



January 18, 2024

To Whom It May Concern:

Enclosed, please find the final report for the Three Rivers Public Library District Decennial Committee on Local Government Efficiency. We are sending this to the County Clerk, as instructed by our attorney, in order to be compliant with Decennial Committees on Local Government Efficiency Act (50 ILCS 70/1 et seq.)

Thank you,

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Channahon, IL 60410
815.467.6200 x5
www.trpld.org



Main Library
25207 Channahon Dr
Channahon, IL 60410
815-467-6200

Minooka Branch
109 N Wabena Ave
Minooka IL 60447
815-467-1600





Three Rivers Public Library District Report for Compliance with Decennial Committees on Local Government Proficiency Act

I. Unit of Government Submitting this Report:

Name of Library: Three Rivers Public Library District

Address of Main Library Office: 25207 W. Channon Dr, Channahon, IL 60410

II. Information About the Library:

- A. Our District covers territory in Will, Grundy and Kendall Counties. We maintain two branches to serve our community.
- B. The population of our Library District is 28,751, per the 2020 census.
- C. We have 31 employees and a 7 member elected Board of Trustees.
- D. Our annual budget for FY24 is \$1,849,212.
- E. Our Library District's equalized assessed valuation (EAV) for 2023 is \$1,606,670,613.

III. Information About Our Committee:

A. Committee Members:

Board President: Diane Chesson
Board Vice President: Martha Swick
Board Secretary: Brandy Malone
Board Treasurer: Dan Hoppe
Trustee: Jennifer Doyle
Trustee: Wendy McSteen
Trustee: Kari Sullivan
Executive Director: Lauren Offerman
Community Member: Michael Bender
Community Member: Jen Durkee
Community Member: Tony Pursell

B. Dates Our Committee Met (50 ILCs 70/20)

First Meeting: May 10, 2023

Second Meeting: October 11, 2023

Third Meeting: January 10, 2024

IV. Core Programs and Services Offered by Our Library:

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

Three Rivers Public Library District is committed to providing access to information, technology, programming, education and entertainment in its community.

Materials available for checkout include books. Large print books, magazines, DVD's, music CD's, books on CD, Playaways, mobile hotspots, scanners, projectors, Roku devices, videogames, tablets, electronic books and audiobooks, as well as streaming movies and music. Local newspapers are available at both locations for viewing.

Public computers, public wifi, copiers, faxing, scanning, laminating and remote printing are among the technologies available to our patrons, along with one-on-one technology assistance as needed.

The library provides lifelong learning opportunities for all ages, including a variety of programs to meet the broad needs and interests of our community.

Home delivery is available for patrons residing

Notary services are available at no cost.

Both library locations are home to a food micro-pantry which is accessible 24/7, as well as a Little Free Library.

A meeting room and study room are available for public use.

B. Other core services or programs we could possibly provide in the future would be to issue passports and renew driver's license stickers, contingent on the library district addressing their spatial issues.

V. Awards and Recognitions:

2022: Three Rivers Public Library District, along with Morris Area Public Library and Coal City Public Library District were recognized as The Grundy County Chamber of Commerce Organizations of the Year.

2018: Congressman Adam Kinzinger nominated Three Rivers Public Library District for a National Medal for Museum and Library Service.

VI. Intergovernmental Agreements:

We have Intergovernmental Agreements with the following:

- Channahon Park District – for the co-administration of a tot lot playground
- Village of Channahon – for TIF District administration
- Kendall County – legal cooperative
- Illinois Libraries Present – programming cooperative
- LIMRiCC (The Library Insurance Management and Risk Control Combination) library benefit cooperative
- Village of Minooka – tax abatement
- PrairieCat – library consortium cooperative
- Give Grundy – marketing cooperative

The Library's efficiency has increased through intergovernmental cooperation in the following ways:

- Savings on materials, electronic resources, legal fees, and health insurance for employees.
- Avoids duplicate services or programs with the park district, and other nearby libraries

VII. Community Partnerships:

We partner with the following organizations:

- Local school districts to provide library service, materials, and programming
- Local park district to share programming space
- Village of Minooka to share programming space
- Village of Channahon to bring programming and special events to community
- Three Rivers Festival Committee to bring programming to community
- Minooka Lions Club to bring programming to community
- Rotary Club of Channahon-Minooka to bring programming to community
- Grundy County Interagency Council to share services
- Reaching Across Illinois Library System to share deliver of library materials
- I&M Canal National Heritage Area to share programming

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 <https://tinyurl.com/7cvum4ya>
- ___ Illinois Open Meeting Act (5 ILCS 120/1 *et seq.*) <https://tinyurl.com/4ktxs52b>
- ___ Policy on public comment
[https://static.libnet.info/images/pdfs/trpl/Policies/Updated in 2021/Public Comm ent Policy 4-21.pdf](https://static.libnet.info/images/pdfs/trpl/Policies/Updated%20in%202021/Public%20Comm%20ent%20Policy%204-21.pdf)
- ___ Designation of OMA officer (5 ILCS 120/1.05(a))
- ___ All Board Members have completed OMA Training (5 ILCS 120/1.05(b))
<https://foipac.ilag.gov/Content/pdf/traininginstructions/FOIA-OMA-Training-Registration-Instructions.pdf>
- ___ Schedule of Regular Meetings of the Library Board (5 ILCS 120/2.03)
- ___ Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*)
<https://www2.illinois.gov/sites/prb/Pages/Freedom-of-Information-Act.aspx#:~:text=What%20is%20the%20Freedom%20of,the%20public%20upon%20written%20request.>
- ___ Designation of FOIA Officers (5 ILCS 140/3.5(a))
[https://trpl.libnet.info/frontend-images/pdfs/trpl/Policies/Updated in 2022-2023/FOIA 7-22.pdf](https://trpl.libnet.info/frontend-images/pdfs/trpl/Policies/Updated%20in%202022-2023/FOIA%207-22.pdf)
- ___ FOIA Officer Training (5 ILCS 140/3.5(b)) <https://foipac.ilag.gov/>
- ___ 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) <https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=85&ChapterID=2>
- ___ Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
<https://tinyurl.com/4jmbf7dx>
- ___ IMRF Total Compensation Postings (5 ILCS 120/7.3)
<https://www.imrf.org/en/about-imrf/transparency/employer-cost-and-participation-information>
- ___ Designation of a Whistleblower Auditing Official (50 ILCS 105.4.1 *et seq.*)
<https://tinyurl.com/35yzyfsc> *“Auditing official” means any elected, appointed, or hired individual, by whatever name, in a unit of local government whose duties are similar to, but not limited to, receiving, registering, and investigating complaints and information concerning misconduct, inefficiency, and waste within the unit of local government; investigating the performance of officers, employees, functions, and programs; and promoting economy, efficiency, effectiveness and integrity in the administration of the programs and operations of the municipality. If a unit of local government does not have an “auditing official”, the “auditing*

official" shall be a State's Attorney of the county in which the unit of local government is located.

___ 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 5/2-109C))

___ 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.*) <https://tinyurl.com/5b48r5e9>

___ Reports on government efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments" by Wendell Cox (2016) <https://tinyurl.com/5dbn8cxf>

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.)

- Services
- Programs
- Events
- Copier upgrade
- Replied to every FOIA received
- Community Outreach
- Summer Adventure Program
- Facility upgrades
- Technology upgrades
- Increased Social Media presence
- Traditional Media presence
- Physical Newsletter
- Digital Newsletter
- Bus trips
- Stable staff
- Strategic Management plan
- Regular review of Policies
- Receptive to Community input
- Upgrade to Ecological lighting
- Community partnerships

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

- Physical spaces are too small for the growth of our community. The library is pursuing other building options.
- Strategic Plan Management to ensure our policies, procedures and practices are in line with our identified priorities. Accountability Committee to address.
- Dissemination of library information is a continuing struggle. We need to continue to build on Community Outreach.

XI. What Can We Do Better or More Efficiently?

- Operating two buildings within 3.5 miles of one another is costly. The library is pursuing more cost effective options while addressing the need for more space.

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, compared to the national median of 2,850 residents. The Three Rivers Public Library District serves a population of 28,751.

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

- Continue to pursue building options to better serve our growing community, while operating in a more efficient manner.
- Continue to monitor Strategic Plan Priorities and assess effectiveness.
- Maintain regular Policy Review to ensure legal and ethical practices are up to date.

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

Submitted by: Lauren Offerman
Chairman, Decennial Efficiency Committee

Date of Committee Approval of Report: January 10, 2024