

GREEN HILLS

PUBLIC LIBRARY DISTRICT

Decennial Committee Report 2024



**Green Hills Public Library District
DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY**

1 Unit of government submitting this report:

Green Hills Pubic Library District
10331 S. Interlochen Drive, Palos Hills, IL 60465

11 Information about our Library

- A. We are located in Cook County.
- B. The population of the territory in which our Library is located is 31,890 as of the 2020 census.
- C. We have 30 employees of the Library (not including board members).
- D. Our annual budget for FY 2023 is \$3,189,800.
- E. Our Library's equalized assess valuation (EAV) for 2023 is \$699,663,042

111 Information about our Committee

A. Committee Members

Board President	Noula Angelos Chair of the Committee
Trustee	Azmi Mohammad
Trustee	Katherine Groark
Trustee	Steve Stratakos
Trustee	Christine Barry
Trustee	Thomas Hanes
Trustee	Ian Chafee
Director	Jane Jenkins
Library Resident	Teri Wilson
Library Resident	Dennis Meyer

B. Dates that our Committee Met

First Meeting	May 15, 2023
Second Meeting	October 16, 2023
Third Meeting	May 20, 2024

IV Core Programs or Services Offered by Our Library

Green Hills Public Library's mission statement is "The mission of the Green Hills Public Library District is to inspire lifelong learning and exploration by connecting the community with information."

- Our Library offers the following core services and programs
- Storytimes
- Educational Programs for all ages
- Delivery of items to residents
- Outreach to schools, nursing homes
- Readers Advisory
- Technical support, one-on-one, computers, Wifi, hotspots, fax, scan, print, copy
- Notary
- Recycling
- Glasses collection through Lyons Club
- Homeschool support through our collection
- Access to State and Federal tax forms

- ___ Circulation of wide range of materials including digital and print, audio books, CDs, hotspots, and Beyond Books
- ___ 3D Printing
- ___ 2 Meeting Rooms
- ___ 4 Study Rooms
- ___ Quiet Reading Room with fireplace
- ___ Screened Porch Room
- ___ Community Cookbook

Other core services/programs we could possibly provide:

- ___ Storytimes in other languages
- ___ 24 Hour Library
- ___ Story Walk at local Bennett Park
- ___ Over time as libraries continue to evolve there will be more services and programs that we can offer, providing the library's budget can support the initiatives

V Awards and Recognitions

Over the years the Green Hills Public Library District has received awards for Health at Work and Certificates of Achievement for well-maintained building and grounds.

VI Intergovernmental Agreements

Green Hills Public Library District partners with or has Intergovernmental Agreements with the following:

- ___ RAILS, Reaching Across Illinois Libraries – continuing education/consulting, sharing E-Resources, special offers, collaboration and networking, discounts enabling libraries to save money
- ___ SLAM, Suburban Libraries' Administrator Meeting
- ___ ATLAS. Area Training for Libraries and Staff, and training for Trustees
- ___ Hills Chamber of Commerce
- ___ SWAN, System Wide Automated Network, is an Illinois Intergovernmental Instrumentality formed under Act 5 ILCS 220/1, entitled the "Intergovernmental Cooperation Act" to provide libraries a technology platform designed to bring library collections and registered residents into a network for ease of access and sharing. There are over 100 libraries in the consortium giving patrons access to over 8 million items. Services offered include:
 - Library vendor annual maintenance
 - Hosting/Software-as-a-service of Library Services Platform
 - Enhanced Content Subscription
 - Statewide library resource sharing platform annual subscription
 - EBSCO Novelist Select
 - Online library cardholder authentication service
 - Online library card sign-up
 - Library mobile app
 - Patron notification via text messaging
 - Patron notification via automated telephone

Under the most recent technology cost analysis conducted with library districts, participation in SWAN saves libraries on average \$54, 254 per year.

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

- Through partnerships allowing us to avoid duplication of services
- Through utilizing applicable discounts
- Sharing of data and technology
- Partnering for professional development and training

VII Community Partnerships

- ___ Hickory Hills and Palos Hills Park Districts – National Night Out, Summer Reading
- ___ BEDSPlus – Collect items for individuals experiencing homelessness. The Library has a Giving Tree during the month of December
- ___ Hills Chamber of Commerce. The library partners with the Hills Chamber of Commerce by participating in the Farmers Market, Howl Through the Hills, Back to School Drive

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 District to evaluate our compliance and to determine if any of the foregoing should be amended.

- ___ State laws applicable to Libraries
- ___ Illinois Open Meetings Act (5 ILCS 120/1.05 (a))
- ___ Policy on public comment – Bylaws of the Green Hills Public Library District of Trustees
- ___ All Board Members have completed OMA Training (5 ILCS 120/1.05(b))
- ___ Schedule of Regular Meetings of the Library Board (5 ILCS 120/2.03)
- ___ 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 ILCS 140/3.5(b))
- ___ Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- ___ Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- ___ IMRF Total Compensation Postings (5 ILCS 120/7.3)
- ___ 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)
- ___ Sexual harassment prevention training (775 ILCS 5/2-109(C))
- ___ 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) in Serving Our Public 4.0

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)

- Ground breaking took place in 2006 to add a 12,000 square feet expansion as well as the renovation of some existing spaces. The library added a 700-gallon salt water fish tank with an interior viewing dome for enhanced viewing.
- In 2016 a walking path was added to allow for easier access to the building. A pollinator garden was also added

- In 2017 various improvements were made to the library. A covered canopy was added at the main entrance to provide safer exit and entry by patrons. Heating and cooling was added to the Screened Porch Room to provide a more comfortable space throughout the year
- In 2019 the library moved away from being a stand-alone and joined SWAN
- In 2021 a small expansion of 700 square feet and a remodel of office space was undertaken adding 7 new offices to accommodate our growing staff
- The library achieved many of the goals set out in the 2021-2024 Strategic Plan including becoming a fine free library
- First library in Illinois to offer a Haunted Library experience with over 600 participants. Volunteers from the local high school participated in making the event a success
- Technology upgrades to include a smartShelf and Flex Drop for material check in for patrons, new automated materials handler that accepts materials from all libraries regardless of RFID tags
- Our partnership with BEDSPlus for our Giving Tree has been very successful due to the generosity of our patrons
- Introduction of 3D Printer
- Increased our outreach to nursing homes, story times at schools
- Home Deliveries
- Successful partnerships with The Hills Chamber and Hickory and Palos Hills Park Departments
- Introduction of Beyond Books Collection, which is very popular with patrons
- Added circulation of board games to collection
- Added an Essential Film Collection
- Patron Puzzle Table for adults and youth
- The library has been compliant to all FOIA requests
- Use of study and meeting rooms are always in demand
- Screened Porch Room is also used as a meeting and study space
- The Library has Little Free Libraries as well Little Free Video Libraries in the community
- Community Projects, for example working with ceramic artist to create murals both inside and outside of the Library

X **What Inefficiencies Did We Identify and Potential Remedies**

___ No substantial deficiencies or important areas of significant improvement were found that pertained to the report

___ Inefficiencies are determined annually upon review of the Per Capita Grant

___ The Decennial Report (and subsequent Decennial Reports) is an unfunded mandate that has taken time away from more important library services

XI **What Can We Do Better or More Efficiently**

___ At this time, we believe the Green Hills Public Library is an efficiently run organization

___ Should any deficiencies come to light the library will ensure that it acts promptly to rectify the situation

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 2850 individuals.

- In reviewing Wendell Cox's *Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments* it was determined that smaller municipal governments tend to tax less, spend less, and borrow less than larger municipal governments. Townships have had a smaller increase in taxation. It was noted that townships have a good working relationship with each other and work to reduce costs by sharing services. Libraries operate in a similar way, we share our resources to reduce costs. Cox's report also stated that the smallest municipal governments had the lowest median tax revenues per capita. Based on Cox's study comparing Illinois to other states, "fewer governments do not translate into lower government expenditures or taxes."

XIII **Our Committee's Recommendation Regarding Increased Accountability and Efficiency**

We believe that the library has good accountability and efficiency. Continuing to work with other libraries, library systems, being fiscally responsible with our tax payers' dollars, and continuing to be community partners in our area makes us an efficient organization.

Submitted by:

Noula Angelos
Chairman, Decennial Efficiency Committee

Date of Committee Approval of Report: 5/20/2024