



Decennial Report

I. Unit of Government submitting this report:

**Wilmington Public Library District
201 S. Kankakee St. Wilmington, IL 60481**

II. General Information

- a. Wilmington Public Library District is located in Will County.
- b. The population of the Library District is 8,970 as of the 2020 Census.
- c. We have 20 staff members (not including board members).
- d. Our annual working budget for FY24 was \$1,194,507.
- e. Our library's equalized assessed evaluation (EAV) for 2023 is \$277,195,480.
- f. The library's property tax rate for FY24 is .2797.

III. Information about the Committee

a. Committee Members

- i. Board President Smith
- ii. Trustee Zolecki-Browning
- iii. Trustee Quigley
- iv. Trustee Clennon
- v. Trustee Rezabeck
- vi. Trustee Fitzsimmons
- vii. Trustee Reigh
- viii. Director Maria Meachum
- ix. Library Resident Jennifer Scheidenberger
- x. Library Resident Sheryl Puracchio (* During Decennial Committee meeting Ms. Puracchio was a resident but not a board member. She joined the Board after winning her seat in the proceeding election and was sworn in at our May 15th meeting.)

b. Dates the Committee Met

- i. March 2023
- ii. April 17,2023
- iii. May 15,2023

IV. Core Programs or Services Offered by Our Library:

- a. Our mission is to provide access to information, ideas, and cultural opportunities essential to a literate and educated society and to provide a welcoming environment where people can seek out and explore all library resources without barriers.
- b. **Resources**
 - a. Loaning out materials such as books, magazines,

newspapers, audio-visual materials, eBooks, eAudiobooks, streaming music and movies, telescopes, internet hotspots, and many other items.

- b. Providing access to technology such as desktop computers, laptop computers, Wi-Fi, copiers, printers, scanners, faxing services, projection systems, and software such as Microsoft products.
- c. Providing research options such as print and online reference materials, online magazines, online newspapers, reputable online research resources, etc.

Services

Wilmington Public Library District offers many resources and services to users. Some of those include:

- Books
- DVDs
- Music CDs
- Audio books (on Playaways and CD)
- Video Games
- Newspapers
- Magazines
- Downloadables (Audio, video, and eBooks)
- Programs for all ages
- Databases
- Interlibrary Loan
- Internet Access
- Wi-Fi Access
- Word processing and other software
- Disc Repair Service
- Copying (color and black & white)
- Cricut Machine access
- Laminating
- Faxing
- Scanner

- Microfilm reader with the Wilmington newspaper on microfilm dating back to the late 1800s
- Free Notary Public
- Voter Registration
- 24/7 smart locker pick up services in the Drop building
- 24/7 complimentary printing in The Drop building
- 24/7 public computer access in the Drop
- Library of Things Collection

c. Spaces

- a. Online spaces such as the library's website.
- b. Quiet spaces such as our outdoor patio, and local history department.
- c. Information Display Bulletin Board.
- d. Meeting room for public meetings and programs.
- e. 24/7 accessory building housing smart lockers, free book rack, public access computer, free Wi-Fi and free courtesy printer/copier

V. Other Core Services/Programs We Could Possibly Offer:

- a. Additional mobile services such as bookmobile or other type of vehicle that is out and about in the district.

- b. The library is built on a large beautiful plot of natural land and this space could be more utilized to provide outdoor library experiences.
- c. The library could consider providing services such as processing passports, license plate stickers or selling US Mail stamps.
- d. The library is currently exploring if and how to provide museum-like exhibit experiences.
- e. The library could add a maker space/digital creation space.

VI. Intergovernmental Agreements

| <u>IGA</u> | <u>Description</u> |
|--|---|
| PrairieCat | An agreement to provide a shared online catalog to facilitate patron access to 1 million titles and 5 million items owned by 138 libraries and growing. |
| LIMRICC (Library Insurance Management and Risk Control Combination) | Unemployment compensation group account. Libraries are pooled together as one organization in order to provide lower costs in the case of unemployment claims. |
| Consolidated School District 209U | The school district has the ability to check out materials, reserve meeting room, request book bags, request book talks, request story times, request class room lessons. |
| Wilmington Park District | The Park district has the ability to check out materials, reserve meeting room, request book bags, request book talks, request story times, request class room lessons. We also partner with them by providing a Story Walk in Northcrest park, provide programs to their afterschool program and their Summer Camps. Additionally do a combined Newsletter sent to every home. |
| City of Wilmington | Have a shared Newsletter with the City and Park four times a year produced by Library Staff, which is mailed to every home in the City and two Townships. |
| RAILS | Member of RAILS Library System. The Reaching Across Illinois Library System is a regional library system consisting of 1,250 Public, academic, special, and school library members, representing more than 4,000 library facilities in Northern, West-central Illinois. They provide us with Delivery from all Illinois Libraries, Continuing Education and Bulk purchasing Agreements on licenses. |
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VII. Community Partnerships

| Partner | Description |
|--|---|
| Wilmington Coalition for a Healthy Community | Provide Meeting Room Space for monthly meetings. Produced a Digital |
| Wilmington Chamber of Commerce | The library is an active member, provides assistance with marketing, shared programs, and governance. |
| Wilmington Lions Club | A collection point for used eyeglasses. |
| Wilmington VFW | A collection point for retired flags |
| City of Wilmington City Planning Steering Committee | Attend meetings to assist in the Lang Range Plan for Wilmington |
| Local Taxing Body Committee | Attend meetings to update and gain knowledge of each Local taxing bodies plan and doings. |
| Wilmington Joint Review Board | Member of the Joint Review Board for the TIF at Ridgeport |
| Wilmington Historical Society | Work together to provide educational programs; provides -going support to preserve local history by maintaining an extensive obituary project and digitization of local papers. |
| Will County SHAREFEST | Provide free books and audio to patrons during the annual SHAREFEST Drive |
| University of Illinois Extension Office | Programs on a wide-range of subjects (financial literacy, personal growth, family economics) plus the Master Gardeners. |
| Versiti Blood Center of IL | Blood drive. |
| Wilmington Rotary | Serve as Board Member for Wilmington Rotary and the Wilmington Rotary Charitable Fund |
| Illinois Secretary of State | Host semi-annual Mobile Secretary of State Driver's Services for Driver's Services |

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

All library policies are reviewed by administration and the board at least once every three years. Procedures are reviewed by staff on an as needed basis to provide greater efficiency. Training materials are produced and refined consistently.

- ✓ 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 ILCS120/1.05(b))
- ✓ Schedule of Regular Meetings of the Library Board (5 ILCS120/2.03)
- ✓ 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 ILCS140/3.5(b))
- ✓ Computation and Retention of FOIA Requests (5 ILCS140/3.5(a))
- ✓ Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS140/4(b))
- ✓ List of Types or Categories of FOIA Records under Library Control (5 ILCS140/5)
- ✓ Periodic Meetings to Review Closed Meeting Minutes (5 ILCS120/2.06(d))
- ✓ IMRF Total Compensation Postings (5 ILCS120/7.3)
- ✓ 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 ILCS5/2-109(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.*)

IX. What Have We Done Well?

- Over the last decade the Library has presented the public with an excellent audit report and has managed to maintain a responsible amount of reserve funds to withstand any financial hits that might occur. Remaining one of the most fiscally stable units of government and the most transparent.
- The Library has added a unique 24/7 Service building, called The Drop, which enables patrons to receive their holds at any time via smart lockers, as well as an available public computer station, courtesy printer and free book rack. All in a temperature controlled building with security cameras and full visibility and accessibility.
- The library continues to provide services to patrons who are limited by transportation issues via a new outreach service.
- The entire building has undergone significant upgrades to the infrastructure and the appearance, funded by the successful application of grants.
- Library staff is pursuing the goals identified in the strategic plan. Staff and board review these goals and tactics consistently and complete activities aligned with them.
- The library has been compliant to all FOIA requests.
- Study room and meeting room use are at all-time record usages.
- Usage of the building is increasing since the end of the COVID pandemic.
- The library is increasing the marketing efforts to inform patrons about services, most recently with the addition of a color newsletter mailed to every home.
- eBook, eAudiobooks, and steaming services offered by the library are gaining in popularity, especially since the pandemic.
- Total library circulation statistics are bouncing back from the COVID pandemic with a projected check out number of 110,000 this year.
- Program and event attendance is at a record high, thanks in part to hiring of a staff programmer.
- Summer Reading participation has returned to pre-pandemic numbers.
- Designed an Outdoor Space to increase usable program and recreational space in our small library.

X. What Inefficiencies Did We Identify and Potential Remedies?

- The library needs more space in order to do more, and we have been unable to secure a fiscally responsible plan to expand, or a suitable site to build on. Expansion of existing property is extremely difficult as adjoining property owners refuse to sell at a fair market value and tax payers are opposed to any new taxes.

- The library has been unable to find an affordable way to add solar paneling to alleviate electricity costs. The library is constantly unable to apply for grants as they ask for giant projects and commitments which we cannot do. All discounts and rebates do not apply to us as a local government. The programs are not designed for facilities with low funding.
- The library needs to work harder at expanding the number of card holders and engaging the senior community more.
- The library has been unable to offer a good collection of non-English language materials due to lack of space. We need to find a way to meet the needs of our growing Spanish speaking population.

XI. Studies on Governmental Efficiencies Reviewed

- *Local Government Efficiency and Size in Illinois: Counting Tax Revenues Not Governments* by Wendell Cox. <https://www.toi.org/Resources/233dd69f-b58c-471c-9c26-290460a3502b/Local%20Government%20Efficiency%20-%202016%20Cox%20report.pdf>
- *Local Governments in Illinois: How many is Too Many?* By Alden Lory. <https://www.metroplanning.org/news/6991/Local-governments-in-Illinois-How-many-is-too-many>