

Oglesby Public Library District

Decennial Committee Meeting #2 June 10, 2024 (2023-2024) Minutes

Convened at the Oglesby Public Library (111 South Woodland Ave, Oglesby, IL 61348)

ROLL CALL

Austin Cullinan, Committee Chair, called the June 10, 2024, Decennial Committee of the Oglesby Public Library to order at 6:30pm.

Members Present: Cullinan, Vollmer (Richard), Engel, Watson, Porter, Vollmer (Sarah), Drew Jessen, Mary Beth Foemmel, Mary Ann Stefanelli

Absent: Clinard

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

There were no public comments.

REVIEW EXEMPLAR DECENNIAL REPORT

Cullinan reviewed sample decennial reports by Dunlap Public Library District and Pearl City Public Library District. Cullinan concluded the formats were good examples to follow in creating the Oglesby Public Library District's report.

REVIEW/DISCUSS INFORMATION GATHERED IN RESPECT TO EXHIBIT A OF March 10, 2023 ANCEL GLINK MEMO

Cullinan reviewed exhibit A of the Ancel Glink memo that was distributed during the first meeting of the Decennial Committee Meeting drawing attention to each section of the sample library report for compliance with Decennial Committees on Local Government Efficiency Act. Cullinan noted section VIII of the sample report and the importance of compliance with the statutes listed.

Cullinan referenced each of the items on the sample report. With many of the compliance issues included in the library's by-laws, the director will review the by-laws to be sure policy on public comment and ethics are indeed covered in the by-laws.

It was noted the new Freedom of Information Act Policy needs to be loaded on the website. The Director will work with the website vendor to accomplish this. In addition, it was noted the FOIA officer and OMA designee is required to complete annual training.

Regarding the Designation of Whistleblower Auditing Official (50 ILCS 105/4.1 *et. seq*), Cullinan pointed out that the library does not have an "auditing official" and thus the State's Attorney of LaSalle County would fulfill that role.

COMPOSE ROUGH DRAFT OF DECENNIAL REPORT FOR THE OGLESBY PUBLIC LIBRARY

Members of the decennial committee were presented with a rough draft of a decennial report for their review and input. Cullinan reviewed each section with the following comments made by the committee:

Regarding section V. Core Programs and Services Offered by the Library suggestion were made to add the library's website, annual book sale and newsletter. The director did discuss the need to redesign the newsletter.

Regarding section VI. members acknowledged the need to update this section if the library obtains grant funding before the report is finalized.

Regarding section VII. The members suggested new partnerships could be developed with the City of Oglesby and the LaSalle County Historical Society, the local reading council and the Illinois Reading Council. Drew Jessen offered to reach out to the LaSalle County Historical Society for collaboration on programs. The Director commented on the need to add the Intergovernmental Agreement with LiMRICC.

Regarding section VIII review of Laws, Policies, Rules and Procedures, Training Materials, and other Documents, Foemmel offered to reach out to LaSalle County Health Department to discuss options for no cost Bloodborne Pathogens training. Members discussed adding First Aid and CPR training for staff.

Regarding section IX members felt it important to add to the first bullet point the library and the community benefit from the consistent staff employed by the library.

The committee suggested adding to the third bullet point that trustees are also resourceful and knowledgeable regarding ways to reduce expenses.

The committee's recommendations for increased accountability and efficiency include updating the FOIA information on the website, pursuing digital accessibility, developing a new strategic plan, leverage more community partnerships, investigate grant writing services by North Central Illinois Council of Governments, increase staff training on library processes, and utilize iLEAD for trustee training.

CONDUCT SURVEY OF COMMUNITY RESIDENTS PRESENT

One community member was present but did not complete the survey offered.

DISCUSS AND SET NEXT MEETING DATE

The next meeting of the Decennial Committee is Tuesday, September 10, 2024 at 6:30pm.

PUBLIC COMMENT

The community member present mistakenly thought the Decennial Committee met ten years ago and was looking through the public binder of meeting minutes looking for minutes from ten years ago. The library director explained this was a new mandate and therefore no minutes were in the public binder.

ADJOURNMENT

There was a motion by Engel and a second by Vollmer (Richard) to adjourn the meeting at 7:43pm.

AYE: Vollmer (Richard), Engel, Watson, Porter, Vollmer (Sarah), Drew Jessen, Mary Beth Foemmel, Mary Ann Stefanelli

Motion passed.

MEETING ADJOURNED