

FY2024

SYSTEM AREA & PER CAPITA GRANT APPLICATION



Illinois Heartland Library System





Illinois Heartland Library System

May 27, 2023

Mr. Greg McCormick
Director
Illinois State Library
Gwendolyn Brooks Building
300 S. Second St.
Springfield, Ill. 62701-1796

Dear Mr. McCormick,

The Illinois Heartland Library System submits its FY2024 System Area and Per Capita Grant, as required.

In addition to our core services of delivery, resource sharing/interlibrary loan, bibliographic services, membership services, and system administration, in FY2024, we are excited to move forward with several new approaches to member services. These projects come from our internal multiteam approach of colleagues who regularly interact with our 523 multi-type member libraries. We continue to stretch precious public funds entrusted to IHLS for maximum member benefit:

- iLEAD (leadership, empowerment, accessibility, and development) Trustee Training Portal development, launch, and promotion.
- Diversity Equity and Inclusion (DEI) focus on library materials delivery that places smaller libraries on a level playing field with their larger peers through functional five-day delivery; to SHARE's focus on DEI throughout the service; to grant support for member access to HRSource membership; to collaboration with our Illinois and national peers for maximum program reach.
- Project management and process improvement throughout our organization to make the best use of taxpayer support through succession planning at the staff level and a new several-year strategic plan initiated by the Board of Directors.
- Resources focused on advocacy, professional development, and networking support for our multitype membership.

We believe these projects can have a positive effect on our members:

- Automatic Material Handler (AMH): we continue our research into the efficacy and effectiveness of this equipment through a Request for Proposal (RFP) process and detailed implementation planning in concert with our AMH Working Group.
- Mobile Memory Lab: thanks to an external planning grant for equipment and promotion, we will pair our staff expertise on digitization projects with outreach throughout our service area.
- Consulting hours: our consulting hours program to increase member access to our staff experts utilizing software we use daily.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

1840 Innovation Drive, Carbondale, IL 62903 • 618.985.3711
1704 West Interstate Drive, Champaign, IL 61822 • 217.352.0047
6725 Goshen Road, Edwardsville, IL 62025 • 618.656.3216
www.illinoisheartland.org • 618.656.9401 Fax

The close working relationship we maintain with colleagues from the Illinois State Library allows us to be successful in our endeavors. As we look forward to our lucky 13th year as a library service provider, we will continue to approach our work with an eye to serving all our members equitably through resource sharing and outreach. We appreciate the opportunity to present our goals and projects for FY2024.

Best,

A handwritten signature in cursive script that reads "Leslie M. Bednar".

Leslie M. Bednar
Executive Director

cc: Joshua Short, IHLS Board President

COVER SHEET

Library System: _____

Address: _____

Address 2: _____

City: _____ State: _____ ZIP + Four _____

Telephone: _____

FAX: _____

Person submitting this application:

First Name _____ Last Name _____

Title: _____ Telephone: _____

FAX: _____ E-Mail Address: _____



System Board President Signature



Executive Director Signature

May 24, 2023

Date

May 24, 2023

Date

**ILLINOIS STATE LIBRARY
SYSTEM AREA AND PER CAPITA GRANT APPLICATION
FY 24 BUDGET SHEET**

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
Revenues						
State Grants						
Area & Per Capita	\$3,919,852.	\$0.	\$0.	\$0.	\$0.	\$3,919,852.
Blind & Physically Handicapped	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
System Automation & Technology	\$0.	\$1,125,125.	\$0.	\$0.	\$0.	\$1,125,125.
Other	\$87,435.	\$0.	\$0.	\$43,588.	\$0.	\$131,023.
Federal Grants	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Other Grants	\$4,000.	\$0.	\$0.	\$0.	\$0.	\$4,000.
Fees for Services & Materials	\$266,473.	\$0.	\$0.	\$1,553,858.	\$5,445,875.	\$7,266,206.
Reimbursements	\$3,715.	\$0.	\$0.	\$0.	\$0.	\$3,715.
Investment Income	\$88,253.	\$0.	\$23,686.	\$36,789.	\$0.	\$148,728.
Other Revenue	\$0.	\$0.	\$0.	\$492,500.	\$0.	\$492,500.
Estimated Total Revenue	\$4,369,728.	\$1,125,125.	\$23,686.	\$2,126,735.	\$5,445,875.	\$13,091,149.

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
Expenditures						
Personnel						
Salaries						
Library Professionals	\$509,166.	\$529,407.	\$0.	\$585,284.	\$0.	\$1,623,857.
Other Professionals	\$926,272.	\$148,612.	\$0.	\$263,175.	\$0.	\$1,338,059.
Support Services	\$1,167,967.	\$9,542.	\$0.	\$156,295.	\$0.	\$1,333,804.
Payroll Taxes & Benefits						
Social Security Taxes	\$198,416.	\$52,598.	\$0.	\$76,864.	\$0.	\$327,878.
Unemployment Insurance	\$6,651.	\$1,187.	\$0.	\$1,647.	\$0.	\$9,485.
Workmen's Compensation	\$43,146.	\$454.	\$0.	\$663.	\$0.	\$44,263.
Retirement Benefits	\$18,682.	\$5,833.	\$0.	\$8,618.	\$0.	\$33,133.
Health, Dental & Life Insurance	\$434,474.	\$110,647.	\$0.	\$170,345.	\$0.	\$715,466.
Other	\$21,710.	\$1,680.	\$0.	\$2,880.	\$0.	\$26,270.
Temporary Help	\$2,000.	\$0.	\$0.	\$0.	\$0.	\$2,000.
Recruiting	\$5,600.	\$750.	\$0.	\$2,430.	\$0.	\$8,780.
Library Materials						
Printed Materials	\$0.	\$0.	\$0.	\$16,276.	\$0.	\$16,276.
Non-Printed Materials	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
E-Resources	\$0.	\$0.	\$0.	\$140,790.	\$0.	\$140,790.

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
Buildings & Grounds						
Rent	\$81,532.	\$0.	\$0.	\$0.	\$0.	\$81,532.
Utilities	\$64,124.	\$0.	\$0.	\$0.	\$0.	\$64,124.
Property Insurance	\$26,631.	\$0.	\$0.	\$0.	\$0.	\$26,631.
Repairs & Maintenance	\$52,326.	\$0.	\$0.	\$0.	\$0.	\$52,326.
Custodial and Janitorial Service & Supplies	\$26,702.	\$0.	\$0.	\$0.	\$0.	\$26,702.
Other	\$17,875.	\$0.	\$0.	\$0.	\$0.	\$17,875.
Vehicle Expense						
Fuel	\$262,716.	\$600.	\$0.	\$2,500.	\$0.	\$265,816.
Repairs & Maintenance	\$64,629.	\$0.	\$0.	\$0.	\$0.	\$64,629.
Vehicle Insurance	\$57,938.	\$0.	\$0.	\$0.	\$0.	\$57,938.
Vehicle Leasing & Rent	\$17,324.	\$0.	\$0.	\$0.	\$0.	\$17,324.
Other	\$2,100.	\$0.	\$0.	\$0.	\$0.	\$2,100.
Travel, Meetings and Continuing Education for Staff & Board						
In-state Travel	\$33,060.	\$9,088.	\$0.	\$14,964.	\$0.	\$57,112.
Out-of-State Travel	\$16,971.	\$4,209.	\$0.	\$24,274.	\$0.	\$45,454.
Registrations, Meetings and Other Fees	\$26,904.	\$5,400.	\$0.	\$17,545.	\$0.	\$49,849.
Conferences and Continuing Education Meetings	\$46,500.	\$0.	\$0.	\$0.	\$0.	\$46,500.
Public Relations	\$42,755.	\$9,460.	\$0.	\$10,961.	\$0.	\$63,176.

	General Fund	Special Revenue Funds	Capital Projects Funds	Proprietary Funds	Fiduciary Funds	Total Budget
Liability Insurance	\$20,845.	\$0.	\$0.	\$0.	\$0.	\$20,845.
Supplies, Postage and Printing						
Computer Software and Supplies	\$43,735.	\$8,800.	\$0.	\$39,767.	\$0.	\$92,302.
General Office Supplies and Equipment	\$20,085.	\$781.	\$0.	\$6,400.	\$0.	\$27,266.
Postage	\$575.	\$800.	\$0.	\$350.	\$0.	\$1,725.
Binding	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Library Supplies	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Delivery Supplies	\$19,550.	\$0.	\$0.	\$0.	\$0.	\$19,550.
Other	\$550.	\$0.	\$0.	\$0.	\$0.	\$550.
Telephone and Telecommunications	\$28,485.	\$7,364.	\$0.	\$18,161.	\$0.	\$54,010.
Equipment Rental, Repair & Maintenance						
Equipment Rental	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Equipment Repair and Maintenance Agreements	\$6,119.	\$5,238.	\$0.	\$3,065.	\$0.	\$14,422.
Professional Services						
Legal	\$20,000.	\$5,000.	\$0.	\$1,000.	\$0.	\$26,000.
Accounting	\$13,625.	\$1,545.	\$0.	\$11,125.	\$0.	\$26,295.
Consulting	\$36,600.	\$0.	\$0.	\$2,000.	\$0.	\$38,600.
Contractual Staff	\$41,750.	\$24,400.	\$0.	\$13,200.	\$0.	\$79,350.
Contractual Services						
Information Service Costs	\$71,653.	\$77,853.	\$0.	\$384,991.	\$0.	\$534,497.

Agreements with systems, member libraries and other cooperatives	\$0.	\$0.	\$0.	\$0.	\$5,445,875.	\$5,445,875.
Outside Printing Services	\$2,170.	\$0.	\$0.	\$750.	\$0.	\$2,920.
Other	\$8,393.	\$102,317.	\$0.	\$52,913.	\$0.	\$163,623.
Depreciation	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Professional Association Membership Dues	\$9,491.	\$1,560.	\$0.	\$1,837.	\$0.	\$12,888.
Miscellaneous	\$358,635.	\$0.	\$0.	\$142,500.	\$0.	\$501,135.
Capital Outlays						
Equipment	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Computer hardware and software	\$0.	\$0.		\$400,000.	\$0.	\$400,000.
Furniture & Fixtures	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Building and Improvements	\$0.	\$0.	\$139,700.	\$0.	\$0.	\$139,700.
Land	\$0.	\$0.		\$0.	\$0.	\$0.
Vehicles	\$0.	\$0.	\$450,000.	\$0.	\$0.	\$450,000.
Debt Service						
Principal	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Interest	\$0.	\$0.	\$0.	\$0.	\$0.	\$0.
Estimated Total Expenditures	\$4,876,432.	\$1,125,125.	\$589,700.	\$2,573,570.	\$5,445,875.	\$14,610,702.
Excess of Estimated Revenues Over (Under) Estimated Expenditures	\$-506,704.	\$0.	\$-566,014.	\$-446,835.	\$0.	\$-1,519,553.

2.1 Delivery Budget Supplement for FY2024:			
Breakout Between State Funds and Federal (LSTA) Funds as it Relates to Library System Delivery (not ILDS)			
DELIVERY REVENUE SOURCE		State Funds	Federal (LSTA) Funds
	Area & Per Capita Grant	\$ 1,755,384.00	\$ 659,722.00
	Other State Grants		
	Federal Grants		
	Other Grants		
	Fees		
	Reimbursements		
	Investment Income		
	Other Revenue		
Delivery		\$ 1,755,384.00	\$ 659,722.00
DELIVERY EXPENDITURES		State Funds	Federal (LSTA) Funds
Delivery Personnel:			
	Library Professionals		
	Other Professional	\$ 138,955.00	\$ 101,994.00
	Support Services	\$ 542,873.00	\$ 398,470.00
	Social Security Taxes (FICA)	\$ 52,160.00	\$ 38,285.00
	Unemployment Insurance	\$ 2,552.00	\$ 1,873.00
	Workmen's Compensation	\$ 21,908.00	\$ 16,080.00
	Retirement Benefits	\$ 4,033.00	\$ 2,961.00
	Health, Dental & Life Insurance	\$ 136,233.00	\$ 100,059.00
	Temporary Help	\$ 2,000.00	
	Recruitment	\$ -	
Total		\$ 900,714.00	\$ 659,722.00
Delivery Buildings and Grounds:			
	Rent	\$ 27,170.00	
	Utilities	\$ 25,914.00	
	Property Insurance	\$ 10,762.00	
	Repairs & Maintenance	\$ 21,146.00	
	Custodial and Janitorial Service & Supplies	\$ 10,791.00	
	Other	\$ 7,224.00	
Total		\$ 103,007.00	\$ -

Delivery Vehicle Expense:			
	Fuel	\$ 188,035.00	
	Repairs & Maintenance	\$ 49,418.00	
	Vehicle Insurance	\$ 31,158.00	
	Vehicle Leasing & Rent	\$ -	
	Other	\$ 1,500.00	
	Total	\$ 270,111.00	\$ -
Travel, Meetings and CE for Delivery Staff			
	In-State Travel	\$ 2,820.00	
	Out-of-State Travel		
	Registrations, Meetings and Fees	\$ 400.00	
	Conferences and Continuing Education Meetings		
	Total	\$ 3,220.00	\$ -
Delivery Liability Insurance:			
	Total	\$ -	\$ -
Supplies, Postage and Printing:			
	Computer Software and Supplies		
	General Office Supplies & Equipment	\$ 350.00	
	Postage	\$ 75.00	
	Binding		
	Library Supplies		
	Delivery Supplies	\$ 17,550.00	
	Other	\$ 300.00	
	Total	\$ 18,275.00	\$ -
Delivery Telephone & Telecomm			
	Local/Long Distance - Voice	\$ 9,454.00	
	Telecomm - Data & Fax	\$ -	
	Total	\$ 9,454.00	\$ -
Delivery Equipment Rental, Repair and Maintenance:			
	Equipment Rental		
	Equipment Repair and Maintenance	\$ 603.00	
	Maintenance Agreement		
	Computer Hardware Insurance		
	Total	\$ 603.00	\$ -

Delivery Professional Services:			
	Legal	\$ -	
	Accounting	\$ -	
	Consulting	\$ -	
	Contractual Staff	\$ -	
	Total	\$ -	\$ -
Delivery Contractual Services:			
	Contractual Agreements with commercial carriers	\$ -	
	Total	\$ -	\$ -
Delivery Capital Outlays:			
	Equipment	\$ -	
	Computer hardware and software	\$ -	
	Furniture & Fixtures	\$ -	
	Building and Improvements	\$ -	
	Land	\$ -	
	Vehicles	\$ 450,000.00	
	Total	\$ 450,000.00	\$ -
Total Expenditures Budgeted to Support Library System Delivery			
		\$ 1,755,384.00	\$ 659,722.00



Illinois Heartland Library System

Fiscal Year 2024 Budget Narrative

July 1, 2023 - June 30, 2024



FY2024 Budget Narrative

Illinois Heartland Library System has changed and matured in the last 12 fiscal years. As we enter our 13th year as a library support organization, we continue to focus on the core services of resource sharing, delivery, and library automation. We rely on appreciative inquiry to improve our services and use innovation as an enhancement. Additional areas of focus for FY2024 will again support our 500+ multitype libraries in the areas of advocacy and continuing education.

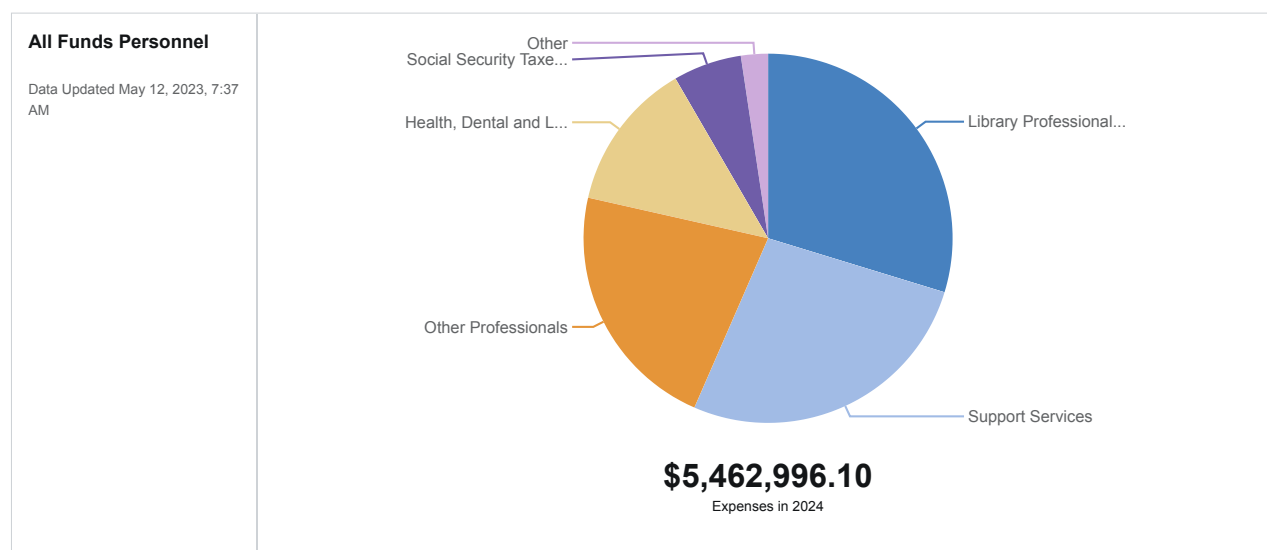


The proposed FY2024 budgets were developed to align with the planned activities in our operational plan. These activities support the Illinois statutory priorities of library administration, resource sharing, bibliographic access, consulting and continuing education, and delivery. The major planned activities include:

- Increasing outreach to school libraries and public library trustees, including the development, launch, and promotion of a trustee training program using funds from the iLEAD Library Trustee Training grant through the Illinois State Library.
- Enhancing services offered to member libraries through E-Resources, [Aspen Discovery Layer](#), [McNaughton Books Subscription](#), and the [Solus](#) app.

- In-person travel to ensure staff will receive necessary support for site visits, networking opportunities, and continuing education. Staff are better equipped to build expertise in different areas of librarianship, enhancing their training skills, building and sustaining professional relationships, and keeping current with library marketplace trends.
- Increased resources focused on advocacy, professional development, and networking support for our multi-type membership.
- Grants Consultant to explore funding options for additional member services.
- Investigating the benefits and cost of an [Automatic Material Handler \(AMH\) system](#) through the Request for Proposal (RFP) process with guidance of a consultant.
- Providing services for a mobile memory lab in partnership with the Cataloging Maintenance Center through funding received by Illinois Humanities Grant.

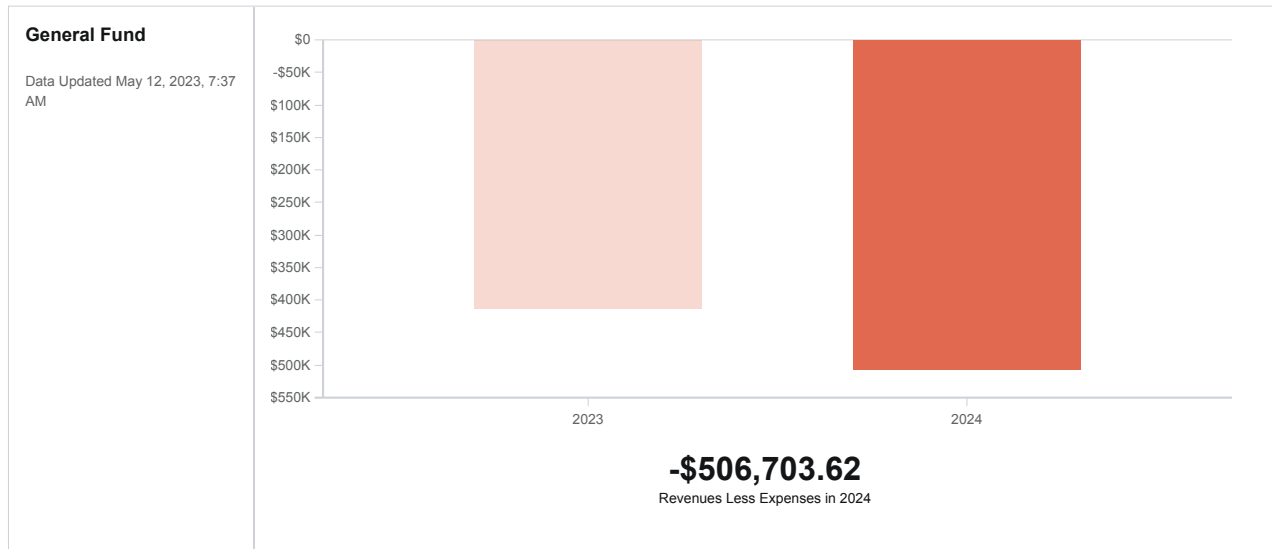
Personnel



The largest component of our budget is Personnel. This accounts for 60% of our total budget. Our staff are the backbone in the development and implementation of our organizational goals.

- All positions, including Library Professionals, Other Professionals, and Support Services, are projected with an increase of 5% of wages. The Support Services include adjustments in the General Fund budget due to compliance with the Illinois minimum wage law for sorters to \$14 per hour.
- Social Security Taxes are projected at 7.65%.
- Unemployment Insurance is projected at 0.73% of the first \$13,271 wages earned per worker.
- Worker's Compensation Insurance is projected by rates received through the insurance proposal.
- Retirement Benefits are projected for staff members who are estimated to work more than 1,000 hours in FY2024. For FY2024, it will remain at the current rate of 0.96% based on the preliminary rate notice from IMRF.
- Health, Dental, Vision, Accidental Death, and Life insurance renewals are in January. They will remain at the current rate for CY2023 and are projected at a 9% increase for CY2024.
- Other Fringe Benefits include an employee referral program. Retention & Wellness include labor law posters, staff member memorials, retirement bricks, and holiday gatherings.
- Training & Professional Development includes the annual IHLS staff day and professional development trainings.
- Temporary Help includes coverage for staff while out on unplanned leave. Recruiting includes job postings, fit for duty exams, background, and drug screens.

General Fund Budget Narrative



The General fund is mainly supported by the System Area and Per Capita Grant through the Illinois State Library and the Secretary of State. The grant supports the Library System's statutory priorities of library administration, resource sharing, bibliographic access, consulting and continuing education, and delivery to our member libraries. The budget has a projected deficit of \$506,704, which will be covered by the operating fund cash balance. The operating fund cash balance of \$5,580,334.71 as of April 30, 2023, is derived from the accumulation of previous years' revenue over expenditures balances.

To help reduce the impact of increasing expenditures, management reduced expenses in the following categories: Building and Grounds, Vehicle Expense, Travel, Meetings, Continuing Education for Staff and Board Members, and Telephone and Telecommunications.

The largest factors for the deficit this fiscal year include Personnel, Conferences & Continuing Education for Members, Professional Services, Professional Membership Dues, and Inter-Company Transfers.

Revenues

The General fund projected revenues of \$4,369,728 are mainly comprised of the System Area and Per Capita Grant (SAPG) of \$3,919,852 and the state-wide Illinois Library Delivery Services (ILDS) of \$262,823. Other items included are the Illinois Humanities Mobile Memory Lab grant of \$4,000, office leasing, IHLS Member Day vendor support, investment income, member training revenue, E-Rate funding, grant administration fees for the Cataloging Maintenance Center (CMC) grant, iLEAD library trustee training grant, and the OCLC grant.

Expenses

Personnel

General fund personnel includes increases from the Illinois minimum wage for sorters. The proposal for two additional staff members is for a Data Analyst and an IT Programmer Assistant (budgeted to start January 2024). Changes to current personnel include re-aligned job descriptions for three staff members, a full year with a Membership Coordinator Continuing Education Liaison (budgeted for the second half of FY2023), and a re-allocation for the Membership Coordinator Public Library Liaison (25% General fund and 75% iLEAD Library Trustee Training grant allocation). Also included are benefits for vacant courier positions to move from part-time to full-time. IHLS receives \$659,722 in federal Library Services & Technology Act (LSTA) funding. This portion of the funding will be utilized to help support the delivery personnel budget.

Building & Grounds

General fund projected expenses represent the rent expense at the Carbondale location, utilities at three locations (Carbondale, Champaign, and Edwardsville), building and ground maintenance at two locations (Champaign and Edwardsville), custodial services at two locations (Champaign and Edwardsville), and property insurance at three locations (Carbondale, Champaign, and Edwardsville).

Vehicle Expenses

General fund projected expense for fuel decreased over FY2023 based on a combination of FY2023 actuals and industry forecasting. Vehicle insurance is projected based on coverage for 30 vehicles. The vehicle leasing amounts reflect the two leased vehicles with Enterprise Fleet Management that will continue into FY2025.

Travel, Meetings, and Continuing Education for Staff & Board Members

General fund expense components are travel and registration for staff and board members to attend conferences, advocacy events, board member training, Mobile Memory Lab grant & IHLS member site visits, and staff meetings.

The travel and registration include staff attendance at the following conferences: The Association for Rural and Small Libraries (ARSL) Conference, Association of Illinois School Library Educators (AISLE) Conference, American Association of School Librarians Conference (AASL), Illinois Library Association (ILA) Conference, Library Marketing & Communications Conference (LMCC), Illinois Digital Educators Alliance Conference (IDEAcon), Illinois Reading Council, Midwest Digital Marketing Conference (MDMC), Public Library Association (PLA) Conference, Innovative Users Group (IUG) Conference, Reaching Forward South (RFS) Conference, Elevate, ILA Trustee Workshops, International Coalition of Library Consortia (ICOLC), Society for Human Resource Management (SHRM) National Virtual Conference, Directors University, and inter-company travel.

Conferences & Continuing Education Meetings for IHLS Member Libraries

General fund projection includes opportunities for HR Source membership group purchase grants, member job fairs, networking, and learning opportunities offered to IHLS member libraries. This also includes a virtual IHLS member day in the winter.

Public Relations

General fund projection includes promotional and printed materials and conference sponsorships. These activities are planned to continue the networking and advocacy efforts of IHLS.

Liability Insurance

General fund expenses include projections for General Liability, Commercial Umbrella, Directors and Officers, Crime Coverage Bond, Cyber Liability, Employment Practices, and Treasurer's Bond.

Supplies, Postage, & Printing

This budget category includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, office supplies, postage, delivery supplies, and other supplies. This includes the purchase of supplies for the Mobile Memory Lab grant. The computer supplies line includes additional off-site video room systems for board meetings to be compatible with Zoom and Teams meetings and the renewal of server warranties. The largest component in the office supplies line includes the replacement of furniture in the Carbondale location and the replacement of office chairs at the Champaign and Carbondale locations. The projection for delivery supplies includes the replacement of tubs, hand trucks, and the replacement of delivery staff IHLS-branded apparel.

Telephone and Telecommunications

Included in this budget category are projections associated with a monthly cost for telephone, fax, internet, delivery GPS, text alert system, and cell phone services.¹⁵

Equipment Repair & Maintenance Agreements

The projection includes cost for copiers and maintenance at three locations (Carbondale, Champaign, and Edwardsville).

Professional Services

Expenses include projections for legal, accounting, consulting, and contractual staff. This includes consulting for a Request for Proposal (RFP) for the Automated Material Handling (AMH) system, IHLS strategic planning consultant, contracted staff for website updates and grant opportunities for IHLS and member libraries.

Contractual Services

General fund expenses include projections for information service costs, outside printing services, and other contractual services. This includes Information Technology, Marketing & Communications, Accounting, and Human Resources database software subscriptions and includes a proposal for the implementation of a payroll processing and Human Resources Information System (HRIS).

Professional Membership Dues

Includes staff, board, and institutional professional membership dues along with a BoardSource membership for support to IHLS board members.

Miscellaneous

General fund bank fees and accounts payable checks.

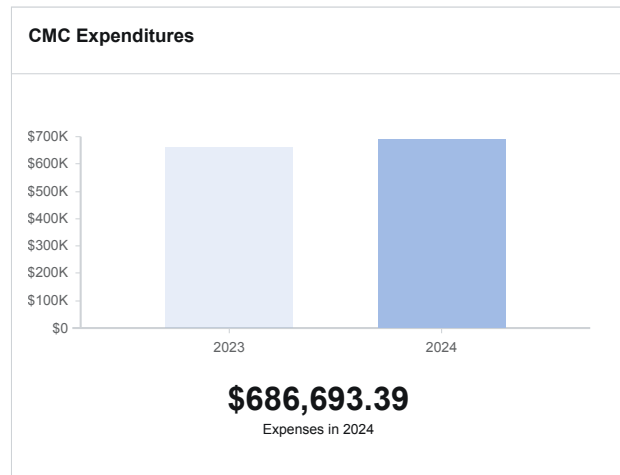
Net Pass Through

General fund expenditures on behalf of member libraries that will be reimbursed.

Inter-Company Transfers

General fund transfer includes the annual contribution to SHARE fund of \$350,000, which is an increase of \$50,000 from previous years. IHLS contributes approximately 9% of the SAPG funding to the SHARE consortia. This increase reflects the most recently awarded amount in SAPG funds.

Special Revenue Fund Cataloging Maintenance Center Budget Narrative



Supported by the Illinois State Library (ISL), the Cataloging Maintenance Center (CMC) is operated by the Illinois Heartland Library System (IHLS). Started in 2001 to upgrade bibliographic records and set OCLC holdings for Local Library System Automation Programs (LLSAPs) throughout the state, the CMC has evolved and provides more services that help improve access to these resources for all libraries in Illinois. The CMC is also a source for other cataloging assistance, including database cleanup, original or copy cataloging of eligible collections, cataloging training, assistance with general cataloging questions, including questions on Resource Description and Access (RDA), and metadata consultation.

Revenues

CMC Fund revenues reflect the Cataloging Maintenance Center grant from the Illinois State Library.

Expenses

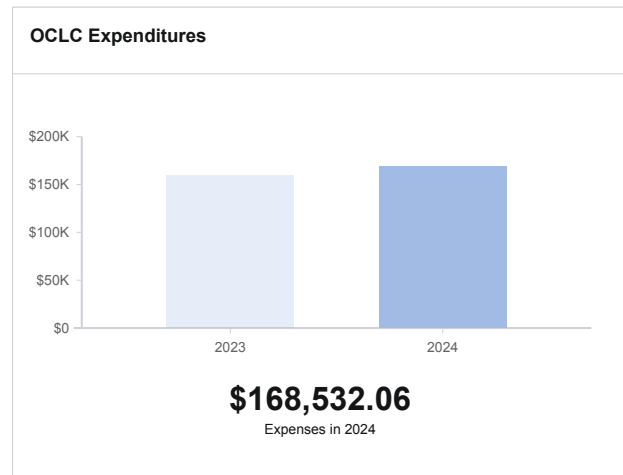
Personnel

Includes 8.25 full-time equivalent staff allocated to the CMC grant. Three full-time temporary staff members are assigned to the CARLI cleanup project.

Travel, Meetings, and Continuing Education

The travel and registration include staff attendance at the following conferences: PrairieCat Users Group (PUG) Day, Association of Illinois School Library Educators (AISLE) Conference, Illinois Library Association (ILA) Conference, Reaching Forward South

Special Revenue Fund Online Computer Library Center Budget Narrative



Supported by the Illinois State Library (ISL), the OCLC Billing Grant is operated by the Illinois Heartland Library System (IHLS). IHLS is the fiscal agent for the statewide billing of OCLC services for ISL, which includes libraries throughout all of Illinois. This grant manages approximately 5 million in revenues and expenditures each year. Currently, more than 1,000 ILLINET libraries choose to be Group Services members and pay a discounted subscription price for OCLC products covered under the Group Services contract that ISL negotiates on the group's behalf.

Revenues

OCLC Fund revenues reflect the OCLC grant from the Illinois State Library.

Expenses

Personnel

Includes 1.75 full-time equivalent staff allocated to the OCLC grant.

Supplies, Postage, & Printing

Includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, and office supplies.

Telephone and Telecommunications

Includes monthly cost for telephone, fax, and internet.

Equipment Repair & Maintenance Agreements

(RFS) Conference, Reaching Forward Conference, and inter-state travel.

Public Relations

Includes booth fees and educational handouts.

Supplies, Postage, & Printing

Includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, and office supplies.

Telephone and Telecommunications

Includes monthly cost for telephone and internet.

Equipment Repair & Maintenance Agreements

Includes cost for copiers and maintenance at two locations (Champaign and Edwardsville).

Professional Services

Expenses include projections for legal due to changes in temporary employment.

Contractual Services

Includes computer and software online services such as Zoom, Express Scribe, Classification Web, WebDewey, RDA Toolkit, Cataloger's Desktop, Otter, Ancestry.com, Teamflect, Adobe, domain name renewal, and grant administrative fees.

Professional Membership Dues

Includes staff and institutional professional membership dues.

Includes cost for copiers and maintenance at the Edwardsville location.

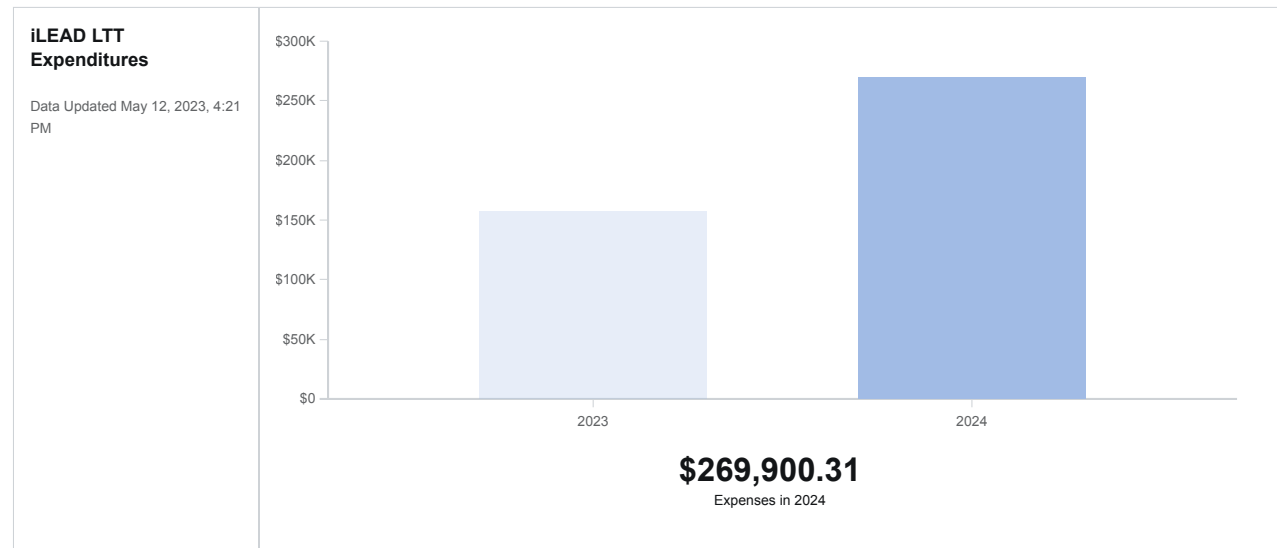
Professional Services

Includes the FY2023 audit costs.

Contractual Services

Includes Traverse financial software support agreement, Teamflect, Adobe subscriptions, domain name renewal, and grant administrative fees.

Special Revenue Fund iLEAD Library Trustee Training (LTT) Budget Narrative



The iLEAD - leadership, empowerment, accessibility, and development for public library trustees is a new online learning portal developed for Illinois Public Library Trustees. This project is a grant supported by the Illinois State Library (ISL) and developed by the Illinois Heartland Library System (IHLS), with subject matter experts located throughout the state contributing and advising. This online learning portal provides Illinois Public Library trustees with the knowledge, requirements, and resources they need to be influential library leaders.

Revenues

The revenues reflect the iLEAD Library Trustee Training grant from the Illinois State Library.

Expenses

Personnel

Includes 1.50 full-time equivalent staff of a Project Coordinator and a Membership Coordinator to develop and manage the training program.

Travel, Meetings, and Continuing Education

The travel and registration include staff attendance at the following conferences: The Association for Rural and Small Libraries (ARSL) Conference, Illinois Library Association (ILA) Conference, Public Library Association (PLA) Conference, Reaching Forward South (RFS) Conference, ILA Trustee Workshops, and inter-state travel.

Public Relations

Includes promotional and printed materials and conference sponsorships. These activities are planned to promote the grant training program.

Supplies, Postage, & Printing

Includes expenses for computers and software (less than \$5,000), office supplies, and postage.

Telephone and Telecommunications

Includes monthly cost for telephone.

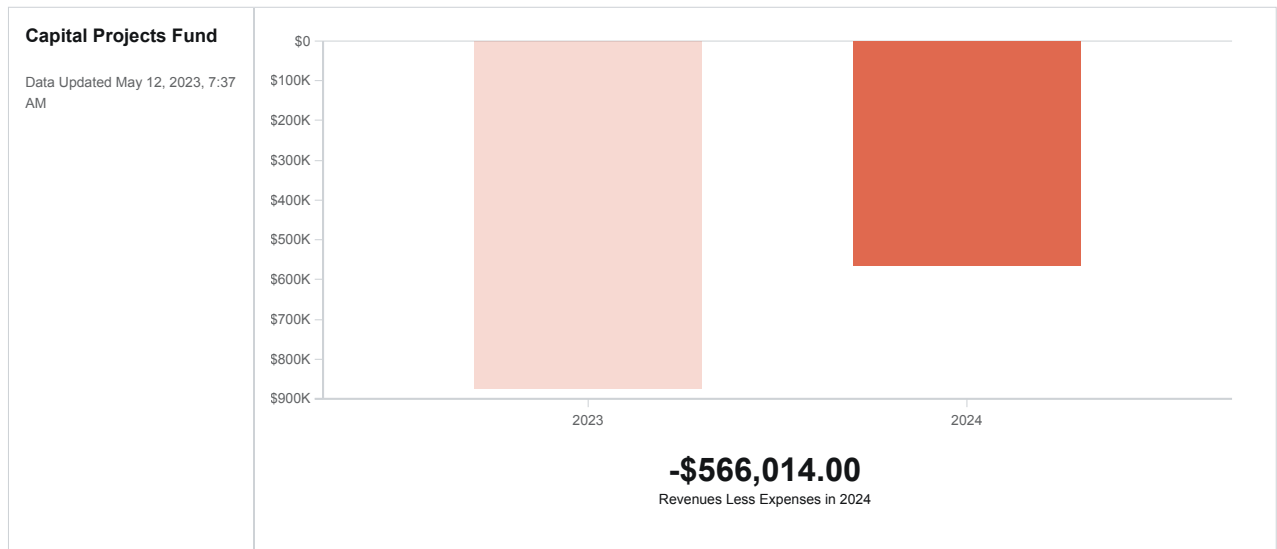
Professional Services

Includes projections for legal, consulting, and contractual staff for development of the trainings.

Contractual Services

Includes the software subscriptions to develop the training platform and grant administrative fees.

Capital Projects Fund Budget Narrative



The Capital Projects fund was established to support the purchase of fixed assets that are greater than \$5,000. The Capital Projects fund budget has a projected deficit of \$566,014, and this will be covered by the fund cash balance. The Capital Projects fund cash balance of \$1,147,618.53 as of April 30, 2023 is derived from the accumulation of the General fund's previous years' revenue over expenditures balances and revenue from interest income.

Revenues

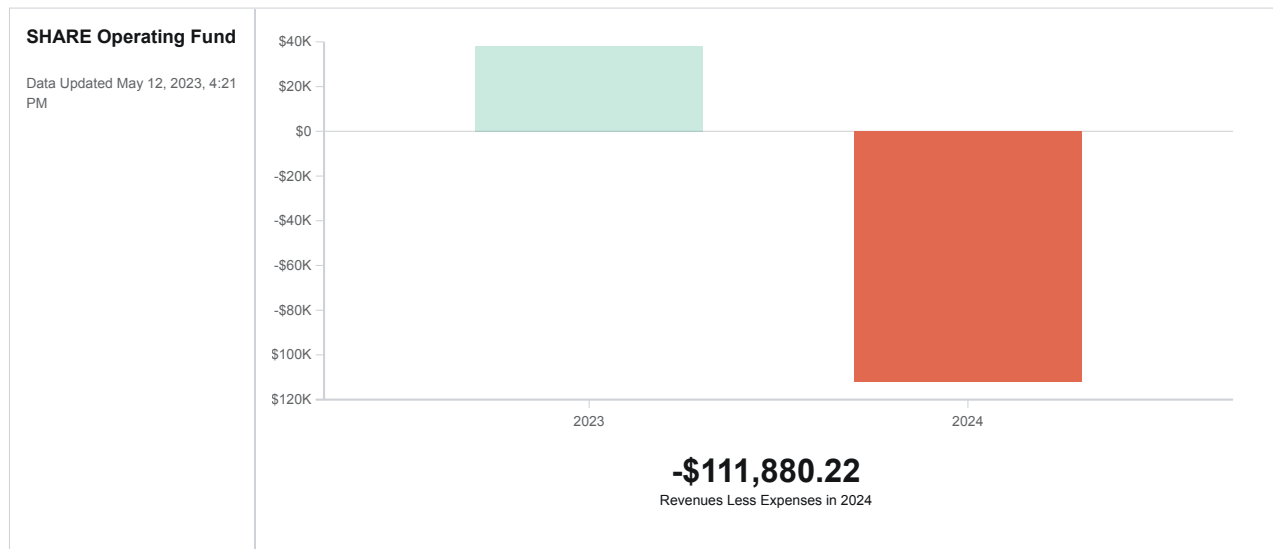
Capital Projects funds projected income source is investment income.

Expenses

Capital Projects fund projections include the following:

- Tuckpointing repairs at the Edwardsville location.
- Resurfacing and restriping of the asphalt parking lot at the Edwardsville location.
- Replacement of (9) delivery vehicles.

SHARE Operating Fund Budget Narrative



SHARE is a collection of libraries in central and southern Illinois that have joined together to form the largest automation consortium in the country, with 338 members at 467 locations. There are many benefits to SHARE membership, including the ability to share the cost of purchasing an integrated library system, staff, technical support, and training. The SHARE budget has a projected deficit of \$111,880, and this will be covered by the operating fund cash balance. The operating fund cash balance of \$1,026,891.20 as of April 30, 2023, is derived from the accumulation of previous years' revenue over expenditures balances. The SHARE fund operates under the umbrella of IHLS and is supported by SHARE members' fee revenue and the IHLS General fund, both monetarily and with in-kind contributions of professional staff, buildings, and vehicles.

Revenues

SHARE Fund projected revenues of \$1,947,723 is mainly comprised of SHARE member fees for services and materials and the IHLS General fund support. The SHARE membership fee scales have remained flat to FY2021. Other revenue items included are investment income, Cataloging Maintenance Center (CMC) grant administration fee, group subscription reimbursements, and Smart Access Manager (SAM) billing. This includes the fees from the new Aspen discovery layer.

Expenses

Personnel

SHARE fund expense includes 16.25 full-time equivalent staff allocated to SHARE.

Library Materials

SHARE fund eResources projection is a direct expense of cloud subscription fees and group purchases. This expense is offset by the fees for services and materials revenues. The printed materials projection is a group purchase for McNaughton books and is offset by the fees for services and materials revenues.

Vehicle Expense, Travel, Meetings, and Continuing Education

SHARE fund expense components are travel and registration for staff members to attend conferences, advocacy events, and staff meetings.

The travel and registration include staff attendance at the following conferences: The Association for Rural and Small Libraries (ARSL) Conference, Association of Illinois School Library Educators (AISLE) Conference, On-line Audiovisual Catalogers Conference (OLAC), Illinois Library Association (ILA) Conference, Library Marketing & Communications Conference (LMCC), Illinois Digital Educators Alliance Conference (IDEAcon), Public Library Association (PLA) Conference, Innovative Users Group (IUG) Conference, Reaching Forward South (RFS) Conference, Elevate, International Coalition of Library Consortia (ICOLC), Reaching Forward Conference, and inter-company travel.

Public Relations

Includes promotional, printed materials, and sponsorships at conferences. This is to continue the networking and advocacy efforts of SHARE.

Supplies, Postage, & Printing

This budget category includes expenses for computers and software (less than \$5,000), accessories and supplies for equipment, office supplies, and postage. The computer supplies line includes the renewal of server warranties.

Telephone and Telecommunications

Included in this budget category are projections associated with monthly cost for telephone, fax, internet, and cell phone services.

Equipment Repair & Maintenance Agreements

SHARE fund expense includes cost for copiers and maintenance at three locations (Carbondale, Champaign, and Edwardsville).

Professional Services

Expenses include projections for legal, accounting, and consulting. This includes a consultant to assist participating libraries in the implementation of the Aspen discovery layer.

Contractual Services

Include projections for information service costs, outside printing services, and other contractual services. This includes database software subscriptions to support SHARE member libraries, including the annual Polaris and Solus mobile app customization fees. This also includes the new Aspen discovery layer fees that will be offset by the additional Fees for Services and Materials revenues.

Professional Membership Dues

Includes staff and institutional professional membership dues.

Inter-Company Transfers

Includes the SHARE fund transfer to SHARE Reserves of \$142,500.

SHARE Reserve Fund Budget Narrative



The SHARE Reserve fund was established for the replacement of hardware and software for the SHARE consortium. The SHARE Reserve fund budget has a projected deficit of \$334,955. Each fiscal year, an approved amount by the SHARE committees is transferred from the SHARE Operating fund to the SHARE Reserve fund to accumulate this fund cash balance for ILS software replacement (if ever needed) and for continued infrastructure maintenance or upgrades. The operating fund cash balance as of April 30, 2023 is \$1,303,354.11.

Revenues

SHARE Reserve Fund projected revenues of \$179,012 includes the transfer of funds from the operating budget and interest income.

Expenses

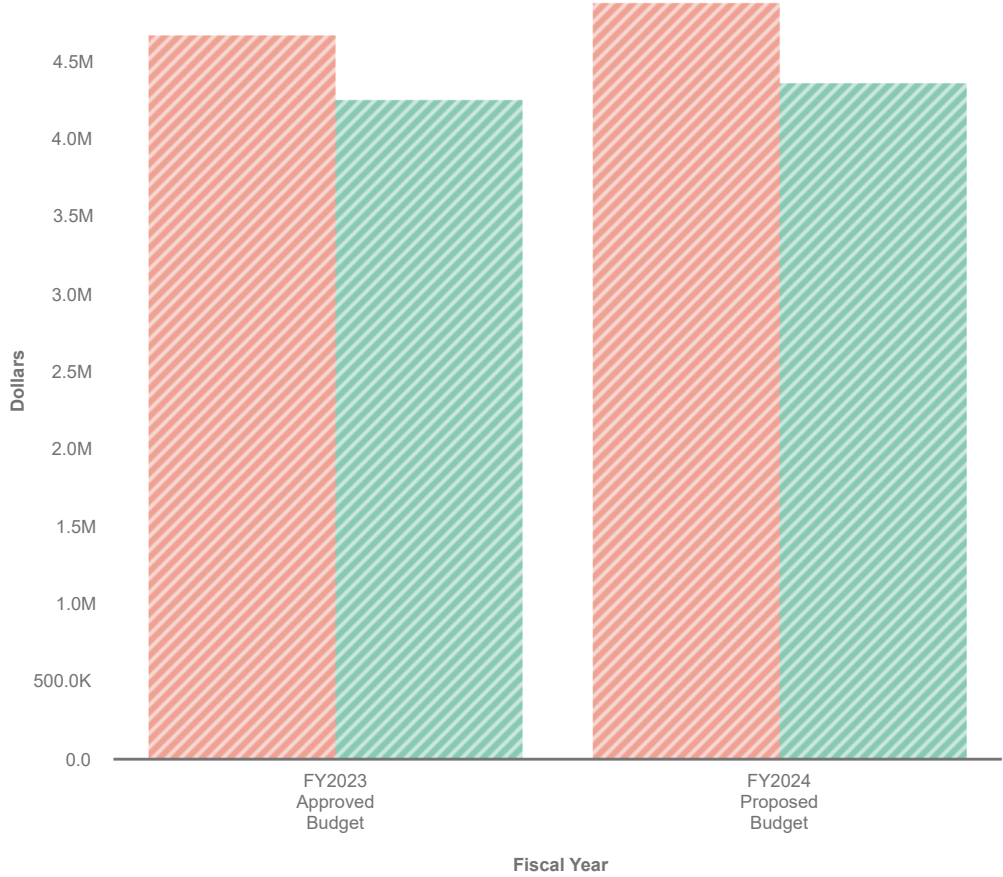
SHARE Reserve Fund projected expenses of \$513,967 includes a server replacement project, the final year of annual fees for the Solus App to be paid by the Reserve fund, and the implementation fees for the Aspen discovery layer along with the additional costs that could occur if self-hosting the software isn't in the best interest of IHLS.

FY2024 General Fund Budget



Visualization

Sort **By Chart of Accounts**



Data filtered by Types, General Fund and exported on May 12, 2023. Created with OpenGov

FY2024 General Fund Budget

Expand All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 4,263,655	\$ 4,369,728
▼ Area and Per Capita	3,920,000	3,919,852
(4000) Area and Per Capita	3,920,000	3,919,852
▼ Other Revenues	81,148	91,435
(4200) Other Grants	0	4,000
(4610) Office Leasing	6,175	12,350
(4650) Miscellaneous Income	12,775	775
(4660) Grant Administration	58,958	71,070
(4675) E-Rate Funding	3,240	3,240
▼ Fees for Services and Materials	258,818	266,473
(4222) ILDS Contract	255,168	262,823
(4315) Member Day	3,650	3,650
▼ Net Pass-Through	1,468	3,715
(4400) Reimbursements	942	3,189
(4685) Dreamhost	526	526
▼ Investment Income	2,221	88,253
(4500) Interest Income	2,221	88,253
▼ Expenses	4,676,683	4,876,432
▼ Personnel	3,003,445	3,334,084
(5000) Library Professionals	438,764	509,166
(5010) Other Professionals	823,422	920,639
(5020) Support Services	1,152,063	1,167,967
(5028) Leave Payoff-Other Professional	0	5,632
(5030) Social Security Taxes	182,454	198,416
(5035) Unemployment Insurance	5,838	6,651
(5040) Workers' Compensation	37,284	43,146
(5045) Retirement Benefits (IMRF)	16,374	18,682
(5050) Health, Dental and Life Ins	314,536	434,474
(5055) Other Fringe Benefits	700	200
(5057) Retention & Wellness	4,360	4,450
(5058) Training & Professional Development	20,050	17,060

	FY2023 Approved Budget	FY2024 Proposed Budget
(5060) Temporary Help	2,000	2,000
(5070) Recruiting	5,600	5,600
▼ Building and Grounds	277,409	269,190
(5150) Rent	81,532	81,532
(5160) Utilities	57,234	64,124
(5170) Property Insurance	31,535	26,631
(5180) Repairs and Maintenance	69,893	52,326
(5190) Custodial/Janitorial Srvcs & Supplies	20,150	26,702
(5195) Other Building & Grounds	17,065	17,875
▼ Vehicle Expenses	555,823	404,707
(5200) Fuel	345,559	262,716
(5210) Repairs and Maintenance - Vehicles	57,875	64,629
(5220) Vehicle Insurance	61,710	57,938
(5230) Vehicle Leasing/Rental:Delivery	82,325	11,070
(5240) Vehicle Leasing/Rental:Staff	6,254	6,254
(5245) Other Vehicle Expense	2,100	2,100
▼ Travel, Meetings, & Continuing for Staff & Board Members	83,393	76,935
(5250) Mileage,Gas & Tolls In-State	8,425	7,394
(5255) In-State Travel(Airfare,Train,etc)	126	336
(5260) Meals-In-State	7,859	5,630
(5265) Lodging-In-State	24,654	19,700
(5270) Mileage, Gas & Tolls-Out-of-State	0	1,810
(5275) Travel-Out-of-State(Airfare,Train,etc)	1,668	2,335
(5280) Meals-Out-of-State	3,137	3,986
(5285) Lodging-Out-of-State	7,387	8,840
(5290) Registration & Meetings, Other Fees	30,137	26,904
▼ Conferences & Continuing Education Meetings	32,450	46,500
(5300) Conferences & Continuing Edu Mtgs	21,450	33,500
(5315) Member Day Conference	11,000	13,000
▼ Public Relations	42,486	42,755
(5330) Public Relations	42,486	42,755
▼ Liability Insurance	20,194	20,845
(5350) Liability Insurance	20,194	20,845
▼ Supplies, Postage, & Printing	143,430	84,495
(5360) Computer Software & Supplies	43,350	43,735

	FY2023 Approved Budget	FY2024 Proposed Budget
(5365) Gen'l Office Supplies & Equipment	82,750	20,085
(5370) Postage	1,080	575
(5385) Delivery Supplies	14,400	19,550
(5390) Other Supplies	1,850	550
▼ Telephone & Telecommunications	31,902	28,485
(5400) Telephone & Telecommunications	31,902	28,485
▼ Equipment Rental, Repair & Maintenance	6,119	6,119
(5455) Equipment Repair & Maintenance	6,119	6,119
▼ Professional Services	82,950	111,975
(5500) Legal	25,250	20,000
(5510) Accounting	12,700	13,625
(5520) Consulting	10,000	36,600
(5530) Contractual Staff	35,000	41,750
▼ Contractual Services	80,458	82,216
(5550) Information Service Costs	51,789	71,653
(5570) Outside Printing Services	0	2,170
(5580) Other Contractual Services	28,669	8,393
▼ Professional Membership Dues	6,916	9,491
(5700) Prof Assoc Membership Dues	6,916	9,491
▼ Miscellaneous	8,240	4,920
(5725) Miscellaneous	8,240	4,920
▼ Net Pass Through	1,468	3,715
(5840) Reimbursement	1,468	3,715
▼ Inter-Company Transfers	300,000	350,000
(5999) Transfer to Other Funds	300,000	350,000
Revenues Less Expenses	\$ -413,028	\$ -506,704

Data filtered by Types, General Fund and exported on May 12, 2023. Created with OpenGov

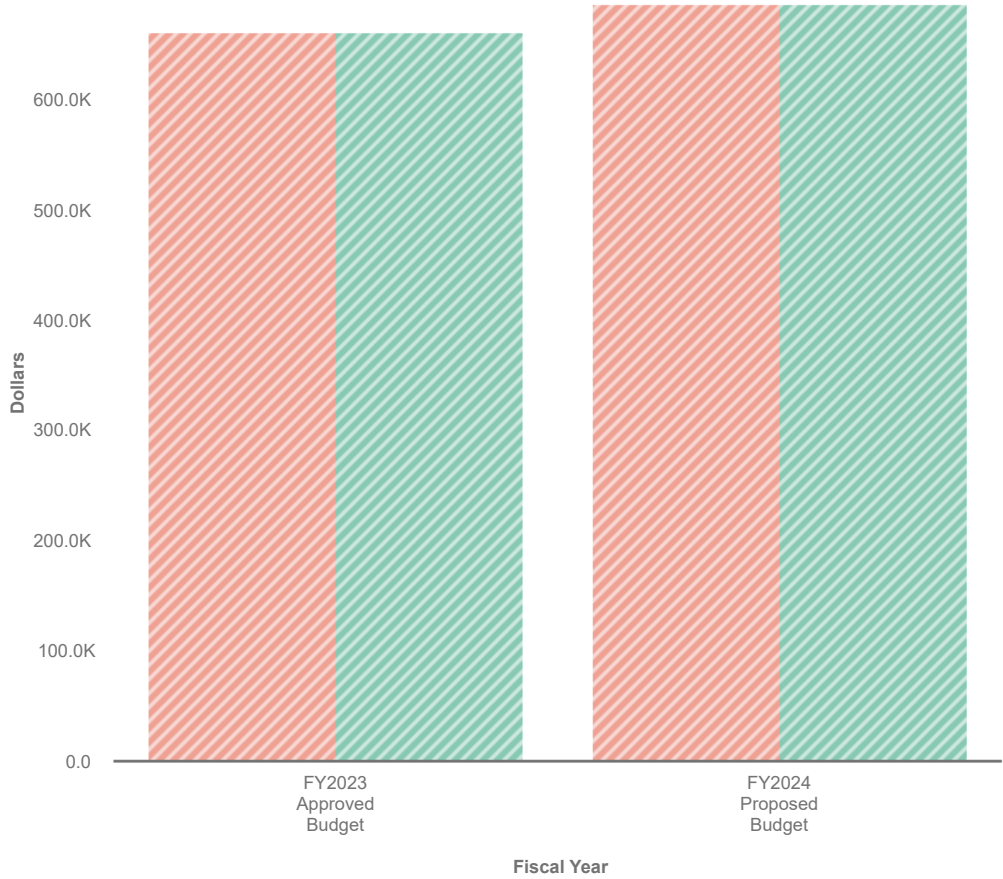
FY2024 CMC Fund Budget



Visualization

Sort **Large to Small**

- Expenses
- Revenues



Data filtered by Types, Cataloging Maintenance Center and exported on May 12, 2023. Created with OpenGov

FY2024 CMC Fund Budget

Collapse All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 662,783	\$ 686,693
▼ Special Revenue Funds	662,783	686,693
(4027) CMC	662,783	686,693
▼ Expenses	662,783	686,693
▼ Personnel	574,936	595,047
(5000) Library Professionals	463,884	472,012
(5030) Social Security Taxes	35,487	36,109
(5035) Unemployment Insurance	740	872
(5040) Workers' Compensation	289	312
(5045) Retirement Benefits (IMRF)	3,938	3,958
(5050) Health, Dental and Life Ins	70,348	80,195
(5058) Training & Professional Development	0	840
(5070) Recruiting	250	750
▼ Vehicle Expenses	550	100
(5200) Fuel	550	100
▼ Travel, Meetings, & Continuing for Staff & Board Members	7,660	8,499
(5250) Mileage,Gas & Tolls In-State	315	370
(5255) In-State Travel(Airfare,Train,etc)	0	70
(5260) Meals-In-State	1,578	2,061
(5265) Lodging-In-State	4,237	3,588
(5290) Registration & Meetings, Other Fees	1,530	2,410
▼ Public Relations	1,700	1,950
(5330) Public Relations	1,700	1,950
▼ Supplies, Postage, & Printing	5,000	5,000
(5360) Computer Software & Supplies	4,800	4,800
(5365) Gen'l Office Supplies & Equipment	200	200
▼ Telephone & Telecommunications	4,837	4,837
(5400) Telephone & Telecommunications	4,837	4,837
▼ Equipment Rental, Repair & Maintenance	1,587	1,587
(5455) Equipment Repair & Maintenance	1,587	1,587
▼ Professional Services	1,000	0

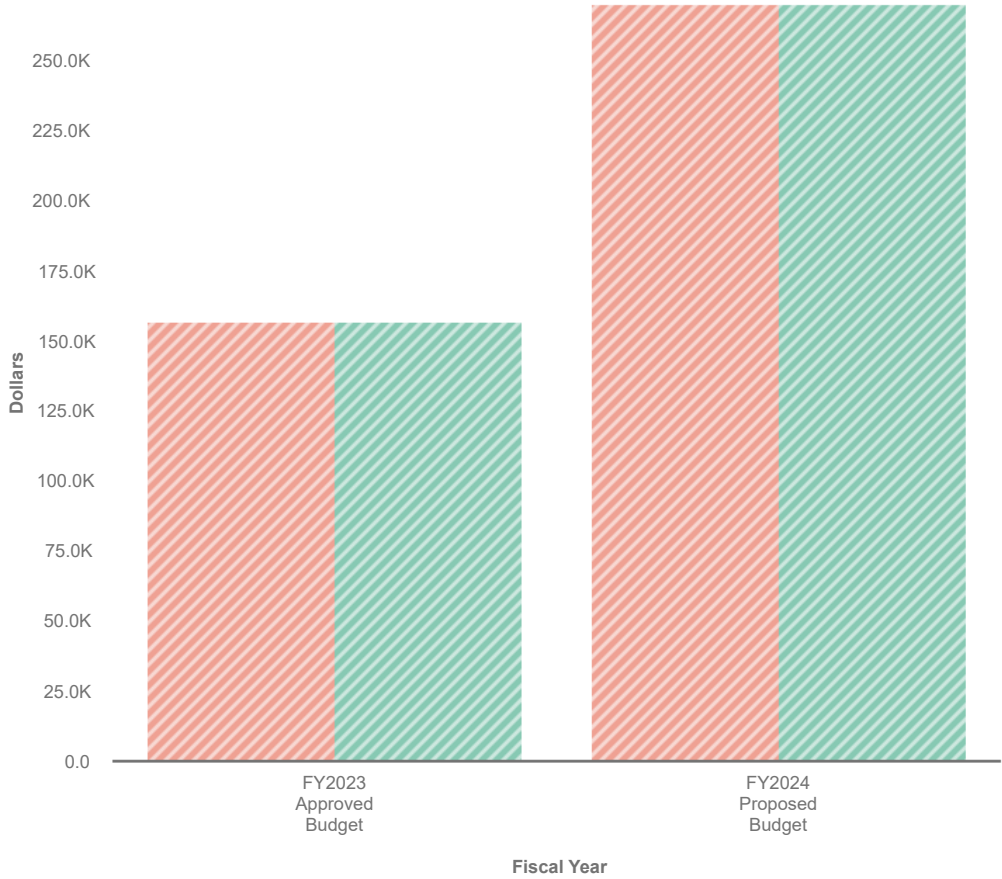
	FY2023 Approved Budget	FY2024 Proposed Budget
(5500) Legal	1,000	0
▼ Contractual Services	64,538	68,113
(5550) Information Service Costs	4,273	5,671
(5580) Other Contractual Services	60,265	62,442
▼ Professional Membership Dues	975	1,560
(5700) Prof Assoc Membership Dues	975	1,560
Revenues Less Expenses	\$ 0	\$ 0

Data filtered by Types, Cataloging Maintenance Center and exported on May 12, 2023. Created with OpenGov

FY2024 iLEAD LTT Fund Budget



Visualization



Sort By Chart of Accounts

- Expenses
- Revenues

Data filtered by Types, Library Trustee Training and exported on May 12, 2023. Created with OpenGov

FY2024 iLEAD LTT Fund Budget

Collapse All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 156,844	\$ 269,900
▼ Special Revenue Funds	156,844	269,900
(4031) Library Trustee Training	156,844	269,900
▼ Expenses	156,844	269,900
▼ Personnel	84,551	129,058
(5000) Library Professionals	36,443	57,396
(5010) Other Professionals	30,098	49,942
(5030) Social Security Taxes	5,090	8,211
(5035) Unemployment Insurance	103	145
(5040) Workers' Compensation	42	71
(5045) Retirement Benefits (IMRF)	597	934
(5050) Health, Dental and Life Ins	11,848	12,359
(5070) Recruiting	330	0
▼ Vehicle Expenses	200	500
(5200) Fuel	200	500
▼ Travel, Meetings, & Continuing for Staff & Board Members	0	10,198
(5250) Mileage,Gas & Tolls In-State	0	220
(5255) In-State Travel(Airfare,Train,etc)	0	35
(5260) Meals-In-State	0	684
(5265) Lodging-In-State	0	2,060
(5280) Meals-Out-of-State	0	1,408
(5285) Lodging-Out-of-State	0	2,801
(5290) Registration & Meetings, Other Fees	0	2,990
▼ Public Relations	40	7,510
(5330) Public Relations	40	7,510
▼ Supplies, Postage, & Printing	2,560	1,650
(5360) Computer Software & Supplies	2,460	1,000
(5365) Gen'l Office Supplies & Equipment	100	150
(5370) Postage	0	500
▼ Telephone & Telecommunications	384	384
(5400) Telephone & Telecommunications	384	384

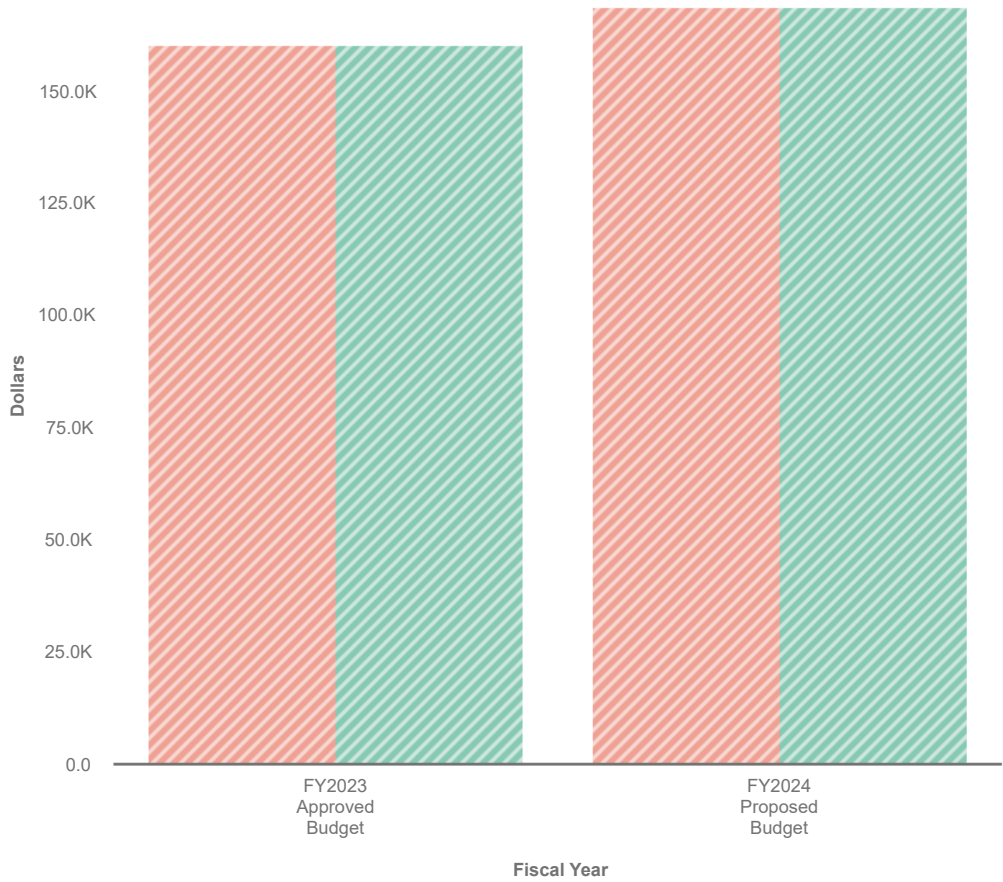
	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Professional Services	22,670	29,400
(5500) Legal	4,000	5,000
(5520) Consulting	270	0
(5530) Contractual Staff	18,400	24,400
▼ Contractual Services	45,939	91,200
(5550) Information Service Costs	31,680	66,664
(5580) Other Contractual Services	14,259	24,536
▼ Professional Membership Dues	500	0
(5700) Prof Assoc Membership Dues	500	0
Revenues Less Expenses	\$ 0	\$ 0

Data filtered by Types, Library Trustee Training and exported on May 12, 2023. Created with OpenGov

FY2024 OCLC Fund Budget



Visualization



Sort By Chart of Accounts

- Expenses
- Revenues

Data filtered by Types, Online Computer Library Center and exported on May 12, 2023. Created with OpenGov

FY2024 OCLC Fund Budget

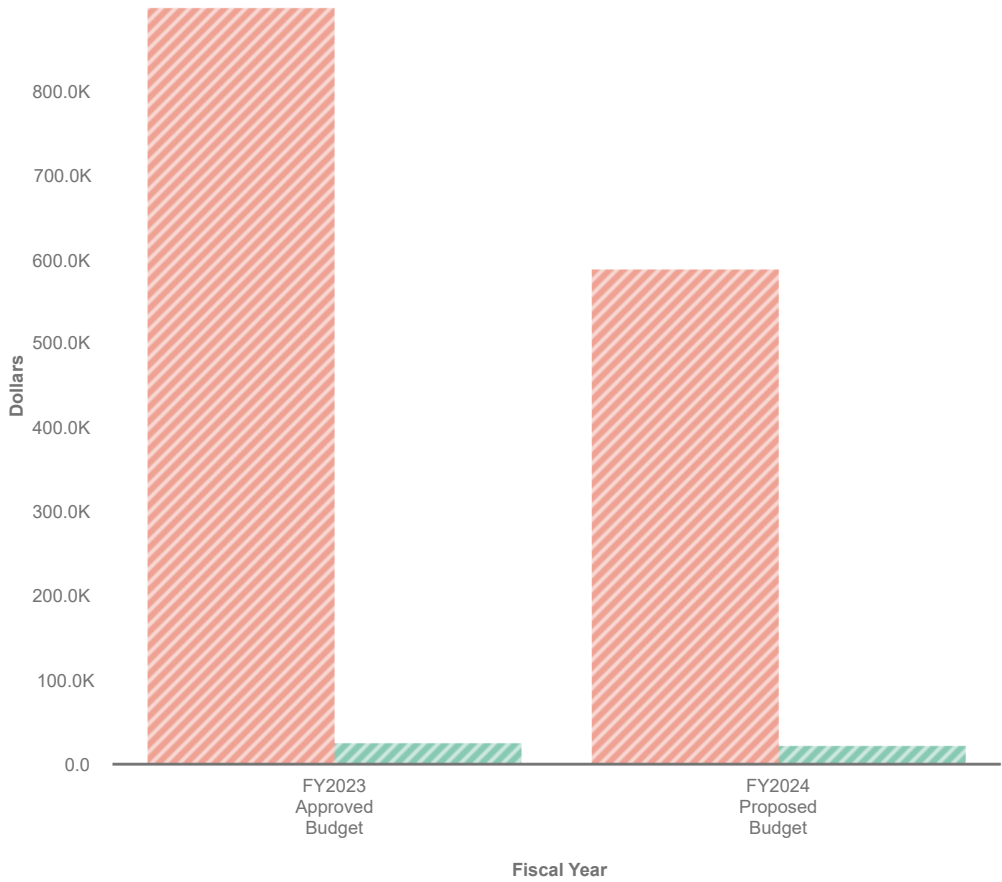
Collapse All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 160,318	\$ 168,532
▼ Special Revenue Funds	160,318	168,532
(4032) OCLC	160,318	168,532
▼ Expenses	160,318	168,532
▼ Personnel	128,268	136,605
(5010) Other Professionals	92,552	98,670
(5020) Support Services	9,088	9,542
(5030) Social Security Taxes	7,775	8,278
(5035) Unemployment Insurance	144	170
(5040) Workers' Compensation	63	71
(5045) Retirement Benefits (IMRF)	894	941
(5050) Health, Dental and Life Ins	16,951	18,093
(5058) Training & Professional Development	800	840
▼ Supplies, Postage, & Printing	4,653	3,731
(5360) Computer Software & Supplies	4,034	3,000
(5365) Gen'l Office Supplies & Equipment	319	431
(5370) Postage	300	300
▼ Telephone & Telecommunications	2,235	2,143
(5400) Telephone & Telecommunications	2,235	2,143
▼ Equipment Rental, Repair & Maintenance	3,651	3,651
(5455) Equipment Repair & Maintenance	3,651	3,651
▼ Professional Services	1,485	1,545
(5510) Accounting	1,485	1,545
▼ Contractual Services	20,026	20,857
(5550) Information Service Costs	5,434	5,518
(5580) Other Contractual Services	14,592	15,339
Revenues Less Expenses	\$ 0	\$ 0

Data filtered by Types, Online Computer Library Center and exported on May 12, 2023. Created with OpenGov

FY2024 Capital Projects Fund Budget



Visualization



Sort By Chart of Accounts

- Expenses
- Revenues

Data filtered by Types, Capital Projects and exported on May 12, 2023. Created with OpenGov

FY2024 Capital Projects Fund Budget

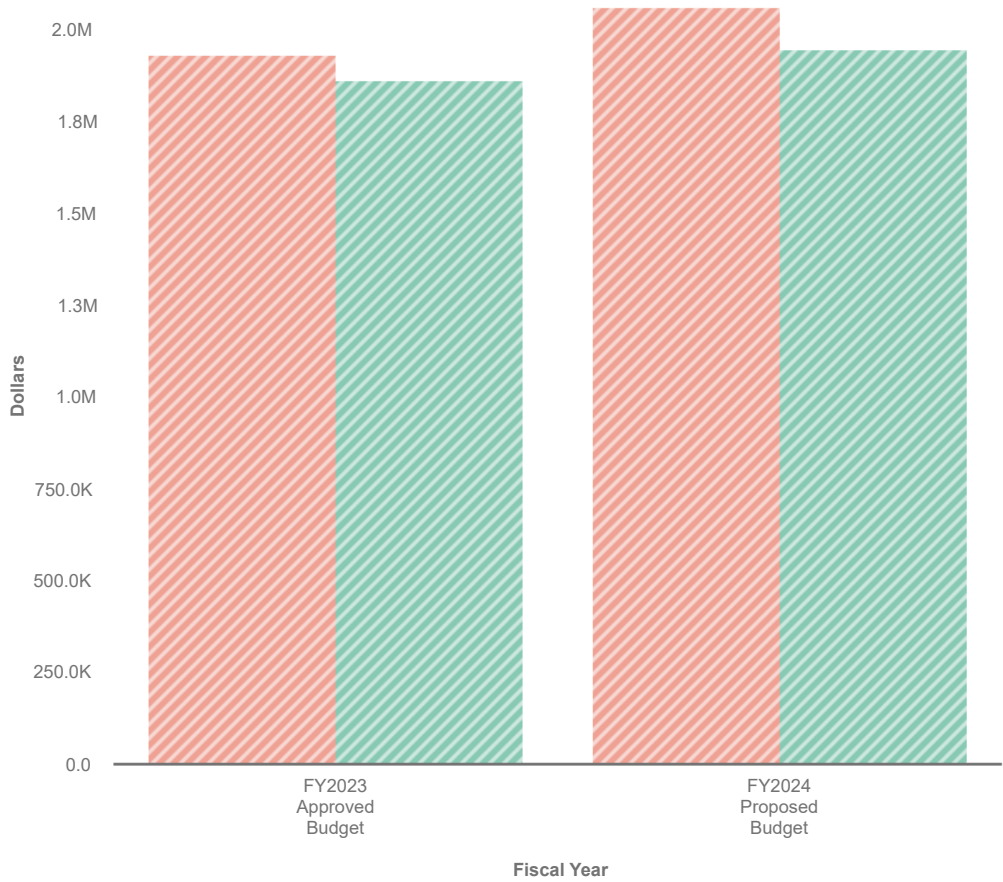
Collapse All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 26,274	\$ 23,686
▼ Other Revenues	25,000	0
(4650) Miscellaneous Income	25,000	0
▼ Investment Income	1,274	23,686
(4500) Interest Income	1,274	23,686
▼ Expenses	899,500	589,700
▼ Capital Outlays	899,500	589,700
(5755) Capital Outlays - Computers	22,000	0
(5765) Capital Outlays - Building & Improvements	534,500	139,700
(5775) Capital Outlays - Vehicle	343,000	450,000
Revenues Less Expenses	\$ -873,226	\$ -566,014

Data filtered by Types, Capital Projects and exported on May 12, 2023. Created with OpenGov

FY2024 SHARE Operating Fund Budget



Visualization



Sort By Chart of Accounts

- Expenses
- Revenues

Data filtered by Types, SHARE, Operating and exported on May 12, 2023. Created with OpenGov

FY2024 SHARE Operating Fund Budget

Collapse All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 1,863,492	\$ 1,947,723
▼ Other Revenues	48,702	43,588
(4650) Miscellaneous Income	6,200	0
(4660) Grant Administration	30,127	31,213
(4678) SAM	12,375	12,375
▼ Fees for Services and Materials	1,514,715	1,553,858
(4305) Fees for Services and Materials	75,168	83,770
(4380) eResources Subscription	145,864	140,790
(4385) SHARE - Basic Fee	1,190,004	1,220,505
(4386) SHARE - Bibliographic Services	57,532	61,173
(4387) SHARE - Add'l Module Fee	41,800	45,440
(4388) SHARE - Transitions Fee	4,347	2,180
▼ Investment Income	75	277
(4500) Interest Income	75	277
▼ Inter-Company Transfers	300,000	350,000
(4999) Transfers From Other Funds	300,000	350,000
▼ Expenses	1,932,846	2,059,603
▼ Personnel	1,203,476	1,268,201
(5000) Library Professionals	551,016	585,284
(5010) Other Professionals	250,637	263,175
(5020) Support Services	164,306	156,295
(5030) Social Security Taxes	73,896	76,864
(5035) Unemployment Insurance	1,480	1,647
(5040) Workers' Compensation	603	663
(5045) Retirement Benefits (IMRF)	8,263	8,618
(5050) Health, Dental and Life Ins	149,646	170,345
(5058) Training & Professional Development	1,200	2,880
(5070) Recruiting	2,430	2,430
▼ Library Materials	223,990	157,066
(5100) Printed Materials	78,626	16,276
(5120) E-Resources	145,364	140,790

	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Vehicle Expenses	2,100	2,500
(5200) Fuel	2,100	2,500
▼ Travel, Meetings, & Continuing for Staff & Board Members	35,548	56,783
(5250) Mileage,Gas & Tolls In-State	2,500	1,568
(5255) In-State Travel(Airfare,Train,etc)	0	175
(5260) Meals-In-State	3,373	3,390
(5265) Lodging-In-State	8,487	9,831
(5270) Mileage, Gas & Tolls-Out-of-State	0	1,252
(5275) Travel-Out-of-State(Airfare,Train,etc)	3,200	4,310
(5280) Meals-Out-of-State	2,357	5,827
(5285) Lodging-Out-of-State	6,222	12,885
(5290) Registration & Meetings, Other Fees	9,409	17,545
▼ Public Relations	6,750	10,961
(5330) Public Relations	6,750	10,961
▼ Supplies, Postage, & Printing	32,000	46,517
(5360) Computer Software & Supplies	21,800	39,767
(5365) Gen'l Office Supplies & Equipment	9,850	6,400
(5370) Postage	350	350
▼ Telephone & Telecommunications	22,148	18,161
(5400) Telephone & Telecommunications	22,148	18,161
▼ Equipment Rental, Repair & Maintenance	3,065	3,065
(5455) Equipment Repair & Maintenance	3,065	3,065
▼ Professional Services	14,750	27,325
(5500) Legal	1,000	1,000
(5510) Accounting	11,750	11,125
(5520) Consulting	2,000	2,000
(5530) Contractual Staff	0	13,200
▼ Contractual Services	244,533	324,687
(5550) Information Service Costs	242,208	321,944
(5570) Outside Printing Services	0	750
(5580) Other Contractual Services	2,325	1,993
▼ Professional Membership Dues	1,625	1,837
(5700) Prof Assoc Membership Dues	1,625	1,837
▼ Miscellaneous	360	0
(5725) Miscellaneous	360	0

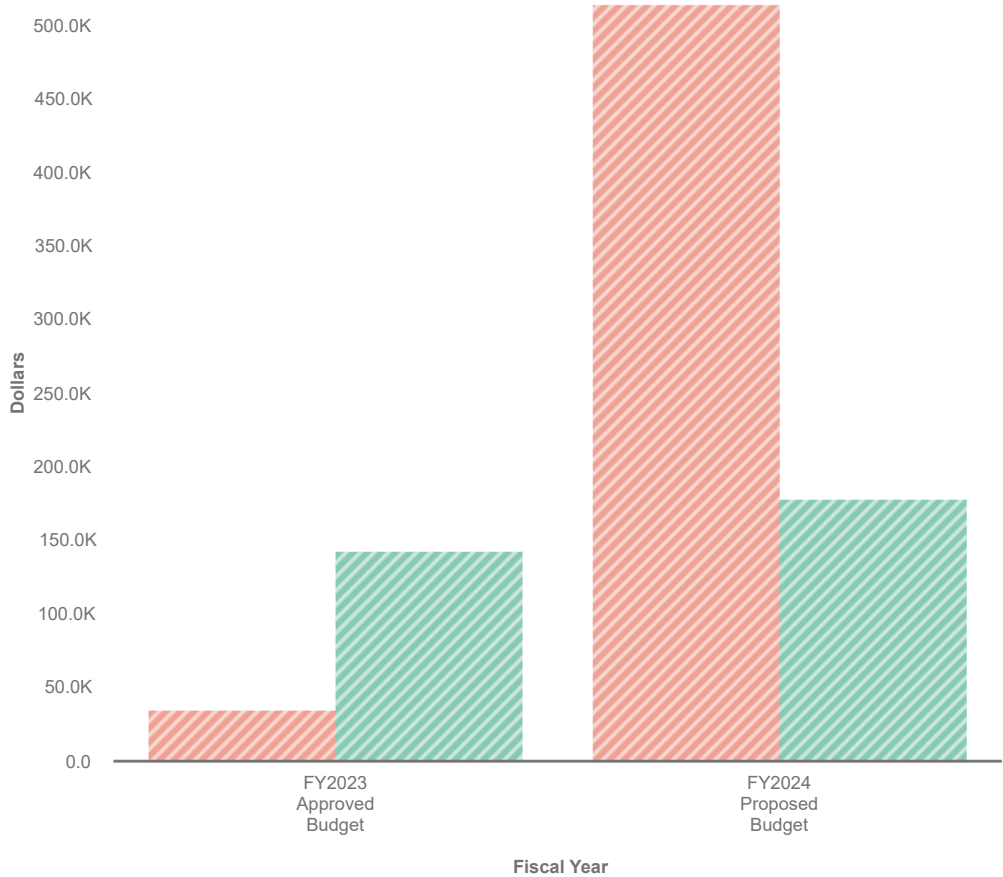
	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Inter-Company Transfers	142,500	142,500
(5999) Transfer to Other Funds	142,500	142,500
Revenues Less Expenses	\$ -69,353	\$ -111,880

Data filtered by Types, SHARE, Operating and exported on May 12, 2023. Created with OpenGov

FY2024 SHARE Reserve Fund Budget



Visualization



Sort By Chart of Accounts

Expenses

Revenues

Data filtered by Types, SHARE, Unrestricted - Reserve Fund and exported on May 12, 2023. Created with OpenGov

FY2024 SHARE Reserve Fund Budget

Collapse All	FY2023 Approved Budget	FY2024 Proposed Budget
▼ Revenues	\$ 143,100	\$ 179,012
▼ Investment Income	600	36,512
(4500) Interest Income	600	36,512
▼ Inter-Company Transfers	142,500	142,500
(4999) Transfers From Other Funds	142,500	142,500
▼ Expenses	35,722	513,967
▼ Contractual Services	35,722	113,967
(5550) Information Service Costs	35,722	63,047
(5580) Other Contractual Services	0	50,920
▼ Capital Outlays	0	400,000
(5755) Capital Outlays - Computers	0	400,000
Revenues Less Expenses	\$ 107,378	\$ -334,955

Data filtered by Types, SHARE, Unrestricted - Reserve Fund and exported on May 12, 2023. Created with OpenGov



Illinois Heartland Library System (IHLS) is guided by an operational plan, which is a primary component of the annual System Area and Per Capita Grant (SAPG). We initiate the draft each January by evaluating progress on the current year's plan. This review informs our work in the second half of the fiscal year and helps us determine which projects and goals will carry forward to the new fiscal year.

As we project for FY2024, our 13th year as a large regional library system, we are cognizant of the outlook expressed by Illinois' new Secretary of State Alexi Giannoulias. Our priority projects for FY2024 reflect the aspirations expressed in Secretary Giannoulias' [Transition Report on Library Enhancements](#) and cross-departmental planning:

- Developing, launching, and promoting iLEAD (leadership, empowerment, accessibility, and development) trustee learning portal.
- Emphasizing equity, diversity, inclusion, and accessibility (EDIA), such as:
 - placing smaller libraries on a level playing field with their larger peers through functional five-day delivery;
 - focusing on EDIA throughout SHARE services, including more accessible trainings and intentional recruitment of diverse staff and committee members;
 - providing grant support for member access to HR Source membership;
 - collaborating with our Illinois and national peers for maximum program reach.
- Making the best of use of tax dollars through project management and process improvements throughout our organization, including succession planning at the staff level and a new multi-year strategic plan initiated by the Board of Directors.
- Expanding our bank of resources focused on advocacy, professional development, and networking support for our multi-type membership.



A. Administration

Illinois Heartland Library System (IHLS) celebrates over a decade of service to libraries in central and southern Illinois and looks to a future of continued collaboration and partnership in the library space. Centralized administrative services allow us to provide cost-effective, innovative solutions to member needs. The focus of our administrative team members in FY2024 includes:

- Member communication focused on advocacy and organization-wide consulting support for member libraries, as well as continued research on the benefits of an Automated Material Handling System (AMHS).
- Support for the IHLS Board of Directors through recruitment, training, and special recognition of board members.
- Accurate financial forecasting, strident adherence to accounting principles, and continued utilization of the OpenGov database for enhanced reporting and transparency.
- Promotion of broadband initiatives, expanded utilization of a Customer Relationship Management (CRM) database, and support of electronic communication with Microsoft Teams.
- Staff development and understanding of how employee efforts connect or align with the organization's purpose through the use of a quarterly evaluation process, planned employee development training to enhance a culture of learning, and the cultivation of the employer-employee relationship.

Communications

Goal: Communicate effectively and efficiently with IHLS stakeholders.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Inform stakeholders on what is happening at the system, statewide, and national levels.	<ul style="list-style-type: none">- Prioritize and share important library-related news from the system, state, and national levels- Communicate with members where they are, including conferences, virtual events, and library visits	23 ILAC 3030.215 a) 3) G)

Continually improve communication with IHLS stakeholders.	<ul style="list-style-type: none"> - Annually review and update the marketing communication plan for IHLS and its divisions - Continually analyze and optimize website user experience, user interface, and content - Continue improving email list hygiene by working with IT to automate the updating of email addresses using the recently developed Customer Relationship Management software - Partner with organizations such as Reaching Across Illinois Library System, Illinois Library Association, and Association for Illinois School Library Educators to cross-promote events or collaborate on initiatives - Strategically utilize IHLS social media as a communication tool 	<p>23 ILAC 3030.215 a) 3) G)</p> <p>23 ILAC 3030.215 a) 3) G)</p>
Prioritize communication and promotion of initiatives/events that support the mission of IHLS and the mission and goals of IHLS department leadership.	<ul style="list-style-type: none"> - Prioritize member communication, especially: <ul style="list-style-type: none"> • Equity, diversity, inclusion, and accessibility initiatives • Value of IHLS • Secretary of State Initiatives, including support for broadband, e-resources, and anti-censorship measures - Collaborate with Cataloging Maintenance Center and IT staff on strategically developing a marketing presence - Collaborate with SHARE staff on increasing SHARE's marketing presence - Collaborate with iLEAD staff on launching the brand and recruiting learning portal users - Update and implement an integrated marketing communication plan for Member Day - Update and implement an integrated marketing communication plan for the Automated Material Handling System project 	23 ILAC 3030.215 a)3)G
Communicate in compliance with industry legal standards.	<ul style="list-style-type: none"> - Seek annual communication law and/or accessibility training for communication staff - Annually review the professional-use social media policy and data and privacy policy 	23 ILAC 3030.215 a) 3) G)

Continue to seek member feedback.	<ul style="list-style-type: none"> - Seek input on library needs during Directors' Chats, local library networking events, trustee networking events, and other events - Reimplement post-event surveys 	23 ILAC 3030.215 a)3)G
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Goal: Provide information and assistance to member libraries of all types through consulting and continuing education.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Participate in organization-wide consulting services.	<ul style="list-style-type: none"> - Maintain and promote the organization-wide consulting program with IHLS professional staff - Share Marketing/Communications staff expertise in the IHLS consulting program 	
Contribute to educating members about library marketing communications.	<ul style="list-style-type: none"> - Evaluate Marketing/Communications staff availability for speaking at conferences - Collaborate with librarians and professional experts from IHLS, RAILS, member libraries, and external sources to develop and promote resource guides for issues in librarianship 	23 ILAC 3030.215 a)3)D

Goal: Advocate for IHLS.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Increase visibility in our service area.	<ul style="list-style-type: none"> - Annually review and update the brand-advocacy portion of the the IHLS advocacy plan - Generate brand visibility for IHLS while promoting libraries - Identify and support opportunities for one-on-one and one-to-group brand advocacy 	23 ILAC 2020.215 a)3)D

Goal: Advocate for member libraries.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Promote libraries to the public.	<ul style="list-style-type: none"> - Annually review and update the cause-advocacy portion of the IHLS advocacy plan - Support Illinois Library Association advocacy initiatives - Seek sponsorship opportunities on behalf of the 	23 ILAC 2020.215 a)3)D

	libraries of central and southern Illinois - Identify and support additional opportunities for library advocacy - Continue focus of support and advocacy for school libraries	
Help IHLS libraries advocate for themselves.	- Support Illinois Library Association advocacy initiatives - Identify pressing library issues and develop resource guides and tools to address them - Make IHLS staff available for consultations with members	23 ILAC 3030.215 a) 3) D)

Goal: Facilitate effective internal communication to enable better member service.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Continually improve communication with IHLS employees.	- Annually review and update the IHLS internal communication plan - Continue to work with staff teams to implement internal communication procedures - Collaborate with IT, HR, and other stakeholders to develop strategies for more effective use of the IHLS intranet or other relevant platforms	



Board Support

Goal: Provide support for IHLS board members.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Streamline and improve all aspects of board support.	<ul style="list-style-type: none"> - Provide support for monthly meetings of the board and committees using new and innovative methods - Join a professional board support organization for resources and guidance 	23 ILAC 3030.250 (outside of core standards)
Support communication between board and executive staff.	<ul style="list-style-type: none"> - Provide meeting agenda and supporting documentation to the board and committees - Restructure the activities report 	23 ILAC 3030.250 (outside of core standards)
Ensure compliance with library and local rules and regulations and federal or state laws.	<ul style="list-style-type: none"> - Post meeting packets and approved meeting minutes within timeframes outlined in the Open Meetings Act - Confirm completion of the Open Meetings Act training - Confirm completion of the Statement of Economic Interest - Coordinate and submit the annual System Area & Per Capita Grant application - Coordinate and submit the Annual Report 	23 ILAC 3030.250 (outside of core standards)
Provide training for all board members.	<ul style="list-style-type: none"> - Research options for a variety of board training programs - Provide training at least twice annually 	
Research and implement tools and activities to improve board engagement.	<ul style="list-style-type: none"> - Pair a learning opportunity and dinner with more in-person meetings - Reintroduce Board Networking Events - Schedule an in-person board meeting with RAILS board 	

Improve interest in board membership and increase the number of nominations during board elections.	<ul style="list-style-type: none"> - Research the data behind the motivation to participate in a system board and what methods are available to incentivize potential nominees - Solicit video testimonials from outgoing board members - Assist the Nominating Committee with administrative activities 	
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Goal: Retain and purge materials on an approved schedule.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Ensure all data is handled in compliance with approved records retention policies.	<ul style="list-style-type: none"> - Finalize identification of records eligible for destruction and submit for a certificate of destruction - Organize permanent records for easy reference - Monitor records on a regular basis and submit application for destruction when they become eligible 	23 ILAC 3030.265 (outside of core standards)

Goal: Initiate a process to review the strategic plan.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Evaluate current system services.	<ul style="list-style-type: none"> - Convene an ad hoc planning committee to determine rationale to draft a new strategic plan 	23 ILAC 3030.250

Facilities

Goal: Provide a Safe Working Environment.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Continue to maintain the infrastructure of facilities.	<ul style="list-style-type: none"> - Yearly check of HVAC, roof, fire extinguishers, etc. - Conduct Edwardsville parking lot repairs - Conduct tuckpointing on the Edwardsville building - Continue to provide turf management to Champaign and Edwardsville buildings - Continue to provide landscaping and mowing to Champaign and Edwardsville buildings 	23 ILAC 3030.250 i) (outside of core standards)

Human Resources

Goal: Retain and attract highly qualified IHLS staff whose focus will be to accomplish IHLS goals and objectives, seek continuous professional growth, and maintain a positive team dynamic.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Ensure that IHLS is sufficiently staffed to accomplish statutory priorities established by the Illinois State Library.	<ul style="list-style-type: none"> - Maintain a diverse pool of candidates for staffing purposes - Utilize various job boards and media methods to seek high-quality candidates - Educate new staff on all IHLS policies and procedures upon hiring and communicate changes to existing staff 	23 ILAC 3030.215 a) 3)
Monitor performance evaluation process.	<ul style="list-style-type: none"> - Monitor and modify the performance reviews process as needed to meet the needs of IHLS - Continued management training to ensure consistency with the performance rating of employees for fair and equitable treatment - Facilitate training on completing the performance review, answering questions, and encouraging employees to update goals 	23 ILAC 3030.215 a) 3)
Support and develop IHLS staff.	<ul style="list-style-type: none"> - Monitor staff educational training - Partner with directors to ensure staff training sessions are beneficial to their department - Conduct quarterly staff training focused on personal development - Facilitate development of existing staff skills and assist management with Leadership's direction to foster a culture of continued learning - Implement a Human Resource Information System (HRIS) to give staff access to online tax forms, benefits, and reports and to improve recruiting data accuracy to streamline HR processes 	23 ILAC 3030.215 a) 3)
Enhance organizational culture.	<ul style="list-style-type: none"> - Use the Teamflect recognition module for all employees to show appreciation to staff and encourage and recognize people for their accomplishments - Conduct annual Staff Day - Facilitate Staff Appreciation Day - Establish regular internal communications with staff 	23 ILAC 3030.215 a) 3)

Goal: Explore opportunities to enhance human resources knowledge among member libraries.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Strengthen member libraries' general human resources knowledge.	<ul style="list-style-type: none"> - Provide access to Sexual Harassment Prevention Training for members - Participate in job fairs for member libraries by sponsoring a booth, encouraging a library representative to attend to promote current job openings, and educating members on best practices for recruiting - Develop and implement HR Source Grant to assist members with membership costs - Create HR Minute Presentations for the IHLS website to educate members on important HR topics. Offer a Q & A quarterly which will allow members to ask questions and be given guidance on HR topics - Continue to investigate and create opportunities to educate member libraries in human resources administration - Enhance member libraries' human resources management practices via consulting hours 	23 ILAC 3030.215 a) 3)

Accounting Operations

Goal: Equip IHLS Administration and Board of Directors with effective reporting of financial transactions to encourage good stewardship through decision-making.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Promote good stewardship of public funds.	<ul style="list-style-type: none"> - Continually assess and optimize internal practices - Research and analyze insurance rates, coverages, and investment options for the organization - Perform cost analysis as needed for decision-making on special projects 	23 ILAC 3030.260 (outside core standards)
Complete and present practical financial reporting in a timely manner.	<ul style="list-style-type: none"> - Present FY2023 Audited Financial Statements to the IHLS Board and submit to the Illinois State Library at the end of September 2023 - Record accurate financial transactions while monitoring account balances including, but not limited to General, CMC, LTT, OCLC, and SHARE - Process payroll biweekly and prepare payroll tax filings - Submit all special revenue grant reports to the Illinois State Library 15 days after each fiscal quarter ends - Produce interim financial reports that show actual versus budget for IHLS Administration and Board of Directors, as well as in agreed-upon formats for select committees - Research appropriate industry forecasts and reflect those projected predictions as necessary in future fiscal year operating budgets - Draft FY2025 Operation Budgets timeline and budget draft for presentation to the board - Utilize the OpenGov software to enhance reporting to stakeholders and the public to promote transparency - Purchase supplies for the staff and the board 	23 ILAC 3030.260 (outside core standards)

Goal: Provide member libraries with tools to enhance their financial literacy to encourage good stewardship of public funds.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Enhance member libraries' financial literacy.	<ul style="list-style-type: none"> - Enhance member libraries' financial management practices through consulting hours 	23 ILAC 3030.215 d) 1)

Information Technology (IT)

Goal: Provide the IT support necessary for IHLS and SHARE to function efficiently.

Objectives	Planned Activities	System Standard
Provide support for core system services.	<ul style="list-style-type: none"> - Provide software and technical assistance for SHARE services - Provide remote support through applicable software to IHLS staff at all office locations - Maintain internal and external web services for IHLS and SHARE - Track and repair problems reported by SHARE membership using SHARE helpdesk software - Support cloud telephone system with Microsoft Business Voice 365 - Expand the use of Intune to support employees working remotely and remote computers (<i>Microsoft Intune is a cloud-based computer management system that allows management of devices not on your physical network. It is included with our Microsoft A5 license at no additional cost.</i>) - Support all internal file servers, cloud services, and other IT services vital to IHLS - Support communication electronically using technologies like Zoom and Teams - Provide more online and onsite opportunities to share information regarding technology issues - Bring on an additional programmer to keep up with all our current projects as we develop new projects in support of the increasing custom programming needs of IHLS and SHARE staff and members 	23 ILAC 3030.215 a) 5)
Develop and research new technology and opportunities for IHLS and member libraries.	<ul style="list-style-type: none"> - Work with other departments to expand and train staff on Pipedrive, our Customer Relationship Management (CRM) software solution - Network in the state and nationally to expand resource sharing - Promote broadband initiatives and opportunities for libraries to be leaders in their communities - Explore the possibility of hiring a data analyst to help IHLS and member libraries visualize the data we have in our databases 	23 ILAC 3030.215 a) 5)
Enable the use of	<ul style="list-style-type: none"> - Expand the use of Microsoft Teams and build Teams 	23 ILAC 3030.215

online communication methods for IHLS and members.	for conversation and collaboration with users outside of IHLS	a) 5)
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<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Support Domain Name Services (DNS) for member libraries.	- Support member libraries with the purchase, renewal, and maintenance of Domain Name Services (DNS) using the Dreamhost account set-up for non-profit libraries	23 ILAC 3030.215 a) 5)
Upgrade the core server environment for SHARE.	- Work with vendors to provide quotes and recommended solutions for the replacement and upgrade of the servers at the colocation facility for SHARE	

B. Bibliographic Access

As a cornerstone of resource sharing, Bibliographic Access allows library patrons and staff to find and request materials. Detailed and consistent descriptive metadata allows library patrons to easily retrieve the information and resources needed. The Ethics in Cataloging Group will continue meeting to discuss equity, diversity, inclusion, and accessibility (EDIA) issues. The focus of bibliographic services provided by IHLS will include:

- Bibliographic support, including cataloging and database maintenance for the SHARE Consortium and cataloging training for SHARE members.
- The Cataloging Maintenance Center (CMC), which provides access to resources and special collections throughout the state, including digitized collections at Illinois Digital Archives (IDA). The CMC will provide information and training on bibliographic cataloging and metadata formation.

Cataloging Services for SHARE

Goal: Provide cataloging services for SHARE member libraries, including transitional libraries, and increase the usability of the SHARE database to ultimately increase resource sharing.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Maintain exceptional database integrity to improve user access to information resources, with minimal duplicate bibliographic/authority records or “less than full level” bibliographic records.	<ul style="list-style-type: none">- Identify and merge duplicate bibliographic and authority records in the SHARE database- Replace substandard local records with full level bibliographic records- Import weekly authority record changes and correct as necessary- Update subject headings as appropriate to reflect EDIA updates provided by the Library of Congress- Upgrade records to reflect current cataloging standards such as RDA (Resource Description and Access)- Create and maintain local series authority records for titles found in the SHARE database	23 ILAC 3030.215 c) 3)
Set OCLC holdings for SHARE members in a timely manner.	<ul style="list-style-type: none">- Work collaboratively with partner automation group to set OCLC holdings for SHARE members- Correct bibliographic records as needed	23 ILAC 3030.215 c) 9)

Catalog Training for SHARE Members

Goal: Maintain rigorous cataloging standards that include continuing education in bibliographic services and cataloging for member libraries. Support member skills necessary for fluency in national, state, and local policies such as RDA (Resource Description and Access), OCLC, and Library of Congress.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Offer member library staff comprehensive training in current bibliographic standards, both local and national, in order to maintain the required 15 hours of continuing education in cataloging per fiscal year.	<ul style="list-style-type: none"> - Provide cataloging training sessions 10 months per year and SHARE Your Cataloging Questions sessions every month - Develop and publish a new training course on Moodle for new and current catalogers that will fulfill the cataloging certification requirements set forth by the SHARE Bibliographic and Cataloging Standards Committee - Keep abreast of changes in cataloging via staff continuing education opportunities to educate member library catalogers. Offer cataloging workdays either online or in person - Coordinate with Marketing/Communications and IT to enhance the webpage for member library staff to find continuing education opportunities (both free and paid) provided by highly qualified outside organizations - Develop and offer a book repair class for member libraries 	23 ILAC 3030.215 c) 6)
Help member library staff correctly search and match to bibliographic records found in the SHARE database based on items in hand or questions from patrons.	<ul style="list-style-type: none"> - Teach classes, including Searching and Matching, Item Records, and Reports - Provide digital and in-person training opportunities to reach the widest possible number of SHARE member library staff - Continue to monitor and update Barcoder Refresher Training as needed, as well as track course completion for all barcoders 	23 ILAC 3030.215 c) 6)

Cataloging Maintenance Center

Goal: Provide cataloging and bibliographic services for libraries in the Reaching Across Illinois Library System (RAILS) and IHLS service areas to increase access and encourage resource sharing of information resources found in Illinois libraries.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Improve user access to information resources in LLSAP (Local Library System Automation Project) databases by removing duplicate bibliographic/authority records or "less than full level" bibliographic records.	<ul style="list-style-type: none"> - Provide full-level OCLC records for substandard local records from library system LLSAP databases - Maintain statistics documenting requesting agency and number of bibliographic records upgraded - Continue enhancing, merging, or deleting items from the Consortium of Academic and Research Libraries (CARLI) database for the I-Share consortium 	23 ILAC 3030.215 c) 3)
Establish user access to Illinois libraries' special collections.	<ul style="list-style-type: none"> - Catalog items and supply RAILS LLSAP staff with the resultant bibliographic records, or import the bibliographic records into the IHLS SHARE database for SHARE members - Transport special collections materials to and from the CMC via library system delivery service - Travel to libraries to catalog materials too fragile or unique for transport via delivery - Publicize CMC services via library systems' newsletters, conference presentations, and networking events - Conduct outreach to libraries who have never used the CMC and provide information about the CMC's free services - Maintain statistics documenting the requesting agency and the number of items cataloged 	23 ILAC 3030.215 c) 8)
Contribute at least 100 name or uniform title authority records annually to the Library of Congress Authority File for improved resource sharing.	<ul style="list-style-type: none"> - Submit new name records to NACO (Name Authority Cooperative Program) - Distribute authority records via OCLC Connexion and, when necessary, supply the resultant records to LLSAP staff for importing - Maintain statistics documenting authority record creation 	23 ILAC 3030.215 c) 3)

Goal: Support access to Illinois digital collections by providing information on the formation and content of metadata.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Establish metadata for items added to the Illinois Digital Archives (IDA) database to increase user access to digitized information.	<ul style="list-style-type: none"> - Work with libraries to determine the information needed for metadata and where metadata and digital images will reside, then create metadata if necessary - Continue to provide metadata creation, including transcription, for various agencies - Develop a mobile memory lab, traveling to libraries and helping patrons scan and digitize local history and genealogy collections and creating digital files to upload to the Illinois Digital Archives (IDA) website - Maintain statistics documenting requesting agency and number of items for which metadata was created 	23 ILAC 3030.215 c) 8)

Goal: Instruct Illinois library staff in the use of resource description, including cataloging and metadata.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Offer Illinois library staff training in generalized bibliographic services, cataloging, and metadata.	<ul style="list-style-type: none"> - Schedule online and/or in-person classes on cataloging and metadata topics - Develop cataloging and metadata presentations - Attend and present at LLSAP member meetings and conferences, offering short discussions on cataloging and metadata - Conduct Online with the CMC webinars throughout the year with brief presentations including a question-and-answer component 	23 ILAC 3030.215 c) 6)

C. Delivery

IHLS Delivery service continues to be a cornerstone of the IHLS services to member libraries. The FY2024 Operational Plan will continue to map out a course to maintain and provide high-quality services. We will continue our focus on operational goals and objectives that provide meaningful data to measure and track delivery efficiencies and areas of improvement with these guidelines:

- Ongoing partnership and compliance with the recommendations of the Illinois Statewide Delivery Committee.
- Continued access to five-day-a-week delivery model.
- Accurate, consistent, and timely delivery to member libraries.
- Efficient sorting of library materials.
- Standardized training for delivery staff across all hubs.

As part of our demonstrated commitment to a service that impacts member libraries throughout the IHLS service area IHLS will review the benefits of an Automated Material Handling System (AMHS). Our AMHS Working Group will research the potential operational efficiencies and cost savings for IHLS and our SHARE member libraries.

IHLS staff will collaborate with the American Library Association (ALA) Reference and User Services Association (RUSA) Physical Delivery Group, to partner with and identify best practices in delivery and sorting procedures.

Delivery Services

Goal: Provide efficient delivery services designed to support resource sharing among IHLS members.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Comply with recommendations of the Statewide Delivery Committee.	- Monitor compliance progress on an ongoing basis	23 ILAC 3030.215 e) 5) E)

Continue to enhance member services.	<ul style="list-style-type: none"> - Provide access to five-day-a-week delivery - Continue to use contactless delivery in order to enhance safety - Provide accurate sorting of library materials - Evaluate routes on an ongoing basis in order to monitor efficiency - Continue developing and monitoring the efficiencies of Delivery on the Go service - Evaluate and implement recommendations for an Automated Materials Handling System (AMHS) received from the AMHS Working Group - Evaluate operations staffing patterns based on full-time staffing positions to reduce turnover and improve retention - Create a project plan for a Mobile Library of Things that would provide items for library events and could be borrowed from the system 	23 ILAC 3030.215 e) 4)
Quantify the impact of the delivery service.	<ul style="list-style-type: none"> - Assess the impact of delivery services for all IHLS member libraries using the Polaris software for SHARE members and the daily counts from the IHLS delivery app for remaining members - Send the IHLS annual delivery survey to all stakeholders and evaluate the results in collaboration with Marketing/Communications and IT - Monitor vehicle replacement availability based on the automotive market and rising MSRP (manufacturer's suggested retail price) values - Purchase vehicles as they become available to replace vehicles IHLS has considered surplus 	23 ILAC 3030.215 e) 5)

Goal: Provide accurate information and educational tools to support delivery.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Provide efficient training and resources for the Operations department.	<ul style="list-style-type: none"> - Work with the IT team to add additional driver resources on the iPads - Revise and update Operations' Standard Operating Procedures - Focus training on risk management and safety for delivery staff 	23 ILAC 3030.215 e) 6)
Advocate delivery services to member	<ul style="list-style-type: none"> - Utilize communication tools such as the IHLS Member Connection newsletter and the SHARE newsletter to 	23 ILAC 3030.215 e) 6)

libraries.	share tips and best practices - Attend relevant networking opportunities, conferences, and trainings - Attend and present at IHLS-sponsored events	
Participate in networking groups.	- Participate in the American Library Association (ALA) Reference and User Services Association (RUSA) Physical Delivery Group - Participate in the quarterly statewide delivery group	23 ILAC 3030.215 e) 3)

D. Resource Sharing

SHARE (Sharing Heartland's Available Resources Equally) will continue working on established goals while adding substance to the original resource sharing plan of service:

- Highlight the focus on full participation in resource sharing as outlined in the Illinois Administrative Code.
- Utilize a variety of tools for communications and training to ensure libraries are familiar with the ILLINET Interlibrary Loan (ILL) Code.
- Develop the SHARE program, promoting membership advantages in the largest library automation consortium in North America, while exploring alternative funding opportunities that would help offset participation costs.
- Respond to member suggestions with a thoughtful review of existing policies and procedures.
- Provide opportunities for increased member engagement in a multitype library environment.
- Remain alert to opportunities for improvement throughout the fiscal year.
- Continue to research and review e-resources that would be beneficial to SHARE and IHLS members.
- Explore ways to promote equity, diversity, inclusion, and accessibility (EDIA) initiatives in the SHARE program.

SHARE

Goal: Provide an innovative resource discovery, sharing, and automation group.

<i>Objective</i>	<i>Planned activities</i>	<i>System Standard</i>
Encourage resource sharing.	<ul style="list-style-type: none"> - Promote member library participation in reciprocal borrowing within the system and throughout the state - Educate members on the variety of resource sharing pathways, including OCLC, ALA, and SHARE - Educate school administrators and technology managers about the multiple advantages of SHARE, so they can provide better access to resources for students - Promote the benefits of SHARE to our school library staff to ensure they are making the best use of their membership - Review the SHARE and IHLS interlibrary loan and resource sharing policies to ensure they are up-to-date and aligned to current Illinois Library Laws & Rules - Facilitate interest groups to participate in shared readers' advisory services, electronic resources, or vendor discount programs to meet the ongoing needs of system members - Offer additional innovative resource sharing 	23 ILAC 3030.215 f) 3) D) i

	opportunities outside of the traditional ILS framework, such as the Kit & Kaboodle program, SHARE Mobile Library App, or McNaughton Book Leasing	
Provide a framework for members to participate in a state-of-the-art integrated library system.	<ul style="list-style-type: none"> - Defer to the legal and financial authority of the IHLS Board of Trustees, including their management of the SHARE investment account, with input from the SHARE Finance & Policy Committee and SHARE Executive Council - Evaluate SHARE's financial health, including cash flow, benchmarks, and long-term goals - Evaluate SHARE fees to ensure they will continue to meet projected financial obligations - Continue to evaluate current SHARE policies with the SHARE Executive Council, the Bibliographic and Cataloging Standards Committee, the Circulation and Resource Committee, the E-Resource Committee, and the Finance and Policy Committee - Analyze trends and build relationships with vendors that offer enhancements to the SHARE catalog and e-resource platforms, as well as other shared technology needs - Migrate members to a discovery system that has better information access and promotion for both collections and events - Offer SHARE committee members information regarding emerging technologies in order to discuss potential upgrades to infrastructure - Provide responsive training to meet member needs, utilizing a variety of instruction methods, in order to reach staff that have difficulty in participating in traditional continuing education opportunities - Maintain a certification program for member library staff, to provide a high level of database accuracy and library efficiency - Provide transition support and cost estimates for data migration (through Clarivate) when member libraries choose to leave the SHARE consortium - Collaborate with IT and Marketing/Communications to enhance the SHARE website to meet the informational and training needs of member libraries 	23 ILAC 3030.215 c) 1)

	<ul style="list-style-type: none"> - Track technical issues through the SHARE help desk and provide support for SHARE members - Maintain all critical SHARE information, including fees, automation settings, and training, while transitioning data to a member-friendly portal for members to review contracts, continuing education, and service fees - Encourage a wide variety of professional development opportunities for SHARE staff to build expertise on different facets of librarianship - Seek out diverse staff and committee members, welcome differences of thought, experience, and culture - Promote equity among members, by evaluating SHARE policies, procedures, and decision-making processes to make sure that they are fair; support equity initiatives of members, especially for those that are addressing underserved and marginalized communities 	
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SHARE Development

Goal: Increase SHARE membership numbers.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Continue to promote the growth of SHARE.	<ul style="list-style-type: none"> - Market the advantages of belonging to the SHARE consortium via formal quotes, networking, and conference participation. Continue to seek ways to assist libraries with migration costs, so they can participate in SHARE - Support members as they strive to meet the benchmarks established by the Illinois State Library to participate in resource sharing and to have a discoverable collection - Assess barriers to SHARE membership beyond financial restraints and consider alternative solutions for collection transition projects 	23 ILAC 3030.215 c) 1)

ILLINET Interlibrary Loan

Goal: Increase familiarity and compliance with the ILLINET Interlibrary Loan Code (ILL Code).

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
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Educate members about the ILL Code.	<ul style="list-style-type: none"> - Work with statewide partners to develop training opportunities - Respond to questions from members about the ILL Code regularly and communicate pertinent issues to the membership via committee meetings and system events, newsletters, email marketing, and social media 	23 ILAC 3030.215 c) 1)
Enforce ILL Code standards.	<ul style="list-style-type: none"> - Maintain regular contact with member libraries to help ensure understanding and compliance with the ILLINET Code - Monitor ILL violation reports and, when necessary, work with member libraries to ensure compliance, while also mediating between member libraries in the event of disputes - Provide instructions and training for members to gather data for annual reporting for the annual ILLINET Interlibrary Loan Traffic Survey 	23 ILAC 3030.215 f) 3) D) i

E-Resources

Goal: Increase e-resource use through increased vendor opportunities, comprehensive library staff training, and marketing support to members.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Pursue shared e-resource opportunities to all multitype member libraries.	<ul style="list-style-type: none"> - Continue developing group purchase opportunities for electronic resources to meet the needs of interested library members and their patrons - Facilitate user focus groups and system networking events to review member library e-resource preferences to meet the ongoing needs of library system members - Work with state partners to explore additional e-resource opportunities - Contact various e-resource providers to obtain information about their services to provide to member libraries - Communicate opportunities by connecting vendors to members; provide information through existing communications channels, such as networking events, committee meetings, product demonstrations events, newsletters, email marketing, and social media 	23 ILAC 3030.215 c)4)

<p>Increase use of e-resources in SHARE member libraries including (but not limited to) downloadable content and databases.</p>	<ul style="list-style-type: none"> - Provide onsite assistance to library staff who will then provide training to their patrons - Create a variety of training materials for member library use - Provide members with marketing support for digital products, either through vendor materials, created content, or the development of shared best practices - Work with the SHARE E-Resource Committee to review products, policies, and practices for each of the platforms, as well as approve member fees for each consortial product - Utilize purchasing power to support a diverse shared digital collection, with diverse authors (culturally diverse, religiously diverse, LGBTQIA+ diverse, ability diverse) so that readers may see themselves reflected in the available items or learn about those that have different experiences - Incorporate collection audit analysis tools to support diversity within the shared digital collection - Utilize discovery tools to promote EDIA and connect readers with a wider world 	<p>23 ILAC 3030.215 b) 1)</p>
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E. Membership

The primary focus of this section of the annual grant application must always be on efficient and effective ways IHLS can reach out to members and provide support to them.

In FY2024, Membership Services hopes to build on the work done in FY2023 and provide:

- A set of standard operating procedures for the department.
- Active support for any member library on compliance with the Administrative Code.
- Expanded support for, and connections among, our school library membership.
- The iLEAD trustee learning portal, which will undergo continued development and promotion.
- A formal welcome to new directors of IHLS libraries.
- A new semiannual continuing education program.
- Increased networking opportunities for libraries of all types.
- Ongoing efforts to identify, offer, and promote professional development opportunities for all members.

Membership Services

Goal: Review membership of all system agencies on an annual basis.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Support the annual statewide certification process.	<ul style="list-style-type: none"> - Monitor library activities during the certification timeframe - Monitor and follow up with libraries experiencing membership challenges 	23 ILAC 3030.215 a) 4)
Maintain timely and accurate information on our membership.	<ul style="list-style-type: none"> - Encourage our members to update their accounts in Library Directory and Learning (L2) on a regular basis - Work within the parameters of our developing membership database to consistently update information - Identify school library staff in each building where they exist, identify district librarians if they exist, and separate school admin contacts from library contacts where possible - Maintain updated non-resident borrower card purchase information on L2 and raise awareness of that resource - Monitor the submission of the annual ILLINET Traffic Survey - Expand background information on the non-resident program on the IHLS website and assist member libraries with questions regarding non-resident laws 	23 ILAC 3030.215 a) 4)

Goal: Support member libraries in their efforts to provide excellent library service to their stakeholders.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Provide support to membership on an ongoing basis.	<ul style="list-style-type: none"> - Conduct site visits at diverse libraries, focusing on libraries with new directors or libraries facing challenges. It is expected that with additional staff, IHLS can be more responsive to our school library membership - Discuss issues with member libraries that pertain to their compliance with the administrative code and library management - Work with membership on annual tasks outside of certification (Per Capita Grants, IPLARs, non-resident fee surveys, etc.) - Prioritize creating a welcome letter to new library directors that lists annual tasks and requirements with perhaps an additional annual reminder letter to all directors - Provide support for networking groups and update lists of groups to determine if additional groups should be formed - Provide mentor opportunities for new public library directors - Work one-on-one with libraries and trustees when they are faced with specific challenges that arise during the year - Visit schools and their administrative offices to learn about those schools' library programs and assess what support they need - Continue the development of a Directors' Chat type of networking opportunity for school librarians at a more convenient time (before or after school) - Maintain a listserv for member school librarians where they can share concerns and other information specific to our region or system - Educate school libraries on the availability and benefits of shared resources 	23 ILAC 3030.215 a) 4)
Provide information and consulting to agencies interested in pursuing system membership.	<ul style="list-style-type: none"> - Work cooperatively with library agencies interested in system membership - Develop specific outreach for school districts that are not currently system members 	23 ILAC 3030.215 a) 4)

Increase outreach to public library trustees and school boards.	<ul style="list-style-type: none"> - Explore in-person and electronic methods of informing and educating trustees of public libraries and school districts - Develop diverse methods of trustee training, communication, and networking. A significant focus of FY2024 will be the roll-out of the iLEAD library trustee learning portal 	23 ILAC 3030.215 a) 3) D)
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Networking

Goal: Continue to develop relationships with and among members.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Provide and participate in networking initiatives throughout the system.	<ul style="list-style-type: none"> - Pursue the creation of an outreach/member engagement committee group - Hold Members Matter meetings in hybrid formats throughout the system on a regular basis - Connect target audiences via regularly scheduled online chats - Participate in regional networking groups - Explore school-library-specific networking opportunities 	23 ILAC 3030.215 a) 2)

Goal: Continue active partnerships in statewide and national initiatives that support enhanced library service.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Encourage professional development and continuing education opportunities for member libraries.	<ul style="list-style-type: none"> - Continue taking advantage of opportunities for shared services in consulting and continuing education - Participate, as appropriate, in committee work that benefits our stakeholders 	23 ILAC 3030.215 d) 1)

Goal: Work with library entities that improve member services.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Attend user group conferences appropriate for our industry and network with fellow colleagues at these conferences.	<ul style="list-style-type: none"> - Attend statewide and national conferences that support IHLS members, and the services offered. This would include, but not be limited to, Illinois Library Association (ILA), Association of Illinois School Library Educators (AISLE), Innovative Users Group (IUG), Online Audiovisual Catalogers (OLAC), Computers in Libraries, Reaching Forward South (RFS), American Library Association (ALA), and the Association for Rural and Small Libraries (ARSL) as funding allows - Grow relationships with organizations worldwide that share our values on resource sharing and innovation 	23 ILAC 3030.215 d) 1)

Continuing Education

Goal: Increase continuing education opportunities as allowed by Illinois State Library (ISL) directive.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Identify ways to educate member libraries on applicable state, federal, and administrative laws.	<ul style="list-style-type: none"> - Include one or more state, federal, or administrative law components at Member Day - Maintain our status as a provider of Professional Development Hours (PDH) for our school library workers and increase our PDH offerings - Provide opportunities for school librarians to learn about state and federal laws applicable to their work - Explore professional development opportunities regarding state, federal, and administrative laws for libraries 	23 ILAC 3030.215 d) 1)

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Identify or provide opportunities for continuing education and professional development on an array of topics.	<ul style="list-style-type: none"> - Continue to develop our annual Member Day event - Explore the development and implementation of an IHLS continuing education calendar - Create professional development opportunities specific to school librarians and which meet their continuing education requirements for the Illinois State Board of Education (ISBE) - Award Professional Development Hours (PDH) to school librarians attending continuing education events - Explore the creation of a calendar of professional development opportunities that PDH for school librarians and promote those opportunities to the school library community - Promote continuing education offered by the Illinois State Library, the Illinois Library Association, and the Association of Illinois School Library Educators - Revise and revamp the Administrator's Academy course "Facilitating Student Learning Through the Library" with RAILS partners and launch it for scheduling in fall 2023 - Share information regarding online continuing education opportunities - Develop equity, diversity, inclusion, and accessibility (EDIA) training opportunities for member libraries - Continue to develop, launch, and promote the iLEAD trustee learning portal - Investigate innovative resources for professional development 	23 ILAC 3030.215 d) 1t

Grants

Goal: Consistent communication of available grants.

<i>Objectives</i>	<i>Planned Activities</i>	<i>System Standard</i>
Promote awareness of grant opportunities for member libraries.	<ul style="list-style-type: none"> - Work contractually with a grant writer to maximize opportunities for additional funding streams - Develop and submit grant opportunities on behalf of IHLS that support the organization's goals and objectives - Promote grants appropriate to our multi-type member libraries via diverse channels of communication 	23 ILAC 3030.215 d) 1)

	- Present grant writing workshops to member libraries	
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At this time, the Illinois Heartland Library System meets all core services as defined by the Illinois State Library through the System Area and Per Capita Grant. We strive to continually improve services to members as funding and technology allows.

Illinois Heartland Library System collaborates with Illinois library systems and professional organizations in the following areas:

Administrative Services

- IHLS works cooperatively with Chicago Public Library (CPL), Illinois Library Association (ILA), Illinois State Library (ISL), and Reaching Across Illinois Library System (RAILS) to provide timely information to the Illinois library community regarding new legislation.
- IHLS finance and human resources staff work collaboratively with their RAILS peers on topics of mutual interest. One outcome of this cooperation is opening HR Source webinars to RAILS member libraries.
- IHLS works collaboratively with the Association of Illinois School Library Educators (AISLE), Consortium of Academic and Research Libraries in Illinois (CARLI), ILA, and RAILS to recruit top talent.
- IHLS supports resource sharing statewide through activities related to the OCLC Billing Grant project.
- IHLS leases office space in our Champaign facility to CARLI.
- IHLS co-sponsors Illinois Libraries Present to provide high-quality online events at equitable prices for libraries statewide.

Bibliographic Services

- Cataloging Maintenance Center (CMC) provides:
 - Database support services to Local Library System Automation Programs (LLSAPs).
 - Cataloging services for special collections in libraries statewide.
 - Training and phone/email support for related inquiries.
 - Extended cataloging courses which are created and made available statewide.
 - Online with the CMC, a series of mini-training sessions with an opportunity for questions and answers.
 - Global bibliographic access to authors, corporate bodies, and geographic places through the creation of Library of Congress Name Authority Records.
 - Consultation on the formation and content of metadata in support of digitized information found in Illinois libraries and in Illinois Digital Archives (IDA).

Consulting/Continuing Education

- Provide school library support by participating in the AISLE Networking Group that includes ILA and RAILS.
- Support Directors University by participating in the planning committee and on actual session days.
- Collaborate with RAILS on the first-ever Illinois School Library Workers' symposium to be held on September 2023.
- Develop the iLEAD (Leadership. Empowerment. Access. Development.) training portal for Illinois public library trustees with input and guidance from trustees statewide.
- Participate in the ILA Public Policy Committee.

Delivery

- Regular collaborative meetings involving ISL, CARLI, RAILS, and IHLS.
- Collaborative work on the American Library Association's Physical Delivery Committee.
- Illinois Library Delivery Service (ILDS) nightly exchange.
- Regular communication between the two multitype systems regarding delivery issues and projects.
- RAILS and IHLS each share a "Lost Items" page that assists libraries in locating materials.
- Utilization of the RAILS help desk system.

IT

- Share best practices with libraries, systems, and related partners throughout the state through conferences and direct communications.

Provide statewide awareness of broadband-related grants and information, especially related to Department of Commerce and Economic Opportunity (DCEO) opportunities and the Broadband Equity, Access, and Deployment (BEAD) grant.

Resource Sharing

- IHLS staff members actively participate in the RAILS Consortia and Resource Sharing Committees to discuss issues that have an impact on consortia and resource-sharing user groups.
- Collaborate with RAILS to provide statewide services to all library system members, including programs like Explore More Illinois, and group purchase opportunities, in order to get the best discounts and help members stretch their budgets.
- Work with RAILS to promote available e-resources for library system members statewide, to provide classroom support for students.
- Promote library system service to school librarians in partnership with AISLE, RAILS, and ILA, to support our school library media specialists.
- IHLS staff serve on a variety of ILA committees to communicate with members about trending topics and provide feedback to ILA about emerging issues, which helps ILA determine priorities for professional development and legislative advocacy.

Fee Description	Who Fee Impacts	Amount of Fee	Estimate of Annual Revenue Generated
Aspen	SHARE Members that elect to participate	\$250-\$2,500	\$70,000
Cloud Subscription	SHARE Members that elect to participate	\$275-\$2,000	\$122,956
Continuing Education Session Fees	IHLS Members that elect to participate	\$10-\$50	\$500
Domain Name	IHLS Members that elect to participate	\$15.99	\$526
Gale	SHARE Members that elect to participate	\$1,000-\$2,755	\$15,473
ILLINET/OCLC Group Services Fee	Illinois Member and Non-Member Libraries	\$233-\$383,092	\$5,016,919
ILLINET/OCLC Monthly Network Transactional Billing	Illinois Member and Non-Member Libraries	\$1-\$10,404	\$428,956
McNaughton Book Leasing	SHARE Members that elect to participate	\$1,253-\$2,506	\$13,770
New York Times Subscription	SHARE Members that elect to participate	\$163-\$660	\$2,361
SAM Fee	IHLS Members that elect to participate	\$447-\$1,200	\$12,375
SHARE Additional Modules	SHARE Members that elect to participate	\$90-\$2,100	\$33,440
SHARE Bibliographic Service Fee	SHARE Members that elect to participate	\$3-\$6,620	\$61,173
SHARE LLSAP Full Member Fee	SHARE Full Member Libraries	\$730-\$46,964	\$1,220,505

SHARE LLSAP Transitional & Implementation Member Fee	SHARE Members that elect to participate	\$365-\$6,500	\$2,180
Solus App Customizable Features	SHARE Members that elect to participate	\$250-\$500	\$12,000
SWANK	IHLS Members that elect to participate	\$275-\$550	\$3,189
University of Illinois	Consortia of Academic & Research Libraries	\$21,902	\$262,823

<u>Position title</u>	<u>Budget Line Item</u>	<u>F/T or P/T</u>	<u>Annualized Salary</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects</u>	<u>Proprietary Fund</u>	<u>Fiducary Fund</u>
Accounting Assistant	Support Services	P/T	\$38,168	\$28,626	\$9,542			
Accounts Receivable Coordinator	Other Professional	F/T	\$56,515		\$56,515			
Advocacy & Communications Administrator	Other Professional	F/T	\$50,607	\$50,607				
Associate Director	Library Professional	F/T	\$153,998	\$153,998				
Bibliographic Project Coordinator	Library Professional	F/T	\$76,880		\$76,880			
Cataloger	Library Professional	P/T	\$17,090		\$17,090			
Cataloger	Library Professional	F/T	\$49,303		\$49,303			
Cataloger	Library Professional	F/T	\$51,275		\$51,275			
Cataloger	Library Professional	F/T	\$51,275		\$51,275			
Cataloger	Library Professional	F/T	\$51,275				\$51,275	
Cataloger	Library Professional	F/T	\$51,275				\$51,275	
Cataloger	Library Professional	F/T	\$51,760				\$51,760	
Cataloger	Library Professional	F/T	\$54,781		\$54,781			
Cataloger	Library Professional	F/T	\$56,972		\$56,972			
Cataloger	Library Professional	F/T	\$56,972				\$56,972	
Cataloger	Library Professional	F/T	\$62,669		\$62,669			
Cataloger	Library Professional	F/T	\$56,972				\$56,972	
Cataloging 3	Library Professional	F/T	\$62,957				\$62,957	
Continuing Education Coordinator	Library Professional	F/T	\$66,896	\$66,896				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				

<u>Position title</u>	<u>Budget Line Item</u>	<u>F/T or P/T</u>	<u>Annualized Salary</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects</u>	<u>Proprietary Fund</u>	<u>Fiducary Fund</u>
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$14,742	\$14,742				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$16,295	\$16,295				
Courier	Support Services	P/T	\$17,916	\$17,916				
Courier	Support Services	P/T	\$17,916	\$17,916				
Courier	Support Services	P/T	\$19,558	\$19,558				
Courier	Support Services	P/T	\$19,558	\$19,558				
Courier	Support Services	P/T	\$19,558	\$19,558				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$32,760	\$32,760				
Courier	Support Services	F/T	\$36,211	\$36,211				
Courier	Support Services	F/T	\$37,674	\$37,674				
Courier	Support Services	F/T	\$37,674	\$37,674				
Delivery & Facilities Director	Other Professional	F/T	\$99,298	\$99,298				
Delivery Coordinator	Support Services	F/T	\$32,760	\$32,760				
Delivery Coordinator	Support Services	F/T	\$42,217	\$42,217				
Executive Assistant	Other Professional	F/T	\$64,465	\$64,465				
Executive Director	Library Professional	F/T	\$172,212	\$172,212				
Finance Director	Other Professional	F/T	\$103,745	\$77,809	\$25,936			

<u>Position title</u>	<u>Budget Line Item</u>	<u>F/T or P/T</u>	<u>Annualized Salary</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects</u>	<u>Proprietary Fund</u>	<u>Fiducary Fund</u>
Human Resource Coordinator	Support Services	F/T	\$46,623	\$46,623				
Human Resources Director	Other Professional	F/T	\$93,883	\$93,883				
ILDS Coordinator	Support Services	F/T	\$37,674	\$37,674				
Information Technology Director	Other Professional	F/T	\$139,358	\$139,358				
Marketing Administrator	Other Professional	F/T	\$62,669	\$62,669				
Membership Coordinator	Library Professional	F/T	\$64,428	\$64,428				
Membership Coordinator	Library Professional	F/T	\$76,528	\$19,132	\$57,396			
Membership Services Assistant	Support Services	F/T	\$46,623	\$46,623				
Metadata Cataloger	Library Professional	F/T	\$51,768		\$51,768			
Network Administrator	Other Professional	F/T	\$77,180				\$77,180	
Operations Coordinator	Support Services	F/T	\$50,232	\$50,232				
Operations Manager	Other Professional	F/T	\$59,138	\$59,138				
Operations Manager	Other Professional	F/T	\$82,512	\$82,512				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,104	\$13,104				
Page/Sorter	Support Services	P/T	\$13,799	\$13,799				
Page/Sorter	Support Services	P/T	\$16,865	\$16,865				
Page/Sorter	Support Services	F/T	\$31,952	\$31,952				

<u>Position title</u>	<u>Budget Line Item</u>	<u>F/T or P/T</u>	<u>Annualized Salary</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects</u>	<u>Proprietary Fund</u>	<u>Fiducary Fund</u>
Project Coordinator	Other Professional	F/T	\$66,589	\$16,647	\$49,942			
Senior Accountant	Other Professional	F/T	\$64,875	\$48,656	\$16,219			
SHARE Administrative Service Specialist	Support Services	F/T	\$46,410				\$46,410	
SHARE Administrative Services Manager	Library Professional	F/T	\$73,923				\$73,923	
SHARE Bibliographic Services Manager	Library Professional	F/T	\$76,880				\$76,880	
SHARE Circulation Specialist	Other Professional	F/T	\$46,346				\$46,346	
SHARE Director	Library Professional	F/T	\$103,270				\$103,270	
SHARE Reporting Services Specialist	Support Services	P/T	\$14,180				\$14,180	
SHARE Resource Sharing Specialist	Other Professional	F/T	\$56,972				\$56,972	
SHARE Services Administrator	Support Services	F/T	\$44,403				\$44,403	
Tech Support Specialist	Support Services	F/T	\$51,302				\$51,302	
Web and IT Administrator	Support Services	F/T	\$54,483	\$54,483				
Web Developer	Other Professional	F/T	\$82,678				\$82,678	
			\$4,233,102	\$2,540,784	\$687,563	\$0	\$1,004,755	\$0

<u>Position title</u>	<u>Budget Line Item</u>	<u>F/T or P/T</u>	<u>Annualized Salary</u>	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects</u>	<u>Proprietary Fund</u>	<u>Fiducary Fund</u>
Data Analyst*	Other Professional	F/T	\$32,500	\$32,500				
Information Technology Programmer Assistant*	Support Services	F/T	\$30,124	\$30,124				
			\$62,624	\$62,624	\$0	\$0	\$0	\$0

*Budgeted for hire in the last half of fiscal year

<u>Vehicle to be Added</u>	<u>Replacing which vehicle</u> <u>(if applicable)</u>	<u>Type of Use</u>	<u>Budgeted Cost</u>
9 - Cargo Vans	9 - Cargo Vans	Delivery	\$450,000

Reason for Travel (Conference name) and Destination	Number of Travelers	Month of Travel and duration	Budgeted Cost
Association for Rural & Small Libraries (ARSL) Conference; Wichita, KS	9	September 2023; 5 Days	\$14,177
On-line Audiovisual Catalogers (OLAC) Conference; Unknown	2	Fall 2023; 5 Days	\$2,889
American Association of School Librarians (AASL) Conference; Tampa, FL	1	October 2023; 3 Days	\$2,210
Library Marketing & Communications Conference (LMCC); Indianapolis, IN	3	November 2023; 2 Days	\$3,490
Public Library Association (PLA) Conference; Columbus, OH	11	April 2023; 4 Days	\$18,337
Innovative Users Group (IUG) Conference; Unknown	6	Spring 2023; 4 Days	\$12,786
International Coalition of Library Consortia (ILCOLC) Conference; Unknown	3	Spring 2023; 4 Days	\$6,065

Contractor Name and Address	Budget Line Item	Description of Services Rendered	Proposed Dates of Contract Start and End	Contract Amount Budget Year	Comments
ABC Heating & Air Conditioning, 2815 Hundman Dr #1, Champaign, IL 61823	Building & Grounds	HVAC Maintenance	1/1/23-12/31/23	\$2,500	
Abila, Dept 3303 PO Box 123303, Dallas, TX 75312	Contractual Services	Maintenance & Support	N/A-N/A	\$10,175	Ongoing
AT&T, PO Box 5080, Carol Stream, IL 60197	Telephone & Telecommunications	Alarm, Fax, Fire Phone Line, Internet	N/A-N/A	\$7,800	Ongoing
Arthur Gallagher, 4481 Ash Grove, Suite B, Springfield, IL 62711	Personnel, Vehicle Expenses, Liability Insurance & Building & Grounds	Workers Comp, Auto, General Liability, & Property Insurance	7/1/23-6/30/24	\$119,608	
BlueCross & Blue Shield, 25550 Network Place, Chicago, IL 60673	Personnel	Health Insurance	1/1/23-12/31/23	\$671,002	
Buildingstars, PO Box 419161, St. Louis, MO 63141	Building & Grounds	Facilities Cleaning	N/A-N/A	\$9,240	Ongoing
Comprise, PO Box 425, Navesink, NJ 07752	Contractual Services	SAM Fees	N/A-N/A	\$10,531	Ongoing
Constellation, PO Box 5473, Carol Stream, IL 60197	Building & Grounds	Gas Supply	5/1/23-4/30/26	\$2,255	
Dave's Precision Mowing, 1406 Brunswick Court, St. Joseph, IL 61873	Building & Grounds	Lawn Maintenance Landscaping	04/01/23-11/30/23	\$3,900	
Fabick, 101 Fabick Dr., Fenton, MO 62332	Building & Grounds	Generator Maintenance	N/A-N/A	\$2,500	Ongoing
George Alarm Co, Inc, 917 South 9 th Street, Springfield, IL 62703	Building & Grounds	Burglar Alarm	N/A-N/A	\$1,685	Ongoing

Contractor Name and Address	Budget Line Item	Description of Services Rendered	Proposed Dates of Contract Start and End	Contract Amount Budget Year	Comments
Guardian, PO Box 1806, San Antonio, TX 78296	Personnel	Dental, Vision, & Life Insurance	1/1/23- 12/31/23	\$44,465	
HR Source, 3025 Highland Pkwy., Suite 235, Downers Grove, IL 65105	Professional Association Membership Dues	HR Management Membership	7/1/23- 06/30/24	\$1,380	
iTV-3, 602 High Point Ln, East Peoria, IL 61611	Telephone & Telecommunications	Internet	N/A-N/A	\$420	Ongoing
Innovative, 3133 W Frye Rd Suite 400, Chandler, AZ 85226	Contractual Services	Integrated Library System	4/1/23- 03/31/24	\$187,779	
ESS Clean, PO Box 17067, Urbana, IL 61803	Building & Grounds	Facilities Cleaning	7/1/23- 06/30/24	\$13,140	
John's Custom Lawn Care, LLC, 302 E Lake Dr., Edwardsville, IL 62025	Building & Grounds	Lawn Maintenance	04/01/23- 11/30/23	\$6,500	
Kone Elevator Service, PO Box 429, Moline, IL 61266	Building & Grounds	Elevator Maintenance	N/A-N/A	\$3,300	Ongoing
McNaughton, L-3544, Columbus, OH 43260	Library Materials	Book Leasing	7/1/23- 06/30/24	\$16,276	
Microix, 2700 Braselton Hwy, Ste 10-204, Dacula, GA 30019	Contractual Services	Microix Maintenance	7/1/23- 6/30/24	\$3,025	
OpenGov, 955 Charter St., Redwood City, CA 94063	Contractual Services	OpenGov Annual Subscription	7/1/20- 6/30/25	\$16,687	
Republic Services, PO Box 985, Danville, IL 61834	Building & Grounds	Trash Services	12/01/21- 11/30/24	\$3,690	
Republic Services, 4601 Cahokia Creek Road, Edwardsville, IL 62025	Building & Grounds	Trash Services	5/16/23- 5/15/25	\$2,970	
Shred-it, 28883 Network Pl., Chicago, IL 60673	Building & Grounds	Shredding	12/18/18- 12/17/23	\$550	

Contractor Name and Address	Budget Line Item	Description of Services Rendered	Proposed Dates of Contract Start and End	Contract Amount Budget Year	Comments
Solus, James Watt Avenue Scottish Enterprise Tech Park East Kilbride G75 0QD, United Kingdom	Contractual Services	Library App	9/1/23-08/31/24	\$40,547	
SIU Research Park, Office of Economic and Regional Development 1740 Innovation Dr, Carbondale, IL 62903	Building & Grounds	Office Leasing	07/01/19-06/30/24	\$81,532	
Technology Management Rev Fund, PO Box 10191, Springfield, IL 62791	Telephone & Telecommunications	VTEL Bandwidth & ICN Filtering	N/A-N/A	\$6,480	Ongoing
University of Illinois - Consortia of Academic & Research Libraries	Other Revenue	Office Leasing	3/1/23-02/28/28	\$12,350	
Verizon Wireless, PO Box 4002, Acworth, GA 30101	Telecommunications	Cellphone Services, MIFI, Routers	N/A-N/A	\$14,880	Ongoing
Verizon Connect, PO Box 15043, Albany, NY 12212	Telecommunications	GPS Tracking Services	N/A-N/A	\$5,244	
Xerox, 26152 Network Pl., Chicago, IL 60673	Maintenance Agreements	Copier Lease	Various	\$14,421	
Lesley Zavediuk, 5 Sanderling Place, Greensboro, NC 27407	Professional Services	Grant Contractual Staff	7/1/23-06/30/24	\$36,750	

Employee Insurance Coverage

Type of Insurance	Percentage of Coverage Paid by Employer	Percentage of Coverage Paid by Employee
Health	94	6
Dental	97	3
Vision	94	6
Life	100	0

Dependent Insurance Coverage

	First Dependent		Subsequent Dependents	
Type of Insurance	% Coverage Paid by Employer	% Coverage Paid by Employee	% Coverage Paid by Employer	% Coverage Paid by Employee
Health	0	100	0	100
Dental	0	100	0	100
Vision	0	100	0	100
Life	0	100	0	100

Property Description	Own or Rent?	Use of Property	Plans for Property
Champaign hub 1704 Interstate Drive Champaign, IL	Own	SHARE staff, Delivery both for IHLS and ILDS exchange point	
Edwardsville hub 6725 Goshen Road Edwardsville, IL	Own	SHARE Staff, Administration, Delivery	
Carbondale hub SIU Research Park One Enterprise Place Carbondale, IL	Rent	SHARE staff, Membership, Delivery	5 year lease signed in March 2019

No corporations have been formed by Illinois Heartland Library System.



4.8 Pending Litigation

Case name	Case number	Legal representation	Brief explanation	Impact	Cost breakdown/ analysis
Workers Comp Case pending	N/A	The Hartford	Workers Compesation Claims	May cause Workers Compesation premiums to increase	To be determined
Workers Comp Case pending	N/A	The Hartford	Workers Compation Claim	May cause Workers Compesation premiums to increase	To be determined
Workers Comp Case pending	N/A	The Hartford	Workers Compesation Claim	May cause Workers Compesation premiums to increase	To be determined



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
 (618) 296-6290

BAUGH, JENNIFER

Filing Date: 3/21/2023 2:55:29 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	SHARE BIBLIOGRAPHIC SERVICES MANAGER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

BEASLEY, DANIELLE

Filing Date: 3/24/2023 2:54:43 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	SHARE CIRCULATION AND RESOURCE SHARING SPECIALIST

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: NONE

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

BECKER, JONATHAN

Filing Date: 3/22/2023 9:46:23 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	DELIVERY AND FACILITIES DIRECTOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: ALTON, ILLINOIS

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

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ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

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Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/index.shtml>
(618) 296-6290

Filer: BEDNAR, LESLIE

Filer ID: 1466

Filer Mailing Address: #6 SHADESREST COURT TROY, IL, 62259

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	DIRECTOR

Review Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

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ANSWER: None

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ANSWER: None

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Question has not been answered.

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Question has not been answered.

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Question has not been answered.

☒ **"I declare that this statement of economic interests (including any attachments) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my economic interests as required by the Illinois Governmental Ethics Act. I understand that the penalty for willfully filing a false or incomplete statement is a fine not to exceed \$2,500 or imprisonment in a penal institution other than the penitentiary not to exceed one year, or both fine and imprisonment."**



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

BOUNDS, KAREN

Filing Date: 4/21/2023 10:25:13 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

BROOMFIELD, LORETTA

Filing Date: 3/21/2023 2:35:54 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

BUSHONG, STACIE

Filer ID: 3662

Filing ID: 82772

Filer Mailing Address: 229 NEW DOUGLAS AVE SORENT0, IL, 62086

Filing Date: 3/22/2023 2:55:00 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	EXECUTIVE ASSISTANT

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: 229 NEW DOUGLAS AVE, SORENT0, IL 62086

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

CARTER, STACEY

Filing Date: 4/13/2023 7:27:46 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: HOME FORSYTH, ILLINOIS

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: Source of Income: STATE OF ILLINOIS - JOB LINCOLN CC LIBRARY

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: IDOC - Title or Nature of Services: LINCOLN CC LIBRARIAN

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label

** This Statement was filed with the County Clerk's office on a paper form. In order to provide the data in a manner accessible on the web, the information from the form has been transcribed for online display. While the Clerk's office has made a good faith effort to assure accuracy and completeness, illegible or ambiguous writing may lead to transcription errors. The original paper form is available for inspection at the Clerk's office.*



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

CHANDLER, ANNE

Filing Date: 4/11/2023 12:00:00 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a

political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

CHAPMAN, BRANDON

Filing Date: 3/27/2023 12:44:24 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	NETWORK ADMINISTRATOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

GRIFFITH, JENNA

Filing Date: 3/22/2023 10:31:06 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
 (618) 296-6290

HILL, SARA

Filing Date: 3/28/2023 11:14:57 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: LAKE LAND COLLEGE, MATTOON IL Title or Nature of Services: FACULTY

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

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Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

JOHNISEE, RHONDA

Filer ID: 4747

Filing ID: 82779

Filer Mailing Address: 19039 STATE
HIGHWAY 109 JERSEYVILLE, IL, 62052

Filing Date: 4/7/2023 10:52:07 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	FINANCE DIRECTOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If

you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

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Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

JOHNSON, RYAN

Filing Date: 3/23/2023 10:13:25 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: CITY OF O'FALLON Title or Nature of Services: LIBRARY DIRECTOR

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

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Statement of Economic Interests

Filed with the Madison County Clerk
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(618) 296-6290

KELSEY, KEVIN

Filing Date: 4/23/2023 1:20:06 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

KROUSE, TAMMY

Filer ID: 5389

Filing ID: 82783

Filer Mailing Address: 361 E MAIN STREET
ALBION, IL, 62806

Filing Date: 3/27/2023 5:27:10 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: EDWARDS COUNTY COMMUNITY UNIT SCHOOL DISTRICT #1 **Title or Nature of Services:** DISTRICT LIBRARIAN

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If

you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

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Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

LATOZ, KEVIN

Filer ID: 36186

Filing ID: 82784

Filer Mailing Address: 104 N
STATE ST RIDGE FARM, IL, 61870

Filing Date: 4/6/2023 2:15:23 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

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Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

KATES, LINDA

Filing Date: 3/22/2023 8:35:38 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	OPERATIONS MANAGER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: None

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

MCDONNELL, LINDA

Filing Date: 4/12/2023 2:12:15 PM

Your Agencies

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER
21-104	SIX MILE REGIONAL LIBRARY DISTRICT	TRUSTEE

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

MCINERNEY, LIA

Filer ID: 56554

Filing ID: 82961

Filer Mailing Address: 9722 LAMB ROAD
WORDEN, IL, 62097

Filing Date: 3/22/2023 9:15:11 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	OPERATIONS MANAGER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: Source of Income: EBAY SALES OF THRIFTED ITEMS THROUGHOUT THE LAST CALENDAR YEAR.

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If

you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

PARR, CASEY

Filing Date: 4/24/2023 2:06:19 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	OPERATIONS COORDINATOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

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EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

GREVE PENROD, SHANDI

Filer ID: 5015

Filing ID: 82788

Filer Mailing Address: 56 MORNINGSIDE
DRIVE GLEN CARBON, IL, 62034

Filing Date: 4/27/2023 4:00:35 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	MARKETING COORDINATOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If

you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Real Property Principal: SPOUSE IS A GENERAL PARTNER OF OWNERSHIP OF A PIECE OF COMMERCIAL REAL ESTATE (25%

ANSWER: OWNERSHIP OF A SMALL OFFICE BUILDING) **Real Property Description:** 330 BARGRAVES BLVD, TROY, IL 62294 **Parcel ID:** 09-2-22-05-19-401-013

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: None

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: None

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: None

Label

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

POPIT, ELLEN

Filing Date: 4/17/2023 4:14:39 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	ASSOCIATE DIRECTOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: ADVANCED MICRO DEVICES, INC.

ANSWER: Assests > 10k: APA CORPORATION

ANSWER: Assests > 10k: BROADCOM INC.

ANSWER: Assests > 10k: CONOCOPHILLIPS

ANSWER: Assests > 10k: CHEVRON CORPORATION

ANSWER: Assests > 10k: DEERE & COMPANY

ANSWER: Assests > 10k: DANAHER CORPORATION

ANSWER: Assests > 10k: THE WALT DISNEY COMPANY

ANSWER: Assests > 10k: GLOBALFOUNDRIES INC.

ANSWER: Assests > 10k: ALPHABET INC.

ANSWER: Assests > 10k: HESS CORPORATION

ANSWER: Assests > 10k: ISHARES RUSSELL 1000 VALUE ETF

ANSWER: Assests > 10k: THE KRAFT-HEINZ COMPANY

ANSWER: Assests > 10k: THE COCA-COLA COMPANY

ANSWER: Assests > 10k: MONDELEZ INTERNATIONAL, INC.

ANSWER: Assests > 10k: ALTRIA GROUP, INC.

ANSWER: Assests > 10k: MICROSOFT CORPORATION

ANSWER: Assests > 10k: NUTRIEN LTD.

ANSWER: Assests > 10k: ON SEMICONDUCTOR CORPORATION

ANSWER: Assests > 10k: PEPSICO, INC.

ANSWER: Assests > 10k: PHILIP MORRIS INTERNATIONAL INC.

ANSWER: Assests > 10k: PUTNAM ULTRA SHORT DURATION INCOME FUND

ANSWER: Assests > 10k: PHILLIPS 66

ANSWER: Assests > 10k: RAYTHEON TECHNOLOGIES CORPORATION

ANSWER: Assests > 10k: THERMO FISHER SCIENTIFIC INC.

ANSWER: Assests > 10k: UNITED HEALTH GROUP INCORPORATED

ANSWER: Assests > 10k: EXXON MOBIL CORPORATION

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

PORTER, DENA

Filing Date: 3/21/2023 3:28:32 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	SHARE ADMINISTRATIVE SERVICES SUPERVISOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: **Name of UOG:** ILLINOIS DEPARTMENT OF CORRECTIONS **Title or Nature of Services:** CORRECTIONAL OFFICER

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

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Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

SHORT, JOSHUA

Filing Date: 4/19/2023 8:02:29 AM

Your Agencies

Code	Agency	Title
11-026	CITY OF HIGHLAND	LIBRARY BOARD OF TRUSTEES
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: **Name of UOG:** CITY OF COLLINSVILLE **Title or Nature of Services:** ASSISTANT TO THE CITY ADMINISTRATOR

ANSWER: **Name of UOG:** CITY OF O'FALLON **Title or Nature of Services:** COMMUNITY DEVELOPMENT COORDINATOR

ANSWER: **Name of UOG:** NATIONAL ARCHIVES AND RECORDS ADMINISTRATION **Title or Nature of Services:** EXPERT ARCHIVES TECHNICIAN

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

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Question has not been answered.

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Question has not been answered.

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Question has not been answered.



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

SULLIVAN, KELLEY

Filing Date: 4/17/2023 12:57:42 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: LPL FINANCIAL; CITY NATIONAL BANK; TWO HOUSES

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: METROPOLIS PUBLIC LIBRARY Title or Nature of Services: TRUSTEE

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

THOMAS, PAMELA

Filing Date: 3/21/2023 3:17:19 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	SHARE BIBLIOGRAPHIC PROJ COORDINATOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

THOMPSON, CASSANDRA

Filing Date: 4/5/2023 5:13:51 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	SHARE DIRECTOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: TRUST FOR MINOR CHILD.

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

DROEGE, TIFFANY

Filing Date: 3/22/2023 1:23:03 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	BOARD MEMBER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: Assests > 10k: PERSONAL RESIDENCE, BELLEVILLE, IL

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
(618) 296-6290

TREVINO, JILL

Filer ID: 5702

Filing ID: 82796

Filer Mailing Address: 9655 WINCHESTER
STREET MASCOUTAH, IL, 62258

Filing Date: 3/28/2023 11:46:43 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	HR COORDINATOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: DISA - DEPARTMENT OF DEFENSE **Title or Nature of Services:** ENGINEER

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If

you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label

Label



Statement of Economic Interests

Filed with the Madison County Clerk
<https://www.madisonvotes.com/>
 (618) 296-6290

BROWN, TROY

Filer ID: 1456

Filing ID: 82771

Filer Mailing Address: 473 LOGAN
 RUN RD MURPHYSBORO, IL, 62966

Filing Date: 3/21/2023 4:08:29 PM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	IT DIRECTOR

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

3. Excluding debts incurred on terms available to the general public, such as mortgages, student loans, and credit card debts, if you owed any single debt in the preceding calendar year exceeding \$10,000, list the creditor of the debt below. If you had no such debts, list "none" below. List the creditor for all applicable debts owed by you, owed jointly by you with your spouse, or owed jointly by you with your minor child. In addition to the types of debts listed above, you do not need to report any debts to or from financial institutions or government agencies, such as debts secured by automobiles, household furniture or appliances, as long as the debt was made on terms available to the general public, debts to members of your family, or debts to or from a political committee registered with the Illinois State Board of Elections or any political committee, principal campaign committee, or authorized committee registered with the Federal Election Commission.

ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: Name of UOG: MURPHYSBORO CUSD 186 **Title or Nature of Services:** SCHOOL BOARD MEMBER

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

Question has not been answered.

9. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

Question has not been answered.

10. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

Question has not been answered.

Label

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Statement of Economic Interests

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(618) 296-6290

WINGERTER, BRANT

Filing Date: 4/7/2023 8:49:13 AM

Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	WEB DEVELOPER

Your Answers

1. If you have any single asset that was worth more than \$10,000 as of the end of the preceding calendar year and is held in, or payable to, your name, held jointly by, or payable to, you with your spouse, or held jointly by, or payable to, you with your minor child, list such assets below. In the case of investment real estate, list the city and state where the investment real estate is located. If you do not have any such assets, list "none" below.

ANSWER: None

2. Excluding the position for which you are required to file this form, list the source of any income in excess of \$7,500 required to be reported during the preceding calendar year. If you sold an asset that produced more than \$7,500 in capital gains in the preceding calendar year, list the name of the asset and the transaction date on which the sale or transfer took place. If you had no such sources of income or assets, list "none" below.

ANSWER: None

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ANSWER: None

4. List the name of each unit of government of which you or your spouse were an employee, contractor, or office holder during the preceding calendar year other than the unit or units of government in relation to which the person is required to file and the title of the position or nature of the contractual services.

ANSWER: None

5. If you maintain an economic relationship with a lobbyist or if a member of your family is known to you to be a lobbyist registered with any unit of government in the State of Illinois, list the name of the lobbyist below and identify the nature of your relationship with the lobbyist. If you do not have an economic relationship with a lobbyist or a family member known to you to be a lobbyist registered with any unit of government in the State of Illinois, list "none" below.

ANSWER: None

6. List the name of each person, organization, or entity that was the source of a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500 received during the preceding calendar year and the type of gift or gifts, or honorarium or honoraria, excluding any gift or gifts from a member of your family that was not known to be a lobbyist registered with any unit of government in the State of Illinois. If you had no such gifts, list "none" below.

ANSWER: None

7. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

Question has not been answered.

8. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

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Question has not been answered.

Label

Confirmation

Congratulations! You have successfully filed your Statement of Economic Interests.

You will receive an email confirmation. You may update your account until the May 1 deadline.

Print a copy of this filing for your records.

[Print](#)

 Statement
of Economic
Interests

Statement of Economic Interests

Filed with the Madison County Clerk
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Your Agency

Code	Agency	Title
21-000	ILLINOIS HEARTLAND LIBRARY SYSTEM	MEMBERSHIP COORDINATOR

Your Answers

1. List the name and instrument of ownership in any entity doing business with a unit of local government in relation to which the person is required to file, in which the ownership interest held by the person at the date of filing is in excess of \$5,000.00 fair market value or from which dividends in excess of \$1,200.00 were received during the preceding calendar year. (In the case of real estate, location thereof shall be listed by street address, or if none, then by legal description.) No time or demand in a financial institution, nor any debt instrument shall be listed.
- ANSWER:** N/A

2. List the name, address and type of practice of any professional organization in which the person making the statement was an office, director, associate, partner or proprietor or served in any advisory capacity, from which income in excess of \$1,200.00 was derived during the preceding year.

ANSWER: N/A

3. List the nature of professional services rendered (other than to the unit or units of local government in relation to which the person is required to file) and the nature of the entity to which they were rendered if fees exceeding \$5,000.00 were received during the preceding calendar year from the entity for professional services rendered by the person making the statement. ("Professional services" means services rendered in the practice of law, accounting, engineering, medicine, architecture, dentistry, or clinical psychology.)

ANSWER: N/A

4. List the identity (including the address or legal description of real estate) of any capital asset from which a gain of \$5,000.00 or more was realized during the preceding calendar year.

ANSWER: N/A

5. List the name of any entity and the nature of the governmental action requested by any entity which has applied to a unit of local government in relation to which the person must file for any license, franchise or permit for annexation, zoning or rezoning of real estate during the preceding calendar year if the ownership interest of the person filing is in excess of \$5,000.00 fair market value at the time of filing or if income or dividends in excess of \$1,200.00 were received by the person filing from the entity during the preceding calendar year.

ANSWER: N/A

6. List the name of any entity doing business with a unit of local government in relation to which the person is required to file from which income in excess of \$1,200.00 was derived during the preceding calendar year other than for professional services and the title or description of any position held in that entity. No time or demand deposit in a financial institution nor any debt instrument need be listed.

ANSWER: N/A

7. List the name of any unit of government which employed the person making the statement during the preceding calendar year other than the unit or units of government in relation to which the person is required to file.

ANSWER: N/A

8. List the names of any entity from which a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500.00, was received during the preceding calendar year.

ANSWER: N/A

9. Other than your principal residence, do you or any members of your immediate family own any interest in real property located within the County

ANSWER: N/A

10. Do you or members of your immediate family own an interest in any business or professional entity doing business with the County or any other public/local government agency within Madison County

ANSWER: N/A

11. Other than a debt to secure a mortgage upon your principal residence or business loan are you or members of your immediate family indebted to any person or business or professional entity doing business with the County or any other local, public government within Madison County?

ANSWER: N/A

12. If you or members of your immediate family have been released from any indebtedness from any person, business or professional entity doing business with the County or any other local, public government within Madison County exceeding in its principal amount of \$1,200.00 within the last year without repaying the total balance due on such indebtedness, list the name of the creditor providing the release, the nature and the amount of the indebtedness, and describe the circumstances surrounding the release. EXCLUDE: Any liability of \$1,200.00 or less; student loans; installment loans (cars, household effects, etc...); medical and dental debts; credit card purchases; support or alimony obligations; debts owed to spouse or close relative; and debts incurred in the maintenance of your household.

ANSWER: N/A

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Illinois Heartland Library System
ORDINANCE NO. 2011-02 ETHICS ACT ORDINANCE

PREAMBLE

WHEREAS, the Illinois General Assembly has enacted the State Officials and Employees Ethics Act (Public Act 93-615, effective November 19, 2003, as amended by Public Act 93-617, effective December 9, 2003), which is a comprehensive revision of State statutes regulating ethical conduct, political activities and the solicitation and acceptance of gifts by State officials and employees; and

WHEREAS, the Act requires all units of local government and school districts, within six months after the effective date of Public Act 93-615, to adopt ordinances or resolutions regulating the political activities of, and the solicitation and acceptance of gifts by, the officers and employees of such units "in a manner no less restrictive" than the provisions of the Act; and

WHEREAS, it is the clear intention of the Act to require units of local government and school districts to implement regulations that are at least as restrictive as those contained in the Act, and to impose penalties for violations of those regulations that are equivalent to those imposed by the Act, notwithstanding that such penalties may exceed the general authority granted to units of local government to penalize ordinance violations; and

WHEREAS, it is the clear intention of the Act to provide units of local government with all authority necessary to implement its requirements on the local level regardless of any general limitations on the power to define and punish ordinance violations that might otherwise be applicable; and

WHEREAS, because the Act provides for the imposition of significant penalties for violations of said local regulations, it is necessary to adopt the required regulations by Ordinance rather than by Resolution;
NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE ILLINOIS HEARTLAND LIBRARY SYSTEM [herein "IHLS"], AS FOLLOWS:

SECTION 1: The Code of Ordinances of IHLS is hereby amended by the addition of the following provisions:

ARTICLE 1
DEFINITIONS

Section 1-1. For purposes of this ordinance, the following terms shall be given these definitions:

"Campaign for elective office" means any activity in furtherance of an effort to influence the selection, nomination, election, or appointment of any individual to any federal, State, or local public office or office in a political organization, or the selection, nomination, or election of Presidential or Vice-Presidential electors, but does not include activities (i) relating to the support or opposition of any

executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.

"Candidate" means a person who has filed nominating papers or petitions for nomination or election to an elected office, or who has been appointed to fill a vacancy in nomination, and who remains eligible for placement on the ballot at a regular election, as defined in section 1-3 of the Election Code (10 ILCS 5/1-3).

"Collective bargaining" has the same meaning as that term is defined in Section 3 of the Illinois Public Labor Relations Act (5 ILCS 315/3).

"Compensated time" means, with respect to an employee, any time worked by or credited to the employee that counts toward any minimum work time requirement imposed as a condition of his or her employment, but for purposes of this Ordinance, does not include any designated holidays, vacation periods, personal time, compensatory time off or any period when the employee is on a leave of absence. With respect to officers or employees whose hours are not fixed, "compensated time" includes any period of time when the officer is on premises under the control of the employer and any other time when the officer or employee is executing his or her official duties, regardless of location.

"Compensatory time off" means authorized time off earned by or awarded to an employee to compensate in whole or in part for time worked in excess of the minimum work time required of that employee as a condition of his or her employment.

"Contribution" has the same meaning as that term is defined in section 9-1.4 of the Election Code (10 ILCS 5/9-1.4).

"Employee" means a person employed by the IHLS, whether on a full-time or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor.

"Employer" means the IHLS.

"Gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an officer or employee.

"Leave of absence" means any period during which an employee does not receive (i) compensation for employment, (ii) service credit towards pension benefits, and (iii) health insurance benefits paid for by the employer.

"Officer" means a person who holds, by election or appointment, an office created by statute or ordinance, regardless of whether the officer is compensated for service in his or her official capacity.

"Political activity" means any activity in support of or in connection with any campaign for elective office or any political organization, but does not include activities (i) relating to the support or opposition of any executive, legislative, or administrative action, (ii) relating to collective bargaining, or (iii) that are otherwise in furtherance of the person's official duties.

"Political organization" means a party, committee, association, fund, or other organization (whether or not incorporated) that is required to file a statement of organization with the State Board of Elections or

a county clerk under Section 9-3 of the Election Code (10 ILCS 5/9-3), but only with regard to those activities that require filing with the State Board of Elections or a county clerk.

"Prohibited political activity" means:

- (1) Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
- (2) Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
- (3) Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
- (4) Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
- (5) Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
- (6) Assisting at the polls on election day on behalf of any political organization or candidate for elective office or for or against any referendum question.
- (7) Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
- (8) Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
- (9) Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
- (10) Preparing or reviewing responses to candidate questionnaires.
- (11) Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
- (12) Campaigning for any elective office or for or against any referendum question.
- (13) Managing or working on a campaign for elective office or for or against any referendum question.
- (14) Serving as a delegate, alternate, or proxy to a political party convention.
- (15) Participating in any recount or challenge to the outcome of any election. "Prohibited source" means any person or entity who:
 - (1) is seeking official action (i) by an officer or (ii) by an employee, or by the officer or another employee directing that employee;
 - (2) does business or seeks to do business (i) with the officer or (ii) with an employee, or with the officer or another employee directing that employee;
 - (3) conducts activities regulated (i) by the officer or (ii) by an employee, or by the officer or another employee directing that employee; or
 - (4) has interests that may be substantially affected by the performance or non-performance of the official duties of the officer or employee.

ARTICLE 5 PROHIBITED POLITICAL ACTIVITIES

Section 5-1. Prohibited political activities. (a) No officer or employee shall intentionally perform any prohibited political activity during any compensated time, as defined herein. No officer or employee shall intentionally use any property or resources of the IHLS in connection with any prohibited political activity.

(b) At no time shall any officer or employee intentionally require any other officer or employee to perform any prohibited political activity (i) as part of that officer or employee's duties, (ii) as a condition of employment, or (iii) during any compensated time off (such as holidays, vacation or personal time off).

(c) No officer or employee shall be required at any time to participate in any prohibited political activity in consideration for that officer or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any officer or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

(d) Nothing in this Section prohibits activities that are permissible for an officer or employee to engage in as part of his or her official duties, or activities that are undertaken by an officer or employee on a voluntary basis which are not prohibited by this Ordinance.

(e) No person either (i) in a position that is subject to recognized merit principles of public employment or (ii) in a position the salary for which is paid in whole or in part by federal funds and that is subject to the Federal Standards for a Merit System of Personnel Administration applicable to grant-in-aid programs, shall be denied or deprived of employment or tenure solely because he or she is a member or an officer of a political committee, of a political party, or of a political organization or club.

ARTICLE 10 GIFT BAN

Section 10-1. Gift ban. Except as permitted by this Article, no officer or employee, and no spouse of or immediate family member living with any officer or employee (collectively referred to herein as "recipients"), shall intentionally solicit or accept any gift from any prohibited source, as defined herein, or which is otherwise prohibited by law or ordinance. No prohibited source shall intentionally offer or make a gift that violates this Section.

Section 10-2. Exceptions. Section 10-1 is not applicable to the following:

- (1) Opportunities, benefits, and services that are available on the same conditions as for the general public.
- (2) Anything for which the officer or employee, or his or her spouse or immediate family member, pays the fair market value.
- (3) Any (i) contribution that is lawfully made under the Election Code or (ii) activities associated with a fundraising event in support of a political organization or candidate.
- (4) Educational materials and missions.
- (5) Travel expenses for a meeting to discuss business.

(6) A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.

(7) Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (i) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (ii) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (iii) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other officers or employees, or their spouses or immediate family members.

(8) Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are (i) consumed on the premises from which they were purchased or prepared or (ii) catered. For the purposes of this Section, "catered" means food or refreshments that are purchased ready to consume which are delivered by any means.

(9) Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of an officer or employee), if the benefits have not been offered or enhanced because of the official position or employment of the officer or employee, and are customarily provided to others in similar circumstances.

(10) Intra-governmental and inter-governmental gifts. For the purpose of this Act, "intra-governmental gift" means any gift given to an officer or employee from another officer or employee, and "inter-governmental gift" means any gift given to an officer or employee by an officer or employee of another governmental entity.

(11) Bequests, inheritances, and other transfers at death.

(12) Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100. Each of the exceptions listed in this Section is mutually exclusive and independent of every other.

Section 10-3. Disposition of gifts. An officer or employee, his or her spouse or an immediate family member living with the officer or employee, does not violate this Ordinance if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501 (c)(3) of the Internal Revenue Code of 1986, as now or hereafter amended, renumbered, or succeeded.

ARTICLE 15
ETHICS ADVISOR

Section 15-1. The Executive Director, with the advice and consent of the Board of Directors shall designate an Ethics Advisor for the IHLS. The duties of the Ethics Advisor may be delegated to an officer or employee of the IHLS unless the position has been created as an office by the IHLS.

Section 15-2. The Ethics Advisor shall provide guidance to the officers and employees of the IHLS concerning the interpretation of and compliance with the provisions of this Ordinance and State ethics laws. The Ethics Advisor shall perform such other duties as may be delegated by the Board of Directors.

ARTICLE 20
ETHICS COMMISSION

Section 20-1. There is hereby created a commission to be known as the Ethics Commission of IHLS. The Commission shall be comprised of three members appointed by the Executive Director with the advice and consent of the Board of Directors. No person shall be appointed as a member of the Commission who is related, either by blood or by marriage up to the degree of first cousin, to any elected officer or employee of IHLS.

Section 20-2. At the first meeting of the Commission, the initial appointees shall draw lots to determine their initial terms. Two commissioners shall serve 2-year terms, and the third commissioner shall serve a one-year term. Thereafter, all commissioners shall be appointed to 2- year terms. Commissioners may be reappointed to serve subsequent terms.

At the first meeting of the Commission, the commissioners shall choose a chairperson from their number. Meetings shall be held at the call of the chairperson or any 2 commissioners. A quorum shall consist of two commissioners, and official action by the commission shall require the affirmative vote of two members.

Section 20-3. The Executive Director, with the advice and consent of the Board of Directors, may remove a commissioner in case of incompetency, neglect of duty or malfeasance in office after service on the commissioner by certified mail, return receipt requested, of a copy of the written charges against the commissioner and after providing an opportunity to be heard in person or by counsel upon not less than 10 days' notice. Vacancies shall be filled in the same manner as original appointments.

Section 20-4. The Commission shall have the following powers and duties:

(1) To promulgate procedures and rules governing the performance of its duties and the exercise of its powers.

(2) Upon receipt of a signed, notarized, written complaint, to investigate, conduct hearings and deliberations, issue recommendations for disciplinary actions, impose fines in accordance with Section 25-1(c) of this Ordinance and refer violations of Article 5 or Article 10 of this Ordinance to the appropriate attorney for prosecution. The Commission shall, however, act only upon the receipt of a written complaint alleging a violation of this Ordinance and not upon its own prerogative.

(3) To receive information from the public pertaining to its investigations and to require additional information and documents from persons who may have violated the provisions of this Ordinance.

(4) To compel the attendance of witnesses and to compel the production of books and papers pertinent to an investigation. It is the obligation of all officers and employees of the IHLS to cooperate with the Commission during the course of its investigations. Failure or refusal to cooperate with requests by the Commission shall constitute grounds for discipline or discharge.

(5) The powers and duties of the Commission are limited to matters clearly within the purview of this Ordinance.

Section 20-5. (a) Complaints alleging a violation of this Ordinance shall be filed with the Ethics Commission.

(b) Within 3 business days after the receipt of a complaint, the Commission shall send by certified mail, return receipt requested, a notice to the respondent that a complaint has been filed against him or her and a copy of the complaint. The Commission shall send by certified mail, return receipt requested, a confirmation of the receipt of the complaint to the complainant within 3 business days after receipt by the commission. The notices to the respondent and the complainant shall also advise them of the date, time, and place of the meeting to determine the sufficiency of the complaint and to establish whether probable cause exists to proceed.

(c) Upon not less than 48 hours' public notice, the Commission shall meet to review the sufficiency of the complaint and, if the complaint is deemed sufficient to allege a violation of this Ordinance, to determine whether there is probable cause, based on the evidence presented by the complainant, to proceed. The meeting may be closed to the public to the extent authorized by the Open Meetings Act. The Commission shall issue notice to the complainant and the respondent of the Commission's ruling on the sufficiency of the complaint and, if necessary, on probable cause to proceed within 7 business days after receiving the complaint.

If the complaint is deemed sufficient to allege a violation of Article 10 of this Ordinance and there is a determination of probable cause, then the Commission's notice to the parties shall include a hearing date scheduled within 4 weeks after the complaint's receipt. Alternatively, the Commission may elect to notify in writing the attorney designated by the corporate authorities to prosecute such actions and request that the complaint be adjudicated judicially. If the complaint is deemed not sufficient to allege a violation or if there is no determination of probable cause, then the Commission shall send by certified mail, return receipt requested, a notice to the parties of the decision to dismiss the complaint, and that notice shall be made public.

If the complaint is deemed sufficient to allege a violation of Article 5 of this Ordinance, then the Commission shall notify in writing the attorney designated by the corporate authorities to prosecute such actions and shall transmit to the attorney the complaint and all additional documents in the custody of the Commission concerning the alleged violation.

(d) On the scheduled date and upon at least 48 hours' public notice of the meeting, the Commission shall conduct a hearing on the complaint and shall allow both parties the opportunity to present

testimony and evidence. The hearing may be closed to the public only if authorized by the Open Meetings Act.

(e) Within 30 days after the date the hearing or any recessed hearing is concluded, the Commission shall either (i) dismiss the complaint or (ii) issue a recommendation for discipline to the alleged violator and to the Executive Director, or impose a fine upon the violator, or both. The particular findings in the case, any recommendation for discipline, and any fine imposed shall be a matter of public information.

(f) If the hearing was closed to the public, the respondent may file a written demand for a public hearing on the complaint within 7 business days after the issuance of the recommendation for discipline or imposition of a fine, or both. The filing of the demand shall stay the enforcement of the recommendation or fine. Within 14 days after receiving the demand, the Commission shall conduct a public hearing on the complaint upon at least 48 hours' public notice of the hearing and allow both parties the opportunity to present testimony and evidence. Within 7 days thereafter, the Commission shall publicly issue a final recommendation to the alleged violator and to the Executive Director or impose a fine upon the violator, or both.

(g) If a complaint is filed during the 60 days preceding the date of any election at which the respondent is a candidate, the Commission shall render its decision as required under subsection (e) within 7 days after the complaint is filed, and during the 7 days preceding that election, the Commission shall render such decision before the date of that election, if possible.

(h) The Commission may fine any person who intentionally violates any provision of Article 10 of this Ordinance in an amount of not less than \$1,001 and not more than \$5,000. The Commission may fine any person who knowingly files a frivolous complaint alleging a violation of this Ordinance in an amount of not less than \$1,001 and not more than \$5,000. The Commission may recommend any appropriate discipline up to and including discharge.

(i) A complaint alleging the violation of this Act must be filed within one year after the alleged violation.

ARTICLE 25 PENALTIES

Section 25-1. Penalties. (a) A person who intentionally violates any provision of Article 5 of this Ordinance may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.

(b) A person who intentionally violates any provision of Article 10 of this Ordinance is subject to a fine in an amount of not less than \$1,001 and not more than \$5,000.

(c) Any person who intentionally makes a false report alleging a violation of any provision of this Ordinance to the local enforcement authorities, the State's Attorney or any other law enforcement official may be punished by a term of incarceration in a penal institution other than a penitentiary for a period of not more than 364 days, and may be fined in an amount not to exceed \$2,500.

(d) A violation of Article 5 of this Ordinance shall be prosecuted as a criminal offense by an attorney for the IHLS by filing in the circuit court an information, or sworn complaint, charging such offense. The

prosecution shall be under and conform to the rules of criminal procedure. Conviction shall require the establishment of the guilt of the defendant beyond a reasonable doubt.

A violation of Article 10 of this Ordinance may be prosecuted as a quasi-criminal offense by an attorney for the IHLS, or, if an Ethics Commission has been created, by the Commission through the designated administrative procedure.

(e) In addition to any other penalty that may be applicable, whether criminal or civil, an officer or employee who intentionally violates any provision of Article 5 or Article 10 of this Ordinance is subject to discipline or discharge.

SECTION 2: This Ordinance shall be in effect upon its passage, approval and publication as provided by law.

PASSED BY THE BOARD OF DIRECTORS, ILLINOIS HEARTLAND ILLINOIS LIBRARY SYSTEM, IN PUBLIC SESSION ASSEMBLED THIS 27th DAY OF SEPTEMBER, 2011.

Karen Bounds, President, Board of Directors
Illinois Heartland Library System

ATTEST:

Janet Hasten, Secretary, Board of Directors
Illinois Heartland Library System



4.11 Compliance with Illinois Statutes

Legal Statute	Citation	Karen Bounds	Loretta Broomfield	Stacey Cater	Ann Chandler	Tiffany Droege	Jenna Griffith	Sarah Hill	Ryan Johnson	Kevin Kelsey	Tammy Krouse	Kevin Latoz	Linda McDonnell	Joshua Short	Kelley Sullivan	Susan Tulis
OMA	5 ILCS 120	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
FOIA	5 ILCS 140	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
IL PUBLIC LABOR RELATIONS ACT	5 ILCS 315	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
IL GOVERNMENT ETHICS ACT	5 ILCS 420	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
LOCAL RECORDS ACT	50 ILCS 205	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
STATE OFFICIALS & EMPLOYEES ACT	5 ILCS 430	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
PUBLIC FUNDS DEPOSIT ACT	30 ILCS 225	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
PUBLIC FUNDS INVESTMENT ACT	30 ILCS 235	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
IMRF	40 ILCS 5/Art. 7	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
PUBLIC OFFICER PROHIBITED ACTIVITIES	50 ILCS 105	X	X	X	X	X	X	X	X	X	X	X	X	X	X	x
IL LIBRARY SYSTEM ACT	75 ILCS 10	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
AMERICANS WITH DISABILITIES ACT	42 USC 1201	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
IL HUMAN RIGHTS ACT	775 ILCS 5	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X



Article I Name

The name of the organization shall be Illinois Heartland Library System, hereinafter referred to as the System.

Article II Authority

The System derives its authority from the Illinois Library System Act, 75 Illinois Compiled Statutes 10/1 et.seq. as amended (hereinafter called "Statutes"); and operates in accordance with the Administrative Rules of Title 23, Part 3030 of the Illinois Administrative Code (hereinafter called "Administrative Rules") promulgated thereunder.

Article III Purpose/Objectives/Vision & Mission

Section 1. The System is a cooperative multi-type library system serving academic, public, school, and special libraries of central and southern Illinois in the counties of Alexander, Bond, Calhoun, Champaign, Christian, Clark, Clay, Clinton, Coles, Crawford, Cumberland, Douglas, Edgar, Edwards, Effingham, Fayette, Ford, Franklin, Gallatin, Greene, Hamilton, Hardin, Iroquois, Jackson, Jasper, Jefferson, Jersey, Johnson, Lawrence, Macon, Macoupin, Madison, Marion, Massac, Menard, Monroe, Montgomery, Moultrie, Perry, Piatt, Pope, Pulaski, Randolph, Richland, Sangamon, Saline, St. Clair, Shelby, Union, Vermilion, Wabash, Washington, Wayne, Williamson, White, and parts of DeWitt, Logan and Mason and other counties that may be associated with the System in the future.

Section 2. The System envisions a future where all libraries and information partners collaborate to provide accessible and innovative services. (Vision) The System is a community of multi-type libraries developing partnerships and sharing resources in pursuit of excellent service. (Mission)

Section 3. In accordance with its Strategic Plan and its Annual Plan of Service, the System provides services and facilitates cooperation among its member libraries in order to implement the objectives stated in the Statutes and Administrative Rules.

Section 4. To achieve its purpose, the System responsibly utilizes the Area & Per Capita Grant appropriation from the Illinois General Revenue Fund and Live and Learn Fund as disbursed and administered by the Illinois State Library as a department of the Secretary of State's Office. Additionally, the System actively pursues alternative revenue streams and earned income opportunities to fulfill its mission.

Article IV Fiscal Year

The fiscal year of the System shall begin with July 1 and end with June 30.

Article V Membership

Section 1. The Statutes and Administrative Rules of the State of Illinois and the Membership Criteria of the System govern Membership in the System. All academic, public, school and special libraries whose governing authority headquarters are within the geographic boundaries of the System are eligible to apply for membership. Participating libraries will hereinafter be known as Members. Acceptance is subject to the approval of the Board of Directors of the System and the State Librarian and implies agreement by the applying library to applicable State statutes and rules and to the System's Bylaws, policies and Plan of Service. Members agree to comply with policies, rules and regulations required for maintaining Membership.

Section 2. Any Member library may be suspended from Membership if not in compliance with State statutes or System requirements. Members will remain in good standing as long as they meet System and State Membership criteria in compliance with statute 75 ILCS 10/9. Specific information about Suspension can be found in the Administrative Rules (3030.115).

Section 3. Transfer of a Member library to another System shall be governed by the administrative rules of the Illinois State Library.

Section 4. Upon written notice on or before April 1 of any year, a member library governing authority may voluntarily terminate System membership on or before June 30 of the same year (the end of the System's fiscal year) and upon fulfillment of all outstanding obligations to the System.

Article VI Board of Directors

Section 1. The System shall be governed by a Board of Directors of fifteen (15) members. No library shall be represented by more than one Board member. All Board members must be eligible electors in the geographical area of the System. Eligible electors are individuals who are eligible to register to vote within the territory of the System.

Section 2. Duties of Board

The Board of Directors of the System shall have the authority to make such policy to carry out the spirit and intent of The Illinois Library System Act, and shall have the powers conferred by the Act.

Section 3.

The Board of Directors shall be composed of elected members according to the following manner:

- a. Eight (8) members from the governing boards of public library members.
- b. Two (2) members representing public libraries
- c. Three (3) members representing school libraries
- d. One (1) member representing special libraries
- e. One (1) member representing academic libraries

Section 4. Nominating Committee for the Board of Directors.

A Nominating Committee of five (5) members, who shall be eligible electors within the geographic area of the System, shall be appointed by the President of the System Board, with Board approval, in

November of each year. It is the preference of the Board that a minimum of two members from the current Nominating Committee will serve the following year in order to ensure continuity of the process. No currently sitting System Board member may serve on the Nominating Committee and no Nominating Committee Member may be slated for that election to the System Board.

a. The Nominating Committee shall select and confirm candidates for election to the System Board representing all geographic areas. Nominees must be members of a governing board of a member library, professional staff or the administration of the type of library to be represented as set out in these Bylaws. The call for nominations will be appropriately publicized to the Members of the System and any member may propose names for the Nominating Committee's consideration. Additional nominations may be sent to the Nominating Committee upon written petitions of ten (10) member libraries represented by the type of seat on the System Board to be filled. Such petitions, accompanied by written acceptance of the nominee, must be filed with the System Board Secretary who will forward them to the Chair of the Nominating Committee for inclusion on the list of nominees. Criteria for the inclusion or any elimination of names to appear on the ballot will be developed by the Nominating Committee, and this information will be included with the certification results presented to the Board at its May meeting. The determination of the final slate of candidates is the responsibility of the Nominating Committee, with the goal of creating a balanced ballot representative of all System members.

b. The Nominating Committee shall prepare a ballot and certify that all candidates are eligible electors in the geographic area of the System. The ballot will include no more than six (6) eligible candidates for each open seat. Any incumbent board member running for a second term will automatically be awarded a slot on the ballot. In the event that there are no eligible candidates for an open position on the IHLS board, there will be a write-in vote. Any viable write-in candidate will be required to meet all eligibility criteria for the specific board position and must receive a minimum of five (5) affirmative votes in order to win election. The nominating committee must verify the winning candidate. If there is no clear winner from the write-in vote, the president will appoint a new board member.

c. The ballot will be distributed to each member library agency electronically by March 15. A library agency is defined as a library or libraries with a single governing body or corporate authority. For example, a public library with branches would be counted as a single agency as would a school district with libraries in several buildings. Each library will be entitled to return only one ballot for its choice of candidates for the System Board of Directors. Before the vote is cast, each library agency should determine who will be responsible for casting the vote for its agency. The Nominating Committee will accept only the first completed ballot, if multiple votes are cast by the same library agency.

d. Ballots must be completed and submitted by April 15th to be counted. In the event of a tie, a subsequent election to break the tie will be announced no later than April 25th. This ballot will be available electronically for one full week. The Nominating Committee will certify the election results to the System Board of Directors at its May meeting each year.

Section 5. Terms of Office

- a. Except for those Board members who are elected to the Initial System Board in 2011 and who draw either one or two year terms as provided in Section 4d above, and for those board members whose term might be limited by Section 5b below, all Board members will be elected for a term of three (3) years.
- b. No Board member shall be permitted to serve for more than a total of six (6) consecutive years unless two (2) years have elapsed since his/her sixth year of service.
- c. All terms of office shall be staggered, with one-third of the board seats ending each year.
- d. Terms of office begin on July 1 and end on June 30, the System's fiscal year.
- e. Any appointment to the System Board for a partial term is counted as a full year of service at the conclusion of the most current fiscal year.
- f. Prior service in office on the board of directors of any Illinois Library System, shall count toward the statutory maximum of serving a total of no more than six (6) years as a director, unless two years has elapsed since their sixth year of service.

Section 6. Economic Interest

- a. No member of the System Board may profit personally, either directly or indirectly, from any business connected with the System.
- b. Each member of the System Board shall file a Statement of Economic Interest pursuant to the Illinois Governmental Ethics Act.
- c. All records and accounts of the System shall be kept in the System headquarters office and in the custody of the Executive Director. All such records and accounts shall be open to the inspection and use of all members of the System Board at all reasonable times.
- d. The members of the System Board shall serve without compensation, but their actual and necessary expenses shall be paid by the System.

Section 7.

Should a board member no longer be an eligible elector within the geographic area of the System, or leave the local position by virtue of which he/she was eligible, nominated and elected, the seat shall be declared vacant. Vacancies may be filled by appointment by the remaining members of the Board. The appointee shall serve for the unexpired term of the Director replaced. Persons appointed must have the same qualifications as those elected, and represent the constituency of the vacant seat.

Section 8. Officers

- a. The Officers of the Board of Directors shall be a President, Vice-President, Secretary, and Treasurer.
- b. The Board Nominating Committee shall present a slate of candidates to the Board at the first meeting of the fiscal year. Additional nominations may be made from the floor. The Directors shall then vote on the slate of candidates.

- c. The Officers shall be elected for one year, and no Officer shall serve more than two consecutive terms. A term of six months or more shall be considered a full term.
- d. The duties of the Officers shall be:
 - i. The President shall preside at all meetings of the Board, appoint any necessary committees, be an ex officio member of all committees, and be entitled to vote on such committees.
 - ii. The Vice-President shall preside at meetings in the absence of the President, and shall in case of the resignation of the President assume the President's responsibilities until the election of a new President.
 - iii. The Secretary shall have responsibility for the records of the Board of Directors.
 - iv. The Treasurer shall be chairperson of the Finance Committee. Before entering the duties, the Treasurer shall be required to give a bond in an amount to be approved by the Board, but in no case less than the minimum amount specified in the Library System Act.
 - v. Should an office become vacant prior to the expiration of the term of that office, the Directors shall elect from their members an Officer to fill the unexpired term.

Section 9. Attendance of Board members

Board members are expected to fulfill the duties imposed on them by the nature of their office. Board members must notify the System Executive Director if they are unable to attend a board meeting. When a Board member is absent from a meeting, the following actions will be taken. The President shall notify in writing any member missing his or her second meeting. Upon a member's third absence the topic will be included on the agenda for discussion at the next meeting. The System Board, by a majority vote may, with a quorum present, declare a Board position vacant if a Director fails to attend three (3) meetings during the fiscal year.

Section 10. Committees

The President of the Board of Directors shall appoint committees. Membership on standing committees is limited to members of the Board of Directors; excluding the Nominating Committee which is made up of members only. Membership on committees shall be not less than three. Members of the Board of Directors are limited to membership on two standing committees, excluding the Executive Committee. Terms on committees are for one year, or until such time as new appointments are made.

Executive Committee:

The elected officers of the Board of Directors plus one other Board member shall constitute the Executive Committee. A majority of the Executive Committee may authorize payment of bills in the event a meeting cannot be held. The duties of the committee shall be:

- a. To conduct business between regularly scheduled meetings of the Board of Directors
- b. To provide for the annual evaluation of the Executive Director
- c. To review the By-Laws of the System annually

Standing Committees (other than Nominating Committee for the Board of Directors):

- a. Budget and Finance
 - i. The Treasurer shall be the chair of this committee
 - ii. The committee assumes that the Board of Directors as a whole has the responsibility to review and approve the overall budget as submitted by the

Executive Director

- iii. To establish the budget tracking and reporting standards provided by the Chief Fiscal Officer as are appropriate to the needs of the committee
- iv. To monitor System expenditures and income and report significant variances to the Board of Directors*
- v. To review expenses over \$2,500.00 not included in the currently approved budget
- vi. To review quarterly projections provided by the Chief Fiscal Officer
- vii. To review and provide guidance to the Board of Directors on policies or recommendations having potential financial implications
- viii. To review annual audit findings
- ix. To expect the Chief Fiscal Officer to brief the committee on up-coming known issues that will skew the financials in some significant manner
- x. To establish criteria for insurance (board, property, fleet) carriers, review and approve specifications for bids
- xi. To update the salary schedule appropriately based upon information from the Executive Director.

*The committee would not generally expect to be involved in financial matters that are within the parameters of an established budget, other than as a monitor function. Certainly, establishment of policies that impact finances, anything that would suggest the need to expend contingency funds or move funds, is within the realm of Committee purview. It would be our desire to review planned changes before taking them to the Board when changes from the budget are proposed (even if the overall budget for the line will remain unaffected). For example, when creating a new position not initially funded or deciding to add/eliminate a capital project, the Committee would expect to review and comment on such a change to the Board.

b. Facilities and Operations

- i. To review the property needs of the System
- ii. To review that system property fits into the System strategic plan
- iii. To review property leases and purchases
- iv. To review delivery policies

c. Personnel

- i. To review position descriptions and staffing requirements of the System
- ii. To review and update the personnel code of the System

d. Policy and Membership

- i. To review and update the service policies of the System
- ii. To review and evaluate progress in fulfilling the System strategic plan
- iii. To review continued membership eligibility of libraries that are members of the System

e. Nominating Committee for Officers of the Board

- i. To develop a slate of officer candidates from the Directors serving on the board at the beginning of the fiscal year
- ii. Each candidate shall be contacted about their willingness to serve as an officer

- iii. The Slate of Officers shall be voted on at the July meeting of the Board

Ad Hoc Committees

The President may appoint Ad Hoc committees as needed. Members of Ad Hoc committees may also include other personnel associated with the System, but who are not members of the Board of Directors. Ad Hoc committees must include members of the Board, and no library associated with the System can have more than one member on an Ad Hoc committee.

Section 11. Meetings

- a. The Board shall hold a minimum of nine (9) regular monthly meetings per year to conduct the business of the System. The dates, times and locations of the meetings shall be determined at the July meeting. Board agendas shall be posted in accordance with the Illinois Open Meetings Act.
- b. All Board and Committee meetings will be conducted in full compliance with the Open Meetings Act (5 ILCS 120/1 et seq.). All Board, Committee, and sub-committee meetings will be conducted in full compliance with the Open Meetings Act (5 ILCS 120/1 et seq.) and the IHLS Policy on Meetings via Electronics Means.
- c. The President may call special meetings on his/her initiative; the President must call a special board meeting when requested by at least five (5) board members. Notice shall be given 48 hours prior to the date of the meeting and shall state the business to be transacted. The meeting will be limited to the business stated.
- d. A quorum shall be a simple majority of the members of the System Board. With fifteen (15) members, the quorum is eight (8).
- e. Should both the President and Vice-President be absent from any meeting, the Directors present shall choose, from among their number, a temporary, presiding Officer who shall be designated President Pro Tem for that meeting.
- f. A roll call vote shall be taken for the expenditure of funds, execution of a contract, and upon the request of any board member.
- g. Standard Order of Business will comply with the Open Meetings Act.

Article VII Executive Director

The Executive Director shall be the System's Chief Executive Officer and be responsible for the administration of the System. The qualifications of the Executive Director shall include a Master's degree from an American Library Association accredited library education program and who has a minimum of five years postgraduate employment that includes a minimum of two that were in library administrative experience. The Executive Director shall have the authority to hire such other employees as may be necessary, to fix their compensation, and remove such appointees, subject to the approval of the Board. The acts of the Executive Director are subject to the approval of the Board. The Executive Director reports to and is responsible directly to the Board. Performance is evaluated by the Board of

Directors based upon the agency's ability to serve the needs of its membership and achieve the goals of the Board.

Article VIII Advisory Councils

The Executive Director shall form Advisory Councils to serve as an effective liaison between the librarians of the System and the Executive Director. The purpose of the committee is to:

1. Promote System development
2. Provide input and review of changes to System policy and membership criteria
3. Initiate suggestions to the Executive Director and the Board

Members of the Advisory Councils shall serve three-year terms.

Article IX LLSAP Governance Group

The LLSAP membership shall form a governance group that will act as an effective liaison between the LLSAP membership and the IHLS Board of Directors. The purpose of this group is to:

1. Promote membership excellence and involvement.
2. Provide input and review of changes to LLSAP governance documents.
3. Initiate suggestions regarding the LLSAP to the Executive Director and the IHLS Board of Directors.

Members of the LLSAP governance group shall serve according to the guidelines set by the LLSAP governance and its membership.

Article X Parliamentary Authority

All meetings shall be conducted in accordance with Robert's Rules of Order, latest edition, and shall be open to the public in compliance with the "Illinois Open Meetings Act," as amended (ILCS 120/1 et.seq.)

Article XI Amendments and Revisions

Section 1. These By-Laws may be amended by a vote of two-thirds (2/3) of all Board members at a regular Meeting of the Board of Directors of the System provided a written draft of the proposed amendments has been given to each Director at the preceding regular meeting with notice to all member libraries.

Section 2. By-Laws changes can originate from the System Board or from the membership of the System submitted to the System Board.

Section 3. By-Laws changes must be submitted for approval by the State Librarian through the Illinois State Library before they shall become effective.

Approved by Planning Panel on February 26, 2011
Approved by the Illinois Heartland Library System Transition Board on March 29, 2011
Approved by the Illinois Heartland Library System Board of Directors on July 5, 2011
Amended by the Illinois Heartland Library System Board of Directors on August 23, 2011
Amended by the Illinois Heartland Library System Board of Directors on August 28, 2012
Amended by the Illinois Heartland Library System Board of Directors on February 26, 2013
Amended by the Illinois Heartland Library System Board of Directors on July 23, 2013
Amended by the Illinois Heartland Library System Board of Directors on October 22, 2013
Amended by the Illinois Heartland Library System Board of Directors on May 27, 2014
Amended by the Illinois Heartland Library System Board of Directors on October 28, 2014
Amended by the Illinois Heartland Library System Board of Directors on November 25, 2014
Amended by the Illinois Heartland Library System Board of Directors on March 5, 2015
Amended by the Illinois Heartland Library System Board of Directors on July 28, 2015
Amended by the Illinois Heartland Library System Board of Directors on April 26, 2016
Amended by the Illinois Heartland Library System Board of Directors on February 26, 2019