

# DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT REPORT 2023

## I. Unit of government submitting this report:

Name of Library: Deer Creek District Library

Address of Main Library Office: 205 E. First Ave, Deer Creek, IL 61733

## II. Information about our Library

A. We serve an area located in Tazewell & Woodford County. There are 13 libraries in Tazewell County and 6 libraries in Woodford County. The state of IL has over 1,014,700 residents not being served by a library system including areas in both counties.

B. The population of the territory in which our Library is located is 1,586 (as of 2020 census).

C. We have 1.5 employees in the Library (not including board members).

D. Our annual budget for FY23/24 is \$120,000.

E. Our Library's equalized assessed valuation (EAV) for 2023 is \$46,620,225.

## III. Information About Our Committee

A. Committee Members:

Board President: Annette Brehmer

Trustee: Linda Brown

Trustee: Bev Potts

Trustee: Betty Rock

Trustee: Linda Staley

Trustee: Shea Kamp

Trustee: Brenna McGahan

Executive Director: Meghan Meadows

Library Resident: April Milanowski

Library Resident: Nicholas McGahan

*Note: Per 50 ILCS 70/10(b), the committee membership must include all the elected or appointed members of the library board of trustees (President and Trustees), the Executive Director or other official of the Library, and two residents appointed by the Board President. The President may appoint more than two residents if deemed appropriate.*

B. Dates that our Committee Met (50 ILCS 70/20)

First Meeting: May 8th, 2023 at 6 pm (must occur prior to June 10, 2023)

Second Meeting: July 17th, 2023 at 6 pm

Third Meeting: September 18th, 2023 at 6:00 pm

## IV. Core Programs or Services Offered by our Library

A. Our Library provides the following:

The following statistics are from the 2022 IL Public Library Annual Report:

Total books – 10,159

Total DVDs – 2,257

Total audio recordings 1,021

Over 45,000 ebooks are available online

Over 18,000 audiobooks are available online

Public Access computers with high-speed internet – 3

Total annual attendance – 2,209  
Interlibrary loans borrowed from other libraries – 2,199  
Interlibrary loans loaned to other libraries – 2,673  
Yearly circulation of over 6,600 items

**Services:**

Online library catalog and app for ordering items, renewing, and managing library accounts.  
Free and discount passes to attractions with Explore More IL  
Free Ebooks & Audiobooks on Libby & Axis 360  
CloudSource OA - 40 million full-text academic articles integrated into the shared catalog  
Free Internet Computers & WiFi available in the building  
24-hour lockers for item pick-up  
Book drop box for convenient return of materials  
Copying and faxing available  
Wireless printing in the building  
Laminating service  
Meeting room use (with approval from the Library Director)  
Summer reading program for all ages  
Library website and Facebook for all the latest news  
Non-resident household membership (*yearly fee*)

**Mission Statement**

The mission of the Deer Creek District Library is to grow our community through inspiration and connect our community through experiences. Inspiring our community requires a commitment to supporting the educational, informational, and recreational needs of all ages in the community with quality materials. Supporting connection through experiences promotes a commitment to library services, programming, and technology for the community.

**B. Other core services/programs we could possibly provide:**

More community events and programs throughout the year  
Non-traditional items for checkout  
Public access to more technology/maker space equipment

**V. Awards and Recognitions**

Our Library has received the following support and investments in its future:

**Illinois Humanities Grants to Improve Operations**

- \$5,000 for FY21/22  
- \$5,000 for FY22/23

**Business and community donations in support of Summer Reading**

- \$475 for FY21/22  
- \$677 for FY22/23  
- \$500 for FY23/24

Free Internet service provided by MediaCom

## VI. Partnerships, Memberships & Intergovernmental Agreements

We partner with or have Intergovernmental Agreements with the following agencies

Entity: **OCLC**

Services Offered: Resource sharing across IL, Item standardized cataloging records

Entity: **RAILS** (Reaching Across Illinois Library System)

Services Offered: Resource sharing across IL including delivery service, Explore More IL, eReads IL, Professional Training & Information

Entity: **RSA** (Resource Sharing Alliance)

Services Offered: Shared library cataloging system providing patrons access to 144 area libraries, online library account access, 2 ebook & audiobook websites, 1 online article database integrated into the library catalog, reciprocal borrowing in person at other member libraries

Entity: **HR Source**

Services Offered: Yearly discount membership based on the operating budget. This service provides the opportunity to review and discuss human resources practices with an expert to identify potential compliance issues, fine-tune essential procedures or address any specific area of concern. Provides access to certified HR professionals and employment law attorneys.

Our Library's efficiency has increased through these cooperations in the following ways:

- The Library provides access to more items than it could afford to buy on its own.
- Convenience and better services for the public.
- Professional expertise without additional employees.

**VII. 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

Illinois Open Meetings Act (5 ILCS 120/1 et seq.)

Designation of OMA officer (5 ILCS 120/1.05(a))

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)

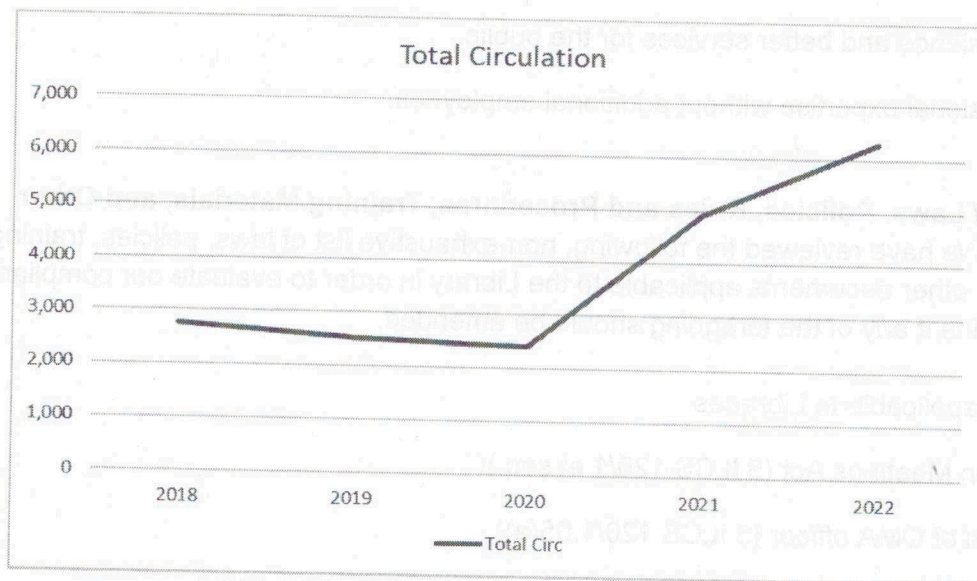
All applicable officials have filed a statement of economic interests  
(5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5 et seq.)

Illinois Freedom of Information Act (5 ILCS 140/1 et seq.)

- X Designation of FOIA Officer (5 ILCS 140/3.5(a))
- X FOIA Officer Training (5 ILCS 140/3.5(b))
- X Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- X List of Types or Categories of FOIA Records under Library Control (5 ILCS 140/5)
- X Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- X Whistleblower Protection Policy (50 ILCS 105/4.1 et seq.)
- X Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- X Sexual harassment prevention training (775 ILCS 5/2-109(C))
- X Our budget and financial documents
- X Reports on government efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments" by Wendell Cox (2016)
- X Serving Our Public 4.0: Standards for Illinois Public Libraries
- X 2023 Per Capita Report to the Illinois State Library

**VIII. What Have We Done Well?**

- Library item use has doubled in the last 2 years.



- Part of the community served is in a tax-capped county so it is up to the voters to increase the Library funding or not. Our community has voted to do that, which shows our community thinks the Library is worth it.

## **IX. What Inefficiencies Did We Identify/What Are Our Next Steps?**

The Deer Creek District Library reflects on how it can improve and meet the Illinois State Public Library Standards each year in our Per Capita Grant application and report to the State Library. The Library will continue to grow and make improvements centered on the standards.

## **X. What Can We Do Better or More Efficiently?**

A basic definition of efficiency is: "Efficiency is the often measurable ability to avoid wasting materials, energy, efforts, money, and time while performing a task. In a more general sense, it is the ability to do things well, successfully, and without waste."

Every year the Deer Creek District Library uses the Illinois State Library Formula for a Non-Resident Card which calculates what an average family pays for library service in our area. The fee for the 23/24 fiscal year is \$180 for a household card. This is important because Forbes reported in 2018; "A new report from PQ Media, a global research company, finds U.S. consumers outlay an average of \$1,344.55 per person each year" on media consumption. Individuals who choose to utilize public libraries can save money and there is a direct historical correlation between public library use increasing during times of economic downturns when individuals have less to spend. No other unit of government offers access to millions of items for just the cost of what it takes to keep our building open and staffed for the community.

The Deer Creek District Library is as efficient as it is able with the current budget. To do more/do better, the Library would need more funding not less. Libraries are limited by the amount of staff that can be afforded and the funds available for additional services and events. Some smaller Illinois libraries have merged to form larger districts/service areas. While there are benefits to such a merger, a major pitfall can be the smallest communities lose local access and individuals have to commute to the larger/non-rural area for service. This breaks down the local community and creates more inequality in small-town areas.

## **XI. Studies on Governmental Efficiencies**

In preparing this report, we reviewed 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. Our Committee's Recommendations Regarding Increased Accountability and Efficiency:

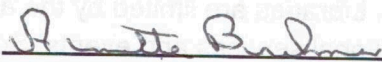
We Learned:

- Salaries tended to be substantially lower in smaller units of government. Merging with a larger system causes a "leveling up" for labor costs and staff benefits.
- Smaller local governments are more accessible to taxpayers and are controlled by the community they serve which tends to make them more efficient/accountable.
- After-the-fact reviews of consolidations tend to show cost savings are not assured, and that most consolidations fail.

We Recommend:

- The Deer Creek District Library stays independent at this time.
- If the Deer Creek District Library Board and community feel a merger would be beneficial in the future, they will investigate the possibility with local district libraries.
- Illinois should focus on improvement at the "State Level". Such as:
  - Statewide Database Licensing Programming instead of each library paying individual fees, or being priced out altogether. Example: Oregon & Massachusetts
  - Update Government Record Retention laws to make the process more efficient. Example: Michigan
  - Update Ordinance Publication Laws as local newspapers have died and associated yearly publication fees keep raising wasting money when a simpler notice can direct people to the information on a website.

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

Submitted by:   
Chairman, Decennial Efficiency Committee

Date of Committee Approval of Report: 9-18-2023