



Two locations serving the communities of Granite City, Mitchell, and Pontoon Beach.

2001 Delmar Avenue
Granite City, IL 62040

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Granite City, IL 62040

618-452-6238

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www.smrld.org

Tina Hubert
Executive Director

Report for Compliance with 50 ILCS 70/ Decennial Committees on Local Government Efficiency Act

Date of Formation of Committee: May 9, 2023

Date of Report: January 9, 2024

Date of Dissolution of Committee: January 9, 2024

Unit of Government Submitting Report

Name of Library: Six Mile Regional Library District

Address of Library Headquarters: 2001 Delmar Avenue, Granite City, IL 62040

Information about Government

County: Madison County

Service Area: 62040 – Granite City, Mitchell, Pontoon Beach, Illinois

Population Served: 39,697

Annual Budget FY 2024: \$2,393,590.00

Committee Members

Board President: Linda McDonnell

Vice President Trustee: Liz Cicio

Secretary Trustee: Adam Followell-Young

Treasurer Trustee: Dewey Melton (through December 5, 2023)

Trustee: Mary Jo Akeman

Trustee: Chris Hutchings (through November 14, 2023)

Trustee: Julie Willaredt

Trustee: Rebecca Watson (effective January 9, 2024)

Executive Director: Tina Hubert

Resident: Justin Brinkmeyer, 1827 Spring Ave, Granite City, IL 62040

Resident: Richard Franklin, 29 Dublin Dr, Granite City, IL 62040

Committee Meeting Dates

1. May 9, 2023 (organizational meeting)
2. September 12, 2023
3. January 9, 2024

Input Survey Emailed

May 11, 2023, 2:34 PM

September 13, 2023, 11:28 AM

NA

BOARD OF TRUSTEES

Linda McDonnell
President

Liz Cicio
Vice President

Dewey Melton
Treasurer

Adam Followell-Young
Secretary

Mary Jo Akeman
Trustee

Chris Hutchings
Trustee

Julie Willaredt
Trustee

MISSION

To make a significant difference in the everyday lives of the people, institutions, and communities of Granite City, Mitchell, and Pontoon Beach by listening, understanding, and then transforming needs into proactive library services.

Survey responses: May 11, 2023 response



Patrick Carney <patrickcarney@smrld.org>
to Tina

Thu, May 11, 4:20 PM ☆ ↶ ⋮

Hi Tina,

From my observation as a resident attending the Decennial Committee Meeting held on Tuesday, May 9, 2023, I was impressed with the upfront information that the committee members were presented with for their evaluation. This surely set the tone and mood as more of an exploratory journey and not one that seemed daunting or unreachable. Communication between members seemed positive and any questions asked were jointly answered from members of the committee. I believe everyone walked away with an understanding of the committee's future work, including myself.

September 18, 2023 response

Patrick Carney
to Tina

9:43 AM (1 hour ago) ☆ ↶ ⋮

Hi Tina,

As a resident attendee of the September 12, 2023 Decennial Committee Meeting, I noticed how stream-lined and efficient the Six Mile Regional Library has made the information for review available. Committee members were given access to a single document that contained hyperlinks to most of the pertinent information under review. In scanning over the document myself, I can surely appreciate the amount of time this process must have taken by the library for the ease of access to committee members. While the amount of information contained in the document is substantial, members of the committee seemed very pleased that a simple click on a hyperlink would provide topical information for review and future discussion. All attendees seemed extremely comfortable with their positions and duties and the atmosphere was very cordial and friendly.

Patrick Carney

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Patrick Carney

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[SMRLD Website](#)

Summary of Committee Work & Findings

Review of Governing Statutes – State

- [75 ILCS 10/ Illinois Library System Act](#)
- [75 ILCS 16/ Public Library District Act of 1991](#)
- [75 ILCS 55/ Library Property Sale Act](#)
- [75 ILCS 70/ Library Records Confidentiality Act](#)
- [5 ILCS 120/ Illinois Open Meetings Act](#)
- [5 ILCS 140/ Illinois Freedom of Information Act](#)
- [5 ILCS 220/ Intergovernmental Cooperation Act](#)
- [5 ILCS 315/ Illinois Public Labor Relations Act](#)
- [5 ILCS 420/ Illinois Governmental Ethics Act](#)
- [5 ILCS 430/ State Officials and Employees Ethics Act \(article 70\)](#)
- [10 ILCS 5/ Illinois Election Code](#)
- [30 ILCS 15/ Public Funds Statement Publication Act](#)
- [30 ILCS 235/ Public Funds Investment Act](#)
- [30 ILCS 238/ Illinois Sustainable Investing Act](#)
- [30 ILCS 500/ Illinois Procurement Code](#)
- [30 ILCS 580/ Drug Free Workplace Act](#)
- [30 ILCS 767 Public Library Construction Act](#)
- [35 ILCS 200/ Property Tax Code](#)
- [40 ILCS 5/7 Illinois Municipal Retirement Fund \(IMRF\)](#)
- [45 ILCS 25/ Interstate Library Compact Act](#)
- [50 ILCS 70/ Decennial Committees on Local Government Efficiency Act](#)
- [50 ILCS 105/ Public Officer Prohibited Activities Act](#)
- [50 ILCS 135/ Local Governmental Employees Political Rights Act](#)
- [50 ILCS 150/ Local Government Travel Expense Control Act](#)
- [50 ILCS 205/ Local Records Act](#)
- [50 ILCS 310 Governmental Account Audit Act](#)
- [50 ILCS 330/ Illinois Municipal Budget Law](#)
- [50 ILCS 420/ Tax Anticipation Note Act](#)
- [50 ILCS 505/ Local Government Prompt Payment Act](#)
- [50 ILCS 510/ Local Government Professional Services Selection Act](#)
- [235 ILCS 5/6-15 Liquor \(Alcoholic Liquor in Public Library District property\)](#)
- [410 ILCS 25/ Environmental Barriers Act](#)
- [410 ILCS 82/ Smoke Free Illinois Act](#)
- [430 ILCS 66/ Firearm Concealed Carry Act](#)
- [715 ILCS 10/ Newspaper Legal Notice Act](#)
- [720 ILCS 5/16-0.1 Criminal Code Library items defined](#)
- [720 ILCS 5/ 33E Criminal Code Public Contracts](#)
- [740 ILCS 115/ Parental Responsibility Law](#)
- [740 ILCS 137/ Right to Breastfeed Act](#)
- [745 ILCS 10/9 Local Governmental and Governmental Employee Tort Immunity Act – Payment of Claims and Judgement](#)
- [775 ILCS 5/2 Illinois Human Rights Act - Employment](#)
- [815 ILCS 530/ Personal Information Protection Act](#)
- [820 ILCS 40/ Personnel Record Review Act](#)

- [820 ILCS 55/ Right to Privacy in the Workplace Act](#)
- [820 ILCS 105 Minimum Wage Law](#)
- [820 ILCS 115/ Illinois Wage Payment and Collection Act](#)
- [820 ILCS 151 Family Military Leave Act](#)
- [820 ILCS 180/ Victims' Economic Security and Safety Act](#)
- [820 ILCS 192/ Paid Leave for All Workers Act](#)
- [820 ILCS 305/ Workers' Compensation Act](#)

Federal

- o [Major Laws of the Department of Labor](#)
- o [Americans with Disabilities Act](#)
- o [Equal Employment Opportunity Commission](#)
- o [Pregnant Workers Fairness Act](#)
- o [Workplace Laws Not Enforced by the EEOC](#)
- o [U.S. Citizenship and Immigration Services – I-9, Employment Eligibility Verification](#)

Review of Ordinances, Rules, Procedures, Powers, Jurisdiction, Shared Services, Intergovernmental Agreements, Interrelationships with Other Governmental Units and the State

- [Bylaws](#) (includes powers and jurisdiction)
- [Intergovernmental and Other Agreements](#)
 - o [Granite City School District \(Principal of Equity of Costs for Services and Value for Free Teacher Cards at SMRLD\) – IGA](#)
 - o [Granite City Park District \(StoryWalk\) – IGA](#)
 - o [Illinois Libraries Present \(Joint purchasing of library programming, events, & services\) – IGA](#)
 - o [Collective Bargaining Agreement](#)
- [Policies](#)
 - o [Library Behavior Policy](#)
 - o [Security Camera Policy](#)
 - o [Programming Policy](#)
 - o [Youth Volunteer Policy](#)
 - o [Circulation Policy](#)
 - o [Harassment Policy](#)
 - o [Materials Selection Policy](#)
 - o [Helen's Trust Endowment Policy](#)
 - o [Capitalization Policy](#)
 - o [Extended Medical Leave Policy](#)
 - o [Alcohol Policy](#)
 - o [Community Bulletin Board Policy](#)
 - o [Photography & Filming Policy](#)
 - o [Internet Access Policy](#)
 - o [Meeting Room Use Policy](#)
 - o [Drug & Alcohol Free Workplace Policy](#)
 - o [Firearms Policy](#)
 - o [Circulation Policy](#)
 - o [Fiscal Accountability and Investment of Public Funds Policy](#)
 - o [Library Tort Levy Expenditures/Risk Management Plan](#)
- [Ordinances](#)
 - o [Annexation Ordinance 2023-001](#)
 - o [Annexation Ordinance 2023-002](#)

- [Levy Ordinance](#)
- [Supplemental Levy Ordinance](#)
- [Combined Budget & Appropriations Ordinance](#)
- [Resolutions](#)
 - [IMRF Section 125 Plan Resolution](#)
 - [Resolution adopting the Amended Harassment Policy](#)
 - [Travel Reimbursement Resolution](#)
 - [Resolution Honoring Helen Mance](#)
 - [Resolution Honoring Mary Jo Akeman](#)
 - [Resolution Honoring Gregg McGee](#)
 - [Illinois Funds E-Pay Agreement Resolution](#)
 - [Inducement Resolution for Redeveloping of Certain Property in Downtown Granite City](#)
 - [Resolution on Disposal and Disposition of Six Mile Regional Library District Property with a Unit Value of \\$1,000 or Less](#)
 - [Resolution Regarding Relationships with Financial Institutions](#)
 - [Resolution Authorizing Membership in the Libraries of Illinois Risk Association](#)
- Relationships with other governmental units, the state, and others
 - SMRLD staff member on School District Board
 - SMRLD staff on School District strategic plan steering committee
 - SMRLD director attends Granite City committee and council meetings
 - SMRLD provides tax preparation in partnership with the Internal Revenue Service (IRS) Volunteer Income Tax Assistance VITA grant program through the Gateway Earned Income Tax Credit (EITC) Community Coalition
 - SMRLD is a Passport Acceptance Facility in partnership with the US Department of State
 - SMRLD partners with the Illinois Department of Natural Resources as a vendor agent to make the purchase of fishing and hunting licenses easy to obtain
 - SMRLD partners with the Secretary of State's Department of Motor Vehicles through S&S License & Title Service to sell license plate renewal stickers
 - SMRLD partners with Madison County to register people to vote
 - SMRLD frequently partners with the School District to provide programming onsite at various schools
 - Several trustees work for the school district
 - Partner with Park District for events and programs
 - Partner with SIUe for local history exchange of information
 - Worked with Illinois Humanities
 - Work with the University of Illinois Extension
 - Partner with Illinois WorkNet Center, Illinois Department of Employment Security, Leadership Council Southwestern Illinois; and Madison County Illinois Employment & Training for Job Seeker services
 - City committees and provided research services for city efforts
 - Partnership with Chestnut Health Systems
 - Partnership with Challenge Unlimited
 - SMRLD staff attend Madison County Partnership to End Homelessness meetings
 - SMRLD staff member of Granite City Rotary
 - SMRLD staff member of Granite City Optimists
 - SMRLD staff member of the Chamber of Commerce Southwestern Madison County Board
 - SMRLD staff member of Madison County TRIAD
 - SMRLD staff on Illinois Library Association's Intellectual Freedom committee

- SMRLD staff on Madison County Historical Society board
- Host site for Third Judicial Court in Madison County Expungement Clinic
- Applicant for the annual per capita grant through the Illinois State Library
- Rules
 - [SMRLD Rules to Maintain Safe Behavioral Practices](#)
 - [OMA Rules for Electronic Attendance](#)
 - [Rules for Computer Use](#)
- Procedures
 - Procedure for Theft of Items Valued Over \$300
 - Request for Library Information – Law Enforcement 75 ILCS 70 1 a 2
 - Professional Expectations
 - Incident Report Procedures
 - Home Delivery Procedure
 - Food and Beverage Guidelines
 - Educational Event Attendance Practices & Expectations
 - Customer Service Handbook
 - CD-DVD Cleaning Procedures
 - Lifting a Permanent Ban process
 - In the Event of a Library Closure – Staff Calling Lists
 -
- Services
 - [Gateway EITC Community Coalition – Tax Preparation](#)
 - [Illinois Department of Natural Resources – Fishing and Hunting Licenses](#)
 - [Illinois License Sticker Renewal](#)
 - [Notary](#)
 - [Passport Acceptance Agency](#)
 - [Voter Registration](#)
- Shared Services
 - Gasoline purchasing with Granite City
 - Illinois Heartland Library System – delivery of library materials, shared online catalog with over 400 other libraries in Southern Illinois
 - Illinois Libraries Present – joint purchasing of library programming, events, and services
 - Libraries of Illinois Risk Agency (liability and property insurance pool with public libraries across the state of Illinois)
 - Joint Purchasing with the State of Illinois
 - [Unified Procurement Program](#)
 - [Illinois Procurement Gateway](#)
 - [Illinois BidBuy](#)

Compliance

- ✓ Statement of Economic Interests filed (trustees, director, managers) (due May 1 annually)
- ✓ FOIA officer training (director - annually)
- ✓ OMA training (trustees, director - annually)
- ✓ Periodic Review of Closed Meeting Minutes
- ✓ Sexual Harassment Prevention Training (trustees, all staff) (emailed each June, due each July)
- ✓ Combined Budget & Appropriations Ordinance (due second Tuesday in September)
- ✓ Annual Levy Ordinance (due in December)
- ✓ [IMRF Employer Cost & Participation Information](#)
- ✓ [Amendment to the Open Meetings Act Concerning Public Employee Compensation & Benefits](#)

- ✓ Illinois Public Library Annual Report (due by September 1 annually)
- ✓ Serving Our Public 4.0 Standards for Illinois Public Libraries

Other Related Documents / Research

- [Secretary of State, Alexi Giannoulis, Transition Report, Library Enhancements \(pages 32-38 of the online document\)](#)
- [An Inventory of Local Governments in Illinois, March 12, 2021, The Institute for Illinois' Fiscal Sustainability](#)
- Measuring What Matters: Comparing Costs and Performance of Municipal Libraries and Library Districts, published online 6 Jul 2022, [abstract](#) full report attached separately
- Serving Our Public 4.0 Standards for Illinois Public Libraries, Illinois Library Association 2020
- [Illinois Public Library Trustee Manual 2016, Illinois State Library](#)
- [The Illinois Property Tax System: a General Guide to the Local Property Tax Cycle](#)
- [Illinois State Board of Elections Documents \(look for the \[year\] Candidate's Guide\)](#)

Recommendations with respect to increased accountability and efficiency

- ✓ The Auditors annually recommend that the Finance office have more staff, but recognize that is unlikely in a small government. It is a conscious decision to not expand the finance office.
- ✓ There are no additional recommendations.

Attest:

The Decennial Efficiency Committee of the Six Mile Regional Library District met all requirements of 50 ILCS 70. This report must be filed with the county no later than 18 months after the first committee meeting, therefore by or before November 9, 2024.

Chairman, Decennial Efficiency Committee



Signature

Linda McDonnell, SMRLD Board of Trustees President
Print Name

Date of Board Approval of Report: January 9, 2024