic Meetings to Review Closed Meeting Minutes
- C. IMRF Total Compensation Postings

- D. Designation of Whistleblower Auditing Official
- E. All Applicable Officials Have Filed Statement of Economic Interests
- F. Sexual Harassment Prevention Training
- G. Our Intergovernmental Agreements
- H. Our Budget and Financial Documents
- I. State Ethics Laws, Including, but Not Limited to the State Officials and Employees
- J. Reports on Governmental Efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, not Governments" by Wendell Cox (2016)

3. What Have We Done Well?

Director Wessel worked with the library management team to identify areas of strength where the library performs well. She included this in her Director's Report to the committee.

Trustee Olsen inquired about receiving community feedback through surveys and ask for clarity regarding which surveys it was referring to. Director Wessel explained that the library elicits community surveys in relation to the strategic planning process every three years. Director Wessel suggested to change the wording to read "...in conjunction to the strategic planning process" to be more specific.

Stephanie Hopkins praised the library's responsiveness to patron requests for materials and resources.

4. What Inefficiencies Did We Identify/What Are Our Next Steps?

Director Wessel presented inefficiencies including: marketing the wide variety of library services to residents and increase cardholders in the community.

5. Studies on Governmental Efficiencies

6. Our Committee's Recommendations Regarding Increased Accountability and Efficiency

Director Wessel presented recommendation for efficiency including: Obtaining a book-bike or homebound vehicle to reach community members; determine strategies to increase cardholders and awareness of library services in the

community; work with other community organizations such as the Village or School Districts to form utility agreements to reduce overall costs for services such as snow plowing; explore group purchasing liability insurance; consider alternative energy options; review employee benefits and how to make them better to attract and maintain staff.

Director reviewed the report with due diligence and feels the library is in good standing.

Stephanie Hopkins suggested upgrading the Youth Services play area to make it more of a destination and activity center. Director Wessel explained the library will be doing a Space Needs Assessment and reevaluating the different spaces of the library for areas of improvement. Director Wessel will add a recommendation to reexamine the children's area to improve family play space.

Stephanie Hopkins also suggested the recommendation to continue exploring options for accessibility.

Trustee Olsen recommended exploring with School District U-46 and other libraries to include a question on the student registration forms about receiving information on obtaining a library card. Stephanie Hopkins suggested having library card sign ups available when librarians do outreach school visits. Director Wessel expressed that these were both good ideas but she feels that they fit under the point: "Research strategies to increase number of cardholders and awareness of library services to the community."

7. Approval of Final Report

Director Wessel reached out to the library attorney again about the OMA Officer and he said that the library is not required to designate an OMA Officer, the Decennial Committee, however, should designate one member to receive OMA training, which Aiden has completed.

Trustee Olsen asked to remove the Illinois Libraries Presents Intergovernmental Agreement from the list as the partnership with RAILS is not a government entity.

Trustee Olsen made a motion to approve the Final Report of the Decennial Committee. Seconded by Stephanie Hopkins. Roll call - Yes: Marhofke, Hopkins, Sias, Wessel. Motion carried.

TOWN HALL: None.

ADJOURNMENT: Trustee DeSmidt made a motion to adjourn; Seconded by Aiden Marhofke.

Ayes: Marhofke, Hopkins, Sias, DeSmidt, Olsen, Deyne, Wessel.
Motion carried.

Meeting adjourned at 7:28 PM.